



City of Quincy Adopted Budget FY 2021/2022

May 1, 2021-April 30, 2022



**City of Quincy, Illinois Adopted Budget
May 1, 2021 - April 30, 2022**

CITY OF QUINCY

JEFF MAYS
DIRECTOR OF ADMINISTRATIVE
SERVICES



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TO: The Mayor and the Quincy City Council

From: Jeff Mays, Director of Administrative Services

Date: March 26, 2021

On behalf of the City of Quincy budget team, the FY2021-2022 budget plan we are presenting today is balanced within anticipated recurring revenues and expenses. It increases the overall budgeted headcount by one (from 309 to 310). It continues the city's massive re-investment in our streets, sewer, and water infrastructure begun last year. Most importantly, it establishes initial funding for Quincy's comprehensive growth initiative.

As we introduced the budget last year we noted how quickly revenue and spending assumptions could change, given the pandemic's initial shut down edicts. With the number of unemployed in our community increasing ten-fold in a matter of weeks, we were told to anticipate significant hits to our income and sales related taxes. Together, we passed a scaled down budget in April and then scaled back our spending even further in June. We then slowly added back program and staffing as the revenues recovered. Because the administration and council had built solid reserves over the preceding budgets, we were able to weather the changes and come out ahead with the supplemental budget amendments passed in November and February.

Finally, while this budget honors the vision and priorities of the current administration and council, it also provides a solid foundation for the new administration and council to build upon. Importantly, because this budget does not rely on COVID-19 relief funds for Airport, Transit or any additional non-recurring stimulus funds that were recently passed by Congress, this leaves the next administration in a strong position to fund their priorities and address future challenges as they see fit.

Respectfully,

A handwritten signature in black ink that reads "Jeff Mays".

Jeff Mays
Director of Administrative Services

Table of Contents-Fund Number Order

	Page		Page
Financial Structure	1	255-HUD Grant Fund	147
Budgeting	2	257-Bridge Lighting Fund	148
Strategic Goals	3	258 Downstate Small Bus Stabilization	149
Summary/Past Year Highlights	4		
Financial Goals	5	Capital Projects Funds	
Balances by Fund	6	301-Capital Projects Fund	151
Summary by Fund Type	8	Appendix/Capital Improvement Plan	CIP 1-21
City Wide Rev-Expense	9	309-Special Capital Projects Fund	157
Staffing Comparison	10	312-Special Tax Allocation TIF #2	158
		313-Special Tax Allocation TIF #3	159
General Fund		314-Water EPA 2019 Project Fund	160
Revenues	20	315-Sewer EPA 2019 Project Fund	161
Revenue Detail	21	316-CDAP Capital Grant	162
Expense Summary	24	323-2019B Go Street Project Fund	163
City Organizational Chart	25	395-QMEA Capital Reserve	164
1101-City Council	26	397-Fire Equipment/Improv Fund	165
1301-Mayor	28		
1302-Treasurer	31	Debt Service Funds	167
1303-City Clerk	35	411-2009 Oakley-Lindsay Center G/O	168
1401-Director of Administration	38	414-2009 G/O Bond G & R Trucks	169
1402-Purchasing	41	415-2017 G/O Bond	170
1403-Building Maintenance	45	416-2019B G/O Bond	171
1501-Comptroller	47		
1601-Legal	50	Enterprise Funds	173
1701-Boards and Commissions	55	501-Water Fund	177
1801-Non-Departmental	59	502-Sewer Fund	188
1901-Information Technology	60	511-Quincy Regional Airport Fund	197
2110-Police	63	512-Airport PFC Fund	204
2210-Fire	74	513-Airport Hangar Fund	205
3110-Public Works/Cen Services	84	514-Municipal Barge Dock Fund	206
3712-Engineering	95	531-Regional Training Facility	208
011-Cash Reserve Fund	101	533-Garbage Fund	210
		534-Recycling Fund	213
Special Revenue Funds	101		
201-Planning & Development Fund	105	Internal Service Funds	217
202-9-1-1 System Fund	114	601-Central Garage Fund	219
203-Housing Resource Fund	118	603-Vehicle Replacement Fund	224
204-9-1-1 Surcharge Fund	119	611-Self Insurance Fund	225
205-Franchise Green Fund	122	612-Health Insurance Fund	231
210-Motor Fuel Tax Fund	123	613-Unemployment Comp. Fund	232
211-Traffic Signal Fund	124		
212-Town Road Tax Fund	125	Trust & Agency Funds	233
213-Economic Growth Fund	126	701-Economic Development Fund	235
224-Arts Commission	127	702-CDAP Revolving Loan Fund	236
240-Police Dept. Grants Fund	128	703-CBD Revolving Loan Fund	237
241-Police Donations Fund	129	704-Nghbrhd Hsg Rev. Loan Fund	238
242-243 Forfeiture Funds	130	706-Small Bus Emergency Loan Fund	239
244-Crime Lab Fund	131	712-Sister City Commission Fund	240
245-Fire Dept. Education Fund	132	719-Lincoln Bicentennial Commission	241
247-Fire Dept. Grant Fund	133	720-Human Rights Commission	242
248-Police Criminal Reg Fee Fund	134	721-Landfill Super Fund	243
249-Police DUI Fund	135	724-Animal Rescue Fund	244
250-Transit Fund	136	743-Tourism Tax Fund	245
252-DCCA Grant Fund	144		
253-IHDA Grants Fund	145	Component Units	
254 Other Grant Fund	146	Quincy Public Library	247
		Woodland Cemetery Budget	253

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	315 Sewer EPA 2019 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

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 balance 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 in excess of \$10,000 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 in February.

February - 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 22, 2021.

March 28, 2021 - Notice of Public Hearing is published in local newspaper.

March 29, 2021 - 21 days prior to Adoption - Budget document is available to public.

April 5, 2021 - Public Hearing & 1st Reading of Budget Ordinance

April 12, 2021 - 2nd Reading of Budget Ordinance

April 19, 2021 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

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

The Covid-19 pandemic impacted virtually every constituency of our community and changed the governance interface on many levels. Within a week of the announced state actions, the Mayor convened public health, education, non-profit, and elected community leaders to form Adams County Together (ACT). This group became the conduit for outreach to our community and impacted policy decisions on key statewide decisions. ACT ultimately led to the creation of the comprehensive testing and vaccination services made available to tens of thousands of residents and workers in our region.

Fiscally Responsible

- The Mayor, Staff, and Council responded quickly and repeatedly to the fiscal impacts of business closures and unemployment by reducing our spending and revenues in the first quarter, and then restoring spending as revenues recovered.
- The Mayor and Council secured funding to invest nearly \$1 million in Quincy's first new financial and program technology platform in over 20 years. The City's health insurance fund received significant resources to restore its fiscal footing.
- The Treasurer created a management and training regimen for the nearly 350 employers who are to collect the Food, Beverage, and packaged liquor local sales tax to fund our economic growth programs.

Provide Quality Services

- In addition to our police department responding to over 30,000 service calls and fire department responding to nearly 3,500 calls for service, thousands of man-hours were allocated for the implementation of Adams County's nationally recognized testing and vaccination programs.
- QPD finalized their move into the state of the art City-County Jail Facility. New portable radios were secured for all sworn police officers.
- A new fire truck was obtained for the airport and two new garbage trucks were added to our Central Services Fleet.

Economic Development

- The Mayor and Council passed and staff is implementing the five key foundations for our 45X30 Economic Growth program: Tourism, Retail Development, Strategic Marketing, Large store renovation assistance, and Entertainment Underwriting.
- Our Planning Department created and implemented a small business assistance program that helped 108 local businesses receive \$500,000 to get through the Covid-19 closures. They also helped 16 other businesses to secure \$275,000 in DCEO small business grants.

Invest in City-Wide infrastructure

- The City secured \$36 million for runway reconstruction for the next generation of air travelers
- The City spent over \$20 million in street, sidewalk, and water/sewer line replacement and reconstruction, the single largest capital investment in one fiscal year on record.
- The City committed over \$9 million to improve and renovate our waste water treatment plant
- The City spent over \$6.5 million for major upgrades to its 1957 water treatment facility. \$7.5 million has been allocated to move our water pumps off the flood plain.

FISCAL YEAR 2022 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 loan Quincy Transit Lines due to cash flow issues with state reimbursement. The Transit loan amount is currently at \$1.7 million.

- 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.

FY 2022 GF revenues	+	\$ 39,399,111
FY 2022 GF expenses	-	\$ 39,398,985
Surplus	=	\$ 126

- 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 has normally funded the higher of the two recommended contribution amounts to be 90% funded by 2040. The Fire Pension will be funded to the Private Actuarial amount of \$4.05M an increase of \$293,000 over last year's required contribution. The Police Pension will be funded to the State's DOI amount of \$3.62M, which is an increase of \$274,000 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. Our minimum Purchase Tax allocation has been 22% under this Administration. This year's budget allocates 24% 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.

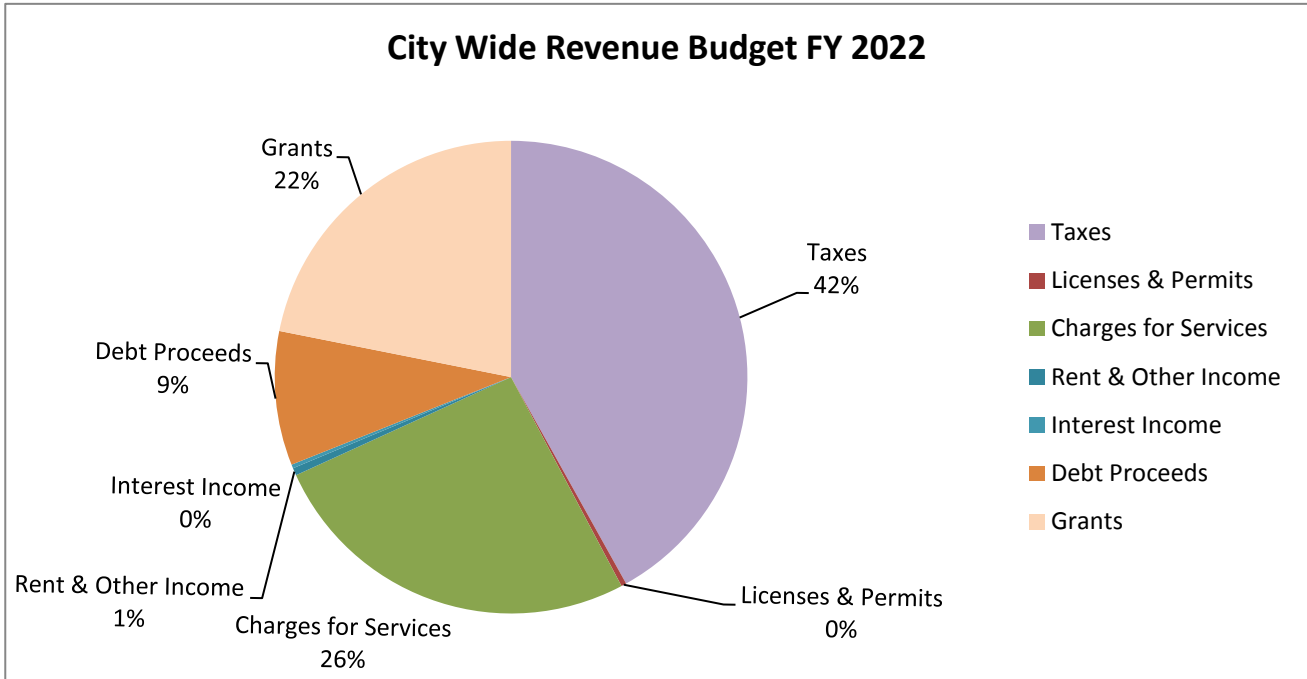
	4/30/21 Estimated Fund Balance	FY 2022 Plus: Revenues	FY 2022 Less: Expenses	4/30/22 Estimated Fund Balance
<u>General Fund</u>				
001-General Fund	2,800,000	39,399,111	39,398,985	2,800,126
011-Cash Reserve Fund	3,907,000	-	-	3,907,000
	6,707,000	39,399,111	39,398,985	6,707,126
<u>Special Revenue Funds</u>				
201-Planning & Development Fund	100	963,802	963,802	100
202-9-1-1 System Fund	100	1,306,230	1,306,230	100
203-Housing Resource Fund	51,000	2,100	5,000	48,100
204-9-1-1 Surcharge Fund	1,900,000	910,800	2,710,800	100,000
205-Franchise Fee "Green" Fund	94,000	502,220	500,250	95,970
210-Motor Fuel Tax Fund	3,000,000	2,462,695	3,763,017	1,699,678
211-Traffic Signal Fund	111,000	20,000	50,340	80,660
212-Town Road Tax Fund	100,000	5,500	83,900	21,600
213-Economic Growth Fund	-	1,005,000	1,000,000	5,000
224-Arts Commission Fund	10,000	2,100	10,000	2,100
240-Police Dept. Grants Fund	2,000	99,717	81,976	19,741
241-Police Donations Fund	40,000	8,400	43,500	4,900
242-State Forfeiture Fund	6,300	16,250	10,000	12,550
243-Federal Forfeiture Fund	1,000	5,010	2,000	4,010
244-Crime Lab Fund	16,000	9,800	25,000	800
245-Fire Dept. Education Fund	10,000	150	10,000	150
246-Fire Donations Fund	8,500	1,100	9,000	600
247-Fire Department Grant Fund	300	-	-	300
248-Police Criminal Reg Fee Fund	35,000	15,200	50,000	200
249-Police DUI Fund	111,115	28,500	121,000	18,615
250-Transit Fund	100	6,626,848	6,626,848	100
252-DCCA Grants Fund	2,900	800,000	800,000	2,900
253-IHDA Grants Fund	10,000	240,600	240,600	10,000
254-Other Grant Funds	-	-	-	-
255-HUD Grant Fund	7,300	-	7,000	300
257-Bridge Lighting Fund	65,000	2,300	3,400	63,900
	5,581,715	15,034,322	18,423,663	2,192,374
<u>Capital Projects Funds</u>				
301-Capital Projects Fund	1,609,000	2,187,000	3,756,076	39,924
309-Special Capital Projects Fund	14,000	67,300	67,300	14,000
312-Special Tax Allocation TIF #2	1,625,000	505,000	873,217	1,256,783
313-Special Tax Allocation TIF #3	167,000	86,500	223,575	29,925
314-Water EPA 2019 Proj Fund	152,000	6,400,000	6,400,000	152,000
315-Sewer EPA 2019 Proj Fund	-	5,000,000	5,000,000	-
316-CDAP Capital Grant Fund	1,260	-	-	1,260
323-2019B GO Street Proj Fund	18,888,000	-	13,853,162	5,034,838
395-QMEA Capital Reserve Fund	139,000	21,500	138,000	22,500
397- Fire Equip Replacement Fund	7,600	92,969	90,000	10,569
	22,602,860	14,360,269	30,401,330	6,561,799

	4/30/21 Estimated Fund Balance	FY 2022 Plus: Revenues	FY 2022 Less: Expenses	4/30/22 Estimated Fund Balance
<u>Debt Service Funds</u>				
411-2009 OLC G/O Bond Fund	72,000	223,960	241,563	54,397
412-2009 Library G/O Bond Fund	299,000	428,200	447,200	280,000
414-2014 GO Note Fund (G&R trk)	200	101,000	101,000	200
415-2017 GO Bond (Jail)	14,700	654,925	662,850	6,775
416-2019B GO Bond	271,000	686,200	686,000	271,200
	656,900	2,094,285	2,138,613	612,572
<u>Enterprise Funds</u>				
501-Water Fund	8,950,000	8,680,000	15,205,233	2,424,767
502-Sewer Fund	8,400,000	6,370,000	12,373,590	2,396,410
511-Quincy Regional Airport Fund	1,125,004	13,129,907	14,254,910	1
512-Airport PFC Fund	286,000	33,000	190,100	128,900
513-Airport Hangar Fund	710,000	1,298,200	1,982,000	26,200
514-Municipal Dock Fund	578,000	233,000	652,155	158,845
531-Regional Training Facility	1,700	73,450	73,450	1,700
533-Garbage Fund	111,782	1,265,402	1,265,322	111,862
534-Recycle Fund	20,000	640,344	660,344	-
	20,182,486	31,723,303	46,657,104	5,248,685
<u>Internal Service Funds</u>				
601-Central Garage Fund	100	1,895,657	1,895,657	100
603-Vehicle Replacement Fund	2,000,000	220,800	450,000	1,770,800
611-Self Insurance Fund	1,290,000	2,225,929	2,243,113	1,272,816
612-Health Insurance Fund	711,000	6,439,636	6,593,753	556,883
613-Unemployment Comp. Fund	149,000	37,000	50,000	136,000
	4,150,100	10,819,022	11,232,523	3,736,599
<u>Trust & Agency Funds</u>				
701-Econ Dev. Rev Loan Fund	405,000	23,000	420,000	8,000
702-CDAP Revolving Loan Fund	200,000	562,900	503,000	259,900
703-CBD Revolving Loan Fund	950,000	50,200	363,000	637,200
704-Nghbrhd Hsg Rev. Loan Fund	110,000	3,400	113,000	400
706-SBE Loan Fund	462,000	40,500	500,000	2,500
712-Sister City Commission Fund	66,500	22,050	31,900	56,650
719-Lincoln Bicentennial Commissior	4,400	5,750	8,100	2,050
720-Human Right Commission	370	5	343	32
721-Landfill L/C Fund	350	152,000	152,000	350
724-Animal Rescue Trust	36,000	400	20,000	16,400
743-Tourism Tax Fund	83,000	1,052,000	1,098,000	37,000
	2,317,620	1,912,205	3,209,343	1,020,482
TOTALS	62,198,681	115,342,517	151,461,561	26,079,637

	General Fund/ Cash Reserve Fund	Special Revenue Funds	Capital Projects Funds	Debt Service Funds	Enterprise Funds	Internal Service Funds	Total
Beg Balance, May 1	6,707,000	5,581,715	22,602,860	656,900	20,182,486	4,150,100	59,881,061
REVENUES							-
Taxes	36,614,607	3,964,720	580,000	1,766,625	31,500	-	42,957,452
Licenses & Permits	269,700	-	90,000	-	-	-	359,700
Charges for Services	684,200	326,500	-	-	16,898,602	8,673,565	26,582,867
Rent & Other Income	53,354	76,370	16,069	-	353,938	25,100	524,831
Interest Income	58,000	34,710	53,200	3,700	76,700	39,200	265,510
Debt Proceeds	-	-	9,400,000	-	-	-	9,400,000
Grants	48,000	8,829,539	54,000	-	13,487,456	-	22,418,995
Total before Transfers	37,727,861	13,231,839	10,193,269	1,770,325	30,848,196	8,737,865	102,509,355
Transfers In	710,250	1,800,183	4,167,000	323,960	875,107	295,257	8,171,757
Inter-Gov. Revenues	999,000	-	-	-	-	1,785,900	2,784,900
TOTAL REVENUE	39,437,111	15,032,022	14,360,269	2,094,285	31,723,303	10,819,022	113,466,012
Total Funds Available	46,144,111	20,613,737	36,963,129	2,751,185	51,905,789	14,969,122	173,347,073
EXPENDITURES							
Salaries & Benefits	26,651,694	4,579,416	-	-	5,094,338	7,541,587	43,867,035
Contracted Services	3,654,673	3,853,318	1,003,990	-	6,186,762	2,156,448	16,855,191
Commodities	947,150	602,301	5,000	-	2,787,340	945,138	5,286,929
Capital Outlay	307,378	7,751,071	28,888,199	-	27,299,452	468,900	64,715,000
Miscellaneous	51,242	1,118,087	234,141	2,700	3,046,112	120,450	4,572,732
Debt Service	89,338	-	-	2,135,913	2,043,100	-	4,268,351
Transfers to Outside Entities	2,769,965						2,769,965
Total before Transfers	34,471,440	17,904,193	30,131,330	2,138,613	46,457,104	11,232,523	142,335,203
Interfund Transfers	4,927,545	516,070	270,000	-	200,000	-	5,913,615
TOTAL EXPENDITURES	39,398,985	18,420,263	30,401,330	2,138,613	46,657,104	11,232,523	148,248,818
Ending Balance, April 30	6,745,126	2,193,474	6,561,799	612,572	5,248,685	3,736,599	25,098,255

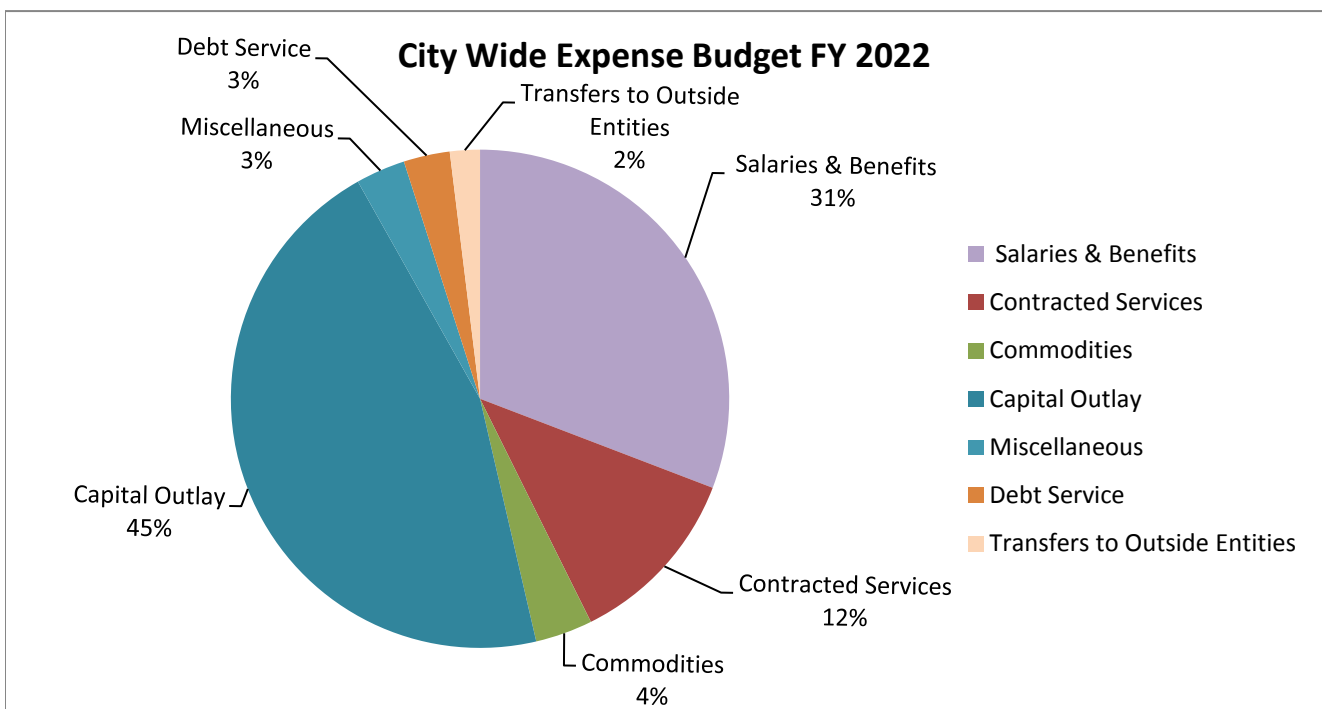
Revenue Budget by Source

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.

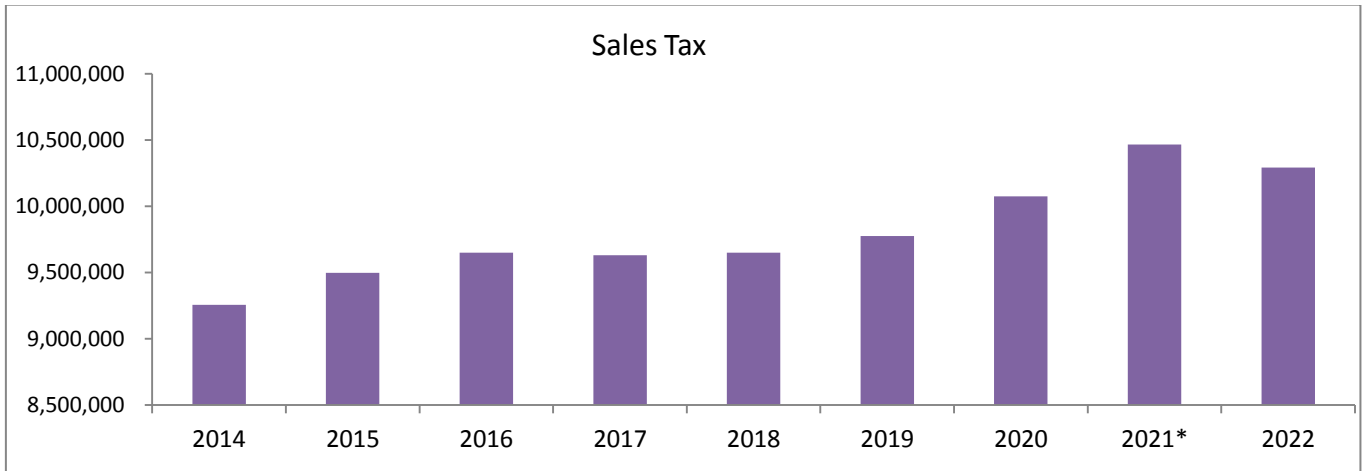


DEPARTMENT/DIVISION	FY 18 Budget		FY 19 Budget		FY 20 Budget		FY 21 Budget		Proposed FY 22	
	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
1101 City Council		14		14		14		14		14
1301 Mayor	2		2		2		2		2	
1302 Treasurer	4		4		3.4		3.4		3.4	
1303 City Clerk	3		3		3		3		2	
1401 Dir of 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	4.93	0	4	0	4		4		4	
1600 Legal		3		3		3		3		3
Police										
2110 Police Admin	3		3		3		3		3	
2111 Police-Civilian	11	1	11	1	11.6	1	11	1	11	1
2112 Police-Patrol	70		70		71		70		70	
2113 Police-Training	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		1		1	
	86	2	86	2	87.6	2	86	2	86	2
Fire										
2210 Fire Dept-Admin	2		2		2		2		2	
2211 Fire - Civilian	2		2		2		2		1.5	
2212 Fire Fighters	57		57		57		57		55	
2214 Fire Training	1		1		1		1		1	
	62	0	62	0	62	0	62	0	59.5	0
Central Services										
3110 Administration	2.5		2.5		2.5		2.5		2.5	
3112 Forestry	4.75		4.75		4		4		4	
3116 Paint & Sign Shop	2		2		2		2.5		2.5	
3117 Nuisance Abatement							1		2	
3152 Concrete	6		6		6		2.5		2.5	
3154 Brush/Compost	0		0		0		0		0	
	15.25	0	15.25	0	14.50	0	12.50	0	13.50	0
Engineering										
3712 Engineering	5.3		4.85		5.1		5.25		5.13	
Planning & Development										
2410 Admin-Zoning	0		0		0		0		0	
2411 Protective Inspections	4		4	1	4	1	4	1	3	1
3117 Nuisance Abatement									1	
6310 Comm Dev-Admin	3.4		3.4		3.4		3		4	
6311 Comm Dev-Planning	0		0		0		0		0	
	7.4	0	7.4	1	7.4	1	7	1	8	1

DEPARTMENT/DIVISION	FY 18 Budget		FY 19 Budget		FY 20 Budget		FY 21 Budget		Proposed FY 22	
	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
9-1-1										
202 9-1-1 System	20	2	21	2	21	1	18		17	
204 9-1-1 ETSA							3		4	
	20	2	21	2	21	1	21	0	21	0
Transit										
3410 Administration	1.6		1.6		1.6		2		2	
3412 Clerical	2.5		2.5		3.5		2.5		2.5	
3413 Drivers	15	19	15	20	16	17	17	18	17	18
3415 Maint Supervision	1.65		2.15		2.15		2.15		2.15	
	20.75	19	21.25	20	23.25	17	23.65	18	23.65	18
Water										
3155 Water Distribution	11.87		12.75		12.75		12.5		14.5	
3156 Water Metering	5.00		5.00		5.00		5		5	
3310 Utilities Administration	1.570		1.5		2.1		2.1		3.22	
3312 Commercial	3		3		3		3		3	
3314 Purification	11		11		11		10		10	1
	32.44	0	33.25	0	33.85	0	32.60	0	35.72	1
Sewer										
3150 Admin-Field Op/Sewer	0		0		0		0		0	
3153 Street Cleaning	1		1.5		1.5		1.25		1.25	
3157 Sewer Maint	12		11.15		7.9		9.25		8.25	
3321 Pretreatment	0		0.25		0.25		0.25		0.25	
	13		12.9		9.65		10.75		9.75	
Airport										
4310 Administration	1.4	0	1.4	0	1.4		1	1	2	
4313 Maintenance	4.25		4.25		5		4		4	
	5.65	0	5.65	0	6.4	0	5	1	6	0
Garbage										
3113	6.7		6.75		6.75		7.75		7.75	
Recycling										
3114	4.63		4.75		4.75		4.25		4.25	
Central Garage										
3115	7.85		7.85		7.85		7.85		7.85	
Self Insurance										
3810 Self Insurance	0.6		1.6		1		2		1.5	
3811 Risk Management	1.5		1.5		1.5		2		2	
	2.1		3.1		2.5		4		3.5	
TOTALS	310.00	43	312.00	45	312.00	41	309.00	41	310.00	42

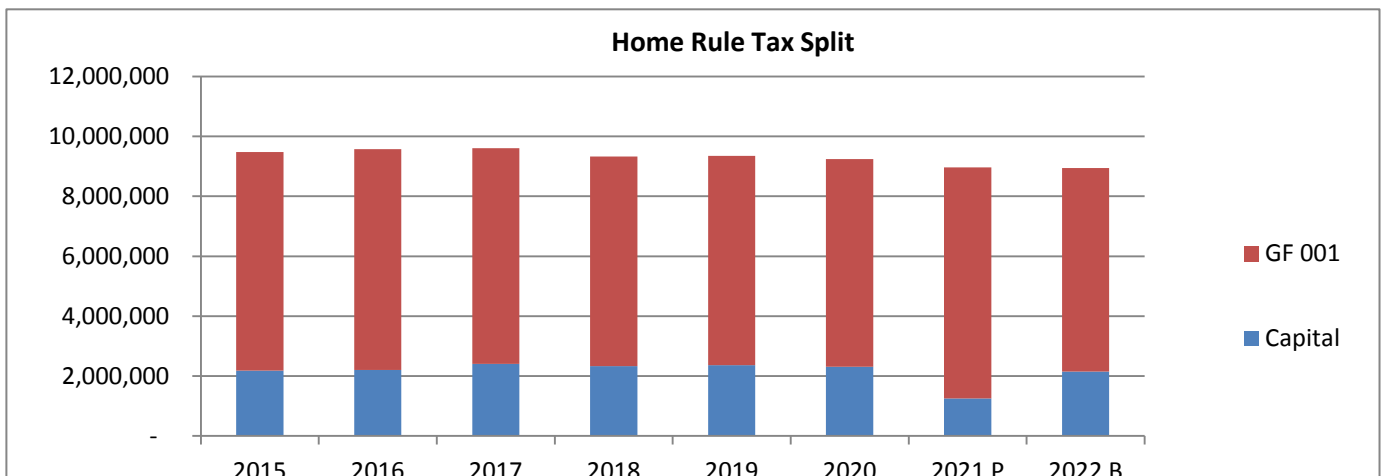
SALES TAX

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. FY 2021 had a unexpected one-time adjustment from a large retailer. Projecting 2% growth for FY 22 on adjusted total, which is a slight decline. Sales Tax makes up 26% of General Fund revenues.



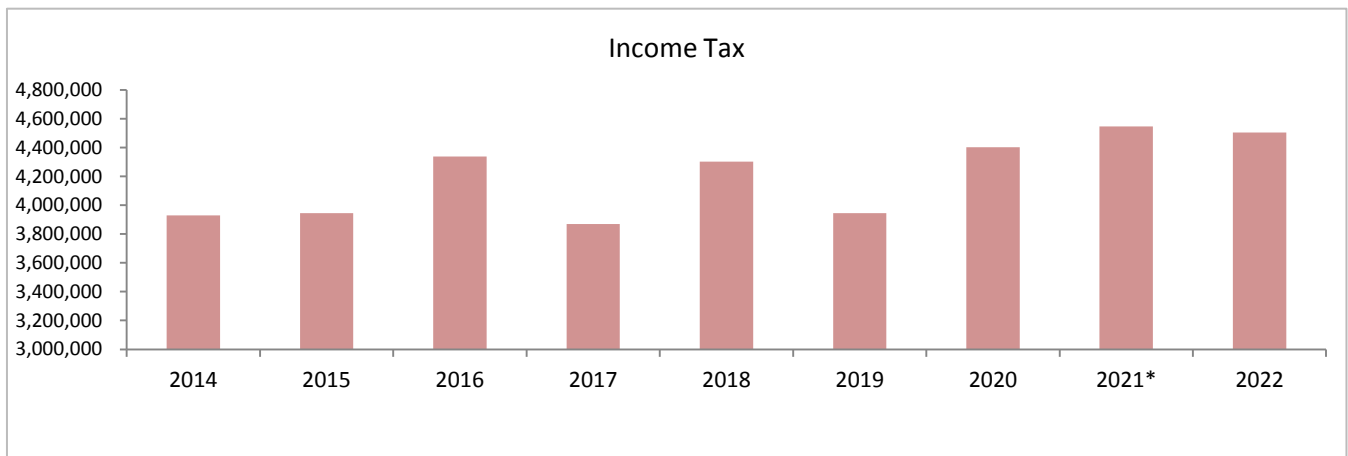
HOME RULE "PURCHASE" TAX

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 set by the City; and 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 FY 2022 split is planned for 76% GF and 24% Capital Projects Fund. FY 2022 is projected at the 5-year growth of -1.11%. Home Rule "Purchase" Tax represents 23% of the General Fund revenue.



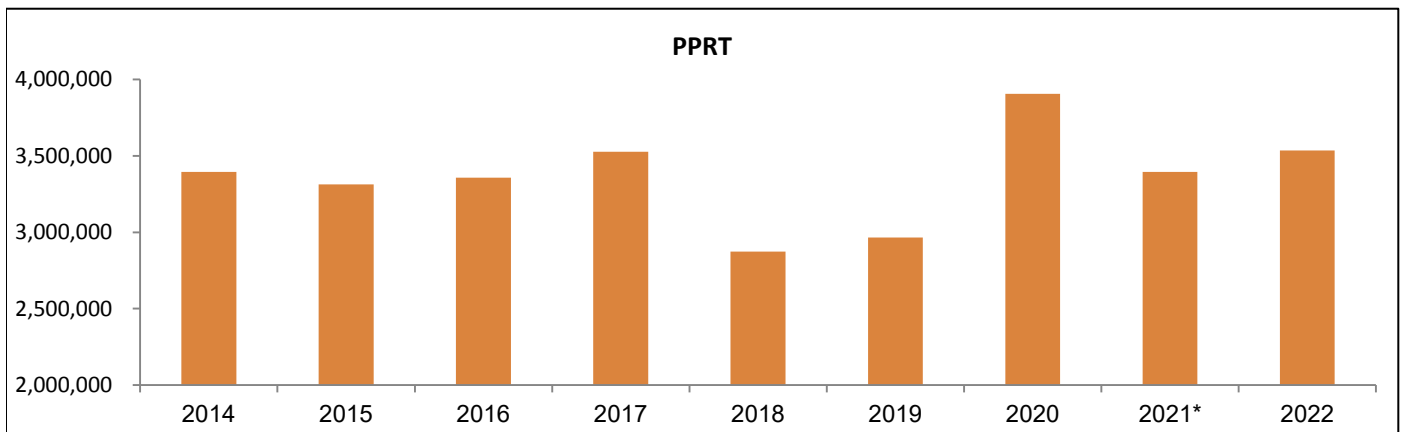
INCOME TAX

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. Income Tax represents 11% of the FY2022 total revenue. FY 2022 is projected at the IML estimate of \$110.90 per capita, which is relatively the same as FYE 2021 collections. There is concern since this is a population based revenue, that a population decline will affect future growth.



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. 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 major increase mainly due to the Governor's Tax Amnesty Program. The IML has projected overall PPRT collections to decrease 18% in FYE 2021 followed by a 10% increase in FYE 2022. PPRT revenues make up 9% of the General Fund total revenues.

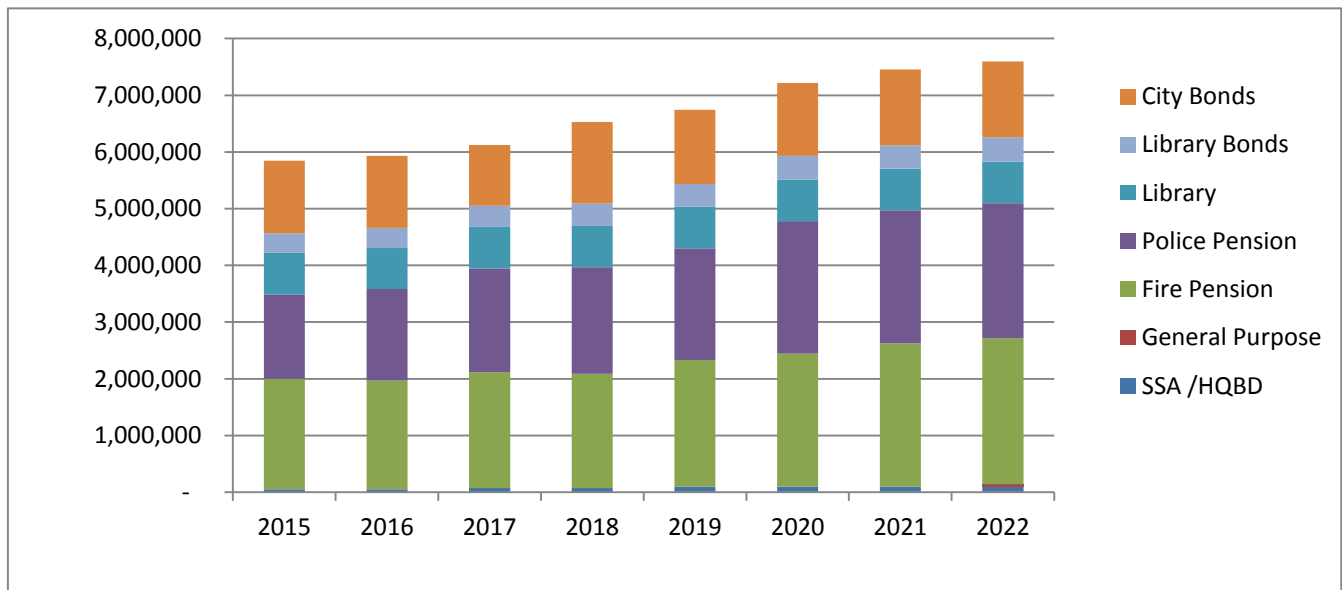


PROPERTY TAX

The City's property tax levy passed in December 2020 will be billed, collected, and disbursed by the County during fiscal year 2021/2022. 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 Debt Service funds. The pass-through amounts for the Quincy Public Library and Historic Quincy Business District are budgeted as tax distributions. The remaining General Fund portion of the property tax levy makes up 15% of total General Fund revenues.

Any 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 2020 total tax of \$1.07794 per \$100 of assessed property value.

FY	SSA /HQBD	General Purpose	Fire Pension	Police Pension	Library	GF portion	Library Bonds	City Bonds
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	5,511,127	419,003	1,286,576
2021	95,000	-	2,531,042	2,346,723	732,045	5,704,810	410,206	1,340,350
2022	99,000	40,000	2,578,337	2,379,697	732,045	5,829,079	427,700	1,338,925



OPERATING EXPENDITURES**Salaries & Benefits**

The City has six labor unions with contracts: 822/Machinists, Police Patrol, Police Lieutenants & Supervisors, Fire Fighters, 9-1-1, and Transit Union. Each of the contracts expires 4/30/2021. The 9-1-1 contract is effective May 1, 2019-April 30, 2022. The City under a cash-basis budget will be back to normal 26 bi-weekly pay periods in the FY 2022 budget.

The group health insurance premiums are determined by the fund balance of Health Insurance Fund. The City health premiums will be increased by 20% effective May 1, 2021. 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 consolidated with the general liability in FYE 2020.

Pension increases for Police and Fire increased \$567,000 or 8% over last year's annual required contribution. However, because the City made an additional \$1.5M contribution in FY 21, the comparative to previous year will show a decrease. The IMRF employer rate for the 2021 calendar year is 9.59% is an decrease of 15% to the calendar 2020 rate of 10.98%.

FY 2021 salaries and benefits are higher than normal due to the 27th pay-period, which only happens every 10 years. The extra pay period plus the additional health insurance contributions funded through supplementals have inflated the FYE 2021 budget and FYE 2021 projected actual.

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. The City's work comp/general liability expense is projected to remain at the FY 2021 levels.

Commodities

This category of spending represents the supplies purchased. Example include office supplies, energy (gas and electric), building and maintenance supplies, tools, and operational supplies for the departments type of business (examples include concrete, chemicals, paint, pipe, medical supplies, amunition, 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 project fund 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 other miscellaneous 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 transfers, etc.

Note: Not all revenue sources are displayed

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	10,075,198	3.07%	3,904,970	31.65%	4,403,980	11.63%	1,402,070	16.70%	9,238,067	-1.23%	38,990,500	6.37%
2021*	10,466,895	3.89%	3,395,943	-13.04%	4,546,897	3.25%	1,740,525	24.14%	9,047,908	-2.06%	41,161,674	5.57%
* projected												
5 yr avg		1.65%		1.68%		1.39%		13.43%		-1.11%		3.08%
Projected												
2022	10,290,673	-1.68%	3,535,506	4.11%	4,506,200	-0.90%	1,808,169	3.89%	8,947,476	-1.11%	39,439,111	-4.18%
2023	10,460,469	1.65%	3,606,216	2.00%	4,440,409	-1.46%	1,898,577	5.00%	8,947,476	0.00%	39,895,581	1.16%
2024	10,633,067	1.65%	3,678,340	2.00%	4,462,611	0.50%	1,993,506	5.00%	8,947,476	0.00%	40,454,406	1.40%
2025	10,808,512	1.65%	3,751,907	2.00%	4,496,081	0.75%	2,093,181	5.00%	8,947,476	0.00%	41,039,338	1.45%
2026	10,986,853	1.65%	3,826,945	2.00%	4,541,042	1.00%	2,197,840	5.00%	8,947,476	0.00%	41,651,093	1.49%
2027	11,168,136	1.65%	3,903,484	2.00%	4,597,805	1.25%	2,307,732	5.00%	8,947,476	0.00%	42,290,492	1.54%

Assumptions: Population 40,633

- Tax Levy revenue based on 5yr EAV average growth of 3.11%
- Sales Tax is projected to grow at 2% over the FY 2021 base, without the one-time \$378K pymt growth is -1.68%
- PPRT per IML Dec forecast: FY 21 projected 18% below FY 20 projections, FY 22 10% over FY21
- Income Tax per IML Dec forecast: FY21 \$110.70 per capita, increasing to \$110.90 per capita FY22, population decline in FY 2023
- Use Tax per IML Dec forecast: FY 21 \$42.50 per capita, increasing to \$44.50 per capita in FY 22
- Home Rule (purchase tax) projected at 5 yr avg (-1.1% growth) as of Feb 2021 YTD
- Home Rule/Purchase Tax split 76% GF, 24% Capital for FY 2022

General Fund Expenses							PROJECTIONS						
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 Budget	FY 2022 Budget	5 yr avg	Proj Factor	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Salaries	13,164,483	14,348,582	14,623,234	13,922,271	15,554,497	15,565,262	3.58%	2.00%	15,876,567	16,194,099	16,517,981	16,848,340	17,185,307
Health Insurance	2,174,071	2,206,382	2,273,025	2,418,135	3,445,325	3,120,674	8.79%	10.00%	3,432,741	3,776,016	4,153,617	4,568,979	5,025,877
MICA	1,030,332	855,904	897,854	861,358	1,064,737	1,065,257	1.51%	0.50%	1,070,583	1,075,936	1,081,316	1,086,722	1,092,156
Police Pension	2,404,422	2,822,719	2,860,093	3,342,597	4,103,989	3,622,134	9.33%	8.00%	3,911,905	4,224,857	4,562,846	4,927,873	5,322,103
Fire Pension	2,762,859	3,116,182	3,274,394	3,537,670	4,514,529	4,051,587	8.65%	8.00%	4,375,714	4,725,771	5,103,833	5,512,139	5,953,111
IMRF	258,848	261,640	215,321	194,986	343,092	292,037	7.00%	2.00%	297,878	303,835	309,912	316,110	322,432
Services	1,180,557	1,256,324	1,096,883	1,287,949	2,733,794	2,589,416	23.54%	2.50%	2,654,151	2,720,505	2,788,518	2,858,231	2,929,687
Supplies	825,446	774,549	700,685	811,423	948,433	947,150	3.37%	2.50%	970,829	995,099	1,019,977	1,045,476	1,071,613
Capital	122,270	122,316	160,924	206,322	319,154	307,378	22.16%	0.00%	300,000	300,000	300,000	300,000	300,000
Misc	69,929	71,545	67,381	69,740	78,872	51,242	-4.39%	0.00%	51,242	51,242	51,242	51,242	51,242
Non-Dept Trnsfr	8,742,949	8,014,367	8,237,795	8,274,263	5,699,995	7,697,510	-0.2%	1.00%	7,774,485	7,852,230	7,930,752	8,010,060	8,090,160
Debt Service	11,471	7,513	7,806	89,338	88,752	89,338		0.00%	89,338	0	0	0	0
	<u>32,747,637</u>	<u>33,858,023</u>	<u>34,415,395</u>	<u>35,016,052</u>	<u>38,895,169</u>	<u>39,398,985</u>			<u>40,805,434</u>	<u>42,219,590</u>	<u>43,819,993</u>	<u>45,525,173</u>	<u>47,343,688</u>
Annual Increase	1.19%	3.39%	1.65%	1.75%	11.08%	1.30%			3.57%	3.47%	3.79%	3.89%	3.99%

Assumptions for 5-year projections:

Salaries/Benefits are assuming a 2% increase over FY 2022 budget

Health Insurance projected at 10%

MICA projected below 5-year average, assuming premium reductions

IMRF 5 yr average skewed by Public Works move to GF, assuming 2%

Services and Supplies are both projected to grow at 2.5% economic impacts

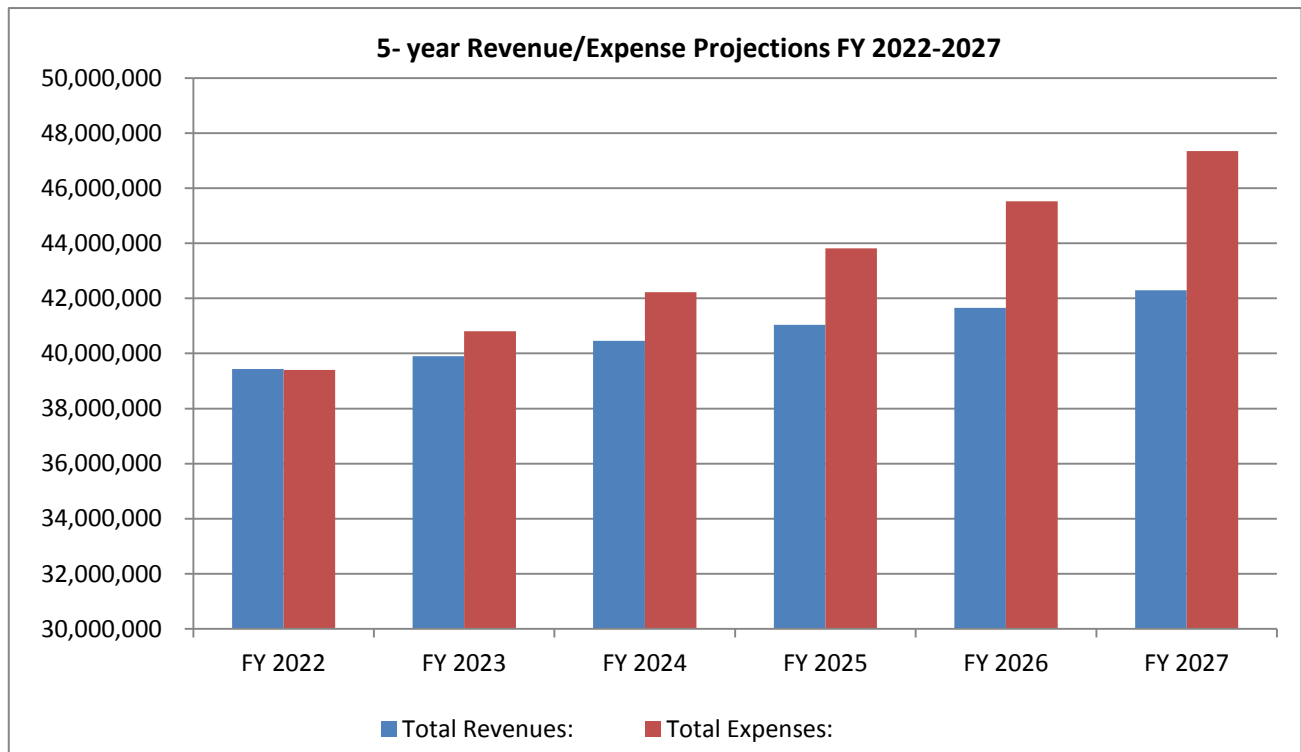
Capital outlay is projected to stay flat at \$300K per year

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 (including the Cash Reserve Fund) are projected below utilizing the revenue and expense projections from preceding pages.

Fiscal Year Ending April 30:	FY 2022 Projection	FY 2023 Projection	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection
Beg Balance:						
General Fund	2,800,000					
Cash Reserve Fund	3,907,000					
Total Beg Balance	6,707,000	6,747,126	5,837,273	4,072,089	1,291,434	(2,582,646)
Total Revenues:	39,439,111	39,895,581	40,454,406	41,039,338	41,651,093	42,290,492
Funds Available	46,146,111	46,642,707	46,291,679	45,111,427	42,942,527	39,707,846
Total Expenses:	39,398,985	40,805,434	42,219,590	43,819,993	45,525,173	47,343,688
Year End Cash Balance	6,747,126	5,837,273	4,072,089	1,291,434	(2,582,646)	(7,635,842)



	General Fund	Cash Reserve	Total	
Beginning Balance, May 1	2,800,000	3,907,000	6,707,000	17%
REVENUES				
Taxes	36,614,607	-	36,614,607	
Licenses & Permits	269,700	-	269,700	
Charges for Services	684,200	-	684,200	
Rent & Other Income	53,354	-	53,354	
Interest Income	20,000	38,000	58,000	
Grants	48,000	-	48,000	
Transfers In	710,250	-	710,250	
Inter-Gov. Revenues	999,000	-	999,000	
TOTAL REVENUE	39,399,111	38,000	39,437,111	
Total Funds Available	42,199,111	3,945,000	46,144,111	
EXPENDITURES				
City Council	231,473	-	231,473	
Mayor	217,849	-	217,849	
Treasurer	299,965	-	299,965	
City Clerk	191,125	-	191,125	
Director of Administrative Services	118,576	-	118,576	
Purchasing	82,318	-	82,318	
Building Maintenance	322,338	-	322,338	
Comptroller	363,389	-	363,389	
Legal	257,314	-	257,314	
Commissions	69,133	-	69,133	
Information Technology	672,601	-	672,601	
Police	13,680,188	-	13,680,188	
Fire	11,232,050	-	11,232,050	
Public Works	2,769,194	-		
Engineering	1,188,962	-	1,188,962	
Subtotal	31,696,475	-	28,927,281	
<u>Transfers:</u>				
Planning & Development	661,302	-	661,302	
9-1-1	783,738	-	783,738	
Transit Lines	285,143	-	285,143	
Airport	396,313	-	396,313	
Capital Fund	2,147,000	-	2,147,000	
Garbage Fund	-	-	-	
Recycle Fund	191,342	-	191,342	
Central Garage	295,257	-	295,257	
Regional Training Facility	13,450	-	13,450	
Landfill	152,000	-	152,000	
Cash Reserve Fund	-	*	-	
Sister City Fund	2,000	-	2,000	
Other Subsidies/tax distributions	1,000,500	-	1,000,500	
Library	1,774,465	-	1,774,465	
TOTAL EXPENDITURES	39,398,985	-	39,398,985	
Ending Balance, April 30	\$ 2,800,126	\$ 3,945,000	\$ 6,745,126	17%

*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.

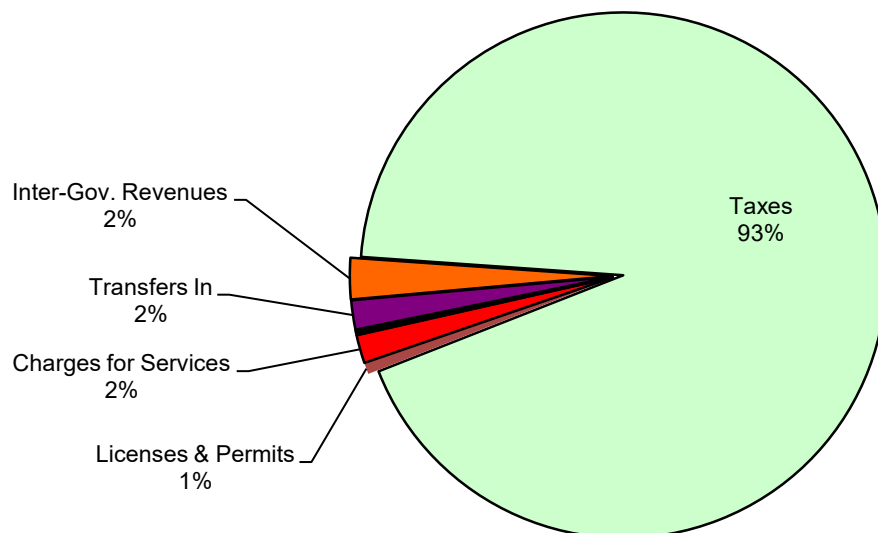
The General Fund's primary revenue source is Taxation. Sales tax 26%, Purchase Tax 23%, Income tax 11%, and PPRT 9% account for nearly three-fourths of the the total revenue. Property taxes are approximately 15% of the total revenues and fund the Library and pensions.

This year the General Fund will receipt 100% of the home rule/purchase tax fund and distribute to Capital Project Fund.

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

GENERAL FUND REVENUES BY SOURCE

ACCOUNT DESCRIPTION	% of Total	2020/2022	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	YTD ACTUAL	YTD ACTUAL
Taxes	92.93%	36,614,607	33,799,012	33,380,744	31,598,877
Licenses & Permits	0.68%	269,700	314,000	342,034	283,427
Charges for Services	1.74%	684,200	686,500	735,607	687,710
Rent & Other Income	0.14%	53,354	53,104	310,176	24,485
Interest Income	0.05%	20,000	30,000	35,604	33,058
Grants	0.12%	48,000	1,494,742	195,423	60,842
Transfers In	1.80%	710,250	995,044	762,674	688,755
Inter-Gov. Revenues	2.54%	999,000	935,000	851,406	714,509
	100.00%	39,399,111	38,307,402	36,613,669	34,091,665



**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Property Taxes						
001-0000-311.01-00	General Levy	40,000	-	-	-	-
001-0000-312.03-00	Special Service Area #2	99,000	98,880	98,880	96,070	81,555
001-0000-312.04-00	Fire Pension Fund	2,578,337	2,531,042	2,525,524	2,349,012	2,233,284
001-0000-312.05-00	Police Pension Fund	2,379,697	2,346,723	2,341,616	2,336,629	1,966,638
001-0000-312.06-00	Public Library	732,045	732,045	730,441	732,303	731,077
		5,829,079	5,708,690	5,696,461	5,514,014	5,012,553
Franchise Taxes						
001-0000-313.01-00	CATV Franchise	325,000	325,000	326,884	422,816	388,254
001-0000-313.02-00	Telephone Franchise	44,724	44,724	44,724	44,724	44,724
001-0000-313.03-00	Electric Utility Franchise	10,000	21,700	20,494	22,631	24,083
		379,724	391,424	392,102	490,171	457,062
Public Service Taxes						
001-0000-314.01-01	Home Rule (Purch) Tax	8,947,476	7,472,781	7,781,201	6,928,550	6,993,977
001-0000-314.01-03	Public Safety Fee	-	-	-	4,308	764,452
001-0000-314.01-05	Local Cannabis Tax	660,000	100,000	391,892	-	-
001-0000-314.02-01	Income Tax	4,506,200	4,414,865	4,546,897	4,403,980	3,945,016
001-0000-314.02-02	Personal Prop Replac. Tax	3,535,506	3,183,480	3,395,943	3,904,970	2,966,072
001-0000-314.02-03	General Sales Tax	10,290,673	10,428,300	10,466,895	10,075,198	9,775,223
001-0000-314.02-04	Use Tax	1,808,169	1,642,472	1,740,525	1,402,070	1,201,398
001-0000-314.02-07	Auto Rental Tax	20,000	20,000	19,587	20,872	19,991
001-0000-314.02-10	Video Gaming Tax	600,000	407,000	444,738	629,962	463,132
001-0000-314.02-12	State Cannabis Tax	37,780	30,000	31,042	6,649	-
		30,405,804	27,698,898	28,818,720	27,376,559	26,129,262
Interest Income						
001-0000-331.01-01	Deposit Accounts	20,000	30,000	28,536	35,604	33,058
Rent & Other Income						
001-0000-341.01-01	Parking Lot G	4,000	3,300	4,300	4,625	4,525
001-0000-341.01-03	Parking Lot I	1,300	1,700	1,150	6,725	1,500
001-0000-341.04-00	Equipment/Facilities	1,500	1,500	1,500	1,476	2,292
001-0000-341.04-01	Cell Tower Lease	17,054	17,054	17,073	-	-
001-0000-342.01-00	Sale of Maps	-	50	16	47	(31)
001-0000-342.03-00	Jury Duty Reimb	-	-	113	56	68
001-0000-342.05-00	Refunds/Reimb	500	500	1,917	114,788	3,146
001-0000-342.09-00	Other	3,000	3,000	12,660	11,237	12,603
001-0000-342.10-00	Penalties-Past Due	-	-	-	36	-
001-0000-342.11-00	Donations/Contributions	-	-	-	-	-
001-0000-343.02-01	Royalty/Utility Service Line	25,000	25,000	26,981	166,593	-
		52,354	52,104	65,710	305,583	24,103
Sale of Property						
001-0000-350.00-00	Sale of Property	1,000	1,000	10,010	4,593	382
Licenses & Permits						
001-0000-361.01-01	Liquor License	103,000	135,000	90,315	135,850	133,025
001-0000-361.01-03	Peddlers License(GT)	1,000	1,000	525	750	1,335
001-0000-361.01-04	Massage Permits	-	500	250	475	375
001-0000-361.01-05	Amusements/Mach (GV)	10,000	10,000	7,140	10,400	10,450
001-0000-361.01-06	Circus/Carn.Perm(GW)	-	100	-	100	100
001-0000-361.01-09	PullTab/Jars-State Money	1,000	-	893	930	1,769
001-0000-361.01-10	Other Lic & Perm.(GX)	25,000	30,000	20,305	36,775	28,199
001-0000-361.01-11	Elect Sign Messaging	1,500	1,500	1,500	-	1,500

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
001-0000-361.01-12	Video Gaming LL Class I	83,400	83,400	55,100	100,000	80,000
001-0000-361.01-13	Video Game Term Fee	22,400	25,000	25,800	25,700	18,100
001-0000-361.01-14	Wireless Facility Permits	5,000	10,000	3,000	24,000	-
001-0000-361.01-15	Wireless Facility Fees	4,400	4,400	-	-	-
001-0000-361.01-16	Garbage Private Hauler	5,000	5,000	1,000	-	-
001-0000-361.02-02	Street Opening Permits	-	-	6	22	45
001-0000-361.02-03	Driveway Permits	-	-	14	42	4
001-0000-361.02-04	Cat Tag Permits	8,000	8,000	10,140	6,930	8,360
		269,700	313,900	215,988	341,974	283,262
Charges for Services						
001-0000-361.04-01	Freedom of Info Copies	200	200	276	161	211
001-0000-361.04-03	Bid Specs	100	200	-	1	315
001-0000-361.05-01	Issuing Fees	200	200	80	201	303
001-0000-361.07-01	Computer Services	-	3,000	65	(18,000)	23,100
001-0000-361.07-05	Report Fees	-	-	-	-	10
001-0000-361.07-08	Other Reimbursements	-	-	220	225	305
	<i>IT Services</i>	-	3,000	285	(17,775)	23,415
001-0000-362.01-01	Schl Dist.-QPD Liason	190,000	190,000	204,439	190,582	189,742
001-0000-362.01-02	Qcy Housing Auth Liason	55,000	54,000	54,576	56,683	54,493
001-0000-362.01-03	Special Job Assignments	15,000	15,000	440	9,350	12,855
001-0000-362.01-04	False Alarms	5,000	5,000	4,980	6,030	7,500
001-0000-362.01-05	Report Fees	5,000	5,000	4,050	5,572	5,265
001-0000-362.01-07	Temp. Use of Manpower	-	-	-	-	-
001-0000-362.01-08	Other Reimbursements	-	-	13,424	60	-
001-0000-362.01-09	Witness/Subpeona Fees	5,000	5,000	4,582	5,958	4,798
001-0000-362.01-11	Police Badges & Patches	-	-	43	295	265
001-0000-362.01-12	Agency Aging - Elder	40,000	40,000	36,675	46,871	29,793
001-0000-362.01-14	School Crossing Guards	-	-	-	-	-
	<i>Police Services</i>	315,000	314,000	323,209	321,401	304,711
001-0000-362.02-04	False Alarms	-	-	40	30	-
001-0000-362.02-05	Report Fees	-	200	61	77	132
001-0000-362.02-06	Training	200	200	-	4,177	-
001-0000-362.02-08	Other Reimbursements	-	-	-	-	-
	<i>Fire Services</i>	200	400	101	4,284	132
001-0000-362.03-03	Tree Sales	2,000	2,000	-	-	-
001-0000-362.03-04	Weed Cleaning/Removal	5,000	5,000	14,600	-	-
001-0000-362.03-08	Other Reimbursements	-	-	1,797	1,446	-
	<i>Streets & Hwy</i>	7,000	7,000	16,397	1,446	-
001-0000-362.04-01	Notice of Violations	10,000	10,000	6,920	11,240	14,470
	<i>Motor Vehicles</i>	10,000	10,000	6,920	11,240	14,470
		332,700	335,000	347,268	320,959	343,556
001-0000-362.05-00	Ordinance Fines	350,000	350,000	311,855	411,994	340,253
001-0000-362.05-01	Smoking Fines	-	-	-	-	-
001-0000-362.05-03	Failure to Appear Fines	1,500	1,500	2,168	2,654	1,666
001-0000-362.06-02	Sex Offender Reg Fees	-	-	-	-	2,235
	<i>Ordinances/Fines</i>	351,500	351,500	314,023	414,648	344,154

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

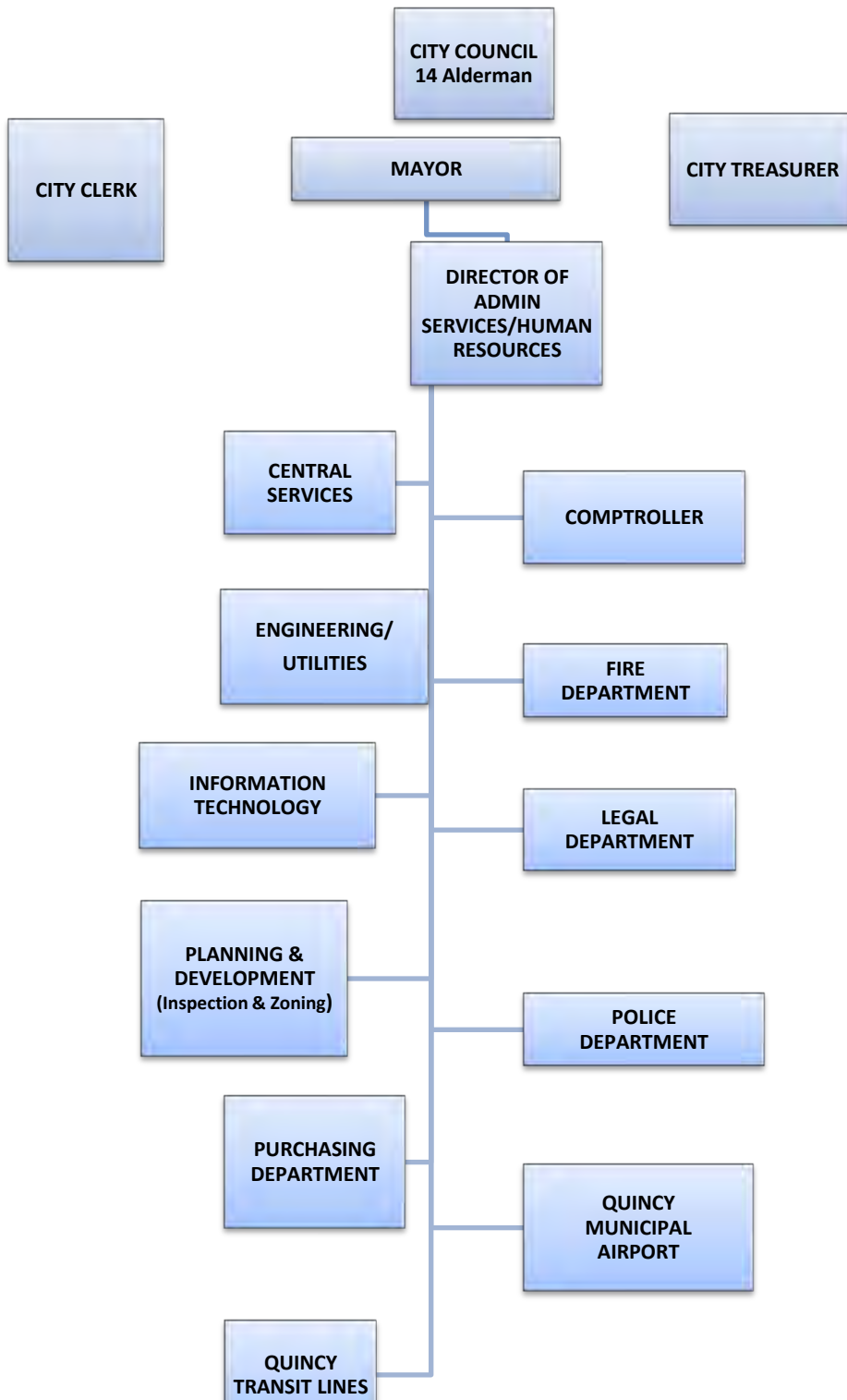
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Inter-Governmental Revenues						
001-0000-363.09-01	Admin Cost Share	689,000	640,000	664,697	481,082	672,846
001-0000-363.09-02	Space Cost Share	25,000	25,000	24,000	58,168	41,663
001-0000-363.09-04	Transit Cost Share	285,000	270,000	270,433	312,156	-
	<i>Inter Gov Revenues</i>	<i>999,000</i>	<i>935,000</i>	<i>959,130</i>	<i>851,406</i>	<i>714,509</i>
Licenses & Permits						
001-0000-364.04-00	Revocable Lic/Permits	-	100	15	60	165
Grants						
001-0000-381.03-01	FEMA Reimbursements	-	-	4,798	-	-
001-0000-381.03-06	CURES funding	-	1,426,742	1,426,742	-	-
001-0000-382.01-10	Restricted Contributions	-	-	-	-	-
001-0000-382.02-01	State Grants	-	-	-	-	1,296
001-0000-382.02-02	Attorney General	15,000	15,000	9,593	12,746	20,797
001-0000-382.03-01	Federal COPS Grant	-	-	-	99,500	-
001-0000-382.03-04	Bureau of Justice	3,000	3,000	28,260	28,940	4,086
001-0000-382.03-06	Dept. of Transportation	20,000	40,000	5,657	36,210	29,376
001-0000-382.03-07	Homeland Security	10,000	10,000	3,661	18,027	5,287
Transfers In						
001-0000-391.01-00	Transfers from Bank "1"	-	75,000	-	75,000	-
001-0000-391.01-09	Franchise "Green" Fnd	500,250	430,000	430,000	428,959	413,249
001-0000-391.01-10	Criminal Reg Fee Fund 24	10,000	-	-	-	-
001-0000-391.01-15	Trnsfr from Capital Fund	-	10,044	5,632	1,950	-
001-0000-391.01-20	Trnsfr from Fire Fund 397	-	90,000	-	90,000	90,000
001-0000-391.01-32	Trnsfr from Cent Svc 602	-	190,000	190,000	-	-
001-0000-391.01-50	Tourism Tax Fund	-	-	-	6,765	35,413
001-0000-391.01-51	From Purchase Tax Fund	-	-	-	-	93
001-0000-391.01-67	From Barge Dock Fund	200,000	200,000	200,000	160,000	150,000
001-0000-391.04-24	From 2004/1994 G/O Bond Fund	-	-	192,149	-	-
	Totals	39,399,111	38,307,402	39,344,455	36,613,669	34,091,664

EXPENSE SUMMARY

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

ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits	26,651,694	-4.68%	27,961,432	27,723,822	23,415,659	23,246,067
Contractual Services	3,654,673	-3.79%	3,798,531	3,615,083	2,149,307	1,994,737
Commodities	947,150	-0.14%	948,433	716,507	811,423	700,685
Capital Outlay	307,378	-3.69%	319,154	258,547	206,322	160,924
Miscellaneous	51,242	-35.03%	78,872	60,490	69,740	67,381
Debt Services	89,338	0.66%	88,752	89,338	89,338	7,806
Transfers	7,697,510	35.04%	5,699,995	5,061,199	8,274,263	8,237,795
Totals	39,398,985	1.30%	38,895,169	37,524,986	35,016,052	34,415,395

Totals by Dept/Division	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
City Council	231,473	-10.16%	257,660	282,523	239,156	233,027
Mayor	217,849	0.09%	217,653	204,268	201,557	211,031
Treasurer	299,965	-8.98%	329,557	338,653	295,975	220,688
City Clerk	191,125	-13.50%	220,958	225,177	207,716	213,845
Director of Admin Services	118,576	-2.43%	121,533	119,060	111,484	99,227
Purchasing	82,318	-2.23%	84,197	84,424	72,873	75,620
Building Maintenance	322,338	-0.18%	322,920	281,386	242,305	180,741
Comptroller	363,389	-1.96%	370,638	345,311	313,087	322,024
Legal	257,314	-2.35%	263,505	255,628	237,820	231,958
Commissions	69,133	56.44%	44,190	35,303	28,892	48,411
Information Technology	672,601	2.88%	653,794	644,225	603,446	601,485
Police	13,680,188	-2.96%	14,098,155	13,785,324	12,817,652	12,680,731
Fire	11,232,050	-6.20%	11,974,696	11,824,206	10,259,516	10,066,509
Public Works	2,769,194	-8.72%	3,033,669	2,967,215	-	-
Engineering	1,188,962	-0.68%	1,197,049	1,071,204	1,109,041	988,643
Non Departmental Transfers	7,702,510	35.01%	5,704,995	5,061,079	8,275,531	8,241,454
Totals	39,398,985	1.30%	38,895,169	37,524,986	35,016,051	34,415,394



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

Over 90% 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. In FY2022 the salary stipend of \$150/month was moved from Miscellaneous Expense to a Salary Expense. While this shift increased salaries & benefits, the decrease in health insurance was enough to offset the total and maintain a budget below the FYE 2021 revised budget. There is \$1800 budgeted for Ipad purchases for newly appointed aldermen.

EXPENSE SUMMARY

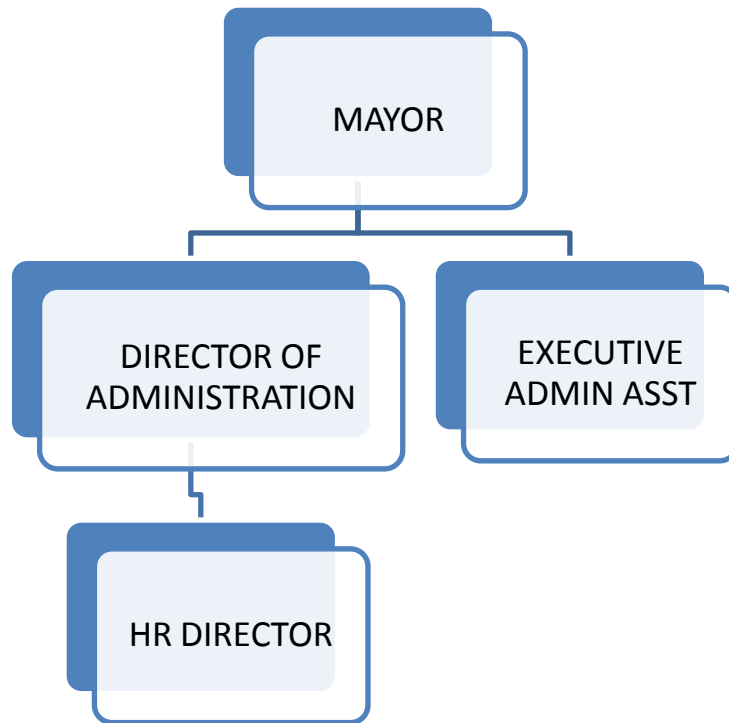
ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries& Benefits	217,134	-0.41%	218,021	248,726	198,069
Contractual Services	12,289	0.00%	12,289	8,503	12,588
Capital Outlay	1,800	0.00%	2,000	630	2,775
Miscellaneous	100	-99.60%	25,200	24,544	25,724
Totals	231,473	-10.16%	257,660	282,523	239,156

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Positions	14	14	14	14

EXPENDITURE

Account	Description	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1101-401.11-01	Regular Salary/Wages	74,200	78,508	76,748	72,978	74,201
001-1101-401.11-14	Exp Reimb Comp	25,200	-	-	-	-
001-1101-401.21-01	Group Insurance	104,767	125,549	160,538	114,371	112,201
001-1101-401.21-03	Board Paid Life Ins.	1,278	1,030	951	938	954
001-1101-401.21-04	Workers' Comp	-	-	-	-	164
001-1101-401.22-01	Social Security	6,163	6,490	5,328	5,334	4,928
001-1101-401.22-02	Medicare	1,441	1,518	1,246	1,248	1,153
001-1101-401.23-01	IMRF	4,085	4,926	3,915	3,200	5,537
	Subtotal	217,134	218,021	248,726	198,069	199,138
Contractual Services						
001-1101-401.38-01	MICA	367	367	367	2,507	2,037
001-1101-401.39-01	Communications	9,000	9,000	8,136	7,856	6,652
001-1101-401.39-04	Travel	1,572	1,572	-	1,240	-
001-1101-401.39-07	Regist, Schools, Mtgs	1,350	1,350	-	985	-
	Subtotal	12,289	12,289	8,503	12,588	8,689
Commodities						
001-1101-401.41-02	Office Supplies	150	150	120	-	-
Capital Outlay						
001-1101-401.52-08	Controllable	1,800	2,000	630	2,775	-
Miscellaneous						
001-1101-401.61-04	Other	100	-	80	940	-
001-1101-401.61-05	Alderman Expense	-	25,200	24,464	24,784	25,200
	Subtotal	100	25,200	24,544	25,724	25,200
	Totals	231,473	257,660	282,523	239,156	233,027



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

- Served on the Illinois Veteran's Home Design Committee to select the preferred design and firm for the new facility.
- Worked with the City Council to pass initiatives in the 45x30 plan: Retail Incentives, Retail Marketing, Tourism Marketing and Strategic Marketing.
- Assisted Adams County EMS and the Adams County Health Department in preparations and response to COVID-19.
- Formed the Adams County Together Task Force to provide resources and assistance to individuals, non-profits, businesses and faith based organizations effected by COVID-19.
- Assisted the City Council, County Board and Park District in adopting the Riverfront Master Plan.

BUDGET SUMMARY

The Mayor's budget is relatively unchanged to the 2021 revised budget. FY2021 had additional costs for the 27th pay period's health insurance contributions. There is a projected increase for health insurance costs.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	191,896	0.05%	191,801	187,386	173,654
Contractual Services	9,953	1.03%	9,852	3,601	13,496
Commodities	1,800	0.00%	1,800	1,586	1,631
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	14,200	0.00%	14,200	11,695	12,776
Totals	217,849	0.09%	217,653	204,268	201,557

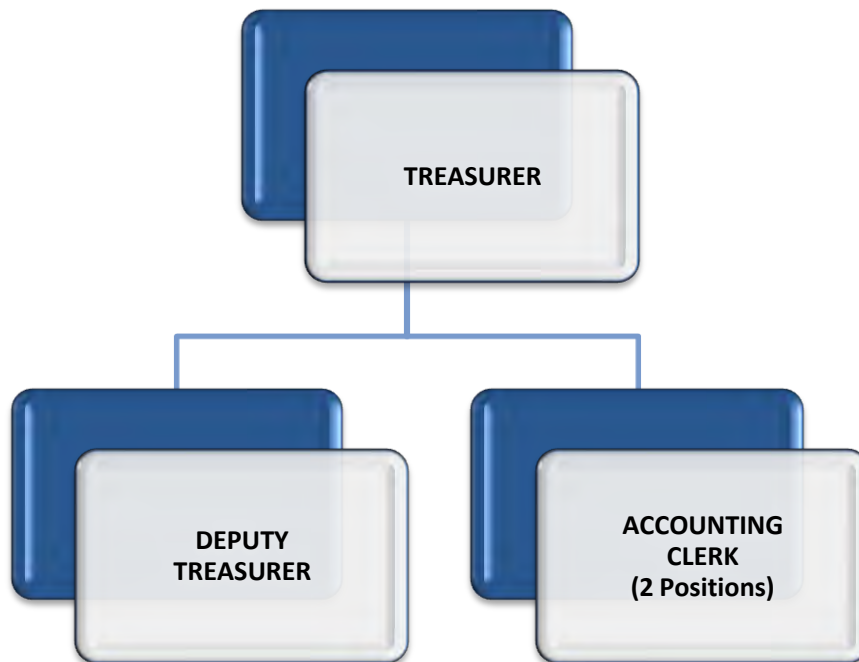
STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	2	2	2	2

The staffing is as follows:

- Mayor - 1
- Executive Assistant - 1

		EXPENDITURE				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1301-401.11-01	Regular Salary/Wages	132,087	133,881	131,557	127,749	128,170
001-1301-410.11-02	Overtime	-	85	71	-	-
001-1301-401.11-03	Sick Pay	-	1,285	2,771	785	210
001-1301-401.11-04	Holiday Pay	2,069	1,856	2,020	1,996	1,749
001-1301-401.11-15	Vacation Pay	-	1,428	874	1,428	1,819
001-1301-401.11-17	Sick Pay Buy Back	971	-	-	178	1,172
001-1301-401.11-18	Vacation Pay Buy Back	2,766	-	-	-	-
001-1301-401.21-01	Group Insurance	29,848	26,971	24,652	19,756	18,962
001-1301-401.21-03	Board Paid Life Ins.	183	148	136	136	136
001-1301-401.21-04	Workers' Comp	-	-	-	-	842
001-1301-401.22-01	Social Security	8,549	8,641	8,420	8,108	8,169
001-1301-401.22-02	Medicare	1,999	2,013	1,969	1,896	1,910
001-1301-401.22-03	Unemployment Comp	200	200	200	200	200
001-1301-401.23-01	IMRF	13,224	15,293	14,716	11,422	12,959
	Subtotal	191,896	191,801	187,386	173,654	176,298
Contractual Services						
001-1301-401.35-03	R&M-Office Furn & Equip	100	100	-	-	-
001-1301-401.38-01	MICA	1,608	1,608	1,608	2,838	12,981
001-1301-401.38-03	Employee Bonds	50	-	-	-	10
001-1301-401.39-01	Communications	1,000	1,034	729	748	824
001-1301-401.39-02	Advertising/Publishing	2,500	2,500	1,204	2,289	2,226
001-1301-401.39-03	Printing & Binding	195	195	-	-	83
001-1301-401.39-04	Travel	3,000	2,915	60	4,636	3,506
001-1301-401.39-05	Mileage Reimb	500	500	-	145	-
001-1301-401.39-07	Regist, Schools, Mtgs	1,000	1,000	-	2,840	2,058
	Subtotal	9,953	9,852	3,601	13,496	21,688
Commodities						
001-1301-401.41-01	Postage	400	400	322	164	178
001-1301-401.41-02	Office Supplies	700	700	4	707	114
001-1301-401.44-00	Books & Periodicals	700	700	1,260	760	660
	Subtotal	1,800	1,800	1,586	1,631	952
Miscellaneous						
001-1301-401.61-01	Dues	6,500	6,500	5,989	6,119	6,069
001-1301-401.61-03	Employee Awards	6,000	6,000	4,434	4,306	4,499
001-1301-401.61-04	Other	1,700	1,700	1,272	2,351	1,525
	Subtotal	14,200	14,200	11,695	12,776	12,093
	Totals	217,849	217,653	204,268	201,557	211,031



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. We will once again use Balancing Act software to provide meaningful financial transparency, accountability and participation from our constituents. Balancing Act can be found on the Financials tab of the City's website.

PAST FISCAL YEAR HIGHLIGHTS

We are in Year 2 of the tax audit conducted by Azavar Government Solutions. To date, the City has received nearly \$100,000 in incremental tax revenue as a result of these audits.

Collection of local tax, including hotel/motel and food/beverage tax, was moved to an online platform, <https://lata.localgov.org>, in February 2020. This new platform offers an easy, convenient, and safe mechanism for the reporting, collection, and auditing of hotel/motel and food/beverage taxes. The Treasurer's Office began collecting food and beverage & alcoholic beverage tax of 1% in February.

The City maintains over \$31 million in investments across all funds. Average interest rates on investments have been declining since mid-2019. The current average is .41%. 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 \$26 million is invested in local bank CD's and CDAR's and over \$5 million is invested in local government investment pools as of January 2021.

The Treasurer became a Certified Municipal Treasurer in June 2020 and passed the Certified Public Funds Investment Manager exam in January 2021.

One of the Accounting Clerks left in December 2020. This full-time position has not been filled. Two part-time interns were hired in January 2021.

BUDGET SUMMARY

- The proposed budget represents a slight reduction to the 2021 budget for the Treasurer's Office. This reduction reflects a slight decrease in insurance and payroll taxes and 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, with a slight increase expected in late 2022.
- The Treasurer's Office began collecting food and beverage & alcoholic beverage tax of 1% in February 2021.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	241,505	-5.06%	254,376	265,562	218,403
Contractual Services	53,675	-24.13%	70,746	69,426	74,474
Commodities	3,860	14.88%	3,360	2,688	2,538
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	925	-13.95%	1,075	977	560
Totals	299,965	-8.98%	329,557	338,653	295,975

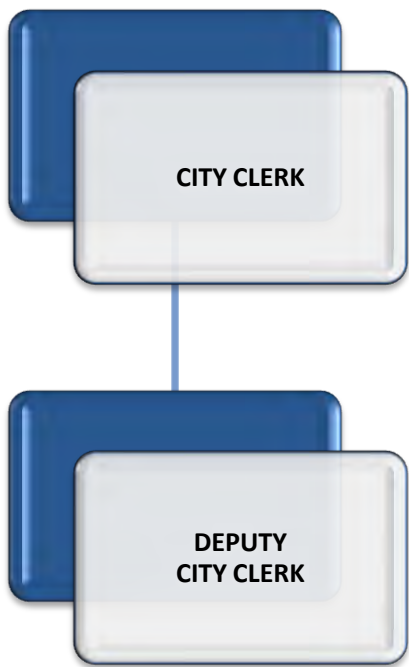
STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	3.4	3.4	3	4

**GENERAL FUND
EXECUTIVE BOARD**

**TREASURER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1302-401.11-01	Regular Salary/Wages	152,835	155,252	160,135	142,300	132,456
001-1302-401.11-02	Overtime	-	-	977	-	23
001-1302-401.11-03	Sick Pay	-	2,438	3,859	1,604	1,084
001-1302-401.11-04	Holiday Pay	5,329	4,753	4,910	4,932	3,917
001-1302-401.11-15	Vacation Pay	4,542	4,366	5,612	4,974	2,801
001-1302-401.11-17	Sick Pay Buy Back	3,082	1,949	2,345	932	2,486
001-1302-401.11-18	Vacation Pay Buy Back	-	-	116	-	-
001-1302-401.12-01	Regular Salary/Wages	-	-	6,352	-	2,865
001-1302-401.21-01	Group Insurance	52,463	60,399	57,941	44,115	37,786
001-1302-401.21-03	Board Paid Life Ins.	384	252	232	232	211
001-1302-401.21-04	Workers' Compensation	-	-	-	-	837
001-1302-401.22-01	Social Security	10,279	10,611	9,860	8,811	8,339
001-1302-401.22-02	Medicare	2,404	2,452	2,306	2,061	1,950
001-1302-401.22-03	Unemployment Comp	400	400	400	400	400
001-1302-401.23-01	IMRF	9,787	11,504	10,517	8,042	7,752
	Subtotal	241,505	254,376	265,562	218,403	202,907
Contractual Services						
001-1302-401.31-01	Prof Svcs/Audit	22,000	18,197	16,251	10,174	-
001-1302-401.31-05	Other	-	-	26	26	-
001-1302-401.35-03	R&M - Furniture & Equip	250	250	-	-	-
001-1302-401.35-05	R&M - Other	-	-	-	-	110
001-1302-401.36-03	Rental - Equip & Vehicle	870	870	522	662	864
001-1302-401.38-01	MICA	2,355	2,355	2,355	3,070	2,685
001-1302-401.38-03	Employee Bonds	500	-	-	-	-
001-1302-401.39-01	Communications	700	700	531	533	763
001-1302-401.39-02	Advertising/Publishing	3,000	3,500	2,176	2,915	2,374
001-1302-401.39-03	Printing & Binding	400	44	-	44	70
001-1302-401.39-04	Travel	1,600	450	-	1,513	648
001-1302-401.39-05	Mileage Reimb	750	500	-	730	370
001-1302-401.39-07	Regist, Schools, Mtgs	1,250	880	464	780	1,045
001-1302-401.39-08	Contracted Services	20,000	43,000	47,101	54,027	4,525
	Subtotal	53,675	70,746	69,426	74,474	13,454
Commodities						
001-1302-401.41-01	Postage	1,200	1,200	1,202	1,045	803
001-1302-401.41-02	Office Supplies	2,500	2,000	1,326	1,333	2,451
001-1302-401.44-00	Books & Periodicals	160	160	160	160	160
	Subtotal	3,860	3,360	2,688	2,538	3,414
Capital Outlay						
001-1302-401.52-08	Controllables	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
001-1302-401.61-01	Dues	550	700	652	292	845
001-1302-401.61-04	Other	300	300	295	200	-
001-1302-401.61-89	Over & Short	75	75	30	68	68
	Subtotal	925	1,075	977	560	913
	Totals	299,965	329,557	338,653	295,975	220,688



PURPOSE

The City Clerk, an elected official, or the appointed deputy, attends all City Council Meetings, presents the agenda, keeps records of its proceedings, and publishes it in booklet form weekly along with ordinances passed. The City Clerk's office maintains the Municipal Codebook. The City Clerk's office attests and seals all contracts, licenses, permits and handles the city elections every two years. The City Clerk's office issues certain city licenses.

GOALS/OBJECTIVES

Update Code Book Quarterly

PAST FISCAL YEAR HIGHLIGHTS

On December 31, 2020, City Clerk, Jenny Hayden retired from her position appointing Laura Oakman to complete her term through 2021.

Amanda Keck was hired to replace Laura Oakman as Deputy City Clerk.

The FY2021 budget was slightly higher due to the vacation/sick pay buydown for Deputy Clerk, Laura Oakman.

In November 2020, the City Hall receptionist position was moved from the Clerk's budget to Planning and Development.

BUDGET SUMMARY

The budget is down nearly \$30,000 due to the receptionist position shifting to Planning & Development.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	160,525	-14.65%	188,068	200,318	176,395
Contractual Services	28,470	-7.44%	30,760	22,925	29,576
Commodities	1,580	0.00%	1,580	1,404	1,245
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	550	0.00%	550	530	500
Totals	191,125	-13.50%	220,958	225,177	207,716

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	2	3	3	3

The City Clerks's Office staff is as follows:

- 1 - City Clerk
- 1 - Deputy City Clerk

**GENERAL FUND
EXECUTIVE BOARD**

**CITY CLERK
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1303-401.11-01	Regular Salary/Wages	103,336	115,066	123,936	124,107	123,960
001-1303-401.11-03	Sick Pay	-	1,038	701	318	312
001-1303-401.11-04	Holiday Pay	2,334	3,594	2,692	3,708	2,768
001-1303-401.11-15	Vacation Pay	1,667	5,181	3,283	3,762	5,527
001-1303-401.11-17	Sick Pay Buy Back	-	1,933	4,540	1,289	4,106
001-1303-401.11-18	Vacation Pay buy back	-	-	2,011	-	-
001-1303-401.21-01	Group Insurance	34,300	36,943	37,743	21,276	25,015
001-1303-401.21-03	Board Paid Life Ins.	183	221	181	204	206
001-1303-401.21-04	Workers' Compensation	-	-	-	-	305
001-1303-401.22-01	Social Security	6,655	7,628	8,274	8,052	8,129
001-1303-401.22-02	Medicare	1,556	2,073	1,936	1,883	1,901
001-1303-401.22-03	Unemployment Comp	200	300	300	300	300
001-1303-401.23-01	IMRF	10,294	14,091	14,721	11,496	13,318
	Subtotal	160,525	188,068	200,318	176,395	185,847
Contractual Services						
001-1303-401.31-01	Audit	-	2,110	1,000	-	-
001-1303-401.35-03	R&M Office Equip	-	100	-	-	25
001-1303-401.36-03	Equipment and Vehicle	800	800	733	724	738
001-1303-401.38-01	MICA	2,070	2,070	2,070	2,856	2,191
001-1303-401.38-03	Employee Bonds	-	80	50	30	-
001-1303-401.39-01	Communications	350	350	218	211	246
001-1303-401.39-02	Advertising/Publishing	-	-	-	-	305
001-1303-401.39-03	Printing & Binding	13,000	13,000	10,961	12,852	11,863
001-1303-401.39-04	Travel	2,500	2,500	-	2,876	1,544
001-1303-401.39-05	Mileage Reimb	1,350	1,350	-	1,404	562
001-1303-401.39-07	Regist, Schools, Mtgs	900	900	163	893	1,705
001-1303-401.39-08	Contracted Services	7,500	7,500	7,730	7,730	6,987
	Subtotal	28,470	30,760	22,925	29,576	26,166
Commodities						
001-1303-401.41-01	Postage	430	430	438	398	422
001-1303-401.41-02	Office Supplies	550	550	578	302	544
001-1303-401.44-00	Books & Periodicals	600	600	388	545	386
	Subtotal	1,580	1,580	1,404	1,245	1,352
Capital Outlay						
001-1303-401.52-08	Controllables	-	-	-	-	-
Miscellaneous						
001-1303-401.61-01	Dues	550	550	530	500	480
001-1303-401.61-04	Other	-	-	-	-	-
		550	550	530	500	480
	Totals	191,125	220,958	225,177	207,716	213,845



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

- DOAS enhanced communications with the aldermen and senior staff
- DOAS contributed to the development, passage and implementation of the city's 45x30 economic growth program, budgets and budgetary adjustments, Covid relief programs for small businesses, and the Quincy Beautification agenda

BUDGET SUMMARY

The DOAS budget has relatively no change. The overall decrease can be attributed to the additional health contribution made in FY2021.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	110,833	-2.30%	113,440	113,501	102,690
Contractual Services	7,043	-4.73%	7,393	5,244	8,022
Commodities	100	0.00%	100	60	72
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	600	0.00%	600	255	700
Totals	118,576	-2.43%	121,533	119,060	111,484

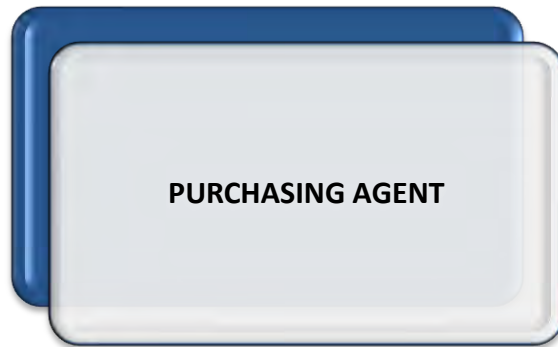
STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1401-401.11-01	Regular Salaries	71,886	73,631	74,433	70,846	52,716
001-1401-401.11-03	Sick Pay	-	-	-	-	4,111
001-1401-401.11-04	Holiday Pay	4,264	3,825	4,163	4,113	2,596
001-1401-401.11-15	Vacation Pay	3,046	2,942	1,471	1,471	4,327
001-1401-401.11-16	Major Medical Pay	-	-	-	-	5,481
001-1401-401.12-01	Temporary Salary	-	-	-	180	3,326
001-1401-401.21-01	Group Insurance	17,793	17,890	18,678	13,541	7,658
001-1401-401.21-03	Board Paid Life Ins.	91	74	68	68	63
001-1401-401.21-04	Workers' Comp	-	-	-	-	310
001-1401-401.22-01	Social Security	4,910	4,998	4,868	4,696	4,569
001-1401-401.22-02	Medicare	1,148	1,152	1,139	1,098	1,069
001-1401-401.22-03	Unemployment Comp	100	100	100	100	100
001-1401-401.23-01	IMRF	7,595	8,828	8,581	6,577	7,194
	Subtotal	110,833	113,440	113,501	102,690	93,520
Contractual Services						
001-1401-401.36-03	Rent Equip & Vehicle	-	-	-	-	-
001-1401-401.38-01	MICA	843	843	843	2,503	470
001-1401-401.38-03	Employee Bonds	50	-	-	-	-
001-1401-401.39-01	Communications	1,000	1,000	530	529	868
001-1401-401.39-03	Printing & Binding	50	50	-	-	90
001-1401-401.39-04	Travel	1,000	1,000	-	1,040	99
001-1401-401.39-05	Mileage Reimb	3,600	4,000	3,600	3,600	3,271
001-1401-401.39-07	Regist, Schools, Mtgs	500	500	271	350	310
	Subtotal	7,043	7,393	5,244	8,022	5,108
Commodities						
001-1401-401.41-01	Postage	25	25	-	-	12
001-1401-401.41-02	Office Supplies	75	75	60	72	-
001-1401-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotal	100	100	60	72	12
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
001-1401-401.61-04	Other	600	600	255	700	107
	Subtotal	600	600	255	700	587
	Totals	118,576	121,533	119,060	111,484	99,227



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 online services.

PAST FISCAL YEAR HIGHLIGHTS

- In FY2021 the Purchasing Department issued 30 bids, 22 RFP's and 2 Request for Qualifications
- There were 30 bids issued and the total bid award amount for this fiscal year was \$20,489,464.42.
- There were 22 Requests for Proposal's issued and the total RFP award amount was \$7,376,811.57.
- A city auction was organized by the Purchasing Department during November 2020. The auction was done by a sealed bid and it offered a variety of items to be sold from the majority of city departments. The items available by auction were on display in the City Hall Annex Building, QPD basement, Central Services and inside the Regional Training Center garage bays. The auction was open to City employees and their families & friends. The total collected from the auction was \$18,866.06.
- The Purchasing Department began utilizing an online service to post all bids/RFP's & RFQ'S called Vendor Registry during the summer of 2019. Since March 2020 the number of registered vendors increased by 493 new vendors, bringing our current number of registered vendors to 1,025. We continue to see new vendors register with us each and every day.

BUDGET SUMMARY

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

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	78,381	-2.57%	80,450	80,741	69,561
Contractual Services	3,522	1.15%	3,482	3,464	3,063
Commodities	215	230.77%	65	29	59
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	200	0.00%	200	190	190
Totals	82,318	-2.23%	84,197	84,424	72,873

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1402-401.11-01	Regular Salary/Wages	39,649	40,714	40,782	38,978	37,986
001-1402-401.11-02	Overtime	-	-	465	-	-
001-1402-401.11-04	Holiday Pay	2,456	2,203	2,398	2,369	2,077
001-1402-401.11-15	Vacation Pay	3,509	3,389	3,628	2,675	3,097
001-1402-401.11-17	Sick Pay Buy Back	2,105	2,034	2,084	1,356	4,320
001-1402-401.21-01	Group Insurance	22,244	22,930	22,754	17,259	16,522
001-1402-401.21-03	Board Paid Life Ins.	91	74	68	68	68
001-1402-401.21-04	Workers' Comp	-	-	-	-	559
001-1402-401.22-01	Social Security	2,959	3,005	2,564	2,301	2,431
001-1402-401.22-02	Medicare	692	693	599	538	569
001-1402-401.22-03	Unemployment Comp	100	100	100	100	100
001-1402-401.23-01	IMRF	4,576	5,308	5,299	3,917	4,598
	Subtotal	78,381	80,450	80,741	69,561	72,327
Contractual Services						
001-1402-401.38-01	MICA	692	692	692	2,329	2,378
001-1402-401.39-01	Communications	400	360	351	353	307
001-1402-401.39-02	Advertising/Publishing	430	430	421	381	267
001-1402-401.39-08	Contracted Services	2,000	2,000	2,000	-	-
	Subtotal	3,522	3,482	3,464	3,063	2,952
Commodities						
001-1402-401.41-01	Postage	15	15	1	2	3
001-1402-401.41-02	Office Supplies	200	50	28	57	148
	Subtotal	215	65	29	59	151
Capital Outlay						
001-1402-401.52-08	Controllable	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
001-1402-401.61-01	Dues	200	200	190	190	190
001-1402-401.61-04	Other	-	-	-	-	-
	Subtotal	200	200	190	190	190
	Totals	82,318	84,197	84,424	72,873	75,620



PURPOSE

The Building Maintenance division covers the maintenance of the City Hall building 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

- Complete 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

BUDGET SUMMARY

The proposed FY22 budget is relatively flat the last year. It includes capital outlay increase of \$26,000 and a \$20,000 decrease in contractual services.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	63,687	-0.77%	64,182	66,028	58,826
Contractual Services	129,479	-13.35%	149,428	138,834	105,271
Commodities	77,100	-8.00%	83,800	76,491	77,781
Capital Outlay	51,972	104.53%	25,410	-	380
Miscellaneous	100	0.00%	100	33	47
Debt Service	-		-	-	-
Totals	322,338	-0.18%	322,920	281,386	242,305

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Positions	1	1	1	1

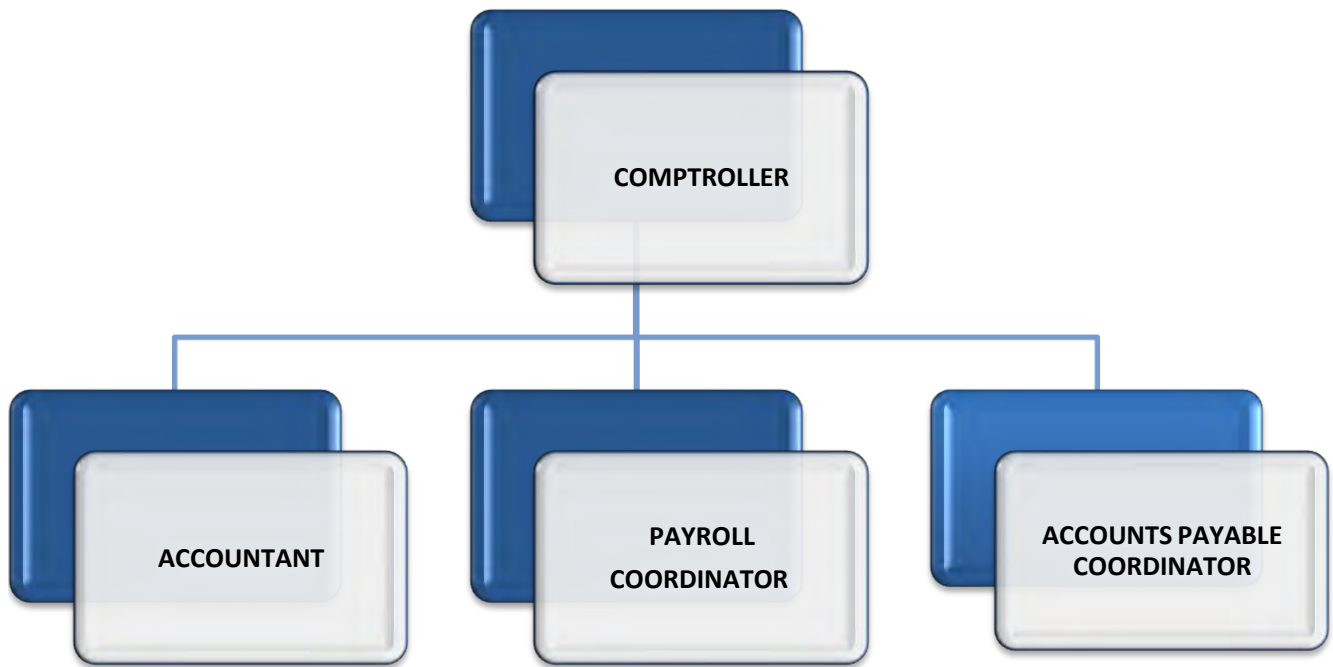
The Building Maintenance staff is as follows:

1 - 822 Labor Grade 1

**GENERAL FUND
CITY HALL**

**BUILDING MAINTENANCE
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1403-401.11-01	Regular Salary/Wages	37,087	35,451	36,974	36,203	34,638
001-1403-401.11-02	Overtime	206	204	311	192	229
001-1403-401.11-03	Sick Pay	-	-	-	155	-
001-1403-401.11-04	Holiday Pay	2,248	2,226	2,078	2,021	2,099
001-1403-401.11-15	Vacation Pay	2,408	2,385	3,206	2,185	2,245
001-1403-401.11-17	Sick Pay Buy Back	1,927	1,908	1,749	1,238	3,889
001-1403-401.21-01	Group Insurance	12,056	13,444	13,435	9,850	9,267
001-1403-401.21-03	Board Paid Life Ins.	91	74	67	68	67
001-1403-401.21-04	Workers' Comp	-	-	-	-	5,298
001-1403-401.22-01	Social Security	2,720	2,792	2,701	2,559	2,628
001-1403-401.22-02	Medicare	636	653	634	598	615
001-1403-401.22-03	Unemployment Comp	100	100	100	100	100
001-1403-401.23-01	IMRF	4,208	4,945	4,773	3,657	4,140
	Subtotal	63,687	64,182	66,028	58,826	65,215
Contractual Services						
001-1403-401.31-04	Engineering/Architectural	-	-	8,500	8,500	-
001-1403-401.31-05	Prof Svc-Other	-	-	-	7,500	-
001-1403-401.34-03	Custodial	-	-	-	10	459
001-1403-401.34-04	Lawn Care	1,141	1,090	1,080	-	-
001-1403-401.34-06	Linens,mats,mops,uniform	1,000	1,000	940	579	-
001-1403-401.35-01	R&M - Buildings	60,000	77,500	77,518	50,603	21,079
001-1403-401.35-02	R&M - Mach & Equip	15,000	15,000	3,302	5,745	12,662
001-1403-401.35-03	R&M-Office Furn & Equip	500	500	-	-	-
001-1403-401.35-05	Other	-	-	1,126	-	-
001-1403-401.36-03	Equipment and Vehicle	3,900	4,400	3,890	4,310	3,116
001-1403-401.38-01	MICA	42,438	42,438	42,438	27,461	4,184
001-1403-401.39-01	Communications	-	-	40	194	-
001-1403-401.39-02	Advertising/Publishing	500	500	-	369	267
001-1403-401.39-08	Contracted Services	5,000	7,000	-	-	-
	Subtotal	129,479	149,428	138,834	105,271	41,767
Commodities						
001-1403-401.42-01	Natural Gas	13,000	13,000	12,117	14,218	12,105
001-1403-401.42-02	Electricity	55,000	55,000	48,637	51,319	50,698
001-1403-401.45-01	Building Supplies	5,500	10,500	10,000	6,693	6,733
001-1403-401.45-02	Custodial Supplies	3,000	4,700	5,679	5,293	3,645
001-1403-401.45-03	Equipment Consumable	100	100	-	51	24
001-1403-401.45-05	Small Tools/Small Equip.	500	500	58	207	521
	Subtotals	77,100	83,800	76,491	77,781	73,726
Capital Outlay						
001-1403-401.52-02	Buildings	51,972	25,410	-	-	-
001-1403-401.52-03	Improv other than Bldgs	-	-	-	-	-
001-1403-401.52-08	Controllable	-	-	-	380	-
	Subtotal	51,972	25,410	-	380	-
Miscellaneous						
001-1403-401.61-02	Taxes	100	100	33	33	33
001-1403-401.61-04	Other	-	-	-	14	-
	Subtotal	100	100	33	47	33
	Totals	322,338	322,920	281,386	242,305	180,741



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:

- Produce new Chart of Accounts in anticipation of system conversion
- Continue to find ways to promote fiscal transparency
- Implementation of new Financial Software
- Develop new accounting policies to support operations
- Continue internal training opportunities to ensure city policy is practiced

PAST FISCAL YEAR ACCOMPLISHMENTS

- Converted both Machinist and Transit unions to bi-weekly cycles saving money on forms/printing
- Issued over 9,300 payroll direct deposit advice statements and over 400 payroll checks
- Issued approx 4,400 Accounts Payable checks and 1,300 EFT payments
- Processed nearly 15,000 invoices
- Issued approximately 450 W2s and 500 1099s for both the city and library
- Held a Payroll In-Service for payroll clerks, identified areas for improvement in payroll processing
- Developed the Vehicle Replacement Scorecard for analyzing fleet condition/budgeting for replacement
- Assisted DOAS and HR with Health Insurance cash flow issues
- Provided queries, invoices, checks for CURE funding grant reimbursement
- Assumed Library payroll and month-end accounting
- Assumed the responsibility of monthly fuel billing
- Converted from paper direct deposit to using the Employee Portal in an effort to reduce costs

BUDGET SUMMARY

The Comptroller's budget is predominantly salaries & benefits. The overall decrease is mainly due to normal 26-pay periods. The contractual services which include the City Audit, Pension Actuarial valuation and OPEB valuations have all increased slightly for the upcoming term.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	320,325	-3.08%	330,504	309,015	280,000
Contractual Services	34,164	11.16%	30,734	28,809	25,241
Commodities	8,000	0.00%	8,000	6,934	7,614
Capital Outlay	500		1,000	-	-
Miscellaneous	400	0.00%	400	553	231
Totals	363,389	-1.96%	370,638	345,311	313,086

STAFFING

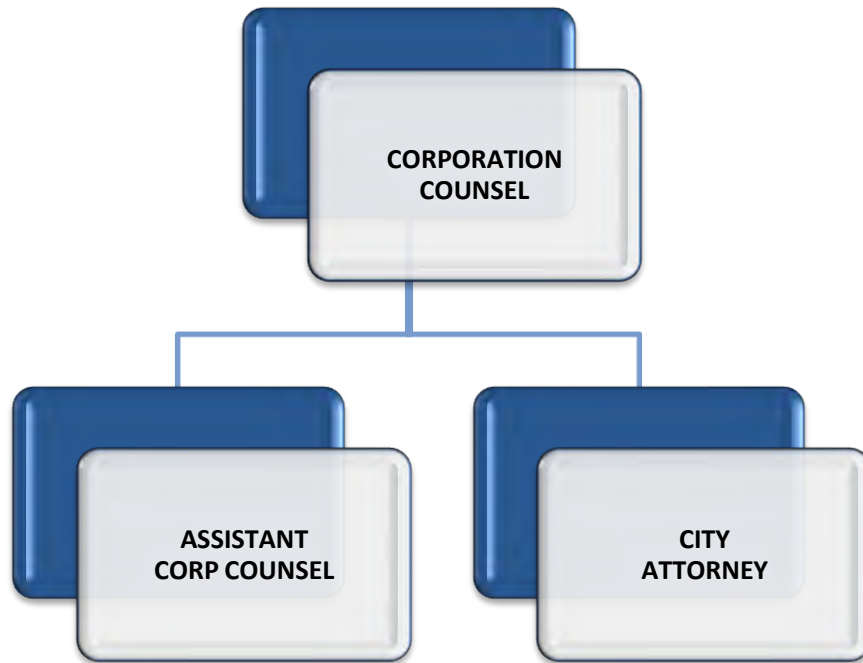
	PROPOSED	ACTUAL	ACTUAL	ACTUAL
Full Positions	4.00	4.00	4.00	4.00

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

**GENERAL FUND
FINANCIAL ADMINISTRATION**

COMPTROLLER
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1501-401.11-01	Regular Salary/Wages	203,398	198,001	192,627	188,150	181,237
001-1501-401.11-02	Overtime	-	530	449	-	-
001-1501-401.11-03	Sick Pay	-	-	-	573	977
001-1501-401.11-04	Holiday Pay	11,978	10,472	11,150	11,540	9,918
001-1501-401.11-15	Vacation Pay	12,072	11,602	11,843	14,263	14,051
001-1501-401.11-17	Sick Pay Buy Back	6,317	9,263	9,316	5,467	16,978
001-1501-401.11-18	Vacation Pay Buy Back	-	4,711	4,494	-	-
001-1501-401.21-01	Group Insurance	46,356	51,553	36,643	24,208	23,209
001-1501-401.21-03	Board Paid Life Ins.	365	369	265	272	272
001-1501-401.21-04	Workers' Comp	-	-	-	-	530
001-1501-401.22-01	Social Security	14,183	14,548	13,569	13,069	13,273
001-1501-401.22-02	Medicare	3,317	3,356	3,174	3,057	3,104
001-1501-401.22-03	Unemployment Comp	400	400	400	400	400
001-1501-401.23-01	IMRF	21,939	25,699	25,085	19,001	21,634
	Subtotal	320,325	330,504	309,015	280,000	285,583
Contractual Services						
001-1501-401.31-01	Audit	19,500	19,000	17,800	13,225	16,552
001-1501-401.31-05	Other	5,700	5,600	6,612	6,045	5,954
001-1501-401.36-03	Equipment and Vehicle	700	700	431	493	612
001-1501-401.38-01	MICA	2,964	2,964	2,964	3,318	2,627
001-1501-401.38-03	Employee Bonds	50	50	-	-	40
001-1501-401.39-01	Communications	900	900	796	887	934
001-1501-401.39-02	Advertising/Publishing	750	750	41	41	744
001-1501-401.39-03	Printing & Binding	500	-	-	-	-
001-1501-401.39-04	Travel	300	-	-	438	356
001-1501-401.39-05	Mileage Reimb	500	270	-	344	267
001-1501-401.39-07	Regist, Schools, Mtgs	2,300	500	165	450	500
	Subtotal	34,164	30,734	28,809	25,241	28,586
Commodities						
001-1501-401.41-01	Postage	2,300	2,300	2,207	2,176	1,935
001-1501-401.41-02	Office Supplies	5,700	5,700	4,727	5,438	5,444
	Subtotals	8,000	8,000	6,934	7,614	7,379
Capital Outlay						
001-1501-401.52-08	Controllable	500	1,000	-	-	-
	Subtotal	500	1,000	-	-	-
Miscellaneous						
001-1501-401.61-01	Dues	400	400	353	-	476
001-1501-401.61-04	Other	-	-	200	231	-
	Subtotal	400	400	553	231	476
	Totals	363,389	370,638	345,311	313,086	322,024



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 had a busy year helping with the City's covid response. Numerous state and federal executive orders, rules and regulations have been reviewed, and interpreted for appropriate overall city and department level response and implementation. Also have continued to work with departments on document retention and destruction.

BUDGET SUMMARY

The Legal is budget is down the previous budget . There are \$2,000 additional costs added for books/periodicals in FYE 2022.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	238,916	-2.51%	245,065	242,412	224,384
Contractual Services	16,388	-11.08%	18,430	13,216	13,436
Commodities	2,010	20000.00%	10	-	-
Capital	-		-	-	-
Miscellaneous	-		-	-	-
Totals	257,314	-2.35%	263,505	255,628	237,820
Totals by Division					
Corporation Counsel	122,259	-2.68%	125,622	120,788	105,986
Assistant Corp Counsel	74,345	-2.57%	76,303	74,498	71,930
City Attorney	60,710	-1.41%	61,580	60,342	59,904
	257,314	-2.35%	263,505	255,628	237,820

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 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**

	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits					
001-1601-401.11-01 Regular Salary/Wages	78,608	79,801	79,473	75,862	74,443
001-1601-401.21-01 Group Insurance	22,244	24,305	24,129	17,259	16,522
001-1601-401.21-03 Board Paid Life Ins.	91	74	68	68	68
001-1601-401.21-04 Workers' Compensation	-	-	-	-	198
001-1601-401.22-01 Social Security	5,061	5,143	4,449	4,209	4,121
001-1601-401.22-02 Medicare	1,184	1,186	1,040	984	964
001-1601-401.22-03 Unemployment Comp	100	100	100	100	100
Subtotal	107,288	110,609	109,259	98,482	96,416
Contractual Services					
001-1601-401.31-02 Contracted Legal	10,000	12,282	9,957	3,600	2,451
001-1601-401.38-01 MICA	841	841	841	2,500	6,146
001-1601-401.38-03 Employee Bonds	50	50	-	-	-
001-1601-401.39-01 Communications	1,000	1,000	731	792	813
001-1601-401.39-03 Printing & Binding	-	-	-	-	20
001-1601-401.39-04 Travel	700	460	-	432	126
001-1601-401.39-07 Regist, Schools, Mtgs	370	370	-	180	340
Subtotal	12,961	15,003	11,529	7,504	9,896
Commodities					
001-1601-401.41-01 Postage	10	10	-	-	-
001-1601-401.41-02 Office Supplies	500	-	-	-	-
001-1601-401.44-00 Books & Periodicals	1,500	-	-	-	-
Subtotal	2,010	10	-	-	-
Miscellaneous					
001-1601-401.61-01 Dues	-	-	-	-	-
001-1601-401.61-04 Other	-	-	-	-	-
001-1601-401.61-07 Judgements/Court Costs	-	-	-	-	-
Subtotal	-	-	-	-	-
Totals	122,259	125,622	120,788	105,986	106,312

**GENERAL FUND
LEGAL SERVICES**

**ASSISTANT CORPORATION COUNSEL
DETAIL**

		2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Salaries & Benefits						
001-1602-401.11-01	Regular Salary/Wages	61,309	62,240	61,985	59,169	58,012
001-1602-401.21-03	Board Paid Life Ins.	91	74	68	68	68
001-1602-401.21-04	Workers' Compensation	-	-	-		129
001-1602-401.22-01	Social Security	3,947	4,011	3,843	3,668	3,597
001-1602-401.22-02	Medicare	923	925	899	858	841
001-1602-401.22-03	Unemployment Compensation	100	100	100	100	100
001-1602-401.23-01	IMRF	6,106	7,084	6,644	5,125	5,655
	Subtotal	72,476	74,434	73,539	68,988	68,402
Contractual Services						
001-1602-401.38-01	Insurance/MICA	759	759	759	2,404	-
001-1602-401.39-01	Communications	280	280	200	258	186
001-1602-401.39-04	Travel	460	460	-	100	100
001-1602-401.39-07	Regist, Schools, Meetings	370	370	-	180	340
	Subtotal	1,869	1,869	959	2,942	626
Miscellaneous						
001-1602-401.61-04	Other	-	-	-	-	-
	Subtotals	-	-	-	-	-
	Totals	74,345	76,303	74,498	71,930	69,028

**GENERAL FUND
LEGAL SERVICES**

**CITY ATTORNEY
DETAIL**

		2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Salaries & Benefits						
001-1603-401.11-01	Regular Salary/Wages	54,622	55,451	55,222	52,714	51,684
001-1603-401.21-03	Board Paid Life Ins.	91	74	68	68	68
001-1603-401.21-04	Workers' Compensation	-	-	-	-	198
001-1603-401.22-01	Social Security	3,517	3,573	3,424	3,268	3,204
001-1603-401.22-02	Medicare	822	824	800	764	749
001-1603-401.22-03	Unemployment Compensation	100	100	100	100	100
	Subtotal	59,152	60,022	59,614	56,914	56,003
Contractual Services						
001-1603-401.38-01	Insurance/MICA	728	728	728	2,367	-
001-1603-401.39-04	Travel	460	460	-	443	100
001-1603-401.39-07	Regist, Schools, Meetings	370	370	-	180	515
	Subtotal	1,558	1,558	728	2,990	615
001-1603-401.41-01	Postage	-	-	-	-	-
001-1603-401.41-02	Office Supplies	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	60,710	61,580	60,342	59,904	56,618

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	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Salaries & Benefits	19,333	-0.29%	19,390	19,796	18,858
Contractual Services	47,400	116.44%	21,900	14,697	8,440
Commodities	1,900	0.00%	1,900	585	1,369
Capital	-		-	-	-
Miscellaneous	500	-50.00%	1,000	225	225
Totals	69,133	56.44%	44,190	35,303	28,892

Totals by Division	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Fire & Police Commission	41,112	8.30%	37,961	30,173	21,995
Liquor Commission	4,521	-4.40%	4,729	4,905	6,204
Tree Commission	23,000	2200.00%	1,000	-	468
Human Rights Commission	500	0.00%	500	225	225
Totals	69,133	56.44%	44,190	35,303	28,892

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1701-401.11-01	Regular Salary/Wages	14,147	14,007	13,864	13,738	13,300
001-1701-401.21-04	Workers' Comp	-	-	-	-	44
001-1701-401.22-01	Social Security	877	868	860	852	824
001-1701-401.22-02	Medicare	205	203	201	199	193
	Subtotal	15,229	15,078	14,925	14,789	14,361
Contractual Services						
001-1701-401.31-02	Contracted Legal	2,000	2,000	-	-	-
001-1701-401.31-05	Prof Svcs - Other	18,000	15,000	13,197	1,859	25,206
001-1701-401.32-01	Medical	2,000	2,000	-	1,500	2,100
001-1701-401.38-01	MICA	1,483	1,483	1,483	2,145	582
001-1701-401.39-02	Advertising/Publishing	1,000	1,000	-	-	-
001-1701-401.39-04	Travel	300	300	-	308	-
001-1701-401.39-05	Mileage Reimb	-	-	-	118	-
001-1701-401.39-07	Regist,Schools, Mtgs	-	-	-	375	375
001-1701-401.39-08	Contracted Services	-	-	-	-	-
	Subtotal	24,783	21,783	14,680	6,305	28,263
Commodities						
001-1701-401.41-01	Postage	100	100	54	39	47
001-1701-401.41-02	Office Supplies	100	100	139	71	-
001-1701-401.61-01	Misc-Dues	800	800	375	780	772
001-1701-401.61-04	Misc-Other	100	100	-	11	217
	Subtotal	1,100	1,100	568	901	1,036
	Totals	41,112	37,961	30,173	21,995	43,660

**GENERAL FUND
BOARDS & COMMISSIONS**

**LIQUOR COMMISSION
Detail**

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1702-401.11-01	Regular Salary/Wages	3,500	3,635	4,164	3,500	3,500
001-1702-401.21-04	Workers' Comp	-	-	-	-	21
001-1702-401.22-01	Social Security	217	225	257	216	216
001-1702-401.22-02	Medicare	51	53	60	50	50
001-1702-401.23-01	IMRF	336	399	390	303	341
	Subtotal	4,104	4,312	4,871	4,069	4,128
Contractual Services						
001-1702-401.38-01	MICA	17	17	17	2,085	248
001-1702-401.39-03	Printing & Binding	100	100	-	50	-
	Subtotal	117	117	17	2,135	248
Commodities						
001-1702-401.41-02	Office Supplies	300	300	17	-	375
Capital						
001-1702-401.52-04	Office Equipment	-	-	-	-	-
	Totals	4,521	4,729	4,905	6,204	4,751

BOARDS & COMMISSIONS

**TREE COMMISSION
Detail**

The Tree Commission's main expense is the fall tree planting program and the Emerald Ash Borer (EAB) treatment which was moved in FYE 2022 from Forestry division to the Tree Commission.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-1704-401.39-04	Travel	-	-	-	-	-
001-1704-401.39-08	Other Purchased Services	22,500	-	-	-	-
Commodities						
001-1704-401.46-11	Other	500	500	-	468	-
		-	-	-	-	-
Miscellaneous						
001-1704-401.-61.04	Other	-	500	-	-	-
	Totals	23,000	1,000	-	468	-

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 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	225	225	-
Totals		500	500	225	225	-

**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:

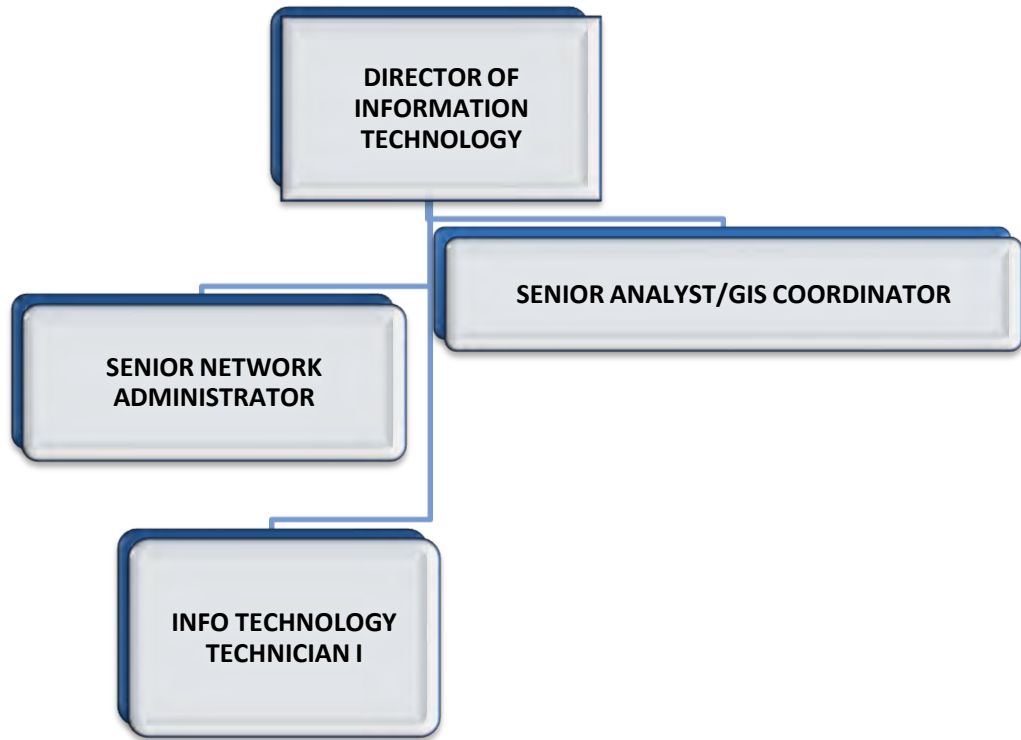
- 1) Subsidies to other City Departments to make up the shortage between their revenues and expenditures.
- 2) Subsidies to the City's component units, Quincy Public Library and Woodland Cemetery.
- 3) Transfers of tax dollars collected that are owed to or have been levied for another entity (e.g. Historic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

BUDGET SUMMARY

The most notable change to the Subsidy Transfers in FYE 2022 is the addition of the subsidy to the Capital Projects Fund. In FY2021 the Capital Projects revenue was a direct Purchase Tax revenue receipt. The planned subsidies for Transit & Airport were dramatically lowered in FY2021 due to CARES funding. The fund subsidies have increased slightly due to the normal operational increases. The Landfill Superfund expects a double cash call in FYE 2022. The Prairie Crossing and Cullinan Sales Tax rebate amounts have declined due to the economy. 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Inter-Fund Transfers						
001-1801-491.62-02	Planning & Development	661,302	555,271	430,533	350,033	522,563
001-1801-491.62-03	9-1-1	783,738	827,181	534,500	739,800	688,500
001-1801-491.62-04	Cash Reserve Fund	-	-	-	150,000	80,000
001-1801-491.62-10	Quincy Transit Lines	285,143	85,143	85,143	285,143	285,143
001-1801-491.62-15	Capital Projects Funds	2,147,000	510,000	-	-	175,000
001-1801-491.62-21	2013B HVAC Proj Fund	-	-	-	116,493	116,493
001-1801-491.62-30	Quincy Regional Airport	396,313	43,992	209,567	666,450	587,797
001-1801-491.62-31	Central Garage Fund	295,257	292,241	192,500	149,100	323,000
001-1801-491.62-32	Central Services Fund	-	-	520,800	2,836,582	2,547,325
001-1801-491.62-36	Reg. Training Facility	13,450	18,027	16,100	11,200	5,400
001-1801-491.62-41	Sister City Comm Fund	2,000	-	-	-	2,000
001-1801-491.62-63	Landfill Superfund	152,000	152,000	76,000	76,000	76,000
001-1801-491.62-61	Garbage	-	142,437	-	-	-
001-1801-491.62-66	Recycle	191,342	344,398	311,600	-	-
001-1801-491.62-90	Other	-	-	-	-	-
	Subtotal	4,927,545	2,970,690	2,376,743	5,380,801	5,409,221
Subsidies						
001-1802-406.62-82	Woodland Cemetery	240,000	244,412	240,000	235,167	228,340
	Subtotal	240,000	244,412	240,000	235,167	228,340
Tax Distributions						
001-1803-401.62-88	Cullinan Sale Tax Rebate	233,000	233,000	239,567	256,946	322,376
001-1803-401.62-89	Pr Cross SaleTax Rebate	423,000	423,000	369,395	408,715	-
001-1803-401.62-98	H/R Sales Tax Rebate	500	500	-	-	-
001-1803-407.62-91	Quincy Public Library	1,774,465	1,729,513	1,746,381	1,896,564	1,803,239
001-1803-408.62-53	Serv Area #2- Bus Dis	99,000	98,880	98,880	96,070	81,485
001-1803-491.62-89	Ltd Increm Sales Tax Fd	-	-	-	-	393,134
	Subtotal	2,529,965	2,484,893	2,454,223	2,658,295	2,600,234
Miscellaneous						
001-1805-401.61-08	Bad Debt Expense	5,000	5,000	(9,887)	1,268	3,659
	Totals	7,702,510	5,704,995	5,061,079	8,275,531	8,241,454



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

- Start the implementation of replacing the city's 22 year of ERP program with a new innovative solution. The expected implementation is a 24 month roll out.
- Continue implementing new information security controls in order to protect the City's computer systems and data
- 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

- Worked with Quincy Police Department on their move to the new Adams County Jail.
- Implementation of monthly Utility billing protocols
- Continue training and developing new processes for Utility billing clerks.
- Implemented a Disaster Recovery Strategy using the new QPD server room at the Adams County Jail.
- Developed numerous dashboards and statistics for several departments using Smartsheet
- Continue improvements of the City's Website.
- Finalized the 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 2021-2022 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	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	414,982	-3.20%	428,685	429,409	373,870
Contractual Services	203,969	2.29%	199,409	191,485	201,857
Commodities	14,650	-0.34%	14,700	14,154	14,360
Capital Outlay	38,000	280.00%	10,000	8,697	12,394
Miscellaneous	1,000	0.00%	1,000	480	965
Debt Services	-	#DIV/0!	-	-	-
Totals	672,601	2.88%	653,794	644,225	603,446

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	4	4	4	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**

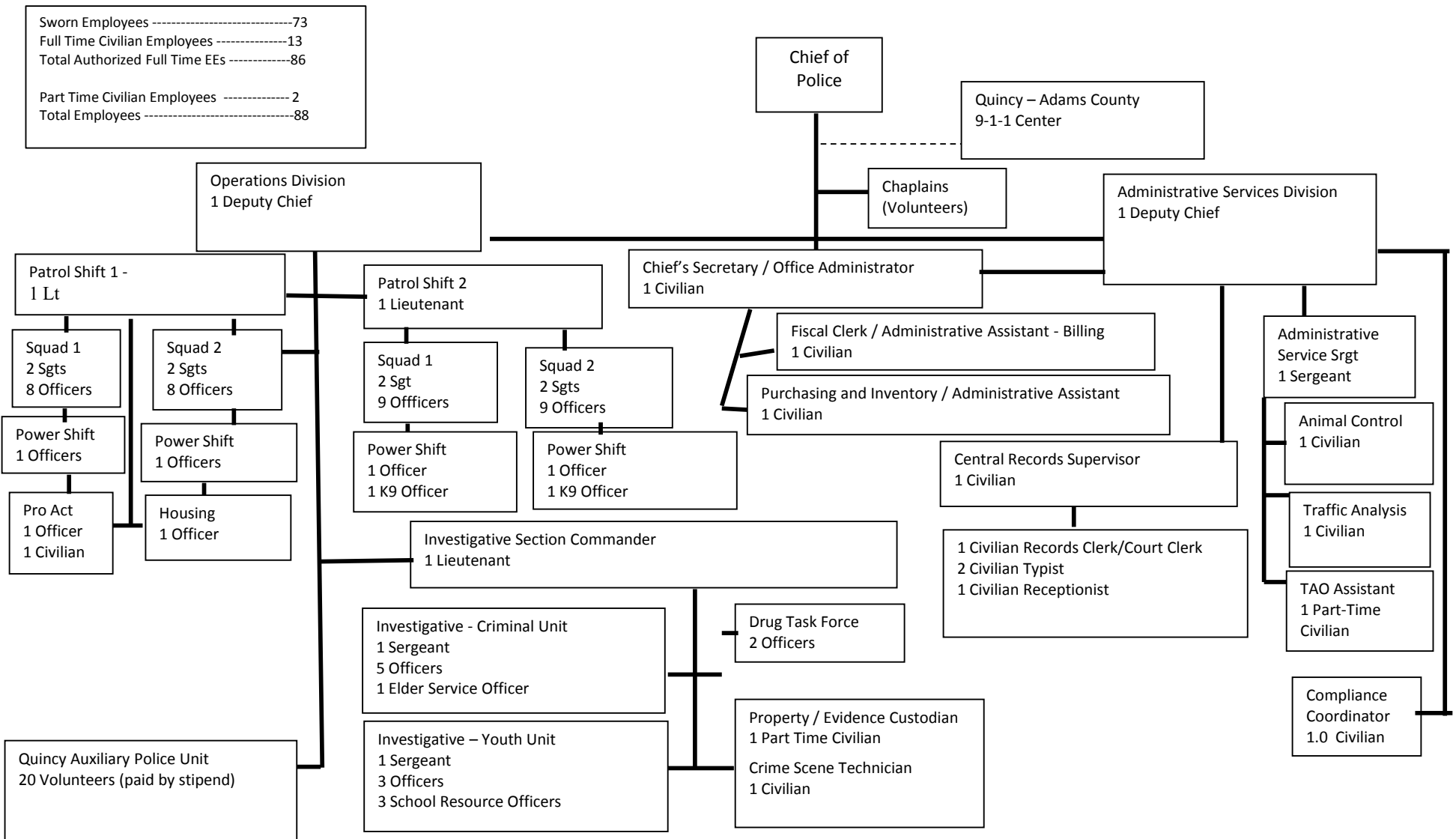
**INFORMATION TECHNOLOGY
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-1901-401.11-01	Regular Salary/Wages	244,056	250,462	246,207	239,316	232,564
001-1901-401.11-04	Holiday Pay	14,968	13,425	14,613	14,427	12,524
001-1901-401.11-15	Vacation Pay	18,948	18,303	21,098	14,394	18,026
001-1901-401.11-17	Sick Pay Buy Back	11,929	11,523	11,589	7,537	23,918
001-1901-401.21-01	Group Insurance	74,336	79,558	83,200	54,274	52,344
001-1901-401.21-03	Board Paid Life Ins.	365	295	272	272	275
001-1901-401.21-04	Workers' Comp	-	-	-	-	476
001-1901-401.22-01	Social Security	17,974	18,259	16,646	15,762	16,466
001-1901-401.22-02	Medicare	4,204	4,210	3,893	3,686	3,851
001-1901-401.22-03	Unemployment Comp	400	400	400	400	400
001-1901-401.23-01	IMRF	27,802	32,250	31,491	23,802	27,834
	Subtotal	414,982	428,685	429,409	373,870	388,678
Contractual Services						
001-1901-401.35-02	R&M-Mach & Equip	49,350	47,000	54,363	38,579	43,622
001-1901-401.35-03	R&M- Furniture & Equip	49,000	48,090	27,654	41,431	23,599
001-1901-401.35-05	R&M-Other	3,000	2,500	13,364	17,471	12,515
001-1901-401.36-03	Equipment & Vehicle	1,300	1,500	1,194	1,219	1,531
001-1901-401.38-01	MICA	3,219	3,219	3,219	3,654	1,733
001-1901-401.39-01	Communications	92,000	91,000	91,260	85,599	98,707
001-1901-401.39-04	Travel	500	500	-	1,760	174
001-1901-401.39-05	Mileage Reimb	600	600	51	278	504
001-1901-401.39-07	Regist, Schools, Mtgs	1,000	1,000	-	1,612	1,007
001-1901-401.39-08	Contracted Services	4,000	4,000	380	10,254	8,153
	Subtotal	203,969	199,409	191,485	201,857	191,545
Commodities						
001-1901-401.41-01	Postage	50	100	-	60	111
001-1901-401.41-02	Office Supplies	600	600	550	525	661
001-1901-401.46-11	Other	14,000	14,000	13,604	13,775	13,133
	Subtotal	14,650	14,700	14,154	14,360	13,905
Capital Outlay						
001-1901-401.52-03	Improv other than Bldgs	-	-	-	-	-
001-1901-401.52-04	Office Equipment	-	-	-	-	-
001-1901-401.52-08	Controllable	38,000	10,000	8,697	12,394	6,877
	Subtotal	38,000	10,000	8,697	12,394	6,877
Miscellaneous						
001-1901-401.61-01	Dues	1,000	1,000	480	965	480
Debt Service						
001-1901-409.72-00	Loan/Lease Payments	-	-	-	-	-
	Subtotal	1,000	1,000	480	965	480
		672,601	653,794	644,225	603,446	601,485

Quincy Police Department

Organizational Chart Proposed for FY 2022 Budget

Revised 3/12/21



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 to maintain and update policies to work with the COVID-19 landscape.
- Continue policy changes and maintenance with Lexipol.
- Increase overtime for Records Personnel due to continued lack of a typist.
- Hire and train three new officers to fill our vacancies.
- Get back to a more normal training regimen.

PAST FISCAL YEAR HIGHLIGHTS

- YTD: Responded to more than 29,559 calls for service, 867 traffic crashes and conducted more than 1,787 vehicle stops. These statistics are lower due to COVID-19.
- YTD: Provided more than 5,749 hours of officer training and 359 hours of DARE instruction
- Of the total training hours above, 2,319 training hours were for training outside of Quincy, thus requiring travel costs. All training hours are lower due to COVID-19.
- Developed and maintained policies to work with the COVID-19 landscape.
- Continued policy changes and maintenance with Lexipol.
- Finalized move into new facility.
- Enhanced mobile device forensics by enhancing training in that area, working with a regional lab, and moving to one Detective full time in position.
- Eliminated the Street Crimes Unit. Detectives were increased by two officers, the other two returned to Patrol. Canine Teams are working Power Shift.
- The part-time City FOIA Officer position moved to Police Department full-time as a Compliance Coordinator.
- Sent Deputy Chief Adam Yates and Lieutenant Chad Scott to the Northwestern University School of Police Staff and Command.
- Replaced last half of Tasers (year two of two-year project).
- Reduced the purchase of certain items for this year to help absorb the cost of the 27th Pay Period and one time new facility costs.
- Purchased new portable radios for all sworn personnel, thus enhancing job performance and officer safety.
- One clerk/typist was laid off due to financial issues with the City. This resulted in higher overtime costs in Records and a backlog of police reports.
- We have lost three officers to resignations who have not yet been replaced. We were unable to get new officers into basic training due to COVID-19, and therefore could not hire replacements.

BUDGET SUMMARY

The FY2021-2022 Police Budget includes some increases at the new facility. The Janitorial Service Contract and utility costs were estimated low last year. The Janitorial Service Contract is increased \$10,000 in this budget to reflect a more reasonable cost: The contract will be out for bid again. The utilities were increased \$3,000 (\$1500 each for electric and gas) in this budget to reflect our current real costs. Civilian employee overtime was increased \$20,000 in this budget due to the continued loss of the typist. Sick, vacation and compt time buyouts were increased \$141,000 in this budget due to two known and two possible retirements. \$8,000 was added to this budget for ammunition that was cut last budget. \$30,000 was budgeted to replace the Animal Control truck; no other vehicles

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	12,594,172	-3.49%	13,049,044	12,870,936	11,469,872
Contractual Services	829,220	0.78%	822,812	711,948	982,588
Commodities	137,917	11.35%	123,858	104,899	139,907
Capital Outlay	33,400	100.58%	16,652	15,266	143,990
Miscellaneous	16,741	-1.82%	17,051	13,537	15,595
Debt Services	68,738	0.00%	68,738	68,738	68,738
Totals	13,680,188	-2.96%	14,098,155	13,785,324	12,820,690

Totals by Division	% Change				
2110 Administration	479,357	3.68%	462,326	445,226	402,235
2111 Civilian	824,588	0.93%	816,956	821,908	780,297
2112 Patrol	11,870,333	-3.70%	12,326,261	12,068,930	11,190,414
2113 Training	87,582	-12.55%	100,148	64,945	100,788
2115 Evidence Tech	133,413	0.12%	133,255	132,745	104,964
2116 Humane Officers	275,183	10.30%	249,477	241,837	230,725
2117 Police Auxillary	9,732	0.00%	9,732	9,733	11,267
Totals	13,680,188	-2.96%	14,098,155	13,785,324	12,820,690

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	86.0	86	87.6	86
Part Time Positions	2	2	2	2

Dept	FT count	FT count	FT count	FT count
2110 Admin	3	3	3	3
2111 Civilian	11	11	11.6	11
2112 Patrol	70	70	71	70
2113 Training	0	0	0	0
2115 Evidence	1	1	1	1
2116 Humane Off	1	1	1	1
2116 Auxillary	0	0	0	0
	86	86	87.6	86

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2110-402.11-01	Regular Salary/Wages	247,376	248,083	252,243	228,972	227,736
001-2110-402.11-02	Overtime	-	-	2,150	3,732	7,202
001-2110-402.11-04	Holiday Pay	15,536	13,944	12,127	10,635	9,164
001-2110-402.11-09	Special Job Assignment	-	-	-	-	120
001-2110-402.11-13	Training	-	3,000	159	3,020	6,340
001-2110-402.11-15	Vacation Pay	45,412	42,391	33,540	36,414	44,026
001-2110-402.11-17	Sick Pay Buy Back	14,341	13,387	13,475	7,093	67,612
001-2110-402.11-19	Personal Day Pay	2,390	2,231	1,047	2,289	1,285
001-2110-402.21-01	Group Insurance	54,385	55,168	58,988	44,396	42,523
001-2110-402.21-03	Board Paid Life Ins.	274	221	204	199	204
001-2110-402.21-04	Workers' Comp	-	-	-	-	17,181
001-2110-402.22-01	Social Security	-	-	-	-	-
001-2110-402.22-02	Medicare	3,686	3,545	2,847	2,713	3,292
001-2110-402.22-03	Unemployment Comp	300	300	300	300	300
	Subtotal	383,700	382,270	377,080	339,763	426,985
Contractual Services						
001-2110-402.31-02	Legal	5,000	-	1,257	3,038	-
001-2110-402.31-05	Other	10,450	10,302	11,979	14,247	9,934
001-2110-402.34-01	Disposal	1,731	1,531	2,028	1,531	2,139
001-2110-402.34-03	Custodial	30,275	20,000	16,808	-	-
001-2110-402.36-03	Equipment & Vehicle	4,700	4,700	4,521	5,046	5,288
001-2210-402.38-01	MICA	7,306	7,306	7,306	3,856	-
001-2110-402.39-01	Communications	2,298	2,298	546	1,151	625
001-2110-402.39-02	Advertising/Publishing	1,462	1,462	430	1,462	616
001-2110-402.39-03	Printing & Binding	674	674	-	674	301
001-2110-402.39-04	Travel	2,000	2,000	-	1,018	480
001-2110-402.39-05	Mileage Reimb	250	250	-	-	-
001-2110-402.39-07	Regist, Schools, Mtgs	948	750	449	2,247	500
001-2110-402.39-08	Contracted Services	-	-	-	-	143
	Subtotal	67,094	51,273	45,324	34,270	20,026
Commodities						
001-2110-402.41-01	Postage	3,428	3,428	2,812	3,820	3,658
001-2110-402.41-02	Office Supplies	20,074	20,074	16,348	20,739	18,227
001-2110-402.44-00	Books & Periodicals	150	370	-	-	202
001-2110-402.47-02	Safety Equipment	144	144	144	144	39
	Subtotal	23,796	24,016	19,304	24,703	22,126
Capital Outlay						
001-2110-402.52-08	Controllable	600	600	224	-	-
001-2100-402.52-09	Leashold Improvements	-	-	-	-	55,800
	Subtotal	600	600	224	-	55,800
Miscellaneous						
001-2110-402.61-01	Dues	3,198	3,198	2,928	3,065	3,060
001-2110-402.61-03	Employee Awards	719	719	343	411	670
001-2110-402.61-04	Other	250	250	23	23	60
	Subtotal	4,167	4,167	3,294	3,499	3,790
	Totals	479,357	462,326	445,226	402,235	528,727

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2111-402.11-01	Regular Salary/Wages	454,233	468,589	460,244	451,973	416,357
001-2111-402.11-02	Overtime	27,698	6,708	19,031	19,168	4,287
001-2111-402.11-03	Sick Pay	16,634	16,194	20,286	20,539	16,183
001-2111-402.11-04	Holiday Pay	28,792	25,754	28,841	29,456	24,105
001-2111-402.11-15	Vacation Pay	35,042	32,985	33,622	35,381	28,841
001-2111-402.11-16	Major Medical Pay	-	-	-	343	8,060
001-2111-402.11-17	Sick Pay Buy Back	10,634	8,008	5,598	2,339	11,184
001-2111-402.11-18	Vacation Pay Buy Back	-	1,943	1,943	-	-
001-2111-402.12-01	Regular Salary/Wages	14,340	14,248	3,583	7,549	13,598
001-2111-402.21-01	Group Insurance	102,183	95,039	110,645	88,091	82,375
001-2111-402.21-03	Board Paid Life Ins.	1,005	886	755	789	749
001-2111-402.21-04	Workers' Comp	-	-	-	-	982
001-2111-402.22-01	Social Security	36,417	38,449	34,285	34,037	31,009
001-2111-402.22-02	Medicare	8,517	7,748	8,020	7,961	7,252
001-2111-402.22-03	Unemployment Comp	1,100	1,200	1,200	1,100	1,100
001-2111-402.23-01	IMRF	54,954	66,166	61,071	48,330	49,582
	Subtotal	791,549	783,917	789,124	747,056	695,664
Contractual Services						
001-2111-402.38-01	Insurance/MICA	31,889	31,889	31,889	32,286	-
001-2111-402.39-01	Communications	1,150	1,150	875	955	942
001-2111-402.39-04	Travel	-	-	20	-	-
001-2111-402.39-05	Mileage Reimb	-	-	-	-	-
001-2111-402.39-07	Regist, Schools, Mtgs	-	-	-	-	597
	Subtotal	33,039	33,039	32,784	33,241	1,539
Capital Outlay						
001-2111-402.52-04	Office Equipment	-	-	-	-	-
	Totals	824,588	816,956	821,908	780,297	697,203

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
001-2112-402.11-01	Regular Salary/Wages	4,668,283	4,719,455	4,669,054	4,426,840	4,283,502
001-2112-402.11-02	Overtime	366,006	366,006	271,314	398,169	408,485
001-2112-402.11-03	Sick Pay	25,015	47,893	32,197	27,052	58,605
001-2112-402.11-04	Holiday Pay	80,000	84,865	100,205	77,504	63,922
001-2112-402.11-05	Clothing Allowance	14,800	15,730	15,733	-	-
001-2112-402.11-09	Special Job Assignment	15,000	15,000	440	10,411	12,598
001-2112-402.11-10	Court	20,000	25,000	12,421	16,471	20,658
001-2112-402.11-12	Comp Hours Buy Back	21,209	-	10,219	19,891	11,413
001-2112-402.11-13	Training	96,000	96,000	69,492	93,632	99,028
001-2112-402.11-15	Vacation Pay	660,714	637,600	628,552	594,663	556,847
001-2112-402.11-17	Sick Pay Buy Back	200,062	131,047	148,783	58,814	817,238
001-2112-402.11-18	Vacation Pay Buy Back	53,802	-	9,235	27,329	16,024
001-2112-402.11-19	Personal Day Pay	57,398	47,205	55,651	55,918	45,929
001-2112-402.21-01	Group Insurance	1,094,303	1,186,712	1,167,298	869,368	795,690
001-2112-402.21-03	Board Paid Life Ins.	6,392	5,180	4,719	4,752	4,785
001-2112-402.21-04	Workers' Comp	-	-	-	-	225,645
001-2112-402.21-08	Group Health-Disability	92,683	72,718	76,986	75,718	75,718
001-2112-402.22-01	Social Security	-	-	1	4	16
001-2112-402.22-02	Medicare	79,756	78,955	81,029	79,193	88,212
001-2112-402.22-03	Unemployment Comp	6,900	6,900	6,900	6,900	7,000
001-2112-402.23-05	Police Pension	3,622,134	4,103,989	4,107,017	3,342,597	2,860,093
	Subtotal	11,180,457	11,640,255	11,467,246	10,185,226	10,451,408
Contractual Services						
001-2112-402.31-05	Other	5,600	5,600	2,616	3,668	13,751
001-2112-402.32-01	Medical	26,000	400	-	1,568	-
001-2112-402.34-05	Uniform Cleaning	5,445	5,445	4,779	4,067	4,243
001-2112-402.35-02	R&M-Mach & Equip	49,350	63,302	46,647	55,979	44,411
001-2112-402.35-03	R&M- Furniture & Equip	10,080	10,788	7,746	6,083	4,081
001-2112-402.35-04	Vehicles	3,000	3,000	9,431	10,080	3,098
001-2112-402.36-01	Fleet Maintenance	125,000	125,000	97,734	128,686	129,221
001-2112-402.36-03	Equipment & Vehicle	6,120	6,000	2,910	2,910	-
001-2112-402.38-01	MICA	189,243	189,243	189,243	379,610	130,517
001-2112-402.38-03	Employee Bonds	300	300	210	312	181
001-2112-402.39-01	Communications	66,911	69,424	47,115	69,055	128,428
001-2112-402.39-03	Printing & Binding	1,372	1,492	325	1,492	282
001-2112-402.39-04	Travel	-	-	39	-	-
001-2112-402.39-07	Regist, Schools, Mtgs	-	-	-	(500)	-
001-2112-402.39-08	Contracted Services	18,112	25,952	23,800	14,744	14,767
	Subtotal	506,533	505,946	432,595	677,754	472,980
Commodities						
001-2112-402.41-02	Office Supplies	-	62	-	-	-
001-2112-402.42-01	Natural Gas	7,530	6,030	-	-	-
001-2112-402.42-02	Electricity	14,200	12,700	8,528	679	633
001-2112-402.43-00	Food	100	110	-	110	35
001-2112-402.44-00	Books & Periodicals	420	1,586	1,672	2,949	503
001-2112-402.45-03	Equipment Consumable	33,057	23,465	29,337	50,754	23,401
001-2112-402.46-11	Other	5,810	6,840	5,253	5,579	5,145
001-2112-402.47-01	Clothing/Uniforms	26,930	24,770	17,373	42,499	39,331
001-2112-402.47-02	Safety Equipment	22,000	17,615	22,478	10,497	10,766
	Subtotal	110,047	93,178	84,641	113,067	79,814

**GENERAL FUND
POLICE DEPARTMENT**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 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	-	-	-	119,848	-
001-2112-402.52-08	Controllables	2,800	4,310	3,300	12,131	2,267
001-2112-402.52-09	Leasehold Improvements	-	11,742	11,742	12,011	-
	Subtotal	2,800	16,052	15,042	143,990	46,702
Miscellaneous						
001-2112-402.61-01	Dues	1,658	1,658	568	1,639	2,206
001-2112-402.61-04	Other	100	434	100	-	320
	Subtotal	1,758	2,092	668	1,639	2,526
Debt Service						
001-2112-402.72-00	Loan/Lease Payments	68,738	68,738	68,738	68,738	-
	Totals	11,870,333	12,326,261	12,068,930	11,190,414	11,053,430

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-2113-402.36-02	Rentals - Land & Building	8,400	8,200	8,165	10,070	7,665
001-2113-402.39-04	Travel/Lodging	25,209	35,409	18,121	36,828	30,158
001-2113-402.39-05	Mileage Reimb	800	800	187	418	1,002
001-2113-402.39-07	Regist, Schools, Mtgs	39,329	39,329	28,712	42,302	8,022
	Subtotal	73,738	83,738	55,185	89,618	46,847
Commodities						
001-2113-402.43-00	Food	732	732	17	305	262
001-2113-402.44-00	Books & Periodicals	346	346	222	346	311
001-2113-402.47-03	Training Supplies	2,100	4,740	296	262	2,262
	Subtotal	3,178	5,818	535	913	2,835
Miscellaneous						
001-2113-402.61-01	Dues	9,125	9,051	8,750	9,125	9,125
001-2113-402.61-03	Employee Awards	655	655	425	246	684
001-2113-402.61-04	Other	886	886	50	886	999
	Subtotal	10,666	10,592	9,225	10,257	10,808
	Totals	87,582	100,148	64,945	100,788	60,490

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
EVIDENCE TECH**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2115-402.11-01	Regular Salary/Wages	73,077	73,241	77,005	70,546	62,929
001-2115-402.11-02	Overtime	4,003	3,826	4,369	3,958	1,881
001-2115-402.11-03	Sick Pay	-	1,470	-	-	5,050
001-2115-402.11-04	Holiday Pay	2,333	2,392	2,603	2,572	2,074
001-2115-402.11-13	Training	-	-	-	12	-
001-2115-402.11-15	Vacation Pay	2,857	2,760	2,783	2,714	2,525
001-2115-402.11-16	Major Medical Pay	-	-	-	-	1,945
001-2115-402.11-17	Sick Pay Buy Back	2,285	2,208	2,263	920	-
001-2115-402.21-01	Group Insurance	32,504	29,878	26,302	8,535	8,099
001-2115-402.21-03	Board Paid Life Ins.	183	148	136	137	137
001-2115-402.21-04	Workers' Comp	-	-	-	-	2,540
001-2115-402.22-01	Social Security	5,240	5,244	4,971	4,737	4,531
001-2115-402.22-02	Medicare	1,225	1,216	1,163	1,122	1,071
001-2115-402.22-03	Unemployment Comp	200	200	200	200	200
001-2115-402.23-01	IMRF	8,105	9,271	9,549	6,982	7,446
	Subtotal	132,012	131,854	131,344	102,435	100,428
Contractual Services						
001-2115-402.39-02	Advertising/Publishing	-	-	-	-	-
001-2115-402.38-01	Insurance/MICA	1,401	1,401	1,401	2,529	-
001-2115-402.39-08	Contracted Services	-	-	-	-	-
	Subtotal	1,401	1,401	1,401	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	133,413	133,255	132,745	104,964	100,428

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
HUMANE OFFICER**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2116-402.11-01	Regular Salary/Wages	39,928	41,318	41,886	37,858	37,717
001-2116-402.11-02	Overtime	18,056	17,876	14,744	15,244	12,339
001-2116-402.11-04	Holiday Pay	2,529	2,504	2,495	2,433	2,163
001-2116-402.11-15	Vacation Pay	4,517	4,472	3,657	4,918	4,264
001-2116-402.11-17	Sick Pay Buy Back	2,168	2,146	2,147	1,393	4,351
001-2116-402.21-01	Group Insurance	17,793	19,842	19,797	14,564	13,930
001-2116-402.21-03	Board Paid Life Ins.	91	74	68	68	68
001-2116-402.21-04	Workers' Comp	-	-	-	-	1,161
001-2116-402.22-01	Social Security	4,166	4,236	3,709	3,534	3,471
001-2116-402.22-02	Medicare	974	991	868	826	812
001-2116-402.22-03	Unemployment Comp	100	100	100	100	100
001-2116-402.23-01	IMRF	6,444	7,501	6,982	5,304	5,917
001-2116-402.24-03	CDL Reimbursements	-	-	-	-	30
	Subtotal	96,766	101,060	96,453	86,242	86,323
Contractual Services						
001-2116-402.32-01	Medical	-	-	-	-	-
001-2116-402.36-01	Fleet Maintenance	6,400	6,400	5,523	5,290	5,504
001-2116-402.38-01	MICA	1,290	1,290	1,290	2,630	3,827
001-2116-402.39-01	Communications	594	594	531	533	563
001-2116-402.39-04	Travel/Lodging	387	387	-	-	554
001-2116-402.39-08	Contracted Services	138,700	138,700	137,271	134,606	132,320
	Subtotal	147,371	147,371	144,615	143,059	142,768
Commodities						
001-2116-402.45-03	Equipment Consumable	450	450	-	653	411
001-2116-402.46-11	Other	100	50	153	225	
001-2116-402.47-01	Clothing/Uniforms	346	346	266	346	56
	Subtotal	896	846	419	1,224	467
Capitol Outlay						
001-2116-402.52-06	Vehicles	30,000	-	-	-	-
Miscellaneous						
001-2116-402.61-01	Dues	150	200	350	200	200
	Totals	275,183	249,477	241,837	230,725	229,758

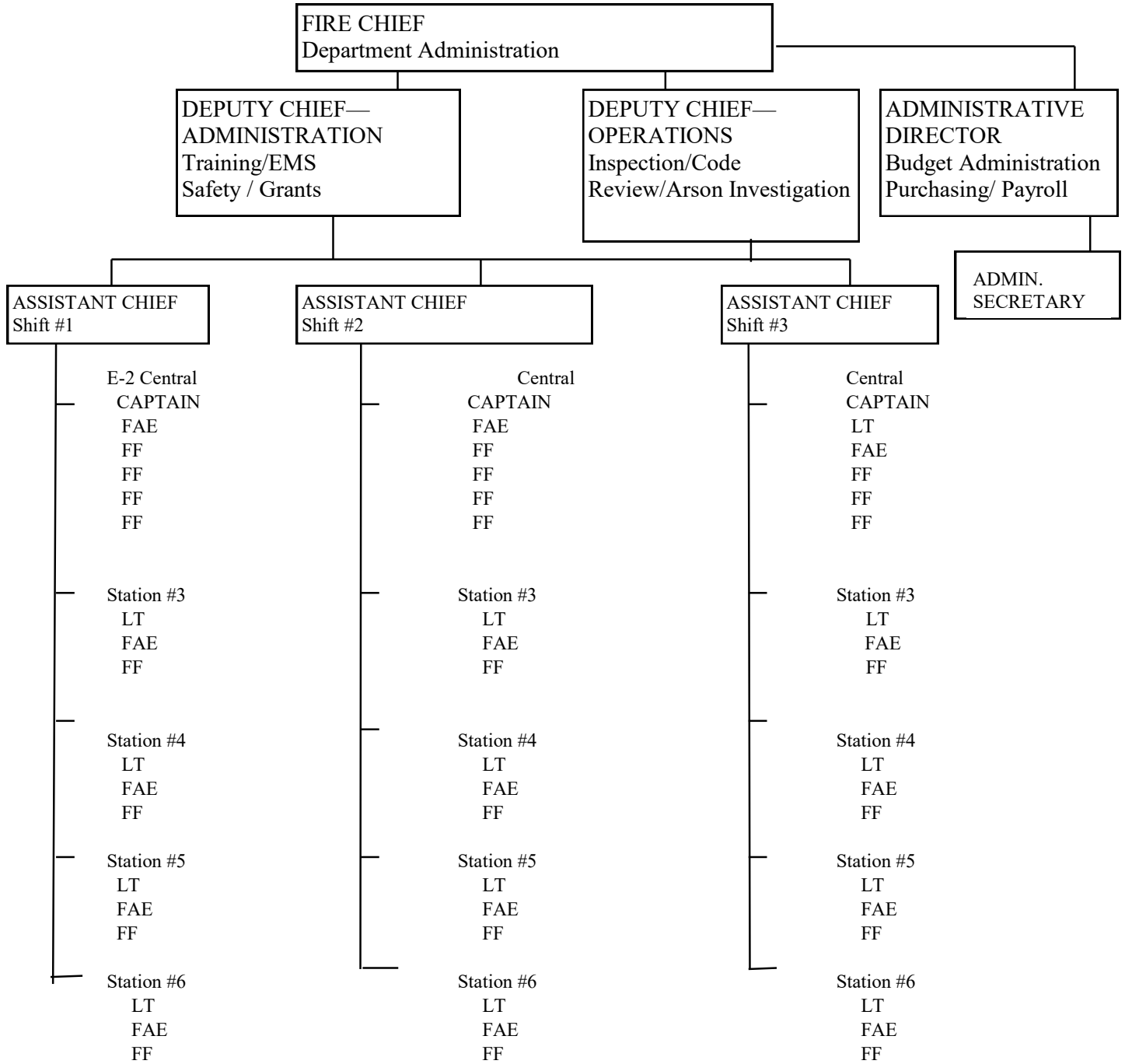
**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
AUXILLARY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2117-402.11-01	Regular Salary/Wages	9,000	9,000	9,000	8,500	9,000
001-2117-402.21-04	Workers' Comp	-	-	-	-	1,003
001-2117-402.22-01	Social Security	558	558	558	527	558
001-2117-402.22-02	Medicare	130	130	131	123	131
	Subtotal	9,688	9,688	9,689	9,150	10,692
Contractual Services						
Insurance/MICA	001-2117-402-38-01	44	44	44	2,117	-
	Totals	9,732	9,732	9,733	11,267	10,692

This chart does not reflect the reduction of positions that are not being filled after 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 58 sworn officers (due to two retirements that are not being filled at this time) and 1-1/2 support staff positions (down from 2 positions due to retirement) The reduction of a sworn officer below a level of 60 typically would trigger the closure of a station. However, this budget has included the overtime dollars needed to maintain all five stations at times when typical staffing levels will not allow for it.
- To replace any additional vacancies that occur as quickly as possible to maintain the level of budgeted positions.
- Explore a scheduling software that can streamline operations for the filling of vacancies and the reporting of staffing for payroll purposes.

PAST FISCAL YEAR HIGHLIGHTS

- Expanded the utilization of Track-it software. To further track, and schedule, necessary fleet repairs and maintenance needs.
- Purchase a new firefighting gear extractor This piece of equipment is used to clean firefighting gear after structural firefighting efforts to remove potential cancer causing agents that are present in the smoke and gases firefighters are exposed to in their work.
- Upgraded hydraulic tools to "CORE" technology ensuring that all three sets are now completely interchangeable and utilize the most current technology.
- Replaced the motor in Engine Company #6 after significant issues were found. While money was not budgeted for this specific repair, dollars from the vehicle replacement fund were available to facilitate the repairs.
- Purchased a 2021 Ford Explorer to replace the 2008 Ford Taurus that is used as a travel vehicle for the Department. Vehicle Replacement Fund dollars were utilized for the purchase.
- Upon the retirement of our Administrative Assistant, the position was replaced with a part time position that is being shared with the Human Resources department.
- Utilized Foreign Fire Insurance Dollars to remodel the main floor restroom at Central Fire Station and make it ADA compliant.

BUDGET SUMMARY

The proposed budget accounts for increases as directed by Administration for personnel. This is a maintenance budget. The only exception is money that was budgeted to replace 1/2 of the windows at Central Fire Station with the plan on replacing the rest in the following year's budget.

The department anticipates two 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	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	10,396,248	-6.57%	11,126,898	11,048,815	9,574,863
Contractual Services	625,632	6.65%	586,612	582,001	486,717
Commodities	177,023	-6.42%	189,158	138,755	169,064
Capital Outlay	14,291	-73.34%	53,612	36,271	10,258
Miscellaneous	6,356	7.44%	5,916	5,864	6,114
Debt Service	12,500	0.00%	12,500	12,500	12,500
Totals	11,232,050	-6.20%	11,974,696	11,824,206	10,259,516

Totals by Division

2210 Administration	327,293	13.01%	289,602	286,823	300,096
2211 Civilian	104,250	-31.76%	152,764	153,785	137,936
2212 Firefighters	10,514,092	-6.64%	11,261,555	11,165,980	9,610,099
2213 Prevention	16,535	3.99%	15,900	6,682	7,176
2214 Training	180,235	-0.23%	180,644	147,654	144,233
2215 Stations	89,645	20.76%	74,231	63,282	59,976
Totals	11,232,050	-6.20%	11,974,696	11,824,206	10,259,516

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	59.5	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 – 37
- Administrative Director (civilian) – 1
- Administrative Secretary (civilian) – .50

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Wages						
001-2210-402.11-01	Regular Salary/Wages	189,011	170,311	172,101	162,377	157,577
001-2210-402.11-03	Sick Pay	-	-	1,150	1,245	1,409
001-2210-402.11-04	Holiday Pay	9,520	9,196	10,410	10,545	8,929
001-2210-402.11-15	Vacation Pay	10,314	19,128	16,538	18,936	17,799
001-2210-402.11-17	Sick Pay Buy Back	31,559	12,396	12,395	27,859	11,448
001-2210-402.11-18	Vacation Pay Buy Back	10,314	-	-	15,671	-
001-2210-402.21-01	Group Insurance	42,640	44,782	44,946	29,598	26,003
001-2210-402.21-03	Board Paid Life Ins.	183	148	136	139	136
001-2210-402.21-04	Workers' Comp	-	-	-	-	11,761
001-2210-402.22-02	Medicare	3,478	3,367	2,761	3,229	2,690
001-2210-402.22-03	Unemployment Comp	200	200	200	200	200
	Subtotal	297,219	259,528	260,637	269,799	237,952
Contractual Services						
001-2210-402.35-02	R&M-Mach & Equip	270	270	243	270	270
001-2210-402.35-03	R&M- Furniture & Equip	-	-	-	-	-
001-2210-402.35-05	Other	-	-	-	-	-
001-2210-402.36-01	Fleet Maintenance	-	-	(480)	(480)	(360)
001-2210-402.36-03	Equipment & Vehicle	1,230	1,230	1,065	1,412	1,082
001-2210-402.38-01	MICA	2,010	2,010	2,010	3,227	12,959
001-2210-402.39-01	Communications	10,400	10,400	9,560	10,569	10,416
001-2210-402.39-02	Advertising & Publishing	400	400	265	349	298
001-2210-402.39-03	Printing & Binding	-	-	396	170	-
001-2210-402.39-04	Travel/Lodging	1,250	1,250	-	975	34
001-2210-402.39-05	Mileage Reimb	150	150	-	-	41
001-2210-402.39-07	Regist, Schools, Mtgs	350	350	-	350	-
001-2210-402.39-08	Contracted Services	-	-	68	-	-
	Subtotal	16,060	16,060	13,127	16,842	24,740
Commodities						
001-2210-402.41-01	Postage	350	350	108	104	287
001-2210-402.41-02	Office Supplies	3,200	3,200	3,194	3,252	2,342
001-2210-402.46-11	Other	8,735	8,735	8,627	8,608	9,229
001-2210-402.47-01	Clothing/Uniforms	-	-	-	-	-
	Subtotal	12,285	12,285	11,929	11,964	11,858
Capital Outlay						
001-2210-402.52-04	Office Equipment	-	-	-	-	-
001-2210-402.52-08	Controllable	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
001-2210-402.61-01	Dues	979	979	971	730	850
001-2210-402.61-04	Other	750	750	159	761	408
	Subtotal	1,729	1,729	1,130	1,491	1,258
	Totals	327,293	289,602	286,823	300,096	275,808

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMIN-CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2211-402.11-01	Regular Salary/Wages	63,938	86,009	84,423	80,347	77,386
001-2211-402.11-02	Overtime	-	-	1,277	-	-
001-2211-402.11-03	Sick Pay	2,752	4,579	4,492	5,102	7,531
001-2211-402.11-04	Holiday Pay	4,157	4,961	5,400	5,335	4,677
001-2211-402.11-15	Vacation Pay	6,376	8,729	9,929	8,347	7,737
001-2211-402.21-01	Group Insurance	12,056	27,285	27,233	19,756	18,962
001-2211-402.21-03	Board Paid Life Ins.	137	148	136	136	136
001-2211-402.21-04	Workers' Comp	-	-	-	-	372
001-2211-402.22-01	Social Security	4,786	6,483	6,436	6,072	5,883
001-2211-402.22-02	Medicare	1,119	1,494	1,505	1,420	1,376
001-2211-402.22-03	Unemployment Comp	100	200	200	200	200
001-2211-402.23-01	IMRF	7,403	11,450	11,328	8,587	9,489
	Subtotal	102,824	151,338	152,359	135,302	133,749
Contractual Services						
001-2211-402.38-01	Insurance/MICA	1,426	1,426	1,426	2,634	-
001-2211-402.39-04	Travel	-	-	-	-	-
	Subtotal	1,426	1,426	1,426	2,634	-
	Totals	104,250	152,764	153,785	137,936	133,749

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
001-2212-402.11-01	Regular Salary/Wages	3,252,197	3,382,025	3,309,632	3,165,339	3,122,847
001-2212-402.11-02	Overtime	293,928	310,000	366,585	295,936	353,297
001-2212-402.11-03	Sick Pay	51,641	52,478	63,697	52,230	44,730
001-2212-402.11-04	Holiday Pay	172,728	172,698	170,268	168,489	168,383
001-2212-402.11-06	Educational Incentive	136,317	125,757	132,715	125,237	114,034
001-2212-402.11-07	Call-in	12,000	12,000	8,110	2,905	2,467
001-2212-402.11-08	Acting Officers	27,621	20,293	30,696	27,127	20,261
001-2212-402.11-12	Comp Hours	78,662	35,220	70,053	48,510	73,323
001-2212-402.11-15	Vacation Pay	349,561	349,438	320,992	335,845	328,897
001-2212-402.11-17	Sick Pay Buy Back	164,851	164,718	135,299	128,792	218,650
001-2212-402.11-18	Vacation Pay Buy Back	7,875	7,176	8,325	-	29,270
001-2212-402.11-21	Kelly Days	277,060	276,771	277,222	269,759	256,434
001-2212-402.21-01	Group Insurance	853,610	990,364	990,945	751,310	724,563
001-2212-402.21-03	Board Paid Life Ins.	5,022	4,218	3,836	3,880	3,928
001-2212-402.21-04	Workers' Comp	-	-	-	-	265,211
001-2212-402.21-08	Group Health-Disability	49,585	65,578	61,317	65,478	55,099
001-2212-402.22-02	Medicare	75,617	74,135	67,405	65,048	66,761
001-2212-402.22-03	Unemployment Comp	5,700	5,700	5,700	5,700	5,700
001-2212-402.23-06	Firefighter's Pension	4,051,587	4,514,529	4,487,099	3,537,670	3,274,394
001-2212-402.24-01	Tuition	9,000	7,085	3,891	6,698	22,607
	Subtotal	9,874,562	10,570,183	10,513,787	9,055,953	9,150,856
Contractual Services						
001-2212-402.32-01	Medical	26,000	-	-	-	-
001-2212-402.34-05	Uniform Cleaning	9,200	9,200	6,601	8,074	8,304
001-2212-402.35-02	R&M-Mach & Equip	24,963	52,979	50,086	22,034	15,060
001-2212-402.35-04	Vehicles	-	-	-	-	845
001-2212-402.35-05	R&M-Other	600	600	256	630	435
001-2212-402.36-01	Fleet Maintenance	55,000	65,035	78,479	57,987	38,279
001-2212-402.36-05	Vehicle Replacement	-	-	1,156	6,936	6,936
001-2212-402.38-01	MICA	373,048	373,048	373,048	309,027	113,557
001-2212-402.39-01	Communications	1,532	1,532	794	641	1,324
001-2212-402.39-08	Contracted Services	1,460	1,460	1,948	722	782
	Subtotal	491,803	503,854	512,368	406,051	185,522
Commodities						
001-2212-402.45-02	Custodial Supplies	3,668	3,668	2,473	3,852	2,718
001-2212-402.45-03	Equipment Consumable	6,575	6,308	5,538	6,869	6,211
001-2212-402.45-04	Equip Replace Parts	1,000	1,000	1,030	358	576
001-2212-402.45-05	Small Tools/ Equip	500	500	573	70	78
001-2212-402.45-06	Maint Supplies-Vehicle	1,555	1,442	567	1,209	1,455
001-2212-402.46-11	Operational Supp- Other	34,872	29,412	15,512	32,596	6,828
001-2212-402.46-12	Gasoline/Diesel	23,750	23,700	17,839	24,786	26,234
001-2212-402.47-01	Clothing/Uniforms	45,101	50,711	38,866	51,398	40,084
001-2212-402.47-02	Safety Equipment	6,110	10,710	9,251	5,944	3,396
001-2212-402.47-03	Training Supplies	-	-	-	-	22
	Subtotal	123,131	127,451	91,649	127,082	87,602

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Capital Outlay						
001-2212-402.52-05	Machinery & Equipment	-	28,000	24,658	1,790	-
001-2212-402.52-08	Controllable	12,096	19,567	11,018	6,723	49,216
	Subtotal	12,096	47,567	35,676	8,513	49,216
Debt Service						
001-2212-402.72-00	Loan/Lease Payments	12,500	12,500	12,500	12,500	-
	Totals	10,514,092	11,261,555	11,165,980	9,610,099	9,473,196

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE PREVENTION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-2213-402.39-04	Travel	7,200	1,200	740	14	-
001-2213-402.39-07	Regist, Schools, Mtgs	3,200	1,200	350	1,535	-
	Subtotal	10,400	2,400	1,090	1,549	-
Commodities						
001-2213-402.44-00	Books & Periodicals	2,325	2,150	1,945	1,813	1,743
001-2213-402.46-11	Other	120	8,110	-	-	(70)
	Subtotal	2,445	10,260	1,945	1,813	1,673
Capital Outlay						
001-2213-402.52-08	Controllable	-	-	-	-	-
Miscellaneous						
001-2213-402.61-01	Dues	1,690	1,240	1,875	2,918	1,020
001-2213-402.61-04	Other	2,000	2,000	1,772	896	140
	Subtotal	3,690	3,240	3,647	3,814	1,160
	Totals	16,535	15,900	6,682	7,176	2,833

**GENERAL FUND
PUBLIC SAFETY**

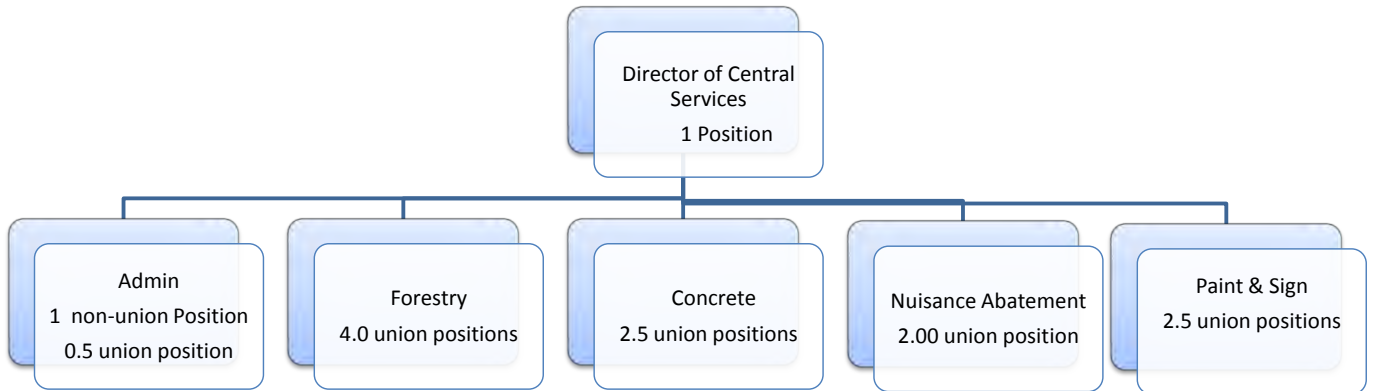
**FIRE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
001-2214-402.11-01	Regular Salary/Wages	78,858	101,257	77,479	78,445	76,400
001-2214-402.11-04	Holiday Pay	4,394	4,233	4,797	4,680	4,233
001-2214-402.11-15	Vacation Pay	9,139	8,804	6,409	5,785	7,407
001-2214-402.11-17	Sick Pay Buy Back	6,324	6,095	8,176	6,176	6,095
001-2214-402.21-01	Group Insurance	21,320	23,671	23,753	17,321	16,522
001-2214-402.21-03	Board Paid Life Ins.	91	74	68	68	68
001-2214-402.21-04	Workers' Comp	-	-	-	-	5,002
001-2214-402.22-02	Medicare	1,417	1,615	1,250	1,234	1,220
001-2214-402.22-03	Unemployment Comp	100	100	100	100	100
	Subtotal	121,643	145,849	122,032	113,809	117,047
Contractual Services						
001-2214-402.31-03	Instructional	-	-	-	-	-
001-2214-402.38-01	Insurance/MICA	2,122	2,122	2,122	2,775	-
001-2214-402.39-01	Communications	625	625	1,141	848	502
001-2214-402.39-04	Travel/Lodging	19,522	11,575	8,057	8,320	8,620
001-2214-402.39-05	Mileage Reimb	550	550	499	198	481
001-2214-402.39-07	Regist, Schools, Mtgs	33,024	17,174	12,151	17,174	15,560
001-2214-402.39-08	Contracted Services	-	-	45	-	-
	Subtotal	55,843	32,046	24,015	29,315	25,163
Commodities						
001-2214-402.44-00	Books & Periodicals	1,140	1,140	265	77	1,245
001-2214-402.45-03	Equipment Consumable	500	500	37	37	260
001-2214-402.46-11	Operational Supply/Other	422	422	383	351	379
	Subtotal	2,062	2,062	685	465	1,884
Capital Outlay						
001-2214-402.52-08	Controllable	-	-	-	-	-
Miscellaneous						
001-2214-402.61-01	Dues	625	625	555	220	515
001-2214-402.61-04	Other	62	62	367	424	239
	Subtotal	687	687	922	644	754
	Totals	180,235	180,644	147,654	144,233	144,848

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE STATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-2215-402.35-01	R&M-Buildings	49,600	30,326	29,625	30,326	5,040
001-2215-402.35-05	R&M-Other	500	500	350	-	272
	Subtotal	50,100	30,826	29,975	30,326	5,312
Commodities						
001-2215-402.42-01	Natural Gas	13,600	13,600	11,766	7,883	10,892
001-2215-402.42-02	Electricity	20,500	20,500	19,320	18,232	18,628
001-2215-402.45-01	Building Supplies	3,000	3,000	1,461	1,625	874
	Subtotal	37,100	37,100	32,547	27,740	30,394
Capital Outlay						
001-2215-402.52-07	Furniture & Fixtures	-	4,300	-	-	-
001-2215-402.52-08	Controllable	2,195	1,745	595	1,745	-
	Subtotal	2,195	6,045	595	1,745	-
Miscellaneous						
001-2215-402.61-04	Other	250	260	165	165	369
	Totals	89,645	74,231	63,282	59,976	36,075



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 goal 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 2021 the following services were provided to our city residents free of charge:
Forestry - removed approx 243 trees, 193 stumps, and trimmed 401 trees, there were no Emerald Ash Borer treatments on any city owned trees.
Mosquito Abatement - sprayed approx 134 gallons, covering 993 miles of alley/street
Paint & Sign - striped 821 blocks of streets
Concrete - installed over 232 yards of concrete
Nuisance Abatement - cleaned up 534 properties
Brush/Compost - Evans Recycling operated city wide curb-side pickup of yard waste.

The Forestry division put a 2021 Freightliner M2-106 Aerial Boom Truck into service in Dec 2020 which replaced a 27-year old truck.

City crews logged approx 2,940 hours on snow removal and spread over 3800 ton of salt this winter.

City Council authorized funding vehicle replacement for two much needed trucks which are on order

November 2020 added a full-time Nuisance Abatement laborer position.

BUDGET SUMMARY

In FYE 2022 we plan to make major investments which include: Replace a 23-year old paint machine, projected cost \$240,000. Vehicle Replacment Fund 603 will pay \$100,000 and remaining \$140,000 is in the Paint & Sign capital outlay. Forestry planning to replace 2007 F550 (truck #32)and 2008 F350 (truck #38), \$140,000 budgeted in Vehicle Replacement Fund.

The Emerald Ash Borer treatment costs have been moved to the Tree Commission budget.

The budget is down overall, mainly due to the FY 2021 year having the 27th pay period and the additional health insurance costs.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	1,077,367	-3.00%	1,110,679	1,099,486	1,055,039
Contractual Services	1,406,897	-12.31%	1,604,358	1,602,453	1,282,869
Commodities	129,645	3.83%	124,862	72,964	95,030
Capital Outlay	154,215	-19.97%	192,700	192,062	5,683
Miscellaneous	1,070	0.00%	1,070	250	500
Debt Service/Transfers	-	#DIV/0!	-	-	-
Totals	2,769,194	-8.72%	3,033,669	2,967,215	2,439,121
- -					
Totals by Division					
3110 Admin	283,417	-4.18%	295,783	292,372	276,699
3112 Forestry	742,216	-30.26%	1,064,254	1,057,970	554,552
3116 Paint & Sign	358,217	7.07%	334,548	302,212	211,664
3117 Nuisance Abatement	173,912	52.10%	114,341	101,300	-
3152 Concrete	376,947	-6.37%	402,593	393,236	606,183
3154 Brush Compost	834,485	1.50%	822,150	820,125	790,023
Totals	2,769,194	-8.72%	3,033,669	2,967,215	2,439,121

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	13.5	13.5	14.5	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	2.00
3152 Concrete	2.50
Total	13.50

FUND 001 CENTRAL SERVICES FUND

**ADMINISTRATION
DETAIL**

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL*	2018/2019 YTD ACTUAL*
Salaries & Benefits						
001-3110-403.11-01	Regular Salary/Wage	128,720	132,234	129,711	122,278	119,012
001-3110-403.11-02	Overtime	250	554	275	232	-
001-3110-403.11-03	Sick Pay	-	-	1,093	1,749	4,422
001-3110-403.11-04	Holiday Pay	7,886	7,192	7,616	7,781	6,861
001-3110-403.11-15	Vacation Pay	9,839	9,548	9,232	9,805	9,481
001-3110-403.11-16	Major Medical Pay	-	-	6,494	-	-
001-3110-403.11-17	Sick Pay Buy Back	5,048	4,903	2,763	2,853	1,303
001-3110-403.21-01	Group Insurance	35,876	43,252	40,695	29,126	28,026
001-3110-403.21-03	Board Paid Life Ins	230	185	176	170	170
001-3110-403.21-04	Workers' Comp	-	-	-	-	9,571
001-3110-403.22-01	Social Security	9,395	9,564	9,586	8,819	8,599
001-3110-403.22-02	Medicare	2,197	2,210	2,242	2,062	2,011
001-3110-403.22-03	Unemployment Comp	300	300	300	300	200
001-3110-403.23-01	IMRF	14,531	16,900	17,209	12,828	14,057
001-3110-403.23-02	CDL Reimbursements	60	60	-	-	30
	Subtotals	214,332	226,902	227,392	198,003	203,743
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	307	238	223
001-3110-403.34-04	Lawn Care	-	-	-	-	-
001-3110-403.35-01	Buildings	9,400	10,400	10,636	4,923	4,750
001-3110-403.35-02	Machinery & Equip	1,500	1,500	1,321	1,953	3,377
001-3110-403.35-05	R&M-Other	100	100	-	-	35
001-3110-403.36-01	Fleet Maintenance	-	-	-	-	-
001-3110-403.36-03	Equipment & Vehicle	700	700	431	530	637
001-3110-403.38-01	MICA	5,591	5,591	5,591	11,099	9,987
001-3110-403.39-01	Communications	1,089	1,089	1,033	6,526	1,269
001-3110-403.39-02	Advertising/Publishing	300	300	-	-	253
001-3110-403.39-03	Printing & Binding	100	100	-	16	195
001-3110-403.39-04	Travel	800	496	-	758	-
001-3110-403.39-05	Mileage Reimb	3,600	3,600	3,600	3,600	3,600
001-3110-403.39-07	Regist, Schools, Mtgs	600	600	-	415	-
001-3110-403.39-08	Contracted Services	6,500	3,800	5,569	4,508	3,832
	Subtotals	33,080	31,076	30,663	36,741	30,333
Commodities						
001-3110-403.41-01	Postage	100	100	22	263	1,509
001-3110-403.41-02	Office Supplies	835	835	873	652	1,343
001-3110-403.42-01	Natural Gas	8,000	8,000	7,784	8,181	7,863
001-3110-403.42-02	Electricity	20,000	20,000	13,917	20,277	18,416
001-3110-403.46-11	Other	1,000	1,000	3,848	4,707	999
001-3110-403.47-02	Safety Equipment	5,000	6,800	7,623	7,375	6,787
	Subtotals	34,935	36,735	34,067	41,455	36,917
Capital Outlay						
001-3110-403.52-08	Controllable	500	500	-	-	-
	Subtotals	500	500	0	0	0
Miscellaneous						
001-3110-403.61-01	Dues	500	500	250	500	250
001-3110-403.61-04	Other	70	70	-	-	52
	Subtotals	570	570	250	500	302
	Totals	283,417	295,783	292,372	276,699	271,295

FUND 001 CENTRAL SERVICES FUND

FORESTRY
DETAIL

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL*	YTD ACTUAL*
Salaries & Benefits						
001-3112-403.11-01	Regular Salary/Wages	165,555	171,882	176,218	198,095	212,040
001-3112-403.11-02	Overtime	21,654	21,654	15,824	16,457	18,712
001-3112-403.11-03	Sick Pay	3,793	4,401	5,519	4,925	5,983
001-3112-403.11-04	Holiday Pay	10,148	10,187	9,994	9,305	13,392
001-3112-403.11-15	Vacation Pay	12,725	12,748	13,112	10,803	15,765
001-3112-403.11-16	Major Medical Pay	-	-	-	-	1,470
001-3112-403.11-17	Sick Pay Buy Back	4,374	4,330	2,430	1,366	10,755
001-3112-403.11-18	Vac Pay Buy Back	-	-	-	-	-
001-3112-403.12-01	Part-Time salary/wages	-	-	-	24,651	9,840
001-3112-403.21-01	Group Insurance	68,600	77,861	81,953	69,878	72,176
001-3112-403.21-03	Board Paid Life Ins	365	294	309	377	377
001-3112-403.21-04	Workers' Comp	-	-	-	-	31,540
001-3112-403.22-01	Social Security	13,469	13,963	12,743	15,252	16,559
001-3112-403.22-02	Medicare	3,150	3,265	2,981	3,567	3,873
001-3112-403.22-03	Unemployment Comp.	400	400	400	400	600
001-3112-403.23-01	IMRF	20,834	24,727	23,775	21,136	26,365
001-3112-403.24-03	CDL Reimbursements	60	60	30	35	30
	Subtotal	325,127	345,772	345,288	376,247	439,477
Contractual Services						
001-3112-403.34-04	Lawn Care	20,000	15,500	15,441	-	-
001-3112-403.35-02	Machinery & Equip	1,100	1,100	869	892	498
001-3112-403.36-01	Fleet Maintenance	60,000	60,000	63,151	80,143	70,956
001-3112-403.36-05	Vehicle Replacement	45,440	172,440	167,440	22,440	22,440
001-3112-403.38-01	MICA	264,901	264,901	264,901	42,886	9,210
001-3112-403.39-01	Communications	1,723	1,723	1,575	-	-
001-3112-403.39-02	Advertising/Publishing	150	150	153	296	-
001-3112-403.39-07	Regist, Schools, Mtgs	0	-	-	-	-
001-3112-403.39-08	Contracted Services	3,000	3,000	-	17,633	71
	Subtotal	396,314	518,814	513,530	164,290	103,175
Commodities						
001-3112-403.46-05	Chemicals	5,000	5,000	4,661	4,593	7,951
001-3112-403.46-11	Other	1,750	2,000	2,317	3,602	1,197
001-3112-403.47-02	Safety Equipment	310	468	112	137	1,302
	Subtotal	7,060	7,468	7,090	8,332	10,450
Capital Outlay						
001-3112-403.52-05	Machinery & Equip	0	-	-	-	-
001-3112-403.52-06	Vehicles	11,515	190,000	189,659	-	-
001-3112-403.52-08	Controllable	2,200	2,200	2,403	5,683	660
	Subtotal	13,715	192,200	192,062	5,683	660
	Totals	742,216	1,064,254	1,057,970	554,552	553,762

FUND 001 CENTRAL SERVICES FUND

PAINT & SIGN SHOP

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

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL*	2018/2019 YTD ACTUAL*
Salaries & Wages						
001-3116-403.11-01	Regular Salary/Wages	105,183	106,838	81,347	97,185	85,622
001-3116-403.11-02	Overtime	7,085	7,085	2,639	5,105	5,632
001-3116-403.11-03	Sick Pay	4,324	4,281	3,393	3,128	2,957
001-3116-403.11-04	Holiday Pay	5,045	4,994	4,804	4,514	4,689
001-3116-403.11-15	Vacation Pay	7,207	8,042	9,921	7,068	7,008
001-3116-403.11-16	Major Medical Pay	-	-	-	-	-
001-3116-403.11-17	Sick Pay Buy Back	-	-	3,264	-	1,302
001-3116-403.11-18	Vacation Pay Buy Back	-	-	3,642	-	-
001-3116-403.21-01	Group Insurance	28,272	41,504	35,172	31,963	28,847
001-3116-403.21-02	Retiree Insurance	-	-	-	-	-
001-3116-403.21-03	Board Paid Life Ins	183	148	136	165	150
001-3116-403.21-04	Workers' Comp	-	-	-	-	9,568
001-3116-403.22-01	Social Security	7,988	8,137	6,147	6,646	6,066
001-3116-403.22-02	Medicare	1,868	1,903	1,437	1,554	1,419
001-3116-403.22-03	Unemployment Comp.	200	200	200	200	200
001-3116-403.23-01	IMRF	12,356	14,410	11,563	10,010	10,362
001-3116-403.24-03	CDL Reimbursements	30	30	-	-	-
	Subtotal	179,741	197,572	163,665	167,538	163,822
Contractual Services						
001-3116-403.36-01	Fleet Maintenance	6,000	5,000	7,851	4,390	4,478
001-3116-403.36-05	Vehicle Replacement	-	100,000	100,000	-	-
001-3116-403.38-01	MICA	2,284	2,284	2,284	11,049	3,493
001-3116-403.39-01	Communications	192	192	158	-	-
	Subtotal	8,476	107,476	110,293	15,439	7,971
Commodities						
001-3116-403.45-01	Building Supplies	-	-	-	648	-
001-3116-403.46-06	Signs & Posts	4,400	4,400	4,540	3,927	4,003
001-3116-403.46-08	Paint	24,500	24,000	23,632	23,097	19,932
001-3116-403.46-11	Other	1,100	1,100	82	1,015	586
001-3116-403.47-01	Clothing/Uniforms	-	-	-	-	-
001-3116-403.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	30,000	29,500	28,254	28,687	24,521
Capital Outlay						
001-3116-403.52-05	Machinery & Equipment	140,000	-	-	-	-
	Subtotal	140,000	0	0	0	0
	Totals	358,217	334,548	302,212	211,664	196,314

FUND 001 CENTRAL SERVICES FUND

NUISANCE ABATEMENT

* Note: Nuisance Abatement was a newly created department in FY 2021

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Wages						
001-3117-403.11-01	Regular Salary/Wages	82,595	64,670	54,816	-	-
001-3117-403.11-02	Overtime	2,500	2,500	3,694	-	-
001-3117-403.11-03	Sick Pay	2,126	2,105	2,093	-	-
001-3117-403.11-04	Holiday Pay	4,961	2,456	3,170	-	-
001-3117-403.11-15	Vacation Pay	6,202	2,631	2,954	-	-
001-3117-403.11-16	Major Medical Pay	-	-	-	-	-
001-3117-403.11-17	Sick Pay Buy Back	2,126	-	-	-	-
001-3117-403.11-18	Vacation Pay Buy Back	-	-	-	-	-
001-3117-403.12-01	Part Time Salary/Wage	-	-	-	-	-
001-3117-403.21-01	Group Insurance	44,488	22,507	22,755	-	-
001-3117-403.21-03	Board Paid Life Ins	182	74	88	-	-
001-3117-403.21-04	Workers' Comp	-	-	-	-	-
001-3117-403.22-01	Social Security	6,260	6,744	3,395	-	-
001-3117-403.22-02	Medicare	1,464	1,180	794	-	-
001-3117-403.22-03	Unemployment Comp.	200	100	100	-	-
001-3117-403.23-01	IMRF	9,683	7,949	7,441	-	-
001-3117-403.24-03	CDL Reimbursements	-	-	-	-	-
	Subtotal	162,787	112,916	101,300	0	0
Contractual Services						
001-3117-403.35-05	Repair & Maint Other	-	-	-	-	-
001-3117-403.36-01	Fleet Maintenance	2,000	-	-	-	-
001-3117-403.36-05	Vehicle Replacement	7,700	-	-	-	-
001-3117-403.38-01	MICA	-	-	-	-	-
001-3117-403.39-02	Communications	675	675	-	-	-
001-3117-403.39-01	Printing & Binding	-	-	-	-	-
001-3117-403.39-08	Contractual Services	-	-	-	-	-
	Subtotal	10,375	675			
Commodities						
001-3117-403.46-11	Other	750	750	-	-	-
001-3117-403.47-01	Clothing/Uniforms	-	-	-	-	-
001-3117-403.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	750	750			
Capital Outlay						
001-3117-403.52-06	Vehicles	-	-	-	-	-
001-3117-403.52-08	Controllable	-	-	-	-	-
	Subtotal	0	0	0	0	0
	Totals	173,912	114,341	101,300	0	0

FUND 001 CENTRAL SERVICES FUND

CONCRETE (STREET MAINTENANCE)

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

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL*	2018/2019 YTD ACTUAL*
Salaries & Benefits						
001-3152-403.11-01	Regular Salary/Wages	103,357	107,055	125,438	162,140	160,353
001-3152-403.11-02	Overtime	12,489	12,489	3,724	11,330	9,102
001-3152-403.11-03	Sick Pay	2,126	2,123	5,548	8,999	10,992
001-3152-403.11-04	Holiday Pay	7,442	7,388	6,898	12,926	11,170
001-3152-403.11-15	Vacation Pay	5,316	9,678	11,202	15,996	11,607
001-3152-403.11-16	Major Medical Pay	-	-	12,456	2,937	15,692
001-3152-403.11-17	Sick Pay Buy Back	4,961	4,210	2,412	4,580	3,528
001-3152-403.11-18	Vac Pay Buy Back	4,629	-	-	1,068	-
001-3152-403.21-01	Group Insurance	30,140	57,308	62,909	56,595	57,028
001-3152-403.21-03	Board Paid Life Ins	228	332	233	308	322
001-3152-403.22-01	Social Security	8,700	8,655	10,193	13,144	13,264
001-3152-403.22-02	Medicare	2,035	2,024	2,384	3,074	3,102
001-3152-403.22-03	Unemployment Comp	500	500	500	700	700
001-3152-403.23-01	IMRF	13,457	15,695	17,944	19,394	21,401
001-3152-403.24-03	CDL Reimbursements	-	60	-	60	90
	Subtotal	195,380	227,517	261,841	313,251	318,351
Contractual Services						
001-3152-403.36-01	Fleet Maintenance	50,000	50,000	53,665	54,801	68,853
001-3152-403.36-05	Vehicle Replacement	30,560	30,560	30,600	30,576	30,576
001-3152-403.38-01	MICA	42,267	42,267	42,267	190,330	17,814
001-3152-403.39-01	Communications	1,340	1,340	1,235	669	-
001-3152-403.39-02	Contracted Services	-	-	75	-	-
	Subtotal	124,167	124,167	127,842	276,376	117,243
Commodities						
001-3152-403.45-05	Small Tools/ Equip	1,400	1,400	850	1,023	863
001-3152-403.46-01	Concrete	200	2,000	1,816	314	(2,280)
001-3152-403.46-03	Sand, Stone & Gravel	-	-	-	-	-
001-3152-403.46-04	Salt & Cinders	54,500	46,192	-	14,005	41,476
001-3152-403.46-07	Barricades	-	-	-	-	106
001-3152-403.46-10	Lumber	-	-	-	-	-
001-3152-403.46-11	Other	600	600	673	1,097	123
001-3152-403.47-01	Clothing/Uniforms	-	-	154	117	-
001-3152-403.47-02	Safety Equipment	200	217	60	-	41
	Subtotal	56,900	50,409	3,553	16,556	40,329
Capital Outlay						
001-3152-403.52-05	Machinery & Equip	-	-	-	-	-
001-3152-403.52-06	Vehicles	-	-	-	-	-
001-3152-403.52-08	Controllable	-	-	-	-	1,582
001-3152-403.53-09	Other	-	0	-	-	-
	Subtotal	-	-	-	-	1,582
Miscellaneous						
001-3152-403.61-04	Other	500	500	-	-	675
	Totals	376,947	402,593	393,236	606,183	478,180

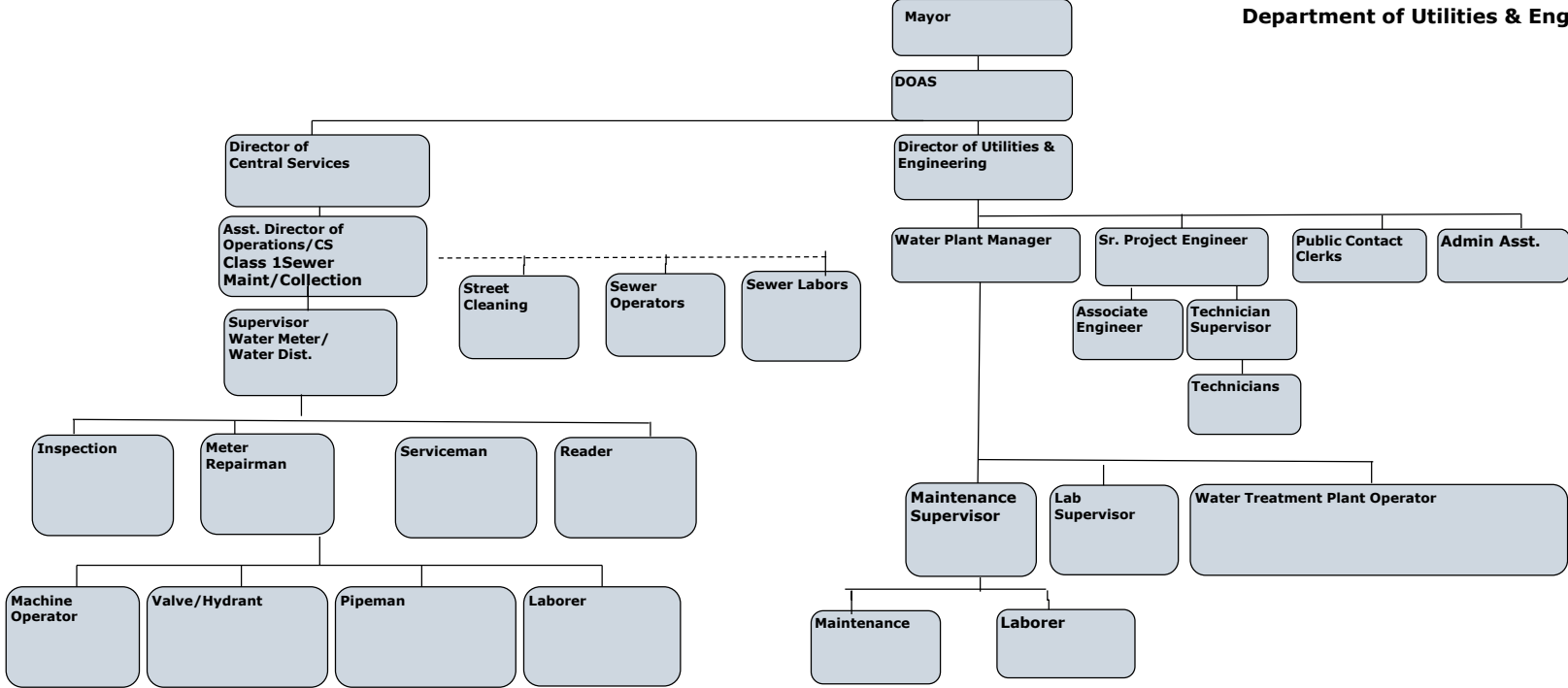
FUND 001 CENTRAL SERVICES FUND

**BRUSH/COMPOST
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*
Contractual Services						
001-3154-403.39-08	Contracted Services	834,485	822,150	820,125	790,023	569,571
	Totals	834,485	822,150	820,125	790,023	569,571

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 and design bidding and construction documents for various infrastructure improvement projects totaling \$4 million in construction
- Complete design & construction of a new leachate pump station and forcemain to transport leachate from Landfill #2/3 to the City's sewage collection system to reduce operating costs
- Identify additional opportunities for energy savings at City facilities and determine return on investments

PAST FISCAL YEAR HIGHLIGHTS

In the previous fiscal year, the Engineering Department:

- Planned and managed the design and construction of nearly \$30 million in improvements to streets & buried city utilities (2019 Bond Infrastructure projects)
- Performed final design of roughly 1/3 of the 2019 Bond Infrastructure projects, saving the City approximately \$1 million compared to hiring a consulting engineering firm to complete the work

BUDGET SUMMARY

The proposed budget is down slightly from the preceding fiscal year, primarily due to a reduction in personnel expenses as well as a cut in capital spending at municipal landfills. .

**GENERAL FUND
ENGINEERING**

**ENGINEERING
SUMMARY**

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	526,390	-1.86%	536,384	541,691	476,213
Contractual Services	246,572	5.03%	234,771	218,477	187,575
Commodities	392,100	-0.98%	396,000	295,958	396,574
Capital Outlay	13,200	-25.76%	17,780	5,621	36,525
Miscellaneous	2,600	-43.48%	4,600	1,357	4,054
Debt Services	8,100	7.80%	7,514	8,100	8,100
Totals	1,188,962	-0.68%	1,197,049	1,071,204	1,109,041

Totals by Division

3712 Engineering	646,127	-1.52%	656,121	649,397	561,461
3714 Amtrak	17,446	12.27%	15,539	13,323	13,701
3716 Landfill	156,889	0.97%	155,389	126,902	159,837
3717 Parking Lot Maint	9,000	-14.29%	10,500	9,555	8,015
3718 Street Lights	359,500	0.00%	359,500	272,027	366,027
Totals	1,188,962	-0.68%	1,197,049	1,071,204	1,109,041

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	5.13	5.25	5.10	4.85

The proposed budget includes the following Engineering Department staff:

Position	Full Time Equivalents (FTE)
Director of Utilities & Engineering	.25
Project Engineer	.88
Engineering Technicians	2.00
Environmental Coordinator	.75
Traffic Signal Coordinator	1.00
Administrative assistant	.25
Total	5.13

**GENERAL FUND
ENGINEERING**

**ENGINEERING
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
001-3712-404.11-01	Regular Salary/Wages	301,362	298,734	295,964	269,087	276,031
001-3712-404.11-02	Overtime	5,939	5,811	15,488	8,896	7,974
001-3712-404.11-03	Sick Pay	5,829	6,795	6,410	8,453	7,555
001-3712-404.11-04	Holiday Pay	18,531	16,517	17,265	17,511	15,290
001-3712-404.11-15	Vacation Pay	18,422	17,275	16,301	16,468	15,062
001-3712-404.11-16	Major Medical Pay	-	-	5,678	15,044	693
001-3712-404.11-17	Sick Pay Buy Back	7,824	7,341	2,583	2,256	5,313
001-3712-404.12-01	Regular Salary/Wages	-	-	-	-	2,494
001-3712-404.21-01	Group Insurance	105,480	117,038	117,750	85,095	81,020
001-3712-404.21-03	Board Paid Life Ins.	479	387	363	366	367
001-3712-404.21-04	Workers' Comp	-	-	-	-	23,441
001-3712-404.22-01	Social Security	22,187	21,906	19,854	18,638	17,990
001-3712-404.22-02	Medicare	5,189	5,054	4,644	4,359	4,392
001-3712-404.22-03	Unemployment Comp	800	800	800	800	800
001-3712-404.23-01	IMRF	34,318	38,696	38,591	29,240	31,924
001-3712-404.24-03	CDL Reimbursements	30	30	-	-	-
	Subtotal	526,390	536,384	541,691	476,213	490,346
Contractual Services						
001-3712-404.31-04	Prof Svcs-Eng/Architect	15,000	15,000	13,422	10,186	6,920
001-3712-404.35-02	R&M-Mach & Equip	4,500	4,500	2,024	2,372	1,900
001-3712-404.35-05	Repair & Maint - Other	-	-	1,365	414	-
001-3712-404.35-06	R&M- Infrastructure	-	-	-	131	-
001-3712-404.36-01	Fleet Maintenance	6,500	5,500	5,830	5,022	4,372
001-3712-404.36-03	Equipment	2,500	2,500	2,199	2,204	2,363
001-3712-404.38-01	MICA	75,237	75,237	75,237	51,597	15,553
001-3712-404.39-01	Communications	3,100	3,100	2,967	3,308	2,767
001-3712-404.39-02	Advertising/Publishing	2,000	3,000	1,110	3,194	823
001-3712-404.39-03	Printing & Binding	-	100	-	-	-
001-3712-404.39-04	Travel	1,000	1,000	-	-	99
001-3712-404.39-05	Mileage Reimb	500	500	-	385	520
001-3712-404.39-07	Regist, Schools, Mtgs	2,000	2,000	-	85	813
	Subtotal	112,337	112,437	104,154	78,898	36,130
Commodities						
001-3712-404.41-01	Postage	750	750	410	611	554
001-3712-404.41-02	Office Supplies	1,500	1,500	1,552	1,315	1,241
001-3712-404.44-00	Books & Periodicals	-	200	-	160	160
001-3712-404.45-03	Equip Consumable	100	150	257	20	41
001-3712-404.45-04	Equip Replace Parts	350	100	18	361	900
001-3712-404.45-05	Small Tools/ Equip	1,500	1,500	144	831	198
001-3712-404.46-08	Paint	500	250	407	407	-
001-3712-404.46-11	Operational Supplies	100	250	-	268	72
001-3712-404.47-01	Clothing/Uniforms	-	-	-	-	27
001-3712-404.47-02	Safety Equipment	100	100	-	67	29
	Subtotal	4,900	4,800	2,788	4,040	3,222
Capital Outlay						
001-3712-404.52-08	Controllable	1,000	1,000	-	989	-
	Subtotal	1,000	1,000	-	989	-
Miscellaneous						
001-3712-404.61-01	Dues	500	500	180	172	-
001-3712-404.61-04	Other	1,000	1,000	584	1,149	843
	Totals	646,127	656,121	649,397	561,461	530,541

**GENERAL FUND
ENGINEERING**

AMTRAK STATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-3714-403.33-01	Water/Sewerage	150	150	87	32	111
001-3714-403.34-04	Lawn Care	3,241	1,920	1,920	-	-
001-3714-403.35-01	R&M-Buildings	1,000	1,000	-	177	110
001-3714-403.35-05	R&M-Other	300	300	-	-	-
001-3714-403.38-01	Insurance/MICA	705	705	705	2,754	-
	Subtotal	5,396	4,075	2,712	2,963	221
Commodities						
001-3714-403.42-02	Electricity	3,500	3,500	2,511	2,548	3,289
001-3714-403.45-01	Building Supplies	250	250	-	90	327
001-3714-403.45-02	Custodial Supplies	100	100	-	-	-
001-3714-403.45-03	Equipment Consumable	100	100	-	-	-
001-3714-403.46-11	Other	-	-	-	-	-
	Subtotal	3,950	3,950	2,511	2,638	3,616
Miscellaneous						
001-3714-403.61-04	Miscellaneous Other	-	-	-	-	-
Debt Service						
001-3714-409.72-00	Loan/Lease Payments	8,100	7,514	8,100	8,100	7,806
	Totals	17,446	15,539	13,323	13,701	11,643

**GENERAL FUND
ENGINEERING**

LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-3716-405.31-02	Contracted Legal	-	-	-	-	-
001-3716-405.31-04	Engineer/Architectural	2,500	2,500	-	-	5,475
001-3716-405.31-05	Prof Services - Other	42,500	40,000	37,422	38,320	31,523
001-3716-405.33-01	Utilities-Water/Sewer	400	400	279	278	286
001-3716-405.35-01	R&M - Building	250	250	-	-	427
001-3716-405.35-02	R&M - Mach & Equip	6,500	6,500	5,254	2,023	1,774
001-3716-405.36-01	Fleet Maintenance	500	500	614	544	-
001-3716-405.36-03	Equipment & Vehicle Rent	1,000	1,000	67	744	554
001-3716-405.36-05	Vehicle Replacement	4,800	4,800	-	-	-
001-3716-405.38-01	MICA	3,109	3,109	3,109	3,937	18,738
001-3716-405.39-01	Communications	750	750	675	685	893
001-3716-405.39-02	Advertising/Publishing	400	400	-	389	-
001-3716-405.39-04	Travel	200	200	-	-	-
001-3716-405.39-07	Regist, Schools, Mtgs	100	100	70	-	-
001-3716-405.39-08	Contracted Services	63,080	55,000	61,942	57,847	26,222
	Subtotal	126,089	115,509	109,432	104,767	85,892
Commodities						
001-3716-405.41-01	Postage	200	200	179	147	328
001-3716-405.42-01	Natural Gas	2,000	2,000	2,225	2,381	2,017
001-3716-405.42-02	Electricity	5,500	5,500	4,981	4,973	5,402
001-3716-405.42-03	Bottled Gas	200	200	85	92	113
001-3716-405.45-01	Building Supplies	100	100	8	196	27
001-3716-405.45-02	Custodial Supplies	1,000	1,000	42	384	598
001-3716-405.45-03	Equip Consumable	500	500	-	32	901
001-3716-405.45-04	Equip Replace Parts	2,000	2,000	1,100	1,032	3,287
001-3716-405.45-05	Small Tools/ Equip	1,000	1,000	464	148	20
001-3716-405.46-11	Other	5,000	7,500	2,172	7,416	804
	Subtotal	17,500	20,000	11,256	16,801	13,497
Capital						
001-3716-405.52-03	Improv Other Than Build	-	-	-	-	-
001-3716-405.52-05	Machinery	-	3,280	-	15,966	-
001-3716-405.52-08	Controllable	12,200	13,500	5,621	19,570	2,329
	Subtotal	12,200	16,780	5,621	35,536	2,329
Miscellaneous						
001-3716-405.61-02	Taxes	100	100	93	83	73
001-3716-405.61-04	Other	1,000	3,000	500	2,650	500
	Totals	156,889	155,389	126,902	159,837	102,291

**GENERAL FUND
ENGINEERING**

PARKING LOT MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-3717-403.33-01	Water/Sewerage	500	500	483	293	477
001-3717-403.35-06	R&M-Infrastructure	250	250	20	20	215
	Subtotal	750	750	503	313	692
Commodities						
001-3717-403.42-02	Electricity	8,000	9,500	9,050	7,702	6,620
001-3717-403.45-03	Equip Consumable	250	250	2	-	-
	Subtotal	8,250	9,750	9,052	7,702	6,620
	Totals	9,000	10,500	9,555	8,015	7,312

**GENERAL FUND
ENGINEERING**

STREET LIGHTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
001-3718-403.35-06	R&M-Infrastructure	2,000	2,000	1,676	634	3,092
Commodities						
001-3718-403.42-02	Electricity	350,000	350,000	268,204	363,183	327,383
001-3718-403.46-11	Other	7,500	7,500	2,147	2,210	6,381
	Subtotal	357,500	357,500	270,351	365,393	333,764
Miscellaneous						
001-3718-403.61-04	Other	-	-	-	-	-
	Totals	359,500	359,500	272,027	366,027	336,856

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
011-0000-331.01-01	Interest Income	40,000	38,000	37,440		48,498
011-0000-391.01-00	Transfers from Bank 01		150,000	-		80,000
	Totals	40,000	188,000	37,440	-	128,498
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 & Devlpmt 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	1,900,000	94,000	3,000,000	111,000
REVENUES							
Taxes	-	-	-	900,000	500,220	1,560,000	-
Licenses & Permits	-	-	-	-	-	-	-
Charges for Services	232,000	-	2,000	-	-	-	-
Rent & Other Income	500	-	-	-	-	-	3,500
Interest Income	-	-	100	10,800	2,000	10,000	1,500
Debt Proceeds	-	-	-	-	-	-	-
Grants	-	522,492	-	-	-	892,695	15,000
Transfers In	731,302	783,738	-	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-	-
TOTAL REVENUE	963,802	1,306,230	2,100	910,800	502,220	2,462,695	20,000
Total Funds Available	963,902	1,306,330	53,100	2,810,800	596,220	5,462,695	131,000
EXPENDITURES							
Salaries & Benefits	688,214	1,227,648	-	372,097	-	-	-
Contracted Services	221,626	22,582	5,000	190,430	-	108,100	31,240
Commodities	6,962	2,000	-	23,700	-	421,900	18,600
Capital Outlay	1,000	-	-	2,118,673	-	3,233,017	-
Miscellaneous	46,000	54,000	-	5,900	-	-	500
Debt Service	-	-	-	-	-	-	-
Transfers	-	-	-	-	500,250	-	-
TOTAL EXPENDITURES	963,802	1,306,230	5,000	2,710,800	500,250	3,763,017	50,340
Ending Balance, April 30	\$ 100	\$ 100	\$ 48,100	\$ 100,000	\$ 95,970	\$ 1,699,678	\$ 80,660

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	2,000	40,000	6,300	1,000
REVENUES							
Taxes	4,500	1,000,000		-	-	-	-
Licenses & Permits	-			-	-	-	-
Charges for Services	-			-	-	3,000	-
Rent & Other Income	-		2,000	-	8,000	-	-
Interest Income	1,000	5,000	100	100	400	250	10
Debt Proceeds	-			-	-	-	-
Grants	-			99,617	-	13,000	5,000
Transfers In	-			-	-	-	-
Inter-Gov. Revenues	-			-	-	-	-
TOTAL REVENUE	5,500	1,005,000	2,100	99,717	8,400	16,250	5,010
Total Funds Available	105,500	1,005,000	12,100	101,717	48,400	22,550	6,010
EXPENDITURES							
Salaries & Benefits	-				-	-	-
Contracted Services	-	454,360	5,000	7,402	10,000	-	-
Commodities				17,443	23,000	4,000	-
Capital Outlay	83,900			41,311	10,000	2,000	-
Miscellaneous	-	545,640	5,000	-	500	4,000	2,000
Debt Service	-			-	-	-	-
Transfers	-			15,820	-	-	-
TOTAL EXPENDITURES	83,900	1,000,000	10,000	81,976	43,500	10,000	2,000
Ending Cash Balance	\$ 21,600	\$ 5,000	\$ 2,100	\$ 19,741	\$ 4,900	\$ 12,550	\$ 4,010

CITY OF QUINCY
SPECIAL REVENUE FUNDS

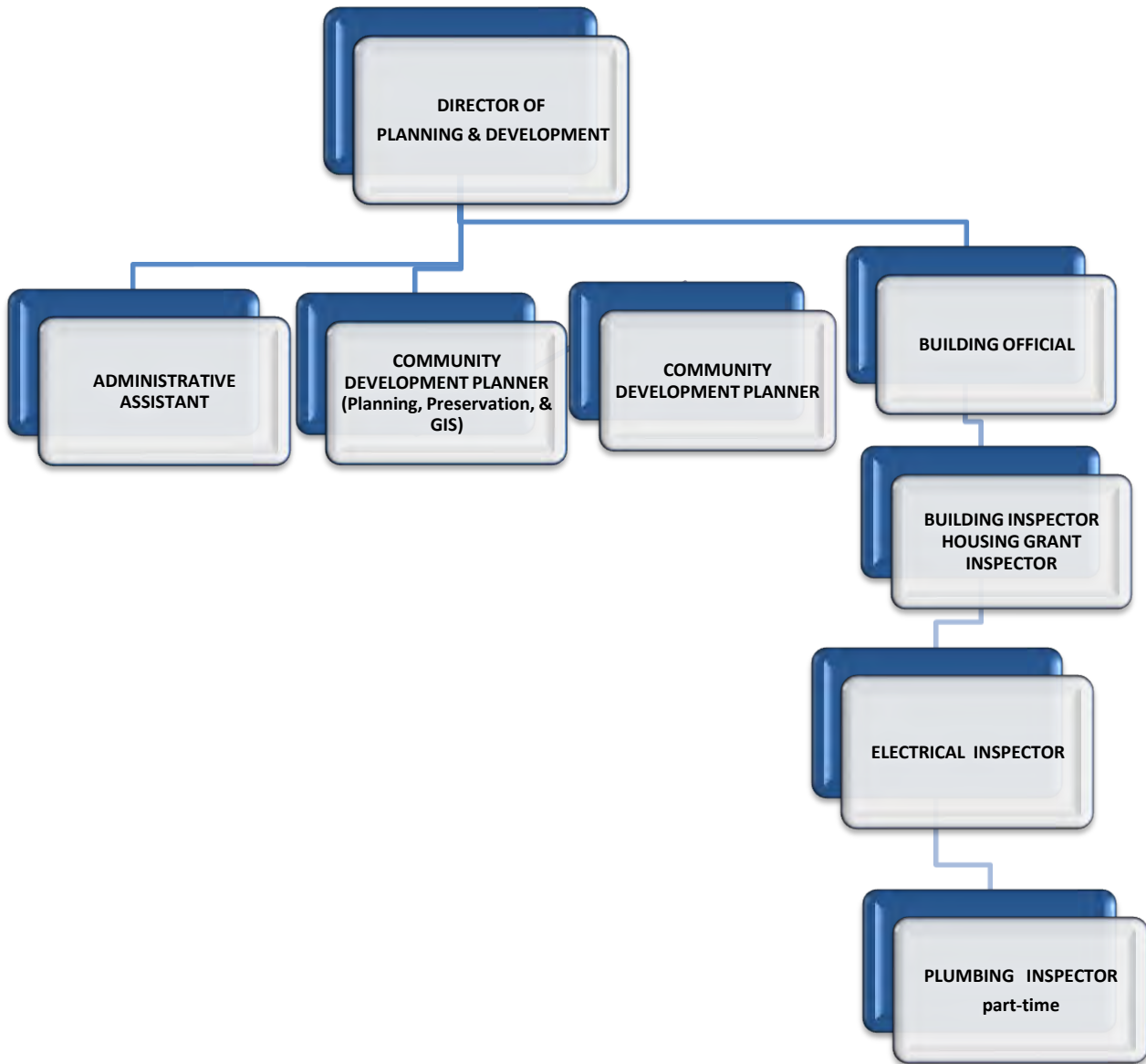
Revenue/Expenditures & Change in Fund Balance
Summary

	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	16,000	10,000	8,500	300	35,000	111,115
REVENUES						
Taxes		-		-		
Licenses & Permits		-		-		
Charges for Services	9,500	-		-		
Rent & Other Income		-	1,000	-	15,000	
Interest Income	300	150	100	-	200	1,500
Debt Proceeds		-		-		
Grants		-		-		27,000
Transfers In		-		-	-	
Inter-Gov. Revenues		-		-		
TOTAL REVENUE	9,800	150	1,100	-	15,200	28,500
Total Funds Available	25,800	10,150	9,600	300	50,200	139,615
EXPENDITURES						
Salaries & Benefits		-	-	-	10,000	
Contracted Services	9,000	500	-	-	10,000	40,000
Commodities	10,000	9,500	2,000	-	20,000	11,000
Capital Outlay	-	-	7,000	-	10,000	55,000
Miscellaneous	6,000	-	-	-	-	15,000
Debt Service		-	-	-		
Transfers		-	-	-		-
TOTAL EXPENDITURES	25,000	10,000	9,000	-	50,000	121,000
Ending Cash Balance	\$ 800	\$ 150	\$ 600	\$ 300	\$ 200	\$ 18,615

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

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

	Transit Lines 250	DCCA Grant 252	IHDA Grant 253	HUD Grant 255	Bridge Lighting 257	Dwnst Sm Bus Stab 258	Total
Beginning Balance, May 1	100	2,900	10,000	7,300	65,000	-	5,581,715
REVENUES							
Taxes		-	-	-			3,964,720
Licenses & Permits		-	-	-			-
Charges for Services	80,000	-	-	-			326,500
Rent & Other Income	46,370	-	-	-	2,300		76,370
Interest Income	1,200	-	-	-			34,710
Debt Proceeds		-	-	-			-
Grants	6,214,135	800,000	240,600	-		500,000	8,829,539
Transfers In	285,143	-	-	-			1,800,183
Inter-Gov. Revenues		-	-	-			-
TOTAL REVENUE	6,626,848	800,000	240,600	-	2,300	500,000	15,032,022
Total Funds Available	6,626,948	802,900	250,600	7,300	67,300	500,000	20,613,737
EXPENDITURES							
Salaries & Benefits	2,281,457						4,579,416
Contracted Services	1,699,478	800,000	238,600	-	1,000		3,853,318
Commodities	32,196				2,400		602,301
Capital Outlay	2,189,170	-		-	-		7,751,071
Miscellaneous	424,547		2,000	7,000		500,000	1,118,087
Debt Service							-
Transfers	-	-	-	-			516,070
TOTAL EXPENDITURES	6,626,848	800,000	240,600	7,000	3,400	500,000	18,420,263
Ending Cash Balance	\$ 100	\$ 2,900	\$ 10,000	\$ 300	\$ 63,900	\$ -	\$ 2,193,474



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, Economic Development Loans and Retail Incentive Programs. The office provides staff support to seven (7) 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 permits, and nuisance abatement. Inspection staff consult with the public, property owners and developers on proposed building projects and construction standards.

GOALS/OBJECTIVES

1. Implemented 45 x 30 Economic Development initiatives & Quincy Next Strategic Plan to grow Quincy population
 - a. Implement Riverfront Master Plan
 - b. Strategic Marketing and Talent Attraction-Contract with North Star
 - c. Retail Marketing - Contracted with NextSite
 - d. Tourism Marketing - Contracted with QACVB.
 - e. Access and Connections - Continue to support development of the Quincy Regional Transportation Plan.
 - f. Foster Start Ups & Innovation - Work on Entertainment Underwriting.
2. Support Downtown Rental Rehab Program (DDRP).
3. Support Barge Dock improvements by elevating the dock to allow operations during high river water.
4. Support 48th & State Intersection design study to address unsafe and congested intersection.
5. Work with Cullinan and Marx on Mid Town Business District for Quincy Mall.
6. Adopt 2018 International Building & Residential Codes & 2017 National Electric Code

PAST FISCAL YEAR HIGHLIGHTS

1. Established Small Businesses Emergency Loan Program and awarded 24 \$10,000 loans.
2. Successfully secured \$549,000 local CURE's Grant & distributed 109 \$5,000 Small Business Grants
3. Council approved 6 Downtown Rental Rehab projects with \$125,000 in TIF & \$214,166 private investment
4. Implemented 2020 Census Marketing Campaign utilizing two \$145,000 grants.
5. Adopted Quincy Regional Transportation Plan.
6. Secured extension of Quincy's West TIF District.
7. Senator Tracy secured a \$350,000 capital grant for the riverfront power line burial project.
8. Representative Frese secured a \$450,000 capital grant to increase the elevation of City Barge Dock.
9. Submitted \$743,000 Regional Economic Development Rebuild Illinois Grant to elevate Barge Dock.
10. Submitted \$1.1 million Rebuild Illinois Infrastructure Grant to rebuild Payson Avenue 5th to 8th Streets
11. Submitted \$1.0 million ITEP Grant implement 6th Street Streetscape.
12. In November the City Hall Receptionist position was moved to Planning & Development.

BUDGET SUMMARY

Permit revenues are projected to decline. This revenue reduction will increase subsidy needed from other funding sources. Overall expenditures will be down \$170,000 for FY2021 budget. Created a new division for Nuisance Abatement costs in Fund 201.

REVENUE SUMMARY					
ACCOUNT NUMBER	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Other Income	500	-84.38%	3,200	11,379	5,211
Charges for Services	232,000	-35.16%	357,800	241,206	280,810
Local Econ Dev/Rehab Grant	-		-	15	5,654
Transfers from Other Funds	731,302	16.96%	625,271	577,533	506,558
Total	963,802	-2.28%	986,271	830,133	798,233

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries & Benefits	688,214	1.44%	678,434	667,147	628,203
Contractual Services	221,626	2.31%	216,625	141,189	256,183
Commodities	6,962	-1.94%	7,100	4,141	3,173
Capital Outlay	1,000		1,350	1,251	-
Miscellaneous	46,000	0.52%	45,762	34,562	33,015
Totals	963,802	1.53%	949,271	848,290	920,574

Totals by Division

2411 Protective Inspection	345,972	-37.29%	551,727	454,762	515,007
3117 Nuisance Abatement	185,942		-	-	-
6310 Administration	417,588	8.77%	383,934	384,111	390,315
6315 Planning Commission	9,200	2.11%	9,010	7,238	6,729
6316 Historic Preservation	2,300	35.29%	1,700	5	8,523
6317 Board of Appeals	2,800	-3.45%	2,900	2,174	-
Totals	963,802	1.53%	949,271	848,290	920,574

STAFFING				
	FY 2021	FY 2020	FY 2019	FY 2018
	PROPOSED	PROPOSED	ACTUAL	ACTUAL
Full Time Positions	8.00	8.00	7.40	7.40
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	-	-	-	-	5,000
201-0000-331.01-01	Interest Income	-	-	869	278	132
201-0000-331.04-00	Origination & Loan Fees	-	2,700	9,240	4,420	1,275
201-0000-342.09-00	Other	-	-	-	13	24
201-0000-350.00-00	Sale of Property	500	500	1,270	500	5,115
201-0000-361.04-01	Freedom of Info Copies	-	-	-	-	-
201-0000-364.01-00	Building Permits	120,000	190,000	140,275	191,199	199,870
201-0000-364.02-00	Electrical Lic./Permits	45,000	55,000	44,052	56,728	86,232
201-0000-364.03-00	Plumbing Lic./Permits	24,000	17,000	20,627	18,087	20,434
201-0000-364.04-00	Revocable Lic./Permits	-	-	-	-	-
201-0000-364.07-00	Special Zoning Permits	11,000	14,000	13,970	12,365	17,935
201-0000-364.09-00	Zoning/Sub-division Fees	1,000	1,800	-	1,800	1,200
201-0000-364.10-00	Waived Permit Fees	(17,000)	30,000	(33,145)	(49,072)	(18,199)
201-0000-364.11-00	Entrprs Zn Permit Fees	40,000	40,000	46,139	43,005	40,100
201-0000-364.12-00	Foreclosed Prop Reg Fees	8,000	10,000	9,288	6,698	-
201-0000-365.02-00	Demolition Reimb	-	-	-	-	(2,500)
201-0000-381.02-01	State Grant	-	-	-	5,654	-
201-0000-381.03-06	CURES grant	-	-	15	-	-
201-0000-383.01-04	Local Sources	-	-	-	-	21,000
201-0000-391.01-00	Trsfr from Bank 01	-	-	77,000	75,000	-
201-0000-391.01-01	Trsfr from General Fund	661,302	555,271	430,533	350,033	522,563
201-0000-391.01-03	Trsfr from Hsg Rsr Fnd 203	-	10,000	10,000	15,000	-
201-0000-391.01-15	Capital Projects Fund	-	-	-	6,525	-
201-0000-391.01-36	Trsfr from EconDev RLF 701	-	10,000	10,000	10,000	10,000
201-0000-391.01-37	Trsfr from CDAP RLF 702	-	25,000	25,000	25,000	25,000
201-0000-391.01-38	Trsfr from CBD RLF 703	60,000	25,000	25,000	25,000	25,000
201-0000-391.01-40	Neighborhood Hsg Fund 704	10,000	-	-	-	-
201-0000-391.01-52	Spec. Tax Alloc-TIF	-	-	-	-	-
Total		963,802	986,271	830,133	798,233	960,181

**PLANNING & DEVELOPMENT FUND
PROTECTIVE INSPECTIONS**

INSPECTIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
201-2411-402.11-01	Regular Salary/Wages	166,605	208,377	198,143	186,172	173,545
201-2411-402.11-02	Overtime	-	1,000	1,475	-	-
201-2411-402.11-03	Sick Pay	2,049	3,391	1,110	1,603	1,645
201-2411-402.11-04	Holiday Pay	1,001	10,692	11,456	11,319	9,321
201-2411-402.11-15	Vacation Pay	9,577	10,452	10,868	11,214	7,130
201-2411-402.11-17	Sick Pay Buy Back	5,841	5,347	5,323	3,462	11,032
201-2411-402.12-01	Temporary Wages	16,312	15,600	14,820	14,367	15,661
201-2411-402.21-01	Group Insurance	46,356	64,565	64,311	46,893	40,849
201-2411-402.21-03	Board Paid Life Ins.	274	295	204	204	204
201-2411-402.21-04	Workers' Comp	-	-	-	-	24,813
201-2411-402.22-01	Social Security	12,999	14,810	14,470	13,492	12,881
201-2411-402.22-02	Medicare	3,040	3,417	3,785	3,155	3,012
201-2411-402.22-03	Unemployment Comp	300	400	-	400	400
201-2411-402.23-01	IMRF	18,612	26,161	24,481	18,480	19,557
	Subtotal	282,966	364,507	350,446	310,761	320,050
Contracted Services						
201-2411-402.31-02	Contracted Legal	-	20,000	35,000	15,000	25,000
201-2411-402.31-05	Prof Svcs - Other	2,000	3,000	180	-	2,320
201-2411-402.33-02	Landfill Fees	-	31,100	8,090	14,212	7,214
201-2411-402.36-01	Fleet Maintenance	4,500	5,000	1,783	2,521	4,080
201-2411-402.37-01	Demolitions	-	55,000	13,530	123,347	28,443
201-2411-402.37-02	Nuisance Abatements	-	800	346	310	287
201-2411-402.38-01	MICA	3,000	2,989	2,989	6,094	8,742
201-2411-402.39-01	Communications	2,825	3,500	2,732	2,879	1,364
201-2411-402.39-02	Advertising/Publishing	2,000	2,000	1,667	1,341	466
201-2411-402.39-03	Printing & Binding	100	100	-	130	-
201-2411-402.39-04	Travel	2,500	2,200	111	1,054	845
201-2411-402.39-05	Mileage Reimb	1,500	1,500	150	928	1,120
201-2411-402.39-07	Regist, Schools, Mtgs	1,500	1,500	410	702	1,666
201-2411-402.39-08	Contracted Services	25,000	25,000	14,875	15,862	13,156
	Subtotal	44,925	153,689	81,863	184,380	94,703
Commodities						
201-2411-402.41-01	Postage	2,381	1,200	1,118	816	1,012
201-2411-402.41-02	Office Supplies	-	-	-	-	-
201-2411-402.44-00	Books & Periodicals	1,500	1,500	231	160	433
201-2411-402.46-11	Oper Supplies-Other	200	500	493	207	365
	Subtotal	4,081	3,200	1,842	1,183	1,810
Capital Outlay						
201-2411-402.52-08	Controllable	1,000	1,350	1,251	-	-
	Subtotal	1,000	1,350	1,251	-	-
Miscellaneous						
201-2411-402.61-01	Dues	1,000	1,000	803	663	648
201-2411-402.61-04	Other	-	16,000	6,560	6,039	8,984
201-2411-402.61-08	Bad Debt Expense	-	-	-	-	-
201-2411-402.65-01	Administrative	-	-	-	-	9,991
201-2411-402.65-02	Space	12,000	11,981	11,997	11,981	11,330
	Subtotal	13,000	28,981	19,360	18,683	30,953
	Totals	345,972	551,727	454,762	515,007	447,516

PLANNING & DEVELOPMENT FUND

INSPECTIONS & NUISANCE ABATEMENTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
201-3117-402.11-01	Regular Salary/Wages	36,877	-	-	-	-
201-3117-402.11-03	Sick Pay	1,462	-	-	-	-
201-3117-402.11-04	Holiday Pay	2,274	-	-	-	-
201-3117-402.11-15	Vacation Pay	1,625	-	-	-	-
201-3117-402.21-01	Group Insurance	12,056	-	-	-	-
201-3117-402.21-03	Board Paid life Ins	91	-	-	-	-
201-3117-402.22-01	Social Security	2,619	-	-	-	-
201-3117-402.22-02	Medicare	612	-	-	-	-
201-3117-402.22-03	Unemployment Comp	100	-	-	-	-
201-3117-402.23-01	IMRF	4,051	-	-	-	-
	Subtotal	61,767	-	-	-	-
Contracted Services						
201-3117-402.31-02	Contracted Legal	20,000	-	-	-	-
201-3117-402.33-02	Landfill Fees	30,000	-	-	-	-
201-3117-402.36-01	Fleet Maintenance	1,500	-	-	-	-
201-3117-402.37-01	Demolitions	55,000	-	-	-	-
201-3117-402.37-02	Nuisance Abatements	1,000	-	-	-	-
201-3117-402.39-01	Communications	675	-	-	-	-
	Subtotal	108,175	-	-	-	-
Miscellaneous						
201-3117-402.61-04	Other	16,000	-	-	-	-
	Subtotal	16,000	-	-	-	-
	Total	185,942	-	-	-	-

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

COMMUNITY DEVELOPMENT-ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
201-6310-408.11-01	Regular Salary/Wages	201,454	183,426	186,523	189,257	187,908
201-6310-408.11-02	Overtime	-	1,000	2,180	-	-
201-6310-408.11-03	Sick Pay	2,780	-	383	65	1,064
201-6310-408.11-04	Holiday Pay	13,236	9,378	10,805	10,807	10,364
201-6310-408.11-15	Vacation Pay	13,759	10,059	8,224	12,478	16,136
201-6310-408.11-16	Major Medical	-	-	-	-	-
201-6310-408.11-17	Sick Pay Buy Back	6,376	6,890	6,529	11,608	19,980
201-6310-408.11-18	Vac Pay Buy Back	-	-	-	9,285	-
201-6310-408.21-01	Group Insurance	64,148	61,472	62,430	43,171	39,276
201-6310-408.21-03	Board Paid Life Ins.	365	296	220	232	232
201-6310-408.21-04	Workers' Comp	-	-	-	-	979
201-6310-408.22-01	Social Security	14,732	13,983	12,700	14,076	14,230
201-6310-408.22-02	Medicare	3,445	2,924	2,971	3,292	3,328
201-6310-408.22-03	Unemployment Comp	400	400	400	400	400
201-6310-408.23-01	IMRF	22,786	24,099	23,336	20,549	23,153
	Subtotal	343,481	313,927	316,701	315,220	317,050
Contractual Services						
201-6310-408.31-01	Audit	4,000	3,900	3,900	3,850	5,358
201-6310-408.31-04	Engineer/Architectural	-	-	-	950	-
201-6310-408.31-05	Other	-	-	-	8,750	11,250
201-6310-408.35-03	R&M- Furn & Equip	-	-	-	-	400
201-6310-408.36-03	Equip & Vehicle Rental	3,000	3,000	2,825	2,751	2,576
201-6310-408.38-01	MICA	21,136	21,136	21,136	15,093	3,719
201-6310-408.38-03	Employee Bonds	-	-	-	-	-
201-6310-408.39-01	Communications	550	400	351	353	383
201-6310-408.39-02	Advertising/Publishing	600	600	5,153	5,958	429
201-6310-408.39-03	Printing & Binding	200	200	-	950	132
201-6310-408.39-04	Travel	2,000	2,000	35	1,649	365
201-6310-408.39-05	Mileage Reimb	5,000	5,000	3,600	3,908	4,452
201-6310-408.39-07	Regist, Schools, Mtgs	1,500	1,500	127	535	360
201-6310-408.39-08	Contracted Services	20,240	15,590	15,490	15,400	15,000
	Subtotal	58,226	53,326	52,617	60,147	44,424
Commodities						
201-6310-408.41-01	Postage	681	700	61	526	256
201-6310-408.41-02	Office Supplies	1,400	2,400	1,784	1,365	889
201-6310-408.44-00	Books & Periodicals	200	200	160	-	-
201-6310-408.45-01	Building Supplies	-	-	-	-	135
201-6310-408.46-11	Other	-	-	-	-	-
	Subtotal	2,281	3,300	2,005	1,891	1,280
Capital Outlay						
201-6310-408.52-08	Controllable	-	-	-	-	-
Miscellaneous						
201-6310-408.61-01	Dues	1,000	800	775	775	755
201-6310-408.61-04	Other	600	600	16	301	388
201-6310-408.65-01	Administrative	-	-	-	-	5,665
201-6310-408.65-02	Space	12,000	11,981	11,997	11,981	4,017
	Subtotal	13,600	13,381	12,788	13,057	10,825
	Totals	417,588	383,934	384,111	390,315	373,579

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

PLANNING COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
201-6315-408.31-05	Other	-	-	-	-	-
201-6315-408.39-02	Advertising/Publishing	6,000	5,810	4,845	4,864	5,815
201-6315-408.39-03	Printing/Binding	-	-	-	-	45
201-6315-408.39-08	Contracted Services	500	500	400	350	295
	Subtotal	6,500	6,310	5,245	5,214	6,155
Commodities						
201-6315-408.41-01	Postage	500	500	289	95	-
201-6315-408.41-02	Office Supplies	-	-	-	-	-
		500	500	289	95	-
Miscellaneous						
201-6315-408-61-04	Other	2,200	2,200	1,704	1,420	774
	Subtotal	2,200	2,200	1,704	1,420	774
	Totals	9,200	9,010	7,238	6,729	6,929

**PLANNING & DEVELOPMENT FUND
COMMUNITY DEVELOPMENT**

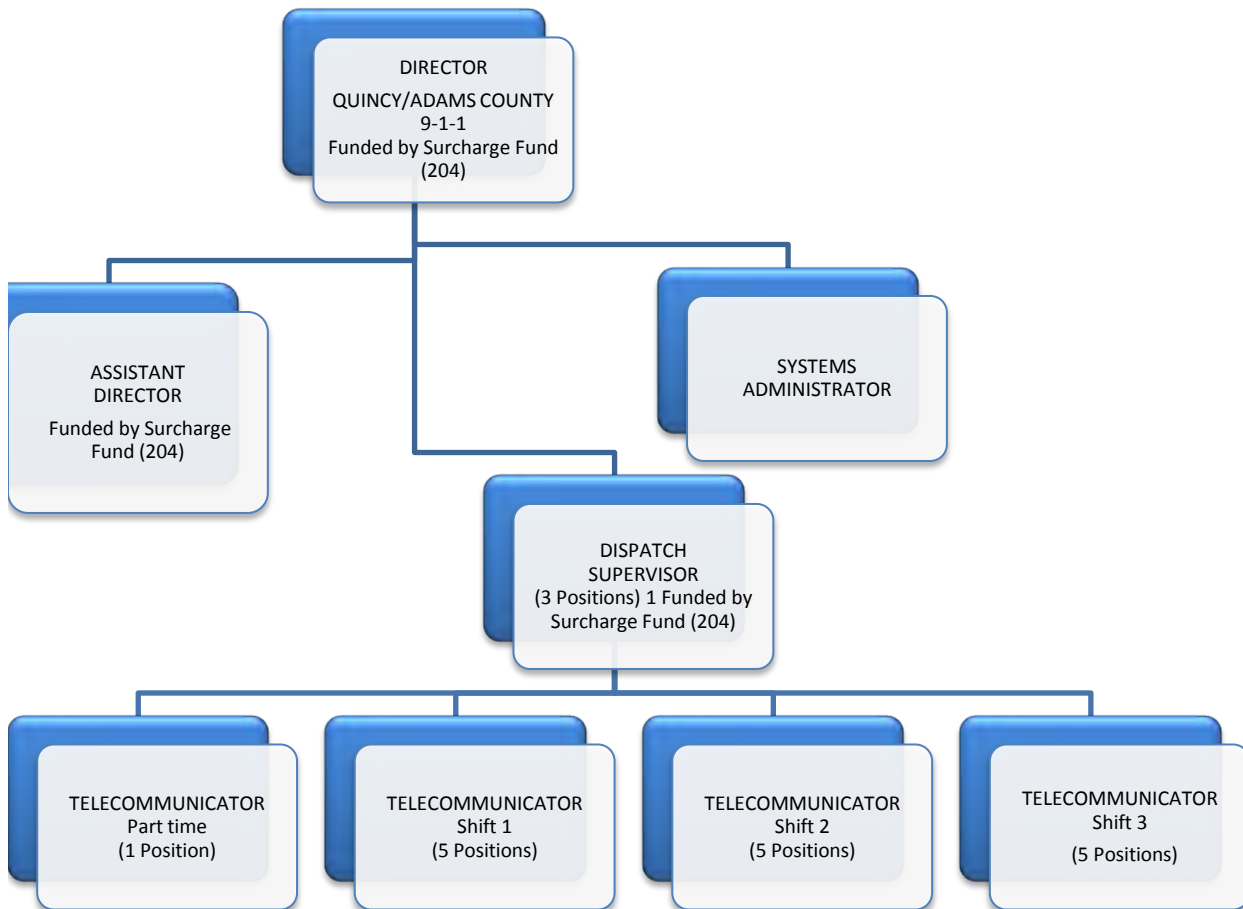
HISTORIC PRESERVATION COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
201-6316-408.12-01	Temporary Salary/Wages	-	-	-	2,064	3,906
201-6316-408.22-01	Social Security	-	-	-	128	242
201-6316-408.22-02	Medicare	-	-	-	30	57
	Subtotal	-	-	-	2,222	4,205
Contractual Services						
201-6316-408.31-05	Other	-	-	-	-	-
201-6316-408.39-02	Advertising/Publishing	100	100	-	-	47
201-6316-408.39-03	Printing & Binding	1,200	600	-	6,142	-
201-6316-408.39-04	Travel	-	-	-	-	-
201-6316-408.39-05	Mileage Reimb	-	-	-	-	-
201-6316-408.39-07	Regist, Schools, Mtgs	-	-	-	-	-
201-6316-408.39-08	Contracted Services	500	500	-	300	-
	Subtotal	1,800	1,200	-	6,442	47
Commodities						
201-6316-408.41-01	Postage	100	100	5	4	104
201-6316-408.44-00	Books/Periodicals	-	-	-	-	-
201-6316-408.46-11	Other	-	-	-	-	-
	Subtotal	100	100	5	4	104
Miscellaneous						
201-6316-408.61-01	Dues	-	-	-	-	-
201-6316-408.61-04	Other	400	400	-	(145)	14
	Subtotal	400	400	-	(145)	14
	Totals	2,300	1,700	5	8,523	4,370

**PLANNING & DEVELOPMENT
COMMUNITY DEVELOPMENT**

BOARD OF APPEALS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
201-6317-408.39-02	Advertising/Publishing	2,000	2,100	1,464	-	919
Miscellaneous						
201-6317-408.61-04	Other	800	800	710	-	106
	Totals	2,800	2,900	2,174	-	1,025



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.

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 YEAR HIGHLIGHTS

Calls

Total 9-1-1 Calls:	27,178
Total Non-Emergency Calls:	43,789
Total Alarm Line Calls:	2,091

CAD Incidents

Quincy Police Department:	29,557
Quincy Fire Department:	3,499
Adams County Sheriff Dept:	9,471
Adams County Ambulance:	8,307
Tri-township Fire Department:	502
Rural Fire Departments:	313

BUDGET SUMMARY

Fund 202 is comprised primarily of personnel costs for 18 full-time and 3 part-time employees. The annual software license and maintenance fee for the 911/QPD/ACSD Records Management System (RMS) and personnel uniform costs are also part of the budget submission as they are not allowable ETSA fund expenses.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Reimb	-		-	172,770	-
Adams County	522,492	1.56%	514,452	466,377	455,612
General Fund	783,738	-5.25%	827,181	534,500	739,800
Total	1,306,230	-2.64%	1,341,633	1,173,647	1,195,412

EXPENSE SUMMARY

ACCOUNT NUMBER	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	1,227,648	-5.96%	1,305,494	1,150,034	1,174,229
Contractual Services	22,582	0.00%	22,582	21,403	21,226
Commodities	2,000		2,000	1,845	-
Miscellaneous	54,000		-	-	-
Totals	1,306,230	-1.79%	1,330,076	1,173,282	1,195,455

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Full Time Positions	18	18	21	21
Part Time Positions	3	1	1	2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
202-0000-342.09-00	Other Reimb	-	-	-	-	73
202-0000-381.03-06	CURES grant	-	-	172,770	-	-
202-0000-382.01-01	Public Reimbursements	-	-	-	-	-
202-0000-382.01-01	Adams County	522,492	514,452	466,377	455,612	464,369
202-0000-391.01-01	General Fund	783,738	827,181	534,500	739,800	688,500
	Total	1,306,230	1,341,633	1,173,647	1,195,412	1,152,942
Salaries & Benefits						
202-2310-402.11-01	Regular Salary/Wages	662,221	725,521	591,402	653,535	640,894
202-2310-402.11-02	Overtime	85,000	65,000	64,526	65,851	84,841
202-2310-402.11-03	Sick Pay	17,742	20,949	20,430	16,370	16,996
202-2310-402.11-04	Holiday Pay	36,363	36,511	30,837	39,415	34,380
202-2310-402.11-15	Vacation Pay	43,317	45,919	36,964	39,618	44,330
202-2310-402.11-17	Sick Pay Buy Back	8,514	15,635	7,188	5,759	7,401
202-2310-402.11-18	Vac Pay Buy Back	3,681	8,170	4,345	2,526	851
202-2310-402.11-19	Personal Day Pay	2,890	3,110	3,573	2,752	2,820
202-2310-402.11-20	Personal Day Buy Back	2,897	2,972	1,744	2,771	3,061
202-2310-402.21-01	Group Insurance	207,817	214,485	243,455	206,185	157,380
202-2310-402.21-03	Board Paid Life Ins.	1,547	1,332	1,095	1,208	1,279
202-2310-402.21-04	Workers' Comp	-	-	-	-	2,956
202-2310-402.22-01	Social Security	53,483	52,893	45,407	48,716	49,439
202-2310-402.22-02	Medicare	12,508	12,370	10,619	11,393	11,562
202-2310-402.22-03	Unemployment Comp	1,700	2,100	2,100	2,100	2,500
202-2310-402.23-01	IMRF	82,726	93,519	81,919	71,314	81,283
202-2310-402.23-07	911 IAM National Pen	5,242	5,008	4,430	4,716	3,678
	Subtotal	1,227,648	1,305,494	1,150,034	1,174,229	1,145,651
Contractual Services						
202-2310-402.35-03	R&M- Furniture & Equip	12,000	12,000	10,821	10,672	-
202-2310-402.38-01	MICA	10,582	10,582	10,582	10,554	-
202-2310-402.39-01	Communications	-	-	-	-	8,424
	Subtotal	22,582	22,582	21,403	21,226	8,424
Commodities						
202-2310-402.45-03	Equip Consumable	-	-	-	-	109
202-2310-402.47-01	Clothing/Uniforms	2,000	2,000	1,845	-	-
	Subtotal	2,000	2,000	1,845	-	109
Miscellaneous						
202-2310-402.61-99	Contingency	54,000	-	-	-	-
	Subtotal	54,000	-	-	-	-
	Totals	1,306,230	1,330,076	1,173,282	1,195,455	1,154,184

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
203-0000-331.01-01	Deposit Accounts	100	100	421	1,083	697
203-0000-342.09-00	Miscellaneous Other	-	-	-	-	-
203-0000-361.05-02	Admin Fees	2,000	9,500	-	-	-
203-0000-363.09-01	Cost Share -Admin	-	-	14,375	-	-
203-0000-391.01-53	Two Rivers Rental Rehab	-	-	-	-	-
	Totals	2,100	9,600	14,796	1,083	697

EXPENDITURE DETAIL

Contractual Services

203-6313-408.31-02	Prof Svcs-Legal	1,000	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	-	-	128
203-6313-408.35-01	R&M- Building	-	-	-	71	142
203-6313-408.35-06	R&M - Infrastructure	-	42,900	-	-	-
	Subtotal	5,000	47,400	-	71	270

Miscellaneous

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

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

	Totals	5,000	58,600	10,000	15,071	270
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PURPOSE

The City of Quincy and Adams County Joint Emergency Telephone System Board (ETSB) 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

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: \$252,000 for hardware refresh of the Next Generation 911 (NG911) telephone system, \$10,000 for NG911 implementation, \$3,000 for printers, and \$5,000 for CAD server upgrade. \$586,627 will go towards operational expenses.

REVENUE SUMMARY

DESCRIPTION	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Taxes	900,000	0.00%	900,000	1,003,961	983,512
Interest	10,800	-10.00%	12,000	11,844	27,444
Other	-		-	-	72
Total	910,800	-0.13%	912,000	1,015,805	1,011,028

EXPENSE SUMMARY

ACCOUNT NUMBER	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Salaries & Benefits	372,097	-1.39%	377,356	324,480	234,405
Contractual Services	190,430	-10.34%	212,402	148,040	178,035
Commodities	23,700	-14.75%	27,800	21,236	21,316
Capital Outlay	2,118,673	52.02%	1,393,700	148,680	279,925
Miscellaneous	5,900	883.33%	600	238	177
Totals	2,710,800	34.74%	2,011,858	642,674	713,858

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
204-0000-314.02-08	IL State 9-1-1 Surcharge	900,000	900,000	1,059,291	983,512	1,068,796
204-0000-331.01-01	Interest Income	10,800	12,000	14,051	27,444	16,704
204-0000-342.09-00	Other	-	-	-	72	-
204-0000-381.03-06	CURES grant	-	-	60,664	-	-
	Totals	910,800	912,000	1,134,006	1,011,028	1,085,500
Salaries & Benefits						
204-2310-402.11-01	Regular Salary/Wages	219,405	227,956	199,370	135,039	67,020
204-2310-402.11-04	Holiday Pay	11,513	11,194	10,267	6,989	3,194
204-2310-402.11-15	Vacation Pay	18,533	17,706	16,896	9,813	5,227
204-2310-402.11-17	Sick Pay Buy Back	11,005	9,740	3,982	10,135	1,742
204-2310-402.11-18	Vacation Pay Buy Back	4,805	3,769	-	6,221	-
204-2310-402.11-20	Personal Day Buy Back	1,919	1,866	1,866	1,688	581
204-2310-402.21-01	Group Insurance	58,091	55,146	50,274	30,460	-
204-2310-402.21-03	Board Paid Life Ins.	364	296	244	162	68
204-2310-402.21-04	Workers' Comp	-	-	-	-	150
204-2310-402.22-01	Social Security	16,565	16,401	13,242	9,821	4,821
204-2310-402.22-02	Medicare	3,874	3,836	3,497	2,297	1,128
204-2310-402.22-03	Unemployment Comp	400	400	-	325	125
204-2310-402.23-01	IMRF	25,623	29,046	24,842	21,455	7,584
	Subtotal	372,097	377,356	324,480	234,405	91,640
Contractual Services						
204-2310-402.31-01	Audit	2,000	2,000	1,950	1,925	1,615
204-2310-402.31-02	Contracted Legal	2,000	2,000	-	-	140
204-2310-402.34-03	Custodial	3,250	3,250	3,500	3,000	3,000
204-2310-402.35-01	R&Maint-Building	21,300	21,300	19,368	31,098	6,515
204-2310-402.35-03	R& Maint-Office Equip	118,000	134,672	91,657	104,238	97,154
204-2310-402.38-01	MICA	9,500	9,500	9,500	9,488	12,857
204-2310-402.39-01	Communications	22,880	27,680	17,036	19,827	44,087
204-2310-402.39-02	Advertising/Publishing	500	500	-	249	1,187
204-2310-402.39-03	Printing/Binding	1,000	500	516	329	280
204-2310-402.39-04	Travel/Lodging	2,000	3,000	544	1,691	3,573
204-2310-402.39-05	Mileage Reimb	2,000	2,000	1,299	1,491	1,863
204-2310-402.39-07	Regist,Schools,Mtgs	6,000	6,000	2,670	4,699	9,535
	Subtotal	190,430	212,402	148,040	178,035	181,806
Commodities						
204-2310-402.41-01	Postage	200	300	134	198	200
204-2310-402.41-02	Office Supplies	4,000	4,000	2,725	2,028	3,098
204-2310-402.42-02	Electricity	18,000	22,000	16,957	16,268	17,349
204-2310-402.45-02	Custodial	1,500	1,500	1,372	884	785
204-2310-402.45-03	Equipment Console	-	-	38	66	301
204-2310-402.45-04	Equip Replacement Parts	-	-	10	-	93
204-2310-402.47-01	Clothing/Uniforms	-	-	-	1,872	1,237
	Subtotal	23,700	27,800	21,236	21,316	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
204-2310-402.52-04	Office Equipment	2,118,673	1,393,700	100,761	253,023	729,126
204-2310-402.52-05	Machinery & Equip	-	-	47,919	26,902	2,430
204-2310-402.52-08	Controllable					2,430
	Subtotal	2,118,673	1,393,700	148,680	279,925	780,750
Miscellaneous						
204-2310-402.61-04	Misc/other	400	600	238	177	178
204-2310-402.61-99	Contingency	5,500	-	-	-	-
	Subtotal	5,900	600	238	177	178
	Totals	2,710,800	2,011,858	642,674	713,858	1,077,437

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 expires 12/31/2051. 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.

PAST FISCAL YEAR HIGHLIGHTS

During FY 2021, the Franchise Fee "Green Energy" fund transferred nearly \$470k to the General Fund to be used for police/fire pensions to reimburse for utility credits. Renegotiated a thirty year contract with Ameren.

BUDGET SUMMARY

We anticipate revenues to reach \$450,000. Back in November 2019 during the tax levy preparation, we only anticipated a very conservative 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
205-0000-313.04-00	Franchise Fees/Ameren	500,220	450,000	440,585	451,959	436,254
205-0000-331.01-01	Interest Income	2,000	2,000	1,940	3,456	2,446
	Totals	502,220	452,000	442,525	455,415	438,700
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	500,250	470,000	462,511	428,959	413,249
205-1801-491.62-19	Transfer-Hydro Bond Fd	-	-	-	-	-
205-1801-491.62-21	2013B HVAC Proj Pymt	-	-	-	23,000	23,000
	Totals	500,250	470,000	462,511	451,959	436,249

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
210-0000-314.02-09	Motor Vehicle Fuel Tax	1,560,000	1,500,000	1,469,873	1,468,852	1,034,533
210-0000-331.01-01	Interest Income	10,000	15,000	12,126	25,941	21,143
210-0000-342.09-00	Misc Revenue/Other	-	-	-	-	-
210-0000-381.02-02	Rebuild Illinois Grant	892,695	892,695	1,338,938	-	-
210-0000-383.02-01	State Gov-Operating Gra	-	-	-	-	44,976
210-0000-383.02-02	State Gov-Infrast Grant	-	-	-	-	128,383
	Totals	2,462,695	2,407,695	2,820,937	1,494,793	1,229,035

EXPENDITURE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
210-3713-403.31-04	Engineer/Architectural	26,000	102,500	102,456	-	-
210-3713-403.31-05	Prof Services/Other	-	15,000	2,172	12,828	-
210-3713-403.35-06	R&M-Infrastructure	80,000	253,500	185,437	58,020	5,313
210-3713-403.39-02	Advertising/Publishing	2,100	4,000	995	764	513
210-3713-403.39-08	Contracted Services	-	10,000	-	-	-
	Subtotal	108,100	385,000	291,060	71,612	5,826
Commodities						
210-3713-403.46-01	Concrete	69,200	55,000	25,048	37,732	21,703
210-3713-403.46-02	Asphalt	62,200	55,000	34,279	28,479	38,568
210-3713-403.46-03	Sand, Stone, Gravel	3,000	5,000	784	-	1,157
210-3713-403.46-04	Salt & Cinders	240,000	210,000	149,999	209,020	250,000
210-3713-403.46-05	Chemicals	-	-	-	-	-
210-3713-403.46-11	Other	47,500	34,000	3,309	-	-
	Subtotal	421,900	359,000	213,419	275,231	311,428
Capital Outlay						
210-3713-403.52-01	Land	-	-	-	-	(1,350)
210-3713-403.53-02	Streets-Replacement	2,340,322	1,771,000	1,611,623	622,303	1,885,670
210-3713-403.53-04	Traffic Signals	-	-	21,400	4,571	150,445
210-3713-403.53-09	Infrastructure-Other	-	-	-	-	-
210-3713-403.53-10	Rebuild Illinois Projects	892,695	892,695	-	-	-
	Subtotal	3,233,017	2,663,695	1,633,023	626,874	2,034,765
Miscellaneous						
210-3713-403.61-08	Bad Debt Expense	-	-	-	-	-
	Totals	3,763,017	3,407,695	2,137,502	973,717	2,352,019

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
211-0000-331.01-01	Interest Income	1,500	1,500	708	2,684	2,124
211-0000-342.09-00	Other	500	500	57	157	2,405
211-0000-362.03-02	Signs/Posts/Signals	3,000	3,000	22,522	12,112	9,239
211-0000-383.02-01	State Operating Grants	15,000	15,000	33,649	26,814	18,280
	Totals	20,000	20,000	56,936	41,767	32,048
Expenses						
Contractual Services						
211-3715-403.35-02	R&M/Mach & Equip	2,500	2,500	120	7,735	2,092
211-3715-403.35-05	R&M/ Other	-	6,500	2,333	-	-
211-3715-403.35-06	R&M/ Infrastructure	15,000	8,000	12,820	4,318	3,740
211-3715-403.36-01	Fleet Maintenance	2,000	2,000	1,429	2,156	2,439
211-3715-403.36-03	Equipment & Vehicle	-	-	-	-	300
211-3715-403.36-05	Vehicle Replacement	9,540	-	(1,831)	-	-
211-3715-403.39-01	Communications	1,150	1,150	1,055	1,135	1,018
211-3715-403.39-04	Travel	500	1,000	-	-	986
211-3715-403.39-05	Mileage Reimb	300	300	-	144	358
211-3715-403.39-07	Regist, Schools, Mtgs	250	250	-	-	-
	Subtotal	31,240	21,700	15,926	15,488	10,933
Commodities						
211-3715-403.45-01	Building Supplies	100	100	-	15	-
211-3715-403.45-03	Equip Consumable	1,000	1,000	48	116	707
211-3715-403.45-04	Equip Replace Parts	1,000	14,000	14,555	14,273	11,443
211-3715-403.45-05	Small Tools/Equip	1,000	1,000	437	1,060	242
211-3715-403.46-11	Other	15,500	3,500	4,103	1,035	704
	Subtotal	18,600	19,600	19,143	16,499	13,096
Capital Outlay						
211-3715-403.52-06	Vehicles	-	74,705	74,709	36,941	-
211-3715-403.52-08	Controllable	-	-	-	-	-
	Subtotal	-	74,705	74,709	36,941	-
Miscellaneous						
211-3715-403.61-04	Other	500	331	-	-	-
211-3715-403.61-08	Bad Debt Expense	-	-	-	-	1,137
	Totals	50,340	116,336	109,778	68,928	25,166

FUND 212 TOWN ROAD TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
212-0000-312.10-00	Town Road District Levy	4,500	4,100	4,707	4,553	4,183
212-0000-331.01-01	Interest Income	1,000	1,500	937	2,003	1,405
	Totals	5,500	5,600	5,644	6,556	5,588
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	17,546	-	-
	Subtotal	83,900	83,900	17,546	-	-
Miscellaneous						
212-1899-403.61-04	Other	-	-	-	-	-
	Totals	83,900	83,900	17,546	-	-

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

BUDGET SUMMARY

- In FY2021 the Quincy City Council gave a green light to many of the programs in the 45x30 initiative. The Economic Development Fund is slated to fund:
 - Retail Development by funding the Nexsite Marketing Agreement and Vacant Anchor Grant Program
 - Expanding tourism with the Tourism Marketing Campaign administered by the Quincy Convention and Tourism Bureau.
 - Enhancing community events with the Entertainment Underwriting Grant.
 - Attracting talent to Quincy with the Strategic Marketing partnership with NorthStar.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
213-0000-314.01-04	Food & Beverage Tax	1,000,000	1,000,000	83,143		
213-0000-331.01-01	Deposit Accounts	5,000	5,000	32		
	Total	1,005,000	1,005,000	83,175	-	-
Expenditure Detail						
213-6313-408.31-05	Other	80,000	50,000	30,000	-	-
213-6313-408.39-04	Travel	10,000	10,000	-	-	-
213-6313-408.39-08	Contracted Services	364,360	364,360	239	-	-
	Subtotal	454,360	424,360	30,239	-	-
213-6313-408.61-04	Other	195,640	225,640	-	-	-
213-6313-408.62-88	Tax Rebate	125,000	125,000	-	-	-
213-6313-408.62-89	Vacant Anchor Grant Disb	125,000	125,000	-	-	-
213-6313-408.62-90	Event Underwriting Disb	100,000	100,000	-	-	-
	Total	545,640	575,640	-	-	-
	Total	1,000,000	1,000,000	30,239	-	-

Fund 224 Arts Commission Fund

SUMMARY

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
224-0000-321.00-00	Donations Not Restricted	2,000	2,000	-	1,750	-
224-0000-331.01-01	Deposit Accounts	100	100	66	-	-
224-0000-391.01-00	Transfers from Bank "1"	-	-	-	11,570	-
	Totals	2,100	2,100	66	13,320	-
Expenses						
Boards & Commission						
224-1708-407.31-05	Professional-Other	5,000	2,000	-	2,350	-
224-1708-407.61-04	Misc Other	5,000	100	-	-	-
	Totals	10,000	2,100	-	2,350	-

FUND 240 POLICE DEPT GRANT FUND

SUMMARY

The Police Department Grant Fund is for all Police Grant awards. These grants include, but are not limited to, Justice Authority Grants (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 was used for duty bag lockers at the new facility (leasehold improvements). The FYE 2021 \$16,000 JAG grant was split with county for new office furniture. There are currently several active reimbursable grants and the following amounts are expected for FYE 2022:

	Revenue	Expense	Major expense
PFCOVD Covid Emerg Supplies	\$51,877	\$44,738	car laptops
PFNIBR 2019 JAG grant	\$16,101	\$10,144	NIBERS system
PFOFIM 2020 JAG grant	\$15,639	\$11,094	50% county, intercom, signage TBD
2021 JAG estimate	\$16,000	\$16,000	to be determined

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
240-0000-331.01-01	Interest Income	100	100	25	62	89
240-0000-382.02-02	Attorney General	-	-	-	-	-
240-0000-382.03-03	Local Law Enforcement	99,617	91,621	8,004	23,801	-
240-0000-382.03-04	Bureau of Justice	-	-	-	-	-
240-0000-382.03-06	Dept of Transportation	-	-	-	-	-
240-0000-391.01-00	Transfers from Bank"1"			33		
Totals		99,717	91,721	8,062	23,863	89
Expenses						
Contractual Services						
240-2110-402.39-08	Contracted Services	7,402	14,259	7,262	-	-
	Subtotal	7,402	14,259	7,262	-	-
Commodities						
240-2110-402.41-02	Office Supplies	-	360	360	-	-
240-2110-402.46-11	Other	10,742	2,934	974	2,212	6,281
240-2110-402.47-02	Safety Supplies	6,701	8,617	1,915	-	-
	Subtotal	17,443	11,911	3,249	2,212	6,281
Capital Outlay						
240-2110-402.52-08	Controllable	41,311	58,127	16,935	-	1,238
240-2110-402.52-09	Leashold Improvements	-	-	1,377	7,500	-
	Subtotal	41,311	58,127	18,312	7,500	1,238
Transfers						
240-1801-491.62-80	Transfers to Adams Co	15,820	16,320	-	7,899	-
		15,820	16,320	-	7,899	-
Totals		81,976	100,617	28,823	17,611	7,519

FUND 241 POLICE DONATIONS FUND

SUMMARY

The Police Donations Fund is for any monetary donations made to the police department. They include funding donated for specific purposes such as: Citizen's Police Academy, DARE, and Auxiliary.

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. In FY 2021, \$13,200 was donated for DARE program and the funding was used to purchase Dare graduation t-shirts and promotional items.

The FY 2022 budget plans for normal donations and allows for spending accumulated funds.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
241-0000-321.00-00	Donation-Not Restricted	8,000	10,000	19,934	14,574	11,665
241-0000-331.01-01	Interest Income	400	400	260	582	425
241-0000-342.09-00	Misc Other	-	-	-	-	-
241-0000-382.01-10	Restricted Contributions	-	-	-	-	-
	Totals	8,400	10,400	20,194	15,156	12,090
Expenses						
Contractual Services						
241-2110-402.35-04	Vehicles	-	3,000	-	-	-
241-2110-402.39-07	Regist,Schools,Meetings	10,000	5,000	-	6,169	-
Commodities						
241-2110-402.46-11	Other	13,000	8,077	7,782	5,551	3,540
241-2110-402.47-02	Safety Equipment	10,000	5,000	-	-	-
Capital Outlay						
241-2110-402.52-05	Machinery & Equip	-	-	-	-	-
241-2110-402.52-06	Vehicles	-	-	-	-	-
241-2110-402.52-08	Controllable	10,000	8,000	-	8,000	-
Miscellaneous						
241-2110-402.61-04	Other	500	500	313	-	-
	Totals	43,500	29,577	8,095	19,720	3,540

FUND 242 STATE FORFEITURE FUND

SUMMARY

The State Forfeiture Fund revenues are either drug fines from the Adams County Circuit Clerk or Forfeitures from state criminal cases when the West Central Illinois Task Force is involved. This fund may be used to purchase equipment related to criminal enforcement. In FYE 2021, we used \$3700 to pay for newly appointed deputy chief to attend command school.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
242-0000-331.01-01	Interest Income	250	250	194	431	440
242-0000-342.09.00	Other	-	-	-	-	-
242-0000-362.05-02	Drug Fines	3,000	3,000	1,954	3,454	1,952
242-0000-382.02-01	State Grants	-	-	-	-	-
242-0000-382.02-04	State Forfeitures	13,000	13,000	1,802	12,871	14,343
	Totals	16,250	16,250	3,950	16,756	16,735
Expenses						
Commodities						
242-2110-402.39-04	Travel/Lodging	-	-	-	-	8,211
242-2110-402.39-07	Regist,Schools,Mtgs	4,000	10,000	3,700	3,289	17,221
242-2110-402.46-11	Other	-	-	-	-	-
Capital Outlay						
242-2110-402.52-05	Machinery & Equip	1,000	10,000	-	-	-
242-2110-402.52-06	Vehicles	1,000	10,000	-	-	-
242-2110-402.52-08	Controllables	-	-	-	-	7,799
Miscellaneous						
242-2110-402.61-04	Other	4,000	10,000	2,273	-	5,543
	Totals	10,000	40,000	5,973	3,289	38,774

FUND 243 FEDERAL FORFEITURE FUND

Federal Forfeiture Fund revenues are 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
243-0000-331.01-01	Interest Income	10	46	9	54	110
243-0000-382.03-02	Federal Forfeiture	5,000	-	-	-	-
	Totals	5,010	46	9	54	110
Expenses						
Contractual Services						
243-2110-402.35-02	R&M - Mach & Equip	-	-	-	-	2,963
Capital Outlay						
243-2110-402.52-08	Controllable	-	-	-	-	936
Miscellaneous						
243-2110-402.61-04	Other	2,000	1,000	-	2,982	4,789
	Totals	2,000	1,000	-	2,982	8,688

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
244-0000-331.01-01	Interest Income	300	427	227	619	528
244-0000-362.01-08	Other Reimb	4,000	4,000	2,748	5,250	3,987
244-0000-361.01-16	Fingerprinting Fees	2,000	2,000	1,175	1,950	2,450
244-0000-362.01-17	Electronic Tickets	3,500	3,500	3,609	5,076	2,898
	Totals	9,800	9,927	7,759	12,895	9,863
Expenses						
Contractual Services						
244-2110-402.39-04	Travel	1,000	1,000	32	-	13
244-2110-402.39-05	Mileage Reimb	1,000	750	-	-	-
244-2110-402.39-07	Regist, Schools, Mtngs	2,000	4,000	1,450	-	495
244-2110-402.39-08	Contracted Services	5,000	5,835	4,044	120	1,050
		9,000	11,585	5,526	120	1,558
Commodities						
244-2110-402.41-02	Office Supplies	2,000	3,500	3,284	430	739
244-2110-402.46-11	Operational Supples	8,000	8,475	6,600	11,090	7,470
244-2110-402.47-02	Safety Equipment	-	350	-	-	-
244-2110-402.47-03	Training Supplies	-	365	-	-	-
		10,000	12,690	9,884	11,520	8,209
Capital Outlay						
244-2110-402.52-08	Controllable	-	5,113	5,025	1,737	2,343
Miscellaneous						
244-2110-402.61-04	Other	6,000	4,285	5,840	4,201	2,210
	Totals	25,000	33,673	26,275	17,578	14,320

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
245-0000-321.00-00	Donations-Not Restricted	-	1,000	-	-	-
245-0000-331.01-01	Interest Income	150	-	86	201	147
	Totals	150	1,000	86	201	147
Expenses						
Contractual Services						
245-2210-402.35-02	R&M-Mach & Equip	500	1,000	-	-	-
Commodities						
245-2210-402.46-11	Other	9,500	1,000	-	-	-
	Totals	10,000	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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
246-0000-321.00-00	Donation-Not Restricted	1,000	1,500	1,025	1,550	2,400
246-0000-331.01-01	Interest Income	100	-	72	169	132
	Totals	1,100	1,500	1,097	1,719	2,532
Expenses						
Contractual Services						
246-2210-402.35-04	Vehicles	-	500	-	-	500
Commodities						
246-2210-402.45-06	Vehicle	-	-	-	-	-
246-2210-402.46-11	Other	2,000	2,000	1,697	-	5,167
	Subtotal	2,000	2,500	1,697	-	5,667
Capital Outlay						
246-2210-402.52-05	Machinery & Equip	7,000	1,000	-	-	-
246-2210-402.52-08	Controllable	-	1,000	-	-	-
		7,000	2,000	-	-	-
Miscellaneous						
246-2210-402.61-04	Other	-	-	-	-	-
	Totals	9,000	3,500	1,697	-	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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
247-0000-331.01-01	Interest Income	-	-	3	151	90
247-0000-342.09-00	Other	-	-	-	-	-
247-0000-382.02-01	State Grants	-	-	-	-	-
247-0000-382.03-05	FEMA Grants	-	25,000	-	253,459	128,854
247-0000-391.01-01	General Fund	-	-	-	-	-
	Totals	-	25,000	3	253,610	128,944
Expenses						
Commodities						
247-2210-402.46-11	Operational Supplies	-	-	-	-	-
Capital Outlay						
247-2210-402.52-05	Mach & Equip	-	269,000	-	-	-
247-2210-402.52-08	Controllable	-	-	-	253,459	128,855
Transfers						
247-2210-491.62-15	To Capital Projects	-	-	-	-	-
	Totals	-	269,000	-	253,459	128,855

FUND 248 POLICE CRIMINAL REGISTRATION FEE FUND

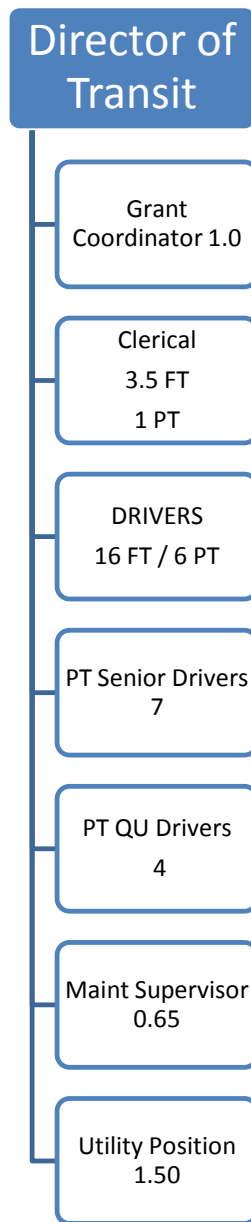
SUMMARY

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. The revenue can be used for equipment related to sex offender registration & investigations, including overtime costs. These OT costs are reimbursed as transfers to the General Fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
248-0000-331.01-01	Interest Income	200	-	232	114	-
248-0000-342.09-00	Other	-	-	-	-	-
248-0000-362.06-01	Sex Offend Reg Fees	15,000	13,000	22,375	12,915	13,385
248-0000-362.06-02	Violent Offend-Youth	-	300	450	-	370
248-0000-391.01-90	Transfers from Bnk "1"	-	-	-	-	-
	Totals	15,200	13,300	23,057	13,029	13,755
Transfers						
248-1801-491.62-01	Tranfers to GF	10,000	5,000	-	-	-
Services						
248-2110-402.36-03	Rentals/Equipment	10,000	500	-	-	-
248-2110-402.39-08	Contracted Services	-	-	-	-	-
Supplies						
248-2110-402.41-02	Office Supplies	10,000	2,000	-	-	-
248-2110-402.46-11	Operational Supplies	10,000	4,500	417	220	-
			-	-		-
Capital Outlay						
248-2110-402.52.08	Controllable	10,000	5,000	-	1,124	-
	Totals	50,000	17,000	417	1,344	-

The Police DUI Fund receives revenues through fines assessed to those found /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	1,500	2,000	1,143	2,799	1,980
249-0000-342.09-00	Misc Revenue	-	-	3,000	21,000	-
249-0000-362.01-10	DUI Reimbursement	27,000	25,000	21,556	32,736	39,752
Totals		28,500	27,000	25,699	56,535	41,732
Expenses						
Contractual Services						
249-2110-402.35-02	R&M/Mach & Equip	30,000	25,000	10,031	22,007	6,598
249-2110-402.39-07	Regist, Schools, Mtngs	10,000	4,500	1,962	3,350	-
249-2110-402.39-08	Contracted Services	-	1,000	-	1,074	594
		40,000	30,500	11,993	26,431	7,192
Commodities						
249-2110-402.41.01	Postage	-	-	-	-	-
249-2110-402.41.02	Office Supplies	1,000	500	-	235	50
249-2110-402.46-11	Operational Supplies	10,000	6,000	3,280	1,887	3,106
		11,000	6,500	3,280	2,122	3,156
Capital Outlay						
249-2110-402.52-04	Office Equipment	-	-	-	-	-
249-2110-402.52-05	Machinery & Equip	35,000	30,000	29,111	-	-
242-2110-402.52-06	Vehicles	-	-	4,791	13,197	-
249-2110-402.52-08	Controllables	20,000	15,000	4,972	18,508	6,058
249-2110-402.52-09	Leashold Improvements	-	-	-	8,632	-
		55,000	45,000	38,874	40,337	6,058
Miscellaneous						
249-2110-402.61-04	Other	15,000	10,000	-	-	-
Totals		121,000	92,000	54,147	68,890	16,406



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.

GOALS

Quincy Transit Lines has for several years now been seeking grant funds to assist with a route study. A route study will look at our entire operation and determine the best most effective way we can provide transportation to the residents of Quincy. The study will look at new school locations to determine if we can serve them better and still maintain on time service to other locations.

PAST FISCAL YEAR HIGHLIGHTS

- Quincy transit applied for and received 3 additional grants this past year
 - 1) Transit operations continued without interruption during the COVID pandemic the past year
 - 2) Technology grant for \$150,000 to complete the above route study
 - 3) CARES Funds; we were awarded \$2.261 million in CARES funds which are paying 100% of operation expenses. We have received \$991,000 of these funds thus far and still have to pay back the obligation to the General fund of \$1.75 million. We continue to push for payments and have outstanding invoices for more than \$1.2 million from CARES. Our DOAP and 5311 funds have yet to be spent which total \$3.81 million.
 - 4) A Capital grant in the amount of \$67,201 for the purchase of 2 vehicles for Transit support

Budget Summary

This year the proposed budget includes \$2,462,200 in additional grant funding. \$1,400,000 in Capital for the rehabilitation of the old "T" building that is attached to the Regional Quincy Training Facility, the \$150,000 Technology grant which has been awarded for the route study, the \$67,201 for the vehicles and \$845,000 for the replacement of all concrete surfaces at Central Services which is still pending.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	47,570	3.30%	46,050	54,000	44,347
Charges for Services	80,000	-96.49%	2,280,000	1,026,370	61,189
Grants	6,214,135	19.84%	5,185,356	74,588	2,777,888
Transfers from General Fund	285,143	234.90%	85,143	85,143	285,143
Total	6,626,848	-12.77%	7,596,549	1,240,101	3,168,567

FUND 250 QUINCY TRANSIT LINES

SUMMARY

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	2,281,457	3.01%	2,214,748	2,287,945	2,123,626
Contractual Services	1,699,478	17.46%	1,446,811	703,426	858,167
Commodities	32,196	-6.85%	34,565	29,329	33,429
Capital Outlay	2,189,170	46.74%	1,491,911	23,781	24,107
Miscellaneous	424,547	1.79%	417,063	289,506	316,606
Totals	6,626,848	18.23%	5,605,098	3,333,987	3,355,935
Totals by Division					
3410 Administration	196,512	-0.52%	197,535	166,460	151,221
3412 Clerical	172,557	0.64%	171,461	140,870	172,425
3413 Drivers	1,796,775	4.11%	1,725,767	1,819,881	1,666,617
3414 Operations	4,297,699	28.57%	3,342,658	1,045,556	1,231,912
3415 Maintenance Supervision	163,305	-2.61%	167,677	161,220	133,760
Totals	6,626,848	18.23%	5,605,098	3,333,987	3,355,935

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	23.65	23.25	21.25	20
Authorized Part Time Positions	18	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
<u>Maintenance</u>	<u>2.15</u>
Total Full-Time	23.65
Part Time	7.00
Senior Drivers	7.00
QU drivers	4.00
<u>Part Time Clerical</u>	<u></u>
Total Part-Time	18.00

FUND 250 QUINCY TRANSIT LINES

REVENUE
DETAIL SUMMARY

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
250-0000-331.01-01	Interest Income	1,200	1,200	2,041	5,869	4,582
250-0000-342.09-00	Other	2,050	2,050	7,282	3,378	2,050
250-0000-343.01-00	Bus Wrap Advertising	44,320	42,800	44,677	35,100	45,300
250-0000-361.06-01	Passenger Fares	70,000	70,000	31,244	55,148	63,805
250-0000-361.06-02	Special Transit Fares	10,000	10,000	4,046	6,041	7,317
250-0000-381.03-05	CARES grant	-	2,200,000	991,080	-	-
250-0000-361.06-03	Charter Service	-	-	-	-	-
250-0000-383.01-01	Local/Operating Grants	155,000	170,000	74,588	143,900	156,863
250-0000-383.02-01	State/Operating Grants	2,996,682	2,886,653	-	2,033,735	1,808,594
250-0000-383.02-02	Cap Exp/Infrastr Grant	2,462,200	1,528,450	-	-	-
250-0000-383.03-01	Fed/Operating Grants	600,253	600,253	-	600,253	600,253
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	85,143	85,143	285,143	285,143
Totals		6,626,848	7,596,549	1,240,101	3,168,567	2,973,907

FUND 250 QUINCY TRANSIT LINES

TRANSIT
Administration
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
250-3410-403.11-01	Regular Salary/Wages	116,400	118,052	101,411	93,137	94,419
250-3410-403.11-02	Overtime	447	414	-	-	-
250-3410-403.11-03	Sick Pay	-	-	208	226	3,567
250-3410-403.11-04	Holiday Pay	6,919	6,149	5,479	5,530	5,309
250-3410-403.11-15	Vacation Pay	7,413	7,095	3,600	4,032	7,103
250-3410-403.11-16	Major Medical Pay	-	-	-	-	-
250-3410-403.11-17	Sick Pay Buy Back	3,784	3,691	3,671	5,317	6,534
250-3410-403.11-18	Vac Pay Buy Back	-	-	-	3,839	-
250-3410-403.21-01	Group Insurance	34,300	35,499	31,611	21,514	22,210
250-3410-403.21-02	Retiree Insurance	-	-	-	-	-
250-3410-403.21-03	Board Paid Life Ins	183	148	110	98	109
250-3410-403.21-04	Workers' Comp	-	-	-	-	437
250-3410-403.22-01	Social Security	7,820	7,640	6,439	6,323	6,548
250-3410-403.22-02	Medicare	1,925	1,308	1,506	1,479	1,531
250-3410-403.22-03	Unemployment Comp	200	200	200	138	100
250-3410-403.23-01	IMRF	12,729	12,947	12,225	9,588	11,308
	Subtotal	192,120	193,143	166,460	151,221	159,175
Contractual Services						
250-3410-403.36-02	Rentals/Land & Blding	4,392	4,392	-	-	4,392
	Totals	196,512	197,535	166,460	151,221	163,567

TRANSIT
Clerical
Detail

Salaries & Benefits						
250-3412-403.11-01	Regular Salary/Wages	89,530	88,649	72,674	96,719	90,899
250-3412-403.11-02	Overtime	500	550	554	441	207
250-3412-403.11-03	Sick Pay	2,476	2,361	554	2,719	875
250-3412-403.11-04	Holiday Pay	5,022	4,459	3,655	5,326	4,919
250-3412-403.11-15	Vacation Pay	1,598	3,084	2,802	2,799	5,957
250-3412-403.11-17	Sick Pay Buy Back	1,588	969	993	3,061	6,211
250-3412-403.11-18	Vac Pay Buy Back	-	-	-	2,919	-
250-3412-403.12-01	Temp EE Salary Wages	9,408	6,600	-	2,989	3,165
250-3412-403.21-01	Group Insurance	43,196	45,153	45,100	36,800	25,826
250-3412-403.21-03	Board Paid Life Ins	240	187	131	189	170
250-3412-403.21-04	Workers' Comp	-	-	-	-	249
250-3412-403.22-01	Social Security	7,049	6,625	4,351	6,698	6,690
250-3412-403.22-02	Medicare	1,648	1,536	1,018	1,566	1,564
250-3412-403.22-03	Unemployment Comp	300	300	300	300	300
250-3412-403.23-01	IMRF	10,002	10,988	8,738	9,899	10,591
	Totals	172,557	171,461	140,870	172,425	157,623

FUND 250 QUINCY TRANSIT LINES

TRANSIT
DRIVERS
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
250-3413-403.11-01	Regular Salary/Wages	726,623	631,741	652,207	579,555	517,085
250-3413-403.11-02	Overtime	110,552	80,510	98,183	82,047	43,535
250-3413-403.11-03	Sick Pay	26,206	16,663	22,815	26,332	27,755
250-3413-403.11-04	Holiday Pay	19,170	19,862	24,431	23,378	20,648
250-3413-403.11-15	Vacation Pay	38,184	30,206	34,557	38,952	39,131
250-3413-403.11-16	Major Medical Pay	15,000	30,000	2,700	33,722	4,494
250-3413-403.11-17	Sick Pay Buy Back	2,800	2,852	4,186	7,111	24,183
250-3413-403.11-18	Vac Pay Buy Back	5,000	5,000	-	3,243	3,099
250-3413-403.11-19	Personal Day Pay	14,691	11,741	16,486	21,456	15,441
250-3413-403.11-20	Personal Day Buy Back	5,804	7,459	28,114	15,030	13,191
250-3413-403.12-01	Temp Salaries	268,409	330,918	355,822	363,483	416,798
250-3413-403.12-02	Overtime	24,325	7,241	22,717	28,667	32,083
250-3413-403.12-19	Personal Day Pay	1,736	-	-	-	-
250-3413-403.21-01	Group Insurance	291,503	310,167	336,380	251,739	208,323
250-3413-403.21-03	Board Paid Life Ins	2,100	1,516	1,344	1,476	1,476
250-3413-403.21-04	Workers' Comp	-	-	-	-	101,953
250-3413-403.22-01	Social Security	74,231	67,719	75,344	72,611	68,698
250-3413-403.22-02	Medicare	17,360	15,838	17,621	16,981	16,066
250-3413-403.22-03	Unemployment Comp	3,500	3,500	3,500	3,500	3,500
250-3413-403.23-01	IMRF	106,281	109,124	123,309	97,099	99,269
250-3413-403.24-03	CDL Reimbursement	500	910	115	185	740
Totals		1,753,975	1,682,967	1,819,831	1,666,567	1,657,468
Miscellaneous						
250-3413-403.61-03	Employee Awards	42,800	42,800	50	50	-
Total		42,800	42,800	50	50	-
Totals		1,796,775	1,725,767	1,819,881	1,666,617	1,657,468

FUND 250 QUINCY TRANSIT LINES

TRANSIT
OPERATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
250-3414-403.31-01	Audit	9,817	9,625	9,750	9,625	5,092
250-3414-403.31-05	Other	308,784	295,084	1,896	578	1,152
250-3414-403.32-01	Medical	4,093	2,150	86	169	-
250-3414-403.34-03	Custodial	5,100	5,000	366	475	1,137
250-3414-403.34-06	Linens mats, mops,uniform	4,864	4,769	5,577	5,734	-
250-3414-403.35-01	R&M-Buildings	17,682	14,336	5,726	2,545	6,220
250-3414-403.35-02	R&M-Mach & Equip	32,120	30,000	4,744	1,889	3,351
250-3414-403.35-03	Office Furniture & Equip	15,300	-	-	-	-
250-3414-403.35-04	R&M-Vehicles	12,999	12,745	1,600	-	9
250-3414-403.35-05	Rep & Maint -Other	18,360	18,000	1,914	1,662	347
250-3414-403.36-01	Fleet Maintenance	990,730	776,348	423,975	603,694	508,388
250-3414-403.36-03	Rental/Equip & Vehicle	1,224	1,200	431	556	544
250-3414-403.38-01	MICA	200,300	200,883	200,883	197,137	67,610
250-3414-403.39-01	Communications	22,150	21,716	17,542	19,987	17,350
250-3414-403.39-02	Advertising/Publishing	3,207	3,145	938	903	1,609
250-3414-403.39-03	Printing & Binding	9,708	9,518	1,830	2,954	1,108
250-3414-403.39-04	Travel	2,040	2,000	348	311	1,085
250-3414-403.39-05	Mileage Reimb	3,570	3,500	187	279	859
250-3414-403.39-07	Regist, Schools, Mtgs	612	600	-	2,045	550
250-3414-403.39-08	Contracted Services	31,926	31,300	25,197	7,277	7,174
	Subtotal	1,694,586	1,441,919	702,990	857,820	623,585
Commodities						
250-3414-403.41-01	Postage	357	350	83	181	276
250-3414-403.41-02	Office Supplies	1,530	4,500	2,445	1,425	1,483
250-3414-403.42-01	Natural Gas	7,140	7,000	4,771	5,014	5,164
250-3414-403.42-02	Electricity	11,220	11,000	8,530	12,428	10,894
250-3414-403.45-01	Building Supplies	-	-	8,152	8,585	87
250-3414-403.45-02	Custodial Supplies	1,428	1,400	1,593	1,943	969
250-3414-403.45-03	Equip Consumable	-	-	139	-	-
250-3414-403.45-04	Equip Replace Parts	1,020	1,000	48	-	-
250-3414-403.45-05	Small Tools	831	815	50	353	210
250-3414-403.46-08	Paint	2,040	2,000	-	-	77
250-3414-403.46-11	Other	1,020	1,000	3,069	2,427	2,192
250-3414-403.47-01	Clothing/Uniforms	5,100	5,000	-	-	3,200
250-3414-403.47-02	Safety Equipment	510	500	449	1,073	74
250-3414-403.47-03	Training Supplies	-	-	-	-	-
	Subtotal	32,196	34,565	29,329	33,429	24,626
Capital Outlay						
250-3414-403.52-02	Buildings	1,240,226	610,691	-	-	-
250-3414-403.52-03	Improv other than Bldgs	845,000	845,000	-	-	-
250-3414-403.52-04	Office Equipment	20,400	20,000	19,000	19,456	-
250-3414-403.52-05	Machinery & Equip	77,200	10,000	-	-	-
250-3414-403.52-08	Controllable	6,344	6,220	4,781	4,651	5,545
	Subtotal	2,189,170	1,491,911	23,781	24,107	5,545
Miscellaneous						
250-3414-403.61-01	Dues	5,385	5,280	-	4,400	4,400
250-3414-403.61-04	Other	408	400	23	-	212
250-3414-403.65-01	Cost Share/Admin	375,954	368,583	289,433	312,156	270,044
	Subtotal	381,747	374,263	289,456	316,556	274,656
	Total	4,297,699	3,342,658	1,045,556	1,231,912	928,412

FUND 250 QUINCY TRANSIT LINES

TRANSIT
SUPERVISION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
250-3415-403.11-01	Regular Salary/Wages	96,381	99,264	89,770	80,689	80,205
250-3415-403.11-02	Overtime	2,400	-	2,506	1,311	2,292
250-3415-403.11-03	Sick Pay	3,458	1,579	1,830	1,886	1,605
250-3415-403.11-04	Holiday Pay	5,937	5,825	5,426	5,003	4,055
250-3415-403.11-15	Vacation Pay	7,595	7,445	6,965	3,971	3,765
250-3415-403.11-16	Major Medical Pay	-	-	88	348	1,069
250-3415-403.11-17	Sick Pay Buy Back	1,099	1,088	895	618	759
250-3415-403.11-18	Vacation Pay Buy Back	-	-	2,181	-	-
250-3415-403.21-01	Group Insurance	25,920	30,005	30,546	24,089	20,667
250-3415-403.21-02	Retirees Insurance	-	-	-	-	-
250-3415-403.21-03	Board Paid Life Ins	198	149	144	145	142
250-3415-403.21-04	Workers' Comp	-	-	-	-	6,801
250-3415-403.22-01	Social Security	6,983	7,136	6,696	5,739	5,618
250-3415-403.22-02	Medicare	1,633	1,660	1,566	1,342	1,314
250-3415-403.22-03	Unemployment Comp	400	400	400	200	200
250-3415-403.23-01	IMRF	10,801	12,626	11,771	8,072	9,034
	Totals	162,805	167,177	160,784	133,413	137,526
Contracted Services						
250-3415-403-39-01	Communications	500	500	436	347	(1)
	Drivers Total	163,305	167,677	161,220	133,760	137,525

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. There was no activity in this fund FY 2019 and FY 2020. The FY 2021 budget was amended to plan for projects which should happen in FY 2022 that include: Riverfront Powerline Burial Grant & Barge Dock Improvements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
252-0000-383.01-04	Local/Private-Matching	-	-	-	-	-
252-0000-383.02-03	State Econ Dev/Rehab G	800,000	350,000	-	-	-
252-0000-383.03-01	Fed Operating Grant	-	-	-	-	-
252-0000-383.03-03	Fed Rehab Grant	-	150,000	-	-	-
	Totals	800,000	500,000	-	-	-
Expenses						
Contractual Services						
252-6312-408.31-02	Professional Svc/Legal	-	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	800,000	80,000	-	-	-
	Subtotal	800,000	100,000	-	-	-
Capital Outlay						
252-6312-408.53-02	Streets-Replacement	-	50,000	-	-	-
252-6312-408.53-09	Other	-	350,000	-	-	-
	Subtotal	-	400,000	-	-	-
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	800,000	500,000	-	-	-

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: Strong Communities and Abandon Housing Grants

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
253-0000-331.01-01	Interest Income	-		24	52	61
253-0000-383.01-04	Local/Private-Matching	-	-	-		-
253-0000-383.02-03	State Dev/Rehab Grant	240,600	-	-	26,630	136,983
253-0000-383.03-03	Fed- Dev/Rehab Grant	-	325,000	-	-	-
	Totals	240,600	325,000	24	26,682	137,044
Expenses						
Contractual Services						
253-6312-408.31-02	Contracted Legal	-	1,000	-	-	-
253-6312-408.31-04	Prof Svc/Engineer/Arch	-	4,000	-		3,052
253-6312-408.31-05	Other	94,600	200	-	-	-
253-6312-408.35-01	Buildings	-	-	-		
253-6312-408.37-01	Demolitions	144,000	70,000	-	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	-	4,225	76,445
253-6312-408.65-01	Admin Cost Share	2,000	9,500	14,375	-	-
	Totals	240,600	325,000	14,375	15,676	133,393

Fund 254 Other Grant Fund

SUMMARY

This Grant fund is used for the two Census grants awarded in FYE 2020 and completed in FY 2021.
No grants expected in FY 2022.

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
254-0000-331.01-01	Deposit Accounts		-	(688)	777	-
254-0000-381.02-01	State Grant	-	68,000	71,699	77,179	-
	Totals	-	68,000	71,011	77,956	-

		EXPENSES				
254-6312-408.31-05	Prof Services-Other	-	-	-	12,000	-
254-6312-408.39-02	Advertising/Publishing	-	51,150	67,756	43,000	-
254-6312-408.39-08	Contracted Services	-	22,605	57,000	57,000	-
254-6312-408.61-04	Misc Other	-	10,000	6,284	680	-
254-6312-408.65-01	Administrative	-	-	-	-	-
	Totals	-	83,755	131,040	112,680	-

FUND 255 HUD GRANT FUND

SUMMARY

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
255-0000-383.03-01	Fed Oper Grants	-	-	-	-	-
255-0000-383.03-03	Fed Econ Dev Grant	-	-	-	-	-
Totals		-	-	-	-	-
		EXPENSES				
<u>Commercial Development</u>						
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	7,000	-	-	-
255-1801-491-62-39	Inter fund transfers	-	-	-	-	-
255-6312-408.65-01	Administrative	-	-	-	-	-
Subtotal		7,000	7,000	-	-	-
Totals		7,000	7,000	-	-	-

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 FY22 budget includes an allowance of \$1,000 for emergency repairs and \$2,400 for electric expenses.

		REVENUES				
		2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
257-0000-331-01-01	Interest Income	300	-	604	1,354	913
257-0000-342.09-00	Other	-	-	-	-	-
257-0000-382-01-10	Restricted Contributions	2,000	2,400	-	-	7,920
Totals		2,300	2,400	604	1,354	8,833

EXPENSES

Contractual Services

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

Commodities

257-6313-407-42.02	Electricity	2,400	2,400	1,705	1,763	1,749
Subtotal		2,400	2,400	1,705	1,763	1,749

Capital Outlay

257-6313-407-53.06	Infrastructure-Lighting	-	-	-	-	-
257-6313-407-53.09	Infrastructure-Other	-	-	-	-	-
Subtotal		-	-	-	-	-

Totals		3,400	3,400	1,705	1,763	1,749
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PURPOSE

This fund was created in August 2020. The State of Illinois established a Downstate Small Business Stabilization Program grant for small businesses with up to 50 employees. The grants are capped at \$25,000 for working capital. Local governments are required to submit applications on behalf of the business. There are 26 components to a grant application and the business is responsible for 12 items. For each application the City is required to advertise a public hearing, conduct a public hearing and approve a resolution of support.

		REVENUES				
		2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
258-0000-381-02-03	State Grants/DCEO	500,000	300,000	136,746	-	-
Totals		500,000	300,000	136,746	-	-

		EXPENSES				
258-1804-408.64-01	Grant Disbursements	500,000	300,000	136,746	-	-
Totals		500,000	300,000	136,746	-	-

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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	1,609,000	14,000	1,625,000	167,000	152,000	-
REVENUES						
Taxes	-		495,000	85,000		
Licenses & Permits						
Charges for Services						
Rent & Other Income		13,200				
Interest Income	40,000	100	10,000	1,500	-	-
Debt Proceeds					4,400,000	5,000,000
Grants		54,000	-			
Transfers In	2,147,000				2,000,000	-
Inter-Gov. Revenues		-	-	-		
TOTAL REVENUE	2,187,000	67,300	505,000	86,500	6,400,000	5,000,000
Total Funds Available	3,796,000	81,300	2,130,000	253,500	6,552,000	5,000,000
EXPENDITURES						
Salaries & Benefits						
Contracted Services	137,000	59,859	80,017	118,075		
Commodities		5,000				
Capital Outlay	3,439,076		567,000	100,000	6,400,000	5,000,000
Miscellaneous		2,441	226,200	5,500		
Debt Service	-					
Transfers	180,000				-	-
TOTAL EXPENDITURES	3,756,076	67,300	873,217	223,575	6,400,000	5,000,000
Ending Balance, April 30	\$ 39,924	\$ 14,000	\$ 1,256,783	\$ 29,925	\$ 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	22,602,860
REVENUES					
Taxes					580,000
Licenses & Permits				90,000	90,000
Charges for Services					-
Rent & Other Income				2,869	16,069
Interest Income		-	1,500	100	53,200
Debt Proceeds					9,400,000
Grants					54,000
Transfers In	-		20,000		4,167,000
Inter-Gov. Revenues	-		-	-	-
TOTAL REVENUE	-	-	21,500	92,969	14,360,269
Total Funds Available	1,260	18,888,000	160,500	100,569	36,963,129
EXPENDITURES					
Salaries & Benefits	-		-	-	-
Contracted Services		609,039	-		1,003,990
Commodities					5,000
Capital Outlay	-	13,244,123	138,000	-	28,888,199
Miscellaneous	-		-	-	234,141
Debt Service	-		-	-	-
Transfers	-		-	90,000	270,000
TOTAL EXPENDITURES	-	13,853,162	138,000	90,000	30,401,330
Ending Balance, April 30	\$ 1,260	\$ 5,034,838	\$ 22,500	\$ 10,569	\$ 6,561,799



CITY OF QUINCY

Department of Utilities & Engineering

Jeffrey Conte, P.E.
Director of Utilities & Engineering

City Hall - 730 Maine Street
Quincy, Illinois 62301-4048
(217) 228-4527

Initial Issue Date – March 26, 2021

The Department of Utilities & Engineering presents the following Capital Improvement Plan (CIP) for the City of Quincy covering the period of May 1, 2021 through April 30, 2026 (i.e., fiscal years FY22 through FY26). This CIP was developed from input of staff, Department Heads, Aldermen and the Mayor's office, as well as the fiscal condition of the City and projected revenues over the course of the planning period. Total identified capital needs in excess of \$45 million for governmental activities (non-enterprise) far exceed the expected revenues of approximately \$12.5 million. The proposed CIP includes the consensus highest priority projects that can be completed with the available funds. Since priorities and available funds may change over time, the CIP shall be periodically reviewed and revised, but not less than annually.

The CIP for governmental activities will be funded by bond funds, Home Rule sales taxes (HRST), motor fuel taxes (MFT), and federal transportation (FAU) funds. Coordinated improvement of the City's water and sewer utilities was considered in this CIP. Enterprise funds (Funds 501 and 502) will be provided to complete utility improvements, if any are required, for each street improvement project. The proposed CIP will be funded as follows:

Home Rule Sales Taxes	\$7,310,000
Motor Fuel Taxes	6,280,000
Sewer Enterprise Funds.....	5,400,000
Water Enterprise Funds	4,985,000
Federal (FAU) Funds	<u>1,120,000</u>
Total	\$25,095,000

Summaries for the complete list of projects in the five-year CIP are shown on the following pages. As noted previously, the CIP is subject to change based upon new information, availability of funds and/or changes in priorities.

Capital Improvement Plan FY22 - FY26

Ward Spending by Source of Funds

Ward	MFT Fund 210	Capital Fund 301	Water Fund 501	Sewer Fund 502	Federal Funds	Total
1	\$ 1,610,000	\$ 1,200,000	\$ 615,000	\$ 95,000	\$ -	\$ 3,520,000
2	190,000	2,195,000	905,000	950,000	-	4,240,000
3	490,000	1,225,000	130,000	220,000	-	2,065,000
4	600,000	250,000	1,280,000	1,475,000	-	3,605,000
5	1,470,000	-	-	-	-	1,470,000
6	1,190,000	1,100,000	1,025,000	620,000	-	3,935,000
7	150,000	1,340,000	870,000	690,000	-	3,050,000
Community	580,000	-	160,000	1,350,000	1,120,000	3,210,000
	\$ 6,280,000	\$ 7,310,000	\$ 4,985,000	\$ 5,400,000	\$ 1,120,000	\$ 25,095,000

Ward Spending per FY

Ward	FY22	FY23	FY24	FY25	FY26	Total
1	\$ 1,530,000	\$ 330,000	\$ 610,000	\$ 300,000	\$ 750,000	\$ 3,520,000
2	2,035,000	555,000	600,000	480,000	570,000	4,240,000
3	150,000	400,000	580,000	560,000	375,000	2,065,000
4	250,000	785,000	540,000	560,000	1,470,000	3,605,000
5	270,000	700,000	200,000	150,000	150,000	1,470,000
6	2,120,000	865,000	600,000	200,000	150,000	3,935,000
7	350,000	710,000	450,000	800,000	740,000	3,050,000
Community	900,000	300,000	1,110,000	900,000	-	3,210,000
	\$ 7,605,000	\$ 4,645,000	\$ 4,690,000	\$ 3,950,000	\$ 4,205,000	\$ 25,095,000

Fund Spending per FY

Fund	FY22	FY23	FY24	FY25	FY26	Total
MFT 210	3,010,000	1,180,000	650,000	1,140,000	300,000	6,280,000
Capital 301	1,400,000	1,035,000	1,850,000	1,430,000	1,595,000	7,310,000
Water 501	1,140,000	1,360,000	1,010,000	620,000	855,000	4,985,000
Sewer 502	1,335,000	1,070,000	780,000	760,000	1,455,000	5,400,000
Federal	720,000	-	400,000	-	-	1,120,000
	\$ 7,605,000	\$ 4,645,000	\$ 4,690,000	\$ 3,950,000	\$ 4,205,000	\$ 25,095,000

Project #: 15110
Project Location: 16th Street, Locust Street to Seminary Road
Ward: 1
Description: Replace watermain. Construct concrete curb, gutters and storm sewer. Mill & overlay asphalt street surface.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	1,260,000	-	-	-	-	1,260,000
Water Fund	225,000	-	-	-	-	225,000
Sewer Fund	45,000	-	-	-	-	45,000
Capital Projects Fund	-	-	-	-	-	-
Total	1,530,000	-	-	-	-	1,530,000

Project #: 15109
Project Location: 16th Street, Spruce to Locust
Ward: 1
Description: Replace watermain. Mill & overlay asphalt street surface.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	350,000	-	-	350,000
Water Fund	-	-	260,000	-	-	260,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	610,000	-	-	610,000

Project #: 16111
Project Location: Wells Avenue, 17th to 18th; Center Avenue, 17th to 18th; 17th Street, Locust to Seminary
Ward: 1
Description: Construct concrete curb & gutters. Mill & overlay asphalt street surface.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	750,000	750,000
Total	-	-	-	-	750,000	750,000

Project #: 14103
Project Location: Sycamore Street, 3rd to 4th Streets
Ward: 1
Description: Replace water main; construct curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	130,000	-	-	-	130,000
Sewer Fund	-	50,000	-	-	-	50,000
Capital Projects Fund	-	150,000	-	-	-	150,000
Total	-	330,000	-	-	-	330,000

Project #: 22116
Project Location: North 16th Street, Koch's Lane to Wellington Court
Ward: 1
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	300,000	-	300,000
Total	-	-	-	300,000	-	300,000

Project #: 15209
Project Location: College Avenue, 4th to 5th Street
Ward: 2
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	125,000	-	-	-	-	125,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	250,000	-	-	-	-	250,000
Total	375,000	-	-	-	-	375,000

Project #: 14203
Project Location: Second Street, Oak Street to College Avenue
Ward: 2
Description: Remove abandoned RR tracks. Replace drainage structures. Replace water main. Mill surface. Construct HMA binder and surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	85,000	-	-	-	-	85,000
Sewer Fund	230,000	-	-	-	-	230,000
Capital Projects Fund	350,000	-	-	-	-	350,000
Total	665,000	-	-	-	-	665,000

Project #: 19216
Project Location: Elm Street, 2nd to 3rd Streets
Ward: 2
Description: Replace water main; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	110,000	-	110,000
Sewer Fund	-	-	-	160,000	-	160,000
Capital Projects Fund	-	-	-	210,000	-	210,000
Total	-	-	-	480,000	-	480,000

Project #: 15210
Project Location: Elm Street, 6th to 7th Streets
Ward: 2
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	150,000	150,000
Sewer Fund	-	-	-	-	220,000	220,000
Capital Projects Fund	-	-	-	-	200,000	200,000
Total	-	-	-	-	570,000	570,000

Project #: 20219
Project Location: Spring Street, 2nd Street to 3rd Street
Ward: 2
Description: Replace water main and lead services; repair sewer main; replace curb, gutter & sidewalks; mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	130,000	-	-	-	-	130,000
Sewer Fund	340,000	-	-	-	-	340,000
Capital Projects Fund	200,000	-	-	-	-	200,000
Total	670,000	-	-	-	-	670,000

Project #: 20217
Project Location: Cherry Street, 2nd Street to 3rd Street
Ward: 2
Description: Replace water main and lead services; replace curb & gutter; mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	125,000	-	-	-	-	125,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	200,000	-	-	-	-	200,000
Total	325,000	-	-	-	-	325,000

Project #: 16213
Project Location: 15th Street, College Avenue to Elm Street
Ward: 2
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	100,000	-	-	-	100,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	185,000	-	-	-	185,000
Total	-	285,000	-	-	-	285,000

Project #: 16214
Project Location: 9th Street, Elm Street to Lind Street
Ward: 2
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	190,000	-	-	-	190,000
Water Fund	-	80,000	-	-	-	80,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	270,000	-	-	-	270,000

Project #: 22219
Project Location: Cherry Street, 12th to 13th Street & N. 13th, Chestnut to Cherry Streets
Ward: 2
Description: Construct curb & gutter; mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	600,000	-	-	600,000
Total	-	-	600,000	-	-	600,000

Project #: 22328
Project Location: North 26th Street, Cherry Street to Cedar Street
Ward: 3
Description: Mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	150,000	-	-	-	-	150,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	150,000	-	-	-	-	150,000

Project #: 20325
Project Location: North 26th Street, Elm Street to Chestnut Street
Ward: 3
Description: Construct PCC curb & gutter; construct PCC sidewalk; mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	400,000	-	-	-	400,000
Total	-	400,000	-	-	-	400,000

Project #: 19320
Project Location: 28th Street, Maine to Vermont Street
Ward: 3
Description: Replace sewermain. Replace watermain. Mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	130,000	-	-	130,000
Sewer Fund	-	-	220,000	-	-	220,000
Capital Projects Fund	-	-	230,000	-	-	230,000
Total	-	-	580,000	-	-	580,000

Project #: 20322
Project Location: Crestview Drive
Ward: 3
Description: Mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	340,000	-	340,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	340,000	-	340,000

Project #: 22329
Project Location: Spring Street, 25th Street to Lenane Drive, Willow Drive & Lenane Drive
Ward: 3
Description: Construct PCC curb & gutter; construct PCC sidewalk; mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	375,000	375,000
Total	-	-	-	-	375,000	375,000

Project #: 21327
Project Location: North Avenue
Ward: 3
Description: Drainage improvents; replace curb & gutter; mill asphalt surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	220,000	-	220,000
Total	-	-	-	220,000	-	220,000

Project #: 15407
Project Location: Hampshire Street, 18th to 20th Streets
Ward: 4
Description: Replace defective sanitary sewer; replace water main; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	315,000	-	-	-	315,000
Sewer Fund	-	470,000	-	-	-	470,000
Capital Projects Fund	-	-	-	-	-	-
Total	-	785,000	-	-	-	785,000

Project #: 16410
Project Location: 22nd Street, Washington Street to Payson Avenue
Ward: 4
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	290,000	-	-	290,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	250,000	-	-	250,000
Total	-	-	540,000	-	-	540,000

Project #: 15408
Project Location: Kentucky Street, 16th Street to 18th Street
Ward: 4
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	350,000	-	350,000
Water Fund	-	-	-	210,000	-	210,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	560,000	-	560,000

Project #: 22419
Project Location: South 22nd Street, Jackson Street to Harrison Street
Ward: 4
Description: Mill surface. Construct HMA binder & surface course

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	250,000	-	-	-	-	250,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	250,000	-	-	-	-	250,000

Project #: 19413
Project Location: Hampshire Street, 14th to 16th Streets
Ward: 4
Description: Replace watermain. Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	465,000	465,000
Sewer Fund	-	-	-	-	1,005,000	1,005,000
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	-	1,470,000	1,470,000

Project #: 16516
Project Location: Cheswick Road, 30th Street to Eaton Lane
Ward: 5
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	270,000	-	-	-	-	270,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	270,000	-	-	-	-	270,000

Project #: 16517
Project Location: Monroe Street, 24th to 28th
Ward: 5
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	400,000	-	-	-	400,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	400,000	-	-	-	400,000

Project #: 16515
Project Location: 28th Street, Midlan Drive to Harrison Street
Ward: 5
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	200,000	-	-	200,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	200,000	-	-	200,000

Project #: 16514
Project Location: Callaway Drive, Cambridge Road to 36th Street
Ward: 5
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	150,000	-	150,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	150,000	-	150,000

Project #: 22524
Project Location: Quail Creek, Hampton Lane to South 46th Street
Ward: 5
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	150,000	150,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	-	150,000	150,000

Project #: 15608
Project Location: Monroe Street, 16th to 18th Streets
Ward: 6
Description: Replace watermain. Construct curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	500,000	-	-	-	-	500,000
Water Fund	250,000	-	-	-	-	250,000
Sewer Fund	420,000	-	-	-	-	420,000
Capital Projects Fund	-	-	-	-	-	-
Total	1,170,000	-	-	-	-	1,170,000

Project #: 16616
Project Location: Ohio Street, 18th Street to 19th Street
Ward: 6
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	160,000	-	-	-	160,000
Water Fund	-	340,000	-	-	-	340,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	500,000	-	-	-	500,000

Project #: 20623
Project Location: Adams Street, 14th to 16th Streets
Ward: 6
Description: Replace water main. Construct PCC curb & gutter. Construct storm sewer. Mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	100,000	-	-	-	-	100,000
Sewer Fund	200,000	-	-	-	-	200,000
Capital Projects Fund	400,000	-	-	-	-	400,000
Total	700,000	-	-	-	-	700,000

Project #: 20622
Project Location: Adams Street, 16th to 18th Streets
Ward: 6
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	250,000	-	-	-	-	250,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	250,000	-	-	-	-	250,000

Project #: 16615
Project Location: Mary Lane, Klondike Road to St. Charles Drive
Ward: 6
Description: Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	150,000	150,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	-	150,000	150,000

Project #: 19618
Project Location: Ohio Street, 16th to 17th Streets
Ward: 6
Description: Replace watermain. Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	130,000	-	-	-	130,000
Water Fund	-	235,000	-	-	-	235,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	365,000	-	-	-	365,000

Project #: 22625
Project Location: Van Buren Street, 16th to 18th Streets
Ward: 6
Description: Construct PCC curb & gutter. Mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	100,000	-	-	100,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	500,000	-	-	500,000
Total	-	-	600,000	-	-	600,000

Project #: 22626
Project Location: Van Buren Street, 14th to 15th Streets
Ward: 6
Description: Construct PCC curb & gutter. Mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	200,000	-	200,000
Total	-	-	-	200,000	-	200,000

Project #: 22724
Project Location: Ohio Street, 8th Street to 9th Street
Ward: 7
Description: Mill surface; construct HMA binder & surface courses

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	150,000	-	-	-	-	150,000
Water Fund	100,000	-	-	-	-	100,000
Sewer Fund	100,000	-	-	-	-	100,000
Capital Projects Fund	-	-	-	-	-	-
Total	350,000	-	-	-	-	350,000

Project #: 15709
Project Location: Sixth Street, Hampshire to Vermont Streets
Ward: 7
Description: Separate sanitary & storm sewers; replace water main; remove and replace sidewalk, curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	70,000	-	-	70,000
Sewer Fund	-	-	110,000	-	-	110,000
Capital Projects Fund	-	-	270,000	-	-	270,000
Total	-	-	450,000	-	-	450,000

Project #: 15710
Project Location: Madison Street, 10th to 12th Streets
Ward: 7
Description: Replace watermain and sewermain. Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	240,000	240,000
Sewer Fund	-	-	-	-	230,000	230,000
Capital Projects Fund	-	-	-	-	270,000	270,000
Total	-	-	-	-	740,000	740,000

Project #: 20716
Project Location: Sixth Street, Maine Street to Hampshire Street
Ward: 7
Description: Replace water main; remove & replace curb & gutter; remove existing sidewalks & replace with downtown streetscape design; mill street surface; and construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	160,000	-	-	-	160,000
Sewer Fund	-	250,000	-	-	-	250,000
Capital Projects Fund	-	300,000	-	-	-	300,000
Total	-	710,000	-	-	-	710,000

Project #: 16714
Project Location: Jersey Street, 5th to 8th Street
Ward: 7
Description: Replace water main; remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	300,000	-	300,000
Sewer Fund	-	-	-	-	-	-
Capital Projects Fund	-	-	-	500,000	-	500,000
Total	-	-	-	800,000	-	800,000

Project #: 15512
Project Location: 36th & Harrison
Ward: 5
Description: Extend sanitary trunk sewer to Harrison Court area to permit additional development in southeast corner of Quincy

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-
Sewer Fund	-	300,000	-	-	-	300,000
Federal Funds	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	300,000	-	-	-	300,000

Project #: 19001
Project Location: Maine Street, 24th to 30th Street
Ward: 3 & 4
Description: Mill & overlay asphalt surface

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	180,000	-	-	-	-	180,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	-	-	-
Federal Funds	720,000	-	-	-	-	720,000
Capital Projects Fund	-	-	-	-	-	-
Total	900,000	-	-	-	-	900,000

Project #: 16007
Project Location: Jefferson Street, 12th Street to 15th Street
Ward: 6
Description: Replace manholes & catchbasins. Line sewer mains. Mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	-	300,000	-	300,000
Water Fund	-	-	-	-	-	-
Sewer Fund	-	-	-	600,000	-	600,000
Federal Funds	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	-	900,000	-	900,000

Project #: 16006

Project Location: Hampshire Street, 8th Street to 10th Street

Ward: 7

Description: Replace watermain. Remove and replace curb & gutter; mill surface; construct HMA binder & surface courses.

Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
Motor Fuel Tax	-	-	100,000	-	-	100,000
Water Fund	-	-	160,000	-	-	160,000
Sewer Fund	-	-	450,000	-	-	450,000
Federal Funds	-	-	400,000	-	-	400,000
Capital Projects Fund	-	-	-	-	-	-
Total	-	-	1,110,000	-	-	1,110,000

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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 24% 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 2021 Capital Projects fund spending included:

- \$1.5 million Street enhancements
- \$30,000 IT Network Storage Equipment
- \$80,000 Transfer to Airport
- \$400,000 Ward spending
- \$205,000 Police Radios
- \$510,000 for New Financial Software

Budget Summary

The Capital Projects Fund plans to receive 24% of the Home Rule/Purchase Tax by way of a General Fund Transfer in FYE 2022. Nearly \$2.15 million will be used to allocate \$50,000 to each ward and add over \$1 million to the Neighborhood Enhancement Street Projects. The \$510,000 encumbered in FYE 2021 for the new city-wide financial software system will roll over into the FYE 2022 budget also.

REVENUE SUMMARY

ACCOUNT NUMBER	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Taxes	0	-100.00%	1,211,243	1,266,707	2,309,517
Interest Income	40,000	100.00%	20,000	10,077	52,605
Debt Proceeds	0		0	0	0
Grants	0		0	30,435	14,707
Transfers from General Fund	2,147,000	320.98%	510,000	510,000	0
Transfers from Airport PFC Fund	0		0	0	0
Total Revenues	2,187,000	25.60%	1,741,243	1,817,219	2,376,829

EXPENSE SUMMARY

Totals by Division	2021/2022 PROPOSED BUDGET	% Change	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL
Contractual Services	137,000		0	0	0
Capital Outlay	3,439,076	-3.98%	3,581,549	3,131,816	2,781,922
Debt Services	0		0	0	0
Transfers	180,000	99.90%	90,044	5,632	317,925
Totals	3,756,076	2.30%	3,671,593	3,137,448	3,099,847

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
REVENUES						
301-0000-314.01-01	Home Rule (Purch) Tax	0	1,211,243	1,266,707	2,309,517	2,358,760
301-0000-331.01-01	Interest Income	40,000	20,000	10,077	52,605	30,721
301-0000-382.02-01	State Grants	0	0	30,435	14,707	0
301-0000-391.01-01	Trnsfr from General Fd	2,147,000	510,000	510,000	0	175,000
	Totals	2,187,000	1,741,243	1,817,219	2,376,829	2,564,481
EXPENSES						
Interfund Transfers						
301-1801-491.62-01	Transfer to Gen Fund	0	10,044	5,632	1,950	0
301-1801-491.62-02	Planning & Development	0	0	0	6,525	0
301-1801-491.62-09	Trnsfr to 2017 GO Bond	0	0	0	123,450	123,450
301-1801-491.62-30	Quincy Regional Airport	180,000	80,000	0	183,000	150,000
301-1801-491.62-32	Central Services Fund	0	0	0	3,000	0
	Subtotal	180,000	90,044	5,632	317,925	273,450
IT Dept.						
301-1901-401.52-03	Improv other than Bldgs	513,428	510,000	0	0	0
301-1901-401.52-04	Office Equipment	0	34,928	30,652	29,836	0
301-1901-401.52-08	Controllable	0	0	528	4,500	45,118
	Subtotal	513,428	544,928	31,180	34,336	45,118
Police Dept.						
301-2110-402.52-04	Office Equipment	0	0	0	49,361	0
301-2110-402.52-05	Machinery & Equip	0	205,072	205,071	0	0
301-2110-402.52-06	Vehicles	0	0	251	105,281	5,031
301-2110-402.52-08	Controllable	0	0	0	0	65,000
	Subtotal	0	205,072	205,322	154,642	70,031
Fire Dept.						
301-2210-402.54-10	Fire Station Reserve	136,970	136,970	8,500	14,875	14,863
301-2210-409.72-00	Loan/Lease Payments	0	0	0	0	12,500
	Subtotal	136,970	136,970	8,500	14,875	27,363
Forestry						
301-3112-403.39-08	Contracted Services	0	0	0	0	15,852
	Subtotal	0	0	0	0	15,852
Fleet						
301-3115-403.52-02	Buildings	0	0	0	0	0
301-3115-403.52-06	Vehicles	0	0	0	0	0
	Subtotal	0	0	0	0	0
Concrete(Street Maintenance)						
301-3152-403.31-04	Eng/Architectural	162,154	197,322	204,628	22,401	0
301-3152-403.53-08	Neighborhood Enhance	1,699,565	1,786,392	1,900,282	1,711,957	347,344
301-3152-403.54-01	Ward 1	96,010	59,670	80,839	72,460	8,334
301-3152-403.54-02	Ward 2	134,943	99,338	125,817	124,700	20,517

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
301-3152-403.54-03	Ward 3	93,717	89,980	249,406	206,624	47,378
301-3152-403.54-04	Ward 4	83,948	55,467	79,361	75,781	11,438
301-3152-403.54-05	Ward 5	167,447	123,126	64,739	60,918	252,340
301-3152-403.54-06	Ward 6	110,032	74,475	106,094	107,570	15,478
301-3152-403.54-07	Ward 7	180,862	148,809	75,648	195,658	17,968
301-3152-403.54-17	Ward Clean Up	0	0	0	0	66,539
	Subtotal	2,728,678	2,634,579	2,886,814	2,578,069	787,336
Landfill						
301-3716-405.54-44	Landfill #4 - Burton	0	0	0	0	0
	Subtotal	0	0	0	0	0
Infrastructure						
301-3718-403.53-09	Infrastructure/Other	137,000	0	0	0	0
	Subtotal	137,000	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	3,756,076	3,671,593	3,137,448	3,099,847	1,219,150

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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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
309-0000-321.00-00	Donations	0	0	2099	0	0
309-0000-331.01-01	Interest Income	100	100	266	406	376
309-0000-341.04-00	Rent-Wash Theatre	13,200	9,600	11,700	8,700	16,200
309-0000-342.09-00	Other	0	0	0	400	0
309-0000-383.01-04	Local Sources/Matching	54,000	70,000	70,000	0	0
	Totals	67,300	79,700	84,065	9,506	16,576
Expenses						
Contractual Services						
309-1899-401.31-04	Engineering/Architectural	54,000	70,000	59,900	0	0
309-1899-401.33-01	Utility Svcs-Water/Sewer	1,000	1,000	346	713	834
309-1899-401.35-01	R&M-Buildings	0	5,098	3,940	9,114	6,074
309-1899-401.38-01	MICA	4,859	4,859	4,859	2,927	0
309-1899-401.39-08	Contracted Services	0	300	1,100	800	0
		59,859	81,257	70,145	13,554	6,908
Commodities						
309-1899-401.42-02	Electricity	5,000	4,000	4,213	6,062	3,991
309-1899-401.45-01	Building Supplies	0	0	0	0	1,043
		5,000	4,000	4,213	6,062	5,034
Miscellaneous						
309-1899-401.61-02	Taxes	1,600	0	1,593	1,580	1,580
309-1899-401.61-04	Other	841	1,200	0	0	75
		2,441	1,200	1,593	1,580	1,655
	Totals	67,300	86,457	75,951	21,196	13,597

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 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. These percentages were established in the TIF Investment Plan adopted by City Council 2/2/2015.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
312-0000-311.01-00	General Levy	495,000	463,000	495,142	463,425	477,577
312-0000-331.01-01	Interest Income	10,000	15,000	11,361	32,539	21,887
312-0000-331.01-02	Tax Payments	0	0	144	489	387
312-0000-331.04-00	Origination & Loan Fees	0	0	376	3,987	0
312-0000-342.09-00	Other	0	0	0	0	0
312-0000-382.02-03	Dept of Transportation	0	65,000	66,059	94,675	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	505,000	543,000	573,082	595,115	499,851
Expenses						
Interfund Transfers						
312-1801-491.62-02	Planning & Develop	0	0	0	0	0
Contractual Services						
312-3712-408.31-04	Engineer/Architectural	46,017	75,000	130,699	57,829	6,500
312-3712-408.31-05	Prof Services/Other	10,000	50,000	68,938	107,079	0
312-3712-408.39-02	Advertising/Publishing	500	500	366	199	378
312-3712-408.39-04	Travel	2,000	2,000	0	722	1,832
312-3712-408.39-07	Regist, Schools, Mtgs	1,500	1,500	0	1,125	1,500
312-3712-408.39-08	Contracted-Other	20,000	15,000	14,962	12,850	12,850
312-3712-408.46-01	Concrete	0	0	0	0	0
312-3712-408.46-11	Other	0	0	0	0	0
	Subtotal	80,017	144,000	214,965	179,804	23,060
Capital Outlay						
312-3712-408.53-02	Streets-Replacement	400,000	1,572,739	1,032,943	49,832	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	167,000	180,000	132,322	0	73,145
	Subtotal	567,000	1,752,739	1,165,265	49,832	73,145
Miscellaneous						
312-3712-408.61-01	Dues	1,200	1,200	850	850	850
312-3712-408.61-04	Other	0	0	0	520	487
312-3712-408.62-87	Rental Rehab Grants	225,000	270,000	303,978	171,713	111,518
		226,200	271,200	304,828	173,083	112,855
	Totals	873,217	2,167,939	1,685,058	402,719	209,060

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
313-0000-311.01-00	General Levy	85,000	75,000	105,271	75,627	66,165
313-0000-321.00-00	Donations-Not restricted	0	0	0	2,700	0
313-0000-331.01-01	Interest Income	1,500	1,500	1,857	2,971	1,286
313-0000-331.01-02	Tax Payments	0	0	31	80	57
	Totals	86,500	76,500	107,159	81,378	67,508
Expenses						
Contractual Services						
313-3712-408.31-04	Engineer/Architectural	116,075	120,000	108,332	2,500	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	2,000	0	0	0
313-3712-408.39-08	Contracted-Other	0	0	0	2,500	0
	Subtotal	118,075	122,000	108,332	5,000	0
Capital Outlay						
313-3712-408.52-02	Buildings	0	0	0	0	0
313-3712-408.53-01	Sreets-New Construct	0	0	0	0	0
313-3712-408.53-02	Streets-Replacement	100,000	110,000	0	0	0
313-3712-408.53-06	Infrastructure-Lighting	0	0	0	0	0
313-3712-408.53-09	Infrastructure-Other	0	0	0	0	0
		100,000	110,000	0	0	0
Miscellaneous						
313-3712-408.61-04	Other	5,500	5,500	4,523	4,568	6,103
	Totals	223,575	237,500	112,855	9,568	6,103

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 FY22, the City expects to receive \$4.4 million in loan funds from the Illinois EPA for planned improvements at the water treatment plant.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
314-0000-331-01-01	Interest Income	0	0	239	0	0
314-0000-391.01-28	Trnsfrs from Water Fd	2,000,000	500000	267562	870000	178346
314-0000-392.03-00	Loan Proceeds	4,400,000	4,000,000	104,180	2,411,257	905,251
	Totals	6,400,000	4,500,000	371,981	3,281,257	1,083,597
Expenses						
Capital Outlay						
314-3313-411-53.09	Infrastructure-Other	6,400,000	0	0	235,000	550,721
314-3314-411-53-09	Infrastructure-Other	0	4,500,000	599,431	2,893,441	532,877
	Totals	6,400,000	4,500,000	599,431	3,128,441	1,083,598

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 FY22, 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
315-0000-331-01-01	Interest Income	0	0	1360	0	0
315-0000-391.01-29	Utilities Fund-Sewer	-	250000	0	0	0
315-0000-392.03-00	Loan Proceeds	5,000,000	9,000,000	4,321,352	379,031	0
	Totals	5,000,000	9,250,000	4,322,712	379,031	0
Expenses						
Capital Outlay						
315-3322-412-53-09	Infrastructure-Other	5,000,000	9,250,000	5,492,067	379,031	0
	Totals	5,000,000	9,250,000	5,492,067	379,031	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. Past project funding has included the Kroc Center Streetscape (FY 2017) and Kohl Grocer Sewer lift station (FY 2018). Nothing is budgeted in FYE 2022.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
316-0000-331.01-01	Deposit Accounts	0	0	10	26	19
316-0000-391.01-39	Trnsfr from CDAP RLF	0	0	0	0	
	Totals	0	0	10	26	19
Expenses						
Capital Outlay						
316-6310-408.53-09	Infrastructure-Other	0	0	0	0	
	Totals	0	0	0	0	0

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 FY22, the City expects to spend \$13 million in bond funds for planned transportation improvements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
323-0000-331.01-01	Deposit Accounts	-	240,000	57,316	116,136	0
323-0000-342-09-00	Other					
323-0000-392-01-00	Bond Proceeds	0	0	0	19,001,995	0
	Totals	0	240,000	57,316	19,118,131	0
Expenses						
Contractual Services						
323-1899-401.31-04	Engineering/Architectural	609,039	730,000	393,221	332,000	0
323-1899-401-31-05	Prof Svcs/Engineering	0	0	0	0	0
Capital Outlay						
323-1899-401-53-02	Streets-Replacement	13,100,000	17,510,000	10,511,541	0	0
323-1899-401-53-09	Infrastructure-Other	144,123	761,995	731,148	125,998	0
	Totals	13,853,162	19,001,995	11,635,910	457,998	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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
395-0000-331.01-01	Interest Income	1,500	2,000	1,292	2,688	2,604
395-0000-391.01-50	From Tourism Tax Fd	20,000	20,000	6,000	20,000	20,000
	Totals	21,500	22,000	7,292	22,688	22,604
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	0	112,800
	Totals	138,000	138,000	0	0	112,800

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
397-0000-331.01-01	Interest Income	100	600	135	747	106
397-0000-362.02-01	Veteran's Home Prot	90,000	90,000	93,969	91,244	89,383
397-0000-362.02-09	Sale of Service	2,869	2,869	5,739	0	2,869
397-0000-391-01-01	General Fund	0	0	0		0
397-0000-391.01-15	from Capital Fund	0	0	0		0
	Totals	92,969	93,469	99,843	91,991	92,358
Expenses						
397-1801-491-62-01	Trnsfr to General Fund	90,000	90,000	0	90,000	90,000
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	0
397-2210-402-52-06	Capital Outlay/Vehicles	0	0	0	0	0
	Totals	90,000	90,000	0	90,000	0

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**CITY OF QUINCY
DEBT SERVICE FUNDS**

**& Change in Fund Balance
Summary**

Revenues/Expenditures

	2009 OLC G/O Bond 411	2009 Library G/O Fund 412	2014 G&R GO Bond 414	2017 GO Bond 415	2019B GO Bond 416	Total
Beginning Balance, May 1	72,000	299,000	200	14,700	271,000	656,900
REVENUES						
Taxes		427,700		653,925	685,000	1,766,625
Licenses & Permits						-
Charges for Services						-
Rent & Other Income						-
Interest Income	1,000	500	-	1,000	1,200	3,700
Debt Proceeds						-
Grants		-				-
Transfers In	222,960		101,000	-	-	323,960
Inter-Gov. Revenues						-
TOTAL REVENUE	223,960	428,200	101,000	654,925	686,200	2,094,285
Total Funds Available	295,960	727,200	101,200	669,625	957,200	2,751,185
EXPENDITURES						
Salaries & Benefits						-
Contracted Services			-			-
Commodities						-
Capital Outlay						-
Miscellaneous	500	600	-	600	1,000	2,700
Debt Service	241,063	446,600	101,000	662,250	685,000	2,135,913
Transfers					-	-
TOTAL EXPENDITURES	241,563	447,200	101,000	662,850	686,000	2,138,613
Ending Balance, Apr 30	\$ 54,397	\$ 280,000	\$ 200	\$ 6,775	\$ 271,200	\$ 612,572

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 bond payments 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
411-0000-331.01-01	Interest Income	1,000	1,000	1,035	2,489	1,959
411-0000-391.01-50	From Tourism Tax Fd	222,960	222,960	222,960	222,960	222,960
	Totals	223,960	223,960	223,995	225,449	224,919
Expenses						
Debt Service						
411-1899-409.61-04	Misc-Other	500	500	500	500	500
411-1899-409.71-01	Principal	225,000	220,000	220,000	210,000	205,000
411-1899-409.71-02	Interest	16,063	24,203	24,203	31,553	38,215
	Totals	241,563	244,703	244,703	242,053	243,715

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

SUMMARY

The 2019A bond issue of \$3,425,000 (Ordinance 2019-23) was the refinance of the former Series 2009C Library G/O Bonds (\$5,533,000) which were issued to finance improvements to the Quincy Public Library (Ordinance 2009-27). These bonds are financed through the property tax levy with a final levy in 2027 to be collected in FY 2029 with final payment June 1, 2029.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
412-0000-311.01-00	General Levy	427,700	410,206	483,746	415,700	405,756
412-0000-331.01-01	Interest Income	500	2,000	300	1,787	2,434
412-0000-342.09-00	Misc-Other	0	0	0		0
412-0000-381.03-03	Stimulus Rebate	0	0	0	49,095	103,362
412-0000-392.01-00	Gen Obligation Bonds	0	0	0	4,139	0
	Totals	428,200	412,206	484,046	470,721	511,552
Expenses						
Debt Service						
412-1899-409.61-04	Misc-Other	600	600	125	0	600
412-1899-409.71-01	Principal	330,000	205,000	205,000	285,000	260,000
412-1899-409.71-02	Interest	116,600	205,206	140,806	179,707	245,400
	Totals	447,200	410,806	345,931	464,707	506,000

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 in January 2022 .

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
414-0000-331.01-01	Interest Income	0	0	9	7	75
414-0000-391.01-32	Central Services Fund	101,000	149,520	149,520	149,520	149,520
414-0000-391.01-33	Trnsfr from Vehicle Replc	0				
414-0000-391.01-66	Trnsfr from Cash Reserv	0				
414-0000-391.16-01	Trnsfr from 2009 G/O Hy	0				
414-0000-392.03-00	Loan Proceeds	0	0	0	0	0
	Totals	101,000	149,520	149,529	149,527	149,595
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	100,000	145,826	145,826	142,847	139,924
414-1899-409.71-02	Interest	1,000	3,688	3,688	6,673	9,597
	Subtotal	101,000	149,514	149,514	149,520	149,521
	Totals	101,000	149,514	149,514	149,520	149,521

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 2020 budget 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
415-0000-311.01-00	Tax Levy	653,925	663,600	669,009	-	
415-0000-331.01-01	Interest Income	1,000	2,000	1,055	1,436	1,384
415-0000-391.01-15	Trnsf from Cap Proj Fd	0	0	0	123,450	123,450
415-0000-392.03-00	Loan Proceeds	0	0	0		0
	Totals	654,925	665,600	670,064	124,886	124,834
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	200,600	200,500	500	500
	Subtotal	600	200,600	200,500	500	500
Debt Service						
415-1899-409.71-01	Principal	555,000	540,000	540,000		0
415-1899-409.71-02	Interest	107,250	123,450	123,450	123,450	123,450
415-1899-409.72-00	Loan/Lease payments	0	0	0		0
	Subtotal	662,250	663,450	663,450	123,450	123,450
Interfund Transfers						
415-1899-491-62-27	Transfers to Spec Debt	0	0	0		156,588
	Totals	662,850	864,050	863,950	123,950	280,538

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
416-0000-311.01-01	Tax Levy	685,000	685,000	611,570	0	0
416-0000-331.01-01	Interest Income	1,200	2,000	1,205	2,302	0
416-0000-391.04-00	Trnsfr from Bank 04	-	12,000	-	0	0
416-0000-391.16-00	Trnsfr from Bank 16	-	192,000	-	0	0
416-0000-392.01-01	Refunding Bonds	0	0	0	361,528	0
	Totals	686,200	891,000	612,775	363,830	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	1,000	125	0	0
	Subtotal	1,000	1,000	125	0	0
Debt Service						
416-1899-409.71-01	Principal	0	0	0	0	0
416-1899-409.71-02	Interest	685,000	704,028	704,028	0	0
416-1899-409.72-00	Loan/Lease payments	0	0	0	0	0
	Subtotal	685,000	704,028	704,028	0	0
Interfund Transfers						
416-1899-491.62-27	Transfers to Spec Debt	0	0	0	0	0
	Totals	686,000	705,028	704,153	0	0

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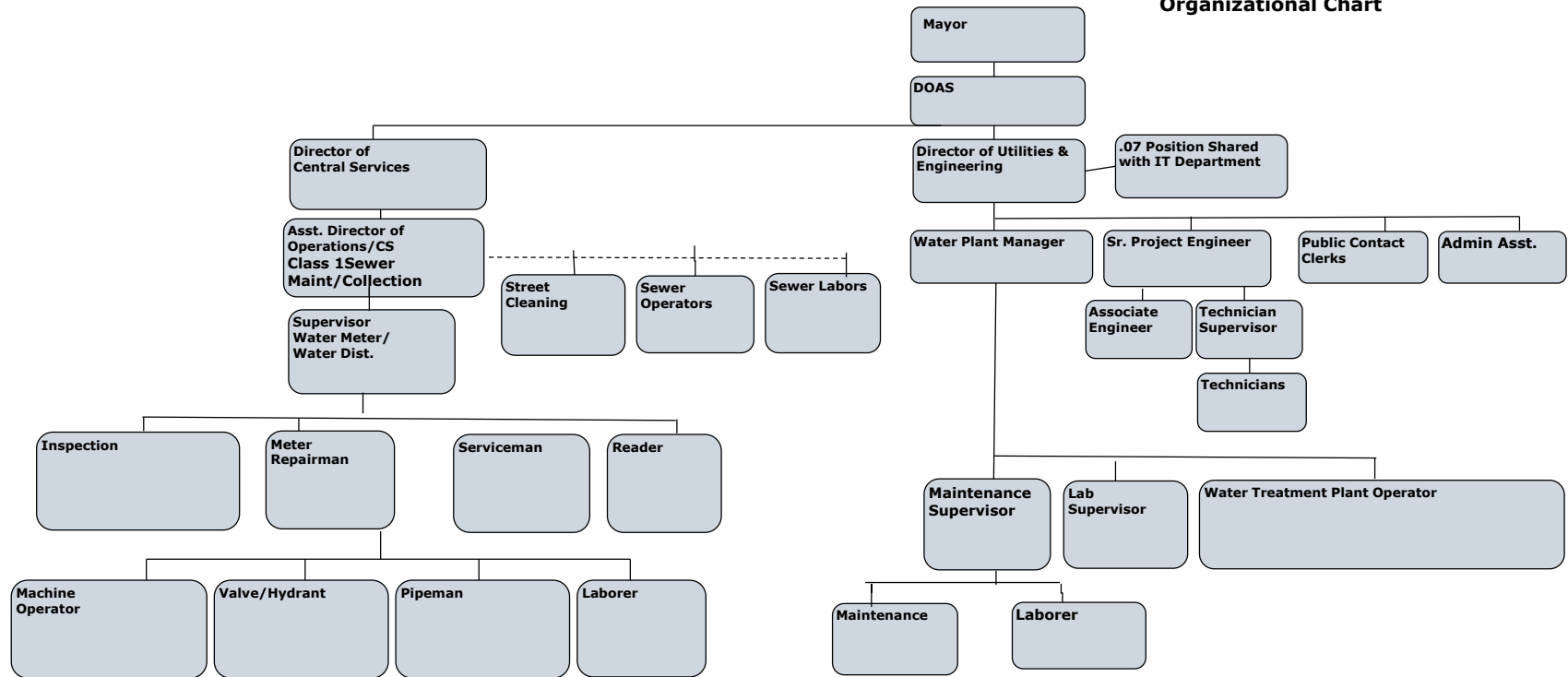
**CITY OF QUINCY
ENTERPRISE FUNDS**

**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	8,950,000	8,400,000	1,125,004	286,000	710,000
REVENUES					
Taxes	-	-	-	31,500	-
Licenses & Permits	-	-	-	-	-
Charges for Services	8,604,000	6,350,000	-	-	44,000
Rent & Other Income	30,000	-	317,138	-	4,200
Interest Income	46,000	20,000	500	1,500	-
Debt Proceeds	-	-	-	-	-
Grants	-	-	12,235,956	-	1,250,000
Transfers In	-	-	576,313	-	-
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	8,680,000	6,370,000	13,129,907	33,000	1,298,200
Total Funds Available	17,630,000	14,770,000	14,254,911	319,000	2,008,200
EXPENDITURES					
Salaries & Benefits	2,864,883	788,288	522,017	-	-
Contracted Services	2,098,000	2,851,522	277,400	45,000	-
Commodities	1,811,350	760,550	170,900	-	-
Capital Outlay	5,377,500	6,430,000	13,078,354	120,000	1,975,000
Miscellaneous	2,393,500	383,230	206,239	-	7,000
Debt Service	660,000	1,160,000	-	25,100	-
Transfers	-	-	-	-	-
TOTAL EXPENDITURES	15,205,233	12,373,590	14,254,910	190,100	1,982,000
Ending Balance, April 30	\$ 2,424,767	\$ 2,396,410	\$ 1	\$ 128,900	\$ 26,200

	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	20,000	20,182,486
REVENUES					
Taxes	-	-	-	-	31,500
Licenses & Permits	-	-	-	-	-
Charges for Services	225,000	55,900	1,264,702	355,000	16,898,602
Rent & Other Income	-	2,600	-	-	353,938
Interest Income	8,000	-	700	-	76,700
Debt Proceeds	-	-	-	-	-
Grants	-	1,500	-	-	13,487,456
Transfers In	-	13,450	-	285,344	875,107
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	233,000	73,450	1,265,402	640,344	31,723,303
Total Funds Available	811,000	75,150	1,377,184	660,344	51,905,789
EXPENDITURES					
Salaries & Benefits	-	20,974	583,188	314,988	5,094,338
Contracted Services	113,145	39,166	494,060	268,469	6,186,762
Commodities	4,200	8,610	22,330	9,400	2,787,340
Capital Outlay	316,898	1,700	-	-	27,299,452
Miscellaneous	17,912	-	23,744	14,487	3,046,112
Debt Service	-	3,000	142,000	53,000	2,043,100
Transfers	200,000	-	-	-	200,000
TOTAL EXPENDITURES	652,155	73,450	1,265,322	660,344	46,657,104
Ending Balance, April 30	\$ 158,845	\$ 1,700	\$ 111,862	\$ -	\$ 5,248,685

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 monthly 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 FY2022

- Complete rehabilitation of filters #1 through #6 and install new technologies for improved monitoring of the water supply
- 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 \$1.5 million
- Invested roughly \$2.2 million in capital improvements to the public water supply
- Completed planning for replacement of water treatment plant pump station to eliminate flooding risk and increase treatment flow rate.

BUDGET SUMMARY

Revenue projections for FY22 are based upon water sales from the preceding year. Operating revenues for FY22 are projected to be \$8.587 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$7.168 million, which will result in a net operating income of \$1.419 million in FY22. Budgeted operating expenses are roughly \$536,000 (8.1%) above projected FY21 levels. The major contributors to the increased operating expenses include a \$450k allowance for sewer charges to be paid by the water treatment plant and a \$194k additional allowance for energy expenses.

A total capital expense budget of \$7.37 million is proposed. Proposed capital expenditures include:

• Watermain replacement projects	\$4,895,000
• WTP filter rehabilitation project	2,000,000
• Purchase of financial management software	205,000
• Purchase of dump truck & stainless steel bed	140,000
• Purchase of mini-excavator to replace backhoe	60,000
• Purchase of light duty trucks	40,000
• Miscellaneous	<u>38,500</u>
• Total	<u>\$7,378,500</u>

Fund 501 is projected to begin FY22 with a cash reserve balance of \$8.95 million and end the fiscal year with a cash reserve balance of \$2.42 million.

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	76,000	0.00%	76,000	112,969	160,669
Charges for Services	8,604,000	-0.23%	8,624,000	8,224,047	9,169,459
Debt Proceeds	-		2,900,000	2,900,000	-
Grants	-		-	34,255	-
Transfers	-		-	384,639	-
Total	8,680,000	-25.17%	11,600,000	11,655,910	9,330,128

EXPENSE SUMMARY

	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED		REVISED	PROJECTED	YTD
Salaries & Benefits	2,864,883	1.87%	2,812,251	2,787,461	2,468,939
Contractual Services	2,098,000	-15.09%	2,470,974	2,104,228	1,199,003
Commodities	1,811,350	0.47%	1,802,850	1,780,495	1,636,133
Capital Outlay	5,378,500	-31.21%	7,818,557	4,995,650	1,265,984
Miscellaneous	2,393,500	165.86%	900,279	630,898	1,211,875
Debt Service	660,000	62.96%	405,000	369,498	80,967
Totals	15,206,233	-6.19%	16,209,911	12,668,230	7,862,901

Totals by Division

	2021/2022	% Change	2020/2021	2020/2021	2019/2020
3155 Utilities	7,177,276	-9.14%	7,899,321	6,739,506	2,595,830
3156 Water Meter	604,187	-11.01%	678,941	618,948	577,842
3310 Admin	3,639,729	106.06%	1,766,306	1,298,670	1,559,114
3312 Commercial	380,358	-6.45%	406,594	389,870	291,122
3313 Pump Stations	-	#DIV/0!	-	39,143	412,742
3314 Purification	3,404,683	-37.63%	5,458,749	3,582,093	2,426,251
Totals	15,206,233	-6.19%	16,209,911	12,668,230	7,862,901

STAFFING

	FY 2022	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	35.72	32.6	33.85	33.25

The proposed budget includes the following Water Department staff:

Water Distribution	2.00 Supervisor	
	1.00 Clerical (non-union)	
	11.50 822 union laborers/operators	14.50 total Water Dist
Water Metering	5.00 822 union laborers/operators	5.00 total Water Meter
Utilities Admin	Director 0.75, Admin 0.75, Supv 0.6, Eng .12, IT 1.0	3.22 total Admin
Commercial	3.00 822 union laborers/operator	3.00 total Commerical
Purification	5.00 Non-union supervisors	
	5.00 822 union laborers/operators (and 1 PT)	10.00 total Purification
		35.72 Total FTEs

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
501-0000-331.01-01	Interest Income	46,000	46,000	66,659	107,475	60,435
501-0000-341.04-00	Rent-Equip/Facilities	30,000	30,000	32,402	48,984	86,080
501-0000-342.03-00	Jury Duty Reimb	0	0	128	0	0
501-0000-342.09-00	Other	0	0	9,032	1,422	2,027
501-0000-350.00-00	Sale of Property	0	0	4,748	2,788	7,723
501-0000-371.01-00	Metered Water Sales	5,150,000	5,200,000	4,855,773	5,496,715	4,955,135
501-0000-371.01-01	Water Base Revenues	3,310,000	3,350,000	3,170,767	3,391,433	2,855,434
501-0000-371.02-00	Fire Protection Fees	0	0	0	2,434	243
501-0000-371.03-04	Misc Water Sales	0	0	1,463	1,149	928
501-0000-371.04-00	Service Connect Fees	85,000	50,000	98,317	113,386	87,690
501-0000-371.05-00	Miscellaneous	0	0	0	0	0
501-0000-371.05-01	Penalties - Past Due	100,000	100,000	122,280	203,488	204,475
501-0000-371.05-02	Consumer Service Chg	15,000	20,000	19,437	25,160	31,759
501-0000-371.05-03	Mdse Sales/Services	0	0	3,806	11,400	12,530
501-0000-371.05-04	Laboratory Fees	0	0	0	0	40
501-0000-371.05-06	Forfeited Deposits	0	0	0	0	60,129
501-0000-371.05-07	Water Services In Kind	-60,000	-100,000	-57,478	-84,741	-91,997
501-0000-371.05-08	Salvage Scrap Sales	2,000	2,000	6,482	6,035	13,146
501-0000-371.05-09	NSF Check Reimb	2,000	2,000	3,200	3,000	1,800
501-0000-371.05-10	Collect Uncollectable	0	0	0		
501-0000-371.05-11	Consumer Main Deposits	0	0	0		
501-0000-371.09-00	Refunds	0	0	0	0	4,561
501-0000-381.03-01	FEMA Reimbursements	0	0	28,852		
501-0000-381.03-06	CURES grant	0	0	5,403		
501-0000-391.01-33	Vehicle Replcmnt Fund	0	0	384,639		
501-0000-392.03-00	Loan Proceeds	0	2,900,000	2,900,000	0	0
Totals		8,680,000	11,600,000	11,655,910	9,330,128	8,292,138

384,639

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
501-3155-411.11-01	Regular Salary/Wages	628,215	563,240	570,216	522,098	449,907
501-3155-411.11-02	Overtime	65,441	65,441	50,673	55,944	50,903
501-3155-411.11-03	Sick Pay	23,488	20,940	19,866	20,324	18,000
501-3155-411.11-04	Holiday Pay	42,345	36,065	36,262	31,077	27,622
501-3155-411.11-15	Vacation	35,711	32,936	26,749	28,155	24,575
501-3155-411.11-16	Major Medical	0	0	16,729	0	0
501-3155-411.11-17	Sick Pay buyback	6,559	6,394	3,918	2,441	6,957
501-3155-411.11-18	Vacation Pay buyback	0	0	3,244	0	2,193
501-3155-411.21-01	Group Insurance	163,900	172,381	220,308	173,717	104,907
501-3155-411.21-03	Board Paid Life Ins	1,324	923	901	852	762
501-3155-411.21-04	Worker's Comp	0	0	0	0	73,097
501-3155-411.22-01	Social Security	49,709	45,017	44,005	39,555	34,413
501-3155-411.22-02	Medicare	11,625	10,492	10,291	9,251	8,048
501-3155-411.22-03	Unemployment Comp	1,500	1,300	1,300	1,600	1,300
501-3155-411.23-01	IMRF	76,889	79,673	77,687	57,358	55,689
501-3155-411.24-03	CDL Reimbursements	90	90	0	90	60
	Subtotal	1,106,796	1,034,892	1,082,149	942,462	858,433
Contractual Services						
501-3155-411.31-04	Eng/Architectural	280,000	439,268	185,868	2,200	28,746
501-3155-411.31-05	Other	0	0	13,351	5,200	0
501-3155-411.35-01	Buildings	5,000	5,000	1,184	1,456	68,427
501-3155-411.35-02	R&M-Mach & Equip	5,000	5,000	-2,074	-69	864
501-3155-411.35-06	R&M-Infrastructure	100,000	100,000	25,186	19,737	63,246
501-3155-411.36-01	Fleet Maintenance	100,000	110,000	87,296	88,171	103,525
501-3155-411.36-02	Land	1,500	1,500	1,220	1,184	1,150
501-3155-411.36-03	Equipment & Vehicle	2,500	2,500	1,023	1,200	2,143
501-3155-411.36-05	Vehicle Replacement	0	85,000	58,592	55,228	54,911
501-3155-411.38-01	Insurance/MICA	69,730	69,730	69,730	40,345	0
501-3155-411.39-01	Communications	6,000	5,000	5,518	5,437	1,340
501-3155-411.39-02	Advertising/Publishing	1,500	1,200	891	1,841	1,020
501-3155-411.39-03	Printing & Binding	500	1,000	757	573	483
501-3155-411.39-06	JULIE Location Req	5,000	5,000	4,166	4,477	5,245
501-3155-411.39-07	Regist,Schools,Mtgs	1,000	1,000	0	0	506
501-3155-411.39-08	Contracted Services	5,000	10,000	500	1882	2635
	Subtotal	582,730	841,198	453,208	228,862	334,241
Commodities						
501-3155-411.41-02	Office Supplies	1,000	1,000	584	791	1,090
501-3155-411.42-02	Electricity	0	0	0	0	37
501-3155-411.45-02	Custodial Supplies	2,000	2,000	13,505	11,039	498
501-3155-411.45-03	Equip Consumable	2,250	3,250	876	2,670	1,995
501-3155-411.45-04	Equip Replacemt Pts	5,000	4,000	4,009	4,514	1,199
501-3155-411.45-05	Small Tool/Small Equip.	10,000	10,000	9,226	10,541	5,386
501-3155-411.46-01	Concrete	70,000	60,000	63,224	50,212	37,772
501-3155-411.46-02	Asphalt	1,000	0	884	0	0
501-3155-411.46-03	Sand, Stone & Gravel	20,000	20,000	16,842	7,787	11,453
501-3155-411.46-07	Barricades	6,000	6,000	0	4,052	1,115
501-3155-411.46-08	Paint	2,000	2,000	1,210	1,764	1,093
501-3155-411.46-09	Pipe	2,500	2,500	988	77	308
501-3155-411.46-10	Lumber	2,000	2,000	1,499	1,337	1,530
501-3155-411.46-11	Oper Supplies-Other	200,000	200,000	106,539	115,308	109,080

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
501-3155-411.46-12	Gasoline/Diesel	500	500	144	180	144
501-3155-411.47-01	Clothing/Uniforms	1,000	1,000	324	632	572
501-3155-411.47-02	Safety Equipment	2,500	2,500	883	583	1,010
	Subtotal	327,750	316,750	220,737	211,487	174,282
Capital Outlay						
501-3155-411.52-05	Mach & Equipment	60,000	182,928	0	178,257	0
501-3155-411.52-06	Vehicles	180,000	50,000	312,318	159,438	43,821
501-3155-411.52-08	Controllable	25,000	15,000	18,390	5,880	8,743
501-3155-411.53-03	Utility Piping, meters, etc	4,895,000	5,458,553	4,652,704	869,444	1,132,172
501-3155-411.53-09	Other	-	-	-		
	Subtotal	5,160,000	5,706,481	4,983,412	1,213,019	1,184,736
	Totals	7,177,276	7,899,321	6,739,506	2,595,830	2,551,692

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER METERING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
501-3156-411.11-01	Regular Salary/Wages	209,147	212,348	221,300	186,679	189,834
501-3156-411.11-02	Overtime	20,055	20,055	15,631	13,773	16,252
501-3156-411.11-03	Sick Pay	6,181	4,451	3,367	11,213	8,613
501-3156-411.11-04	Holiday Pay	13,285	13,154	12,189	11,330	12,076
501-3156-411.11-15	Vacation	18,104	20,707	16,890	18,338	19,182
501-3156-411.11-16	Major Medical	0	0	0	5,474	0
501-3156-411.11-17	Sick Pay buyback	2,248	4,451	2,225	3,091	10,885
501-3156-411.11-18	Vacation Pay buyback	0	0	0	3,234	0
501-3156-411.21-01	Group Insurance	71,753	87,489	85,485	70,642	64,080
501-3156-411.21-03	Board Pd Life Ins	457	369	335	348	342
501-3156-411.21-04	Workers' Comp	0	0	0	0	40,065
501-3156-411.22-01	Social Security	16,679	16,004	15,720	14,535	14,618
501-3156-411.22-02	Medicare	3,901	3,743	3,676	3,399	3,418
501-3156-411.22-03	Unemployment Comp.	500	500	500	500	500
501-3156-411.23-01	IMRF	25,799	28,342	29,054	22,228	24,751
501-3156-411.24-03	CDL Reimbursements	60	60	30	90	30
	Subtotal	388,169	411,673	406,402	364,874	404,646
Contractual Services						
501-3156-411.34-03	Custodial Services	0	0	0	35	1,466
501-3156-411.34-06	Linens mats,uniforms	2,000	2,000	2,070	1,921	0
501-3156-411.35-01	R&M-Buildings	2500	5500	7613	1758	486
501-3156-411.35-02	R&M-Mach & Equip	4,000	4,500	3,252	3,325	2,644
501-3156-411.35-05	Rep & Maint-Other	7,000	7,000	2,827	3,081	6,917
501-3156-411.36-01	Fleet Maintenance	17,500	15,500	16,023	15,925	14,727
501-3156-411.36-05	Vehicle Replacement	0	15,000	19,710	18,332	11,196
501-3156-411.38-01	Insurance/MICA	48,568	48,568	48,568	17,299	0
501-3156-411.39-01	Communications	1,750	1,700	1,675	1,710	0
501-3156-411.39-02	Advertisng/Publishing	0	0	0	0	276
501-3156-411.39-03	Printing & Binding	100	100	0	0	70
501-3156-411.39-08	Contracted Services	1,000	1,500	1,164		176
	Subtotal	84,418	101,368	102,902	63,386	37,958
Commodities						
501-3156-411.41-02	Office Supplies	500	800	302	796	911
501-3156-411.45-01	Building Supplies	500	200	461	0	0
501-3156-411.45-02	Custodial Supplies	1,700	2,000	705	389	1,878
501-3156-411.45-03	Equip Consumable	900	900	382	868	496
501-3156-411.45-04	Equip Replace Parts	500	500	389	211	457
501-3156-411.45-05	Small Tools/ Equip	2,000	2,000	1,031	1,455	1,086
501-3156-411.46-08	Paint	0	0	36	10	34
501-3156-411.46-09	Pipe	500	1,000	35	75	0
501-3156-411.46-11	Other	125,000	124,500	106,303	96,403	97,016
	Subtotal	131,600	131,900	109,644	100,207	101,878
Capital Outlay						
501-3156-411.52-06	Vehicles	-	25,000	-	35,875	16,967
501-3156-411.52-08	Controllable	-	9,000	-	13,500	3,769
	Subtotal	0	34,000	0	49,375	20,736
	Totals	604,187	678,941	618,948	577,842	565,218

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**UTILITIES-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Wages						
501-3310-411.11-01	Regular Salary/Wages	202,071	149,802	150,086	139,901	129,352
501-3310-411.11-02	Overtime	-	-	3,481	4,460	-
501-3310-411.11-04	Holiday Pay	11,893	7,752	8,437	8,300	6,855
501-3310-411.11-15	Vacation	11,155	8,302	8,382	7,757	6,380
501-3310-411.11-17	Sick Pay buyback	3,348	3,234	4,822	3,136	9,427
501-3310-411.21-01	Group Insurance	51,986	40,304	41,007	32,290	30,634
501-3310-411.21-03	Board Pd Life Ins	294	15	143	143	142
501-3310-411.21-04	Workers' Comp	-	-	-	-	8,516
501-3310-411.22-01	Social Security	16,417	12,830	10,081	9,251	8,495
501-3310-411.22-02	Medicare	3,840	2,974	2,358	2,164	1,987
501-3310-411.22-03	Unemployment Comp	250	150	150	150	150
501-3310-411.23-01	IMRF	25,394	22,683	18,779	14,122	14,738
	Subtotal	326,648	248,046	247,726	221,674	216,676
Contractual Services						
501-3310-411.31-01	Audit	8,000	8,000	7,800	7,700	7,125
501-3310-411.31-02	Contracted Legal	-	-	-	-	476
501-3310-411.32-02	Technical Svc-Comp	25,000	25,000	26,271	17,340	16,501
501-3310-411.38-01	MICA	1,731	1,731	1,731	6,218	66,350
501-3310-411.39-01	Communications	14,000	10,000	11,947	8,795	10,079
501-3310-411.39-02	Advertising/Publishing	-	-	-	71	-
501-3310-411.39-03	Printing & Binding	500	1,000	-	-	2,985
501-3310-411.39-05	Mileage Reimb	250	250	-	-	-
501-3310-411.39-07	Regist,Schools, Mtgs	100	1,000	56	100	-
501-3310-411.39-08	Contracted Services	2,500	2,614	855	3,000	3,230
	Subtotal	52,081	49,595	48,660	43,224	106,746
Commodities						
501-3310-411.41-01	Postage	1,000	1,500	293	1,374	402
501-3310-411.41-02	Office Supplies	500	500	210	-	128
	Subtotal	1,500	2,000	503	1,374	530
Capital Outlay						
501-3310-411.52-04	Office Equipment	205,000	160,000	-	-	-
501-3310-411.52-08	Controllable	1,000	1,386	1,385	-	757
	Subtotal	206,000	161,386	1,385	-	757
Miscellaneous						
501-3310-411.61-01	Dues	500	500	224	218	211
501-3310-411.61-04	Other	1,000	1,000	50	720	1,671
501-3310-411.61-06	Refunds	1,000	1,000	-	1,412	3,001
501-3310-411.61-08	Bad Debt Expense	35,000	50,000	20,114	23,511	24,101
501-3310-411.61-89	Over & Short	20,000	20,000	22,045	16,782	(17,098)
501-3310-411.65-01	Admin Cost Share	336,000	327,779	317,349	224,094	176,442
501-3310-411.65-02	Space Cost Share	-	-	3,554	21,326	11,040
501-3310-491.62-26	2005 G/O Bond Fund	2,000,000	-	-	53,812	53,812
501-3310-491.62-62	Water EPA 2019ProjFund	-	500,000	267,562	870,000	178,346
	Subtotal	2,393,500	900,279	630,898	1,211,875	431,526
Debt Service						
501-3310-411-72-00	Debt Service	660,000	405,000	369,498	80,967	-
	Subtotal	660,000	405,000	369,498	80,967	-
	Totals	3,639,729	1,766,306	1,298,670	1,559,114	756,235

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**COMMERCIAL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
501-3312-411.11-01	Regular Salary/Wages	129,178	127,890	125,564	120,247	114,325
501-3312-411.11-02	Overtime	2,500	2,433	1,320	1,689	589
501-3312-411.11-03	Sick Pay	3,252	3,220	2,380	2,601	2,948
501-3312-411.11-04	Holiday Pay	7,588	7,512	6,962	6,789	8,323
501-3312-411.11-15	Vacation	6,323	6,260	6,607	5,527	6,253
501-3312-411.11-16	Major Medical	-	-	-	-	509
501-3312-411.11-17	Sick Pay buyback	3,252	2,146	2,256	1,371	4,217
501-3312-411.21-01	Group Insurance	46,356	43,225	43,162	29,550	28,237
501-3312-411.21-03	Board Pd Life Ins	274	221	200	204	203
501-3312-411.21-04	Workers' Comp	0	0	0	0	1,033
501-3312-411.22-01	Social Security	9,275	9,116	8,706	8,135	8,081
501-3312-411.22-02	Medicare	2,169	2,132	2,037	1,902	1,890
501-3312-411.22-03	Unemployment Comp	300	300	300	300	300
501-3312-411.23-01	IMRF	14,346	16,144	15,549	12,041	13,256
	Subtotal	224,813	220,599	215,043	190,356	190,164
Contractual Services						
501-3312-411.35-02	R&M-Mach & Equip	3500	7800	7698	3239	2429
501-3312-411.35-05	Other	0	0	0	0	685
501-3312-411.36-03	Equipment & Vehicle	2,500	2,700	2,332	3,184	2,605
501-3312-411.38-01	Insurance/MICA	2,095	2,095	2,095	7,482	0
501-3312-411.39-02	Advertising/Publishing	200	200	0	0	346
501-3312-411.39-03	Printing & Binding	250	500	0	765	1,390
501-3312-411.39-08	Contracted Services	135,000	160,000	151,209	64,600	50,183
	Subtotal	143,545	173,295	163,334	79,270	57,638
Commodities						
501-3312-411.41-01	Postage	500	500	4,344	17,315	18,134
501-3312-411.41-02	Office Supplies	4,000	4,000	4,392	3,172	4,570
501-3312-411.45-01	Building Supplies	0	0	29	29	227
	Subtotal	4,500	4,500	8,765	20,516	22,931
Capital Outlay						
501-3312-411.52-04	Office Equipment	2,500	3,200	0	0	0
501-3312-411.52-08	Conrollable	5,000	5,000	2,728	980	4,206
		7,500	8,200	2,728	980	4,206
Miscellaneous						
501-3312-411.61-04	Other	0	0	0	0	0
	Totals	380,358	406,594	389,870	291,122	274,939

FUND 501 WATER FUND
 UTILITIES DEPARTMENT

PUMP STATIONS
 DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 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						
501-3313-411.35-02	R&M-Mach & Equip	-	-	-	1,111	13,341
501-3313-411.38-05	Boiler & Machinery Ins.	-	-	-		11,000
501-3313-411.39-01	Communications	-	-	-	-	-
	Subtotal	0	0	0	1,111	24,341
Commodities						
501-3313-411.42-01	Natural Gas	0	0	591	1,933	4,302
501-3313-411.42-02	Electricity	0	0	38,552	409,698	382,523
	Subtotal	0	0	39,143	411,631	386,825
Capital Outlay						
501-3313-411.52-05	Mach & Equipment	0	0	0	0	0
501-3313-411.53-09	Other	0	0	0	0	58,621
	Subtotal	0	0	0	0	58,621
	Totals	0	0	39,143	412,742	469,787

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
501-3314-411.11-01	Regular Salary/Wages	466,836	496,009	447,247	426,953	504,103
501-3314-411.11-02	Overtime	20,193	20,193	24,245	23,826	16,881
501-3314-411.11-03	Sick Pay	1,659	3,285	4,685	5,760	5,680
501-3314-411.11-04	Holiday Pay	28,432	27,248	22,167	26,941	30,417
501-3314-411.11-15	Vacation	31,097	28,569	28,296	27,455	32,334
501-3314-411.11-16	Major Medical	0	0	9,038	11,551	0
501-3314-411.11-17	Sick Pay buyback	16,454	25,279	16,645	10,229	39,299
501-3314-411.11-18	Vacation buyback	0	7,062	1,473	1,180	0
501-3314-411.12-01	TempReg Salary/Wages	23,722	0	0	0	0
501-3314-411.21-01	Group Insurance	130,164	167,827	180,414	128,547	115,408
501-3314-411.21-03	Board Pd Life Ins	913	738	644	656	745
501-3314-411.21-04	Workers' Comp	0	0	0	0	108,021
501-3314-411.22-01	Social Security	35,228	39,878	33,012	31,860	37,322
501-3314-411.22-02	Medicare	8,239	9,275	7,721	7,451	8,729
501-3314-411.22-03	Unemployment Comp	1,000	1,100	1,100	1,100	1,200
501-3314-411.23-01	IMRF	54,490	70,548	59,424	46,034	60,648
501-3314-411.24-03	CDL Reimbursements	30	30	30	30	0
	Subtotal	818,457	897,041	836,141	749,573	960,787
Contractual Services						
501-3314-411.31-04	Eng/Architectural	200,000	610,580	525,679	207,692	22,955
501-3314-411.31-05	Prof Svc-Other	0	0	609	0	68,264
501-3314-411.33-01	Water/Sewerage	450,000	1,500	881	0	0
501-3314-411.34-01	Cleaning Svc-Disposal	1,000	1,000	789	2,796	6,330
501-3314-411.34-03	Custodial	0	0	0	53	2,466
501-3314-411.34-04	Lawn Care	25,000	14,282	14,282	0	0
501-3314-411.34-06	Linens mats,mop,uniform	3,000	3,000	3,104	2,692	0
501-3314-411.35-01	R&M-Buildings	20,000	20,000	2,175	2,067	99
501-3314-411.35-02	R&M-Mach & Equip	55,000	96,480	132,941	42,994	33,551
501-3314-411.36-01	Fleet Maintenance	7,500	5,000	7,275	9,824	1,291
501-3314-411.36-03	Equipment & Vehicle	2,500	5,000	366	4,946	2,395
501-3314-411.36-05	Vehicle Replacement	0	10,450	9,500	4,650	2,400
501-3314-411.38-01	Insurance/MICA	104,726	104,726	104,726	98,624	0
501-3314-411.38-05	Boiler & Machinery Ins.	113,000	130,000	116,466	109,657	99,700
501-3314-411.39-01	Communications	2,000	2,000	1,629	1,647	1,089
501-3314-411.39-02	Advertising/Publishing	1,000	1,000	1,591	1,127	746
501-3314-411.39-03	Printing & Binding	0	0	0	89	740
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-07	Regist, Schools, Mtgs	500	500	260	0	260
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-08	Contracted Services	250,000	300,000	413,851	294,292	295,121
	Subtotal	1,235,226	1,305,518	1,336,124	783,150	537,407

FUND 501 WATER FUND
UTILITIES DEPARTMENT

PURIFICATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Commodities						
501-3314-411.41-01	Postage	500	500	273	103	366
501-3314-411.41-02	Office Supplies	500	700	213	522	212
501-3314-411.42-01	Natural Gas	20,000	25,000	16,709	18,737	14,339
501-3314-411.42-02	Electricity	532,000	532,000	408,007	73,333	127,014
501-3314-411.45-01	Building Supplies	4,000	5,000	1,693	436	4,754
501-3314-411.45-02	Custodial Supplies	3,000	5,000	1,419	3,658	1,963
501-3314-411.45-03	Equip Consumable	1,000	1,000	383	932	730
501-3314-411.45-04	Equip Replace Parts	20,000	15,000	17,245	12,071	7,446
501-3314-411.45-05	Small Tools/ Equip	5,000	7,500	1,171	2,432	4,544
501-3314-411.46-05	Chemicals	670,000	670,000	867,172	708,455	620,982
501-3314-411.46-10	Lumber	500	500	0	0	479
501-3314-411.46-11	Operation Supply-Other	25,000	20,000	25,293	25,360	7,585
501-3314-411.46-12	Gasoline/Diesel	2,500	2,500	205	2,491	2,431
501-3314-411.46-14	Laboratory	60,000	60,000	61,366	40,765	53,709
501-3314-411.47-02	Safety Equipment	2,000	3,000	554	1,623	1,117
	Subtotal	1,346,000	1,347,700	1,401,703	890,918	847,671
Capital Outlay						
501-3314-411.52-02	Buildings	0	0	0	0	0
501-3314-411.52-04	Office Equipment	0	0	0	0	0
501-3314-411.52-05	Mach & Equip	0	57,200	5,322	0	0
501-3314-411.52-06	Vehicles	0	0	0	0	0
501-3314-411.52-08	Controllable	5,000	10,000	2,803	2,610	0
501-3314-411.53-09	Other	0	1,841,290	0	0	0
	Subtotal	5,000	1,908,490	8,125	2,610	0
Miscellaneous						
501-3314-411.61-04	Other	0	0	0	0	9
	Totals	3,404,683	5,458,749	3,582,093	2,426,251	2,345,874

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 monthly 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 FY2022:

- Replace combined sewer diversion structures to maximize flow of sewage to the treatment plant
- Repair and replace defective sewers in coordination with street improvement projects.
- 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 of roughly \$750,000
- Invested over \$3 million in capital improvements to the sewage collection system
- Completed replacement of the WWTP aeration system to improve effluent quality and lower operating expenses

BUDGET SUMMARY

Revenue projections for FY22 are based upon FY21 metered water sales. Operating revenues for FY22 are projected to be \$6.35 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$4.78 million, which will result in a net operating income of \$1.57 million in FY21. Budgeted operating expenses are roughly \$153,000 below projected FY21 levels due primarily to a decreased allowance for design engineering services.

Capital investment of nearly \$6.43 million is proposed for FY21, which includes:

- | | |
|---|-------------|
| • Sewer line repair/replacements | \$6,225,000 |
| • Purchase of financial management software | \$ 205,000 |

Fund 502 is projected to begin FY22 with a cash reserve balance of \$8.4 million and end the fiscal year with a cash reserve balance of \$2.2 million

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY					
ACCOUNT NUMBER	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	20,000	66.67%	12,000	76,044	38,938
Charges for Services	6,350,000	-1.85%	6,470,000	5,561,029	6,099,594
Debt Proceeds	-		7,100,000	7,100,000	-
Grants	-	0.00%	-	229,481	-
Transfers	-	0.00%	-	631,485	461,757
Total	6,370,000	-53.10%	13,582,000	13,598,039	6,600,289

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	788,288	-13.31%	909,365	848,612	874,809
Contractual Services	2,851,522	-25.53%	3,829,049	3,232,278	2,745,315
Commodities	760,550	0.62%	755,900	569,014	668,365
Capital Outlay	6,430,000	-26.47%	8,744,818	5,889,200	1,283,337
Miscellaneous	383,230	-47.39%	728,493	334,093	324,469
Debt Service	1,160,000	133.40%	497,000	460,376	-
Totals	12,373,590	-19.99%	15,464,625	11,333,573	5,896,295

Totals by Division

3150 Administration	1,815,630	30.51%	1,391,130	784,620	302,248
3153 Street Cleaning	126,271	-30.61%	181,968	152,876	147,648
3157 Sewer Maintenance	8,071,774	-22.92%	10,472,124	8,060,868	2,752,587
3321 Pretreatment	149,861	0.50%	149,120	128,801	61,987
3322 Waste Water	2,210,054	-32.42%	3,270,283	2,206,408	2,631,825
Totals	12,373,590	-19.99%	15,464,625	11,333,573	5,896,295

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	9.75	10.75	9.65	12.9

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

.50 Asst. Director

1.00 Project Engineer

6.75 822 union laborers/operators

1.25 822 Street Cleaner Operator

Pretreatment 3321 0.25 Environmental Coordinator

9.75 TOTAL FTES

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
502-0000-331.01-01	Interest Income	20,000	12,000	49,283	38,488	23,631
502-0000-342.09-00	Other	0	0	0	450	356
502-0000-350.00-00	Sale of Property	0	0	26,761	0	36,310
502-0000-372.01-00	User Charges	5,725,000	6,025,000	5,225,723	5,814,483	5,794,804
502-0000-372.01-01	User/Improv surcharge	300,000	295,000	0	0	0
502-0000-372.02-00	Surcharges	300,000	300,000	323,056	369,311	327,372
502-0000-372.03-00	Miscellaneous	0	0	900	1,550	0
502-0000-372.03-01	Sewer Servics In Kind	(60,000)	(150,000)	(74,500)	(118,380)	(130,998)
502-0000-372.03-02	Penalties past due	80,000	0	73,958	30,505	0
502-0000-372.04-00	Connection Charges	5,000	0	10,900	2,125	0
502-0000-372.05-00	Flat Rate Charges	0	0	0	0	41
502-0000-372.09-00	Refunds	0	0	992	0	0
502-0000-381.03-01	FEMA Reimb	0	0	3,502	0	0
502-0000-381.03-06	CURES Grant	0	0	587	0	0
502-0000-382.03-06	Dept of Transportation	0	0	225,392	0	0
502-0000-391.01-01	General Fund	0	0	0	461,757	0
502-0000-391.01-33	Vehicle Replcmnt Fund	0	0	631,485	0	0
502-0000-392.03-00	Loan Proceeds	0	7,100,000	7,100,000	0	0
Totals		6,370,000	13,582,000	13,598,039	6,600,289	6,051,516

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**ADMINISTRATION/FIELD OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
502-3150-412.31-01	Audit	6,000	6,000	5,850	5,775	4,598
502-3150-412.32-02	Computer	15,000	15,000	10,059	11,100	10,806
502-3150-412.39-01	Communications	9,000	8,500	9,065	9,155	4,167
502-3150-412.39-02	Advertising/Publishing	0	200	0	0	0
	Subtotal	30,000	29,700	24,974	26,030	19,571
Commodities						
502-3150-412.41-01	Postage	100	100	0	49	5,198
502-3150-412.41-02	Office Supplies	100	100	82	239	249
502-3150-412.41-03	Shared Billing Expense	112,200	71,000	60,358	23,965	17,502
	Subtotal	112,400	71,200	60,440	24,253	22,949
Capital Outlay						
502-3150-412.52-04	Office Equipment	205,000	160,000	0	0	0
502-3150-412.52-05	Mach & Equipment	0	0	0	0	0
	Subtotal	205,000	160,000	0	0	0
Miscellaneous						
502-3150-412.61-04	Other	500	0	1,062	142	753
502-3150-412.61-06	Refunds	1,500	2,000	1,534	0	1,400
502-3150-412.61-08	Bad Debt Expense	20,000	20,000	17,589	12,139	14,899
502-3150-412.64-02	Overhead Sewer Grants	75,000	150,000	28,921	0	0
502-3150-412.65-01	Admin cost share	211,230	211,230	187,577	172,992	154,200
502-3150-412.65-02	Space cost share	0	0	2,147	12,880	6,480
502-3150-491.62-26	2005 G/O Bond Fund	0	0	0	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	0	250,000	0	0	0
	Subtotal	308,230	633,230	238,830	251,965	231,544
Debt Service						
502-3150-409.72-00	Loan/Lease Payments	1,160,000	497,000	460,376	0	0
	Totals	1,815,630	1,391,130	784,620	302,248	274,064

FUND 502 SEWER FUND

STREET CLEANING
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
502-3153-412.11-01	Regular Salary/Wages	53,304	55,035	37,060	31,968	32,000
502-3153-412.11-02	Overtime	1,370	1,351	1,054	1,359	2,105
502-3153-412.11-04	Holiday Pay	2,564	2,539	2,353	2,294	2,383
502-3153-412.11-15	Vacation Pay	3,663	3,627	3,401	3,221	3,391
502-3153-412.11-17	Sick Pay Buy Back	2,198	2,176	2,176	1,412	4,436
502-3153-412.21-01	Group Insurance	15,070	33,231	34,908	23,107	17,065
502-3153-412.21-03	Board Paid Life Ins	114	92	60	56	58
502-3153-412.21-04	Workers' Comp	-	-	-	-	15,248
502-3153-412.22-01	Social Security	3,912	3,929	2,783	2,338	2,533
502-3153-412.22-02	Medicare	915	919	650	547	592
502-3153-412.22-03	Unemployment Comp	100	100	100	100	100
502-3153-412.23-01	IMRF	6,051	6,959	4,939	3,417	4,218
502-3153-412.24-03	CDL Reimbursements	30	30	30	-	-
	Subtotal	89,291	109,988	89,514	69,819	84,129
Contractual Services						
502-3153-412.36-01	Fleet Maintenance	30,000	25,000	27,052	30,434	20,057
502-3153-412.36-05	Vehicle Replacement	-	40,000	33,330	39,996	39,996
502-3153-412.38-01	MICA	2,980	2,980	2,980	7,399	10,243
	Subtotal	32,980	67,980	63,362	77,829	70,296
Commodities						
502-3153-412.45-04	Equip Replace Parts	2,000	2,000	-	-	-
502-3153-412.45-05	Small Tools/ Equip	2,000	2,000	-	-	-
	Subtotals	4,000	4,000	-	-	-
	Totals	126,271	181,968	152,876	147,648	154,425

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
502-3157-412.11-01	Regular Salary/Wages	356,610	403,835	396,131	435,200	415,531
502-3157-412.11-02	Overtime	48,793	48,793	44,792	51,515	48,908
502-3157-412.11-03	Sick Pay	11,893	13,990	10,513	12,942	13,097
502-3157-412.11-04	Holiday Pay	22,773	26,146	21,832	28,365	27,932
502-3157-412.11-15	Vacation	23,961	27,470	21,046	30,560	30,028
502-3157-412.11-16	Major Medical	-	-	697	-	2,034
502-3157-412.11-17	Sick Pay Buyback	9,840	9,421	4,851	8,011	19,310
502-3157-412.11-18	Vacation Pay Buyback	-	-	1,932	2,902	1,687
502-3157-412.21-01	Group Insurance	124,931	153,584	151,672	129,879	118,727
502-3157-412.21-03	Board Paid Life Ins.	753	683	579	693	721
502-3157-412.21-04	Workers' Comp	-	-	-	-	183,069
502-3157-412.22-01	Social Security	26,737	30,226	29,250	33,028	32,587
502-3157-412.22-02	Medicare	6,263	6,984	6,841	7,724	7,622
502-3157-412.22-03	Unemployment Comp.	900	900	900	900	1,200
502-3157-412.23-01	IMRF	44,910	57,453	53,770	49,612	53,291
502-3157-412.24-03	CDL Reimbursements	90	90	30	60	90
	Subtotal	678,454	779,575	744,836	791,391	955,834
Contractual Services						
502-3157-412.31-04	Engineer/Architectural	510,000	740,000	670,560	312,553	30,321
502-3157-412.35-02	R&M-Mach & Equip	20,000	15,000	48,171	9,268	8,723
502-3157-412.35-05	R&M - Other	-	-	3,130	-	400
502-3157-412.35-06	R&M-Infrastructure	125,000	150,000	95,779	85,483	26,296
502-3157-412.36-01	Fleet Maintenance	175,000	175,000	186,079	217,304	150,822
502-3157-412.36-03	Equipment & Vehicle	5,000	5,000	3,341	573	1,522
502-3157-412.36-05	Vehicle Replacement	-	140,000	133,732	119,893	104,479
502-3157-412.38-01	MICA	177,470	177,470	177,470	105,684	22,197
502-3157-412.39-01	Communications	500	1,400	1,395	540	108
502-3157-412.39-02	Advertising/Publishing	1,500	2,000	2,209	1,378	1,798
502-3157-412.39-04	Travel	100	100	168	141	-
502-3157-412.39-05	Mileage Reimb	100	100	-	161	-
502-3157-412.39-06	JULIE Location request	5,000	5,000	4,166	4,478	5,245
502-3157-412.39-07	Regist,Schools,Mtgs	500	500	-	-	506
502-3157-412.39-08	Contracted Services	2,000	2,000	1,702	512	941
	Subtotal	1,022,170	1,413,570	1,327,902	857,968	353,358
Commodities						
502-3157-412.41-01	Postage	-	200	141	86	-
502-3157-412.41-02	Office Supplies	100	100	-	12	13
502-3157-412.42-02	Electricity	40,000	40,000	27,681	27,684	33,019
502-3157-412.45-01	Building Supplies	100	-	123	255	-
502-3157-412.45-02	Custodial Supplies	300	300	392	393	219
502-3157-412.45-03	Equip Consumable	900	1,000	263	855	369
502-3157-412.45-04	Equip Replace Parts	4,500	4,500	4,251	5,125	3,601
502-3157-412.45-05	Small Tools/ Equip.	4,000	6,000	5,448	2,840	3,232
502-3157-412.46-01	Concrete	50,000	50,000	25,366	37,000	27,809
502-3157-412.46-02	Asphalt	1,000	1,000	-	223	-
502-3157-412.46-03	Sand, Stone & Gravel	10,000	15,000	6,968	11,194	12,946
502-3157-412.46-07	Barricades	6,000	6,000	-	4,214	1,115
502-3157-412.46-08	Paint	100	100	78	69	31
502-3157-412.46-09	Pipe	3,500	1,000	5,460	1,475	16
502-3157-412.46-10	Lumber	1,000	1,500	425	744	1,235

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
502-3157-412.46-11	Other	20,000	20,000	19,291	12,718	9,179
502-3157-412.46-12	Gasoline/Diesel	150	-	133	-	144
502-3157-412.47-01	Clothing/Uniforms	500	500	977	445	104
502-3157-412.47-02	Safety Equipment	4,000	4,000	4,784	2,264	(23)
	Subtotal	146,150	151,200	101,781	107,510	93,009
Capital Outlay						
502-3157-412.52-03	Improv other than Bldgs	6,225,000	7,922,516	5,849,428	802,474	742,417
502-3157-412.52-05	Mach & Equip	-	150,000	-	55,000	-
502-3157-412.52-06	Vehicles	-	30,000	-	123,000	-
502-3157-412.52-08	Controllable	-	5,000	16,658	15,244	3,923
502-3157-412.53-03	Infrastructure	-	-	-	-	-
	Subtotal	6,225,000	8,107,516	5,866,086	995,718	746,340
Miscellaneous						
502-3157-412.61-01	Dues	-	-	-	-	-
502-3157-412.61-04	Other	-	20,263	20,263	-	35
		-	20,263	20,263	-	35
	Totals	8,071,774	10,472,124	8,060,868	2,752,587	2,148,576

FUND 502 SEWER FUND
UTILITIES DEPARTMENT

PRETREATMENT
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
502-3321-412.11-01	Regular Salary/Wages	11,139	11,281	8,419	8,073	7,011
502-3321-412.11-02	Overtime	0	0	0	0	27
502-3321-412.11-03	Sick Pay	442	427	0	0	10
502-3321-412.11-04	Holiday Pay	687	616	0	0	82
502-3321-412.11-15	Vacation	491	474	0	0	113
502-3321-412.21-01	Group Insurance	5,561	4,602	4,382	4,315	2,750
502-3321-412.21-03	Board Paid Life Ins.	23	18	11	11	11
502-3321-412.22-01	Social Security	791	793	444	419	367
502-3321-412.22-02	Medicare	185	186	104	98	86
502-3321-412.23-01	IMRF	1,224	1,405	902	683	717
	Subtotal	20,543	19,802	14,262	13,599	11,174
Contractual Services						
502-3321-412.31-05	Other	55,000	55,000	41,471	0	0
502-3321-412.38-01	MICA	73,068	73,068	73,068	48,388	14,737
502-3321-412.39-04	Travel	500	500	0	0	451
502-3321-412.39-05	Mileage Reimb	500	500	0	0	349
502-3321-412.39-07	Regist,Schools,Meetings	250	250	-	-	-
	Subtotal	129,318	129,318	114,539	48,388	15,537
	Totals	149,861	149,120	128,801	61,987	26,711

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**WASTE WATER TREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Contractual Services						
502-3322-412.31-04	Eng/Architectural	150,000	500,000	313,313	245,321	117,500
502-3322-412.31-05	Other	850,000	850,000	827,788	814,242	793,406
502-3322-412.34-01	Disposal	8,700	10,000	8,153	4,559	8,676
502-3322-412.35-01	Buildings	20,000	25,000	4,959	13,666	7,912
502-3322-412.35-02	R&M-Mach & Equip	80,000	75,000	102,003	81,658	84,835
502-3322-412.35-05	Other	0	1,200	0	0	0
502-3322-412.36-01	Fleet Maintenance	1,000	1,000	674	1,174	583
502-3322-412.36-03	Equipment & Vehicle	10,000	15,000	7,141	12,681	8,904
502-3322-412.38-01	MICA	97,281	97,281	97,281	62,782	38,850
502-3322-412.38-05	Boiler & Machinery Ins	115,573	100,000	116,466	109,657	149,566
502-3322-412.39-01	Communications	3,500	3,000	3,462	3,025	2,507
502-3322-412.39-02	Advertising/Publishing	1,000	1,000	1,216	1,615	825
502-3322-412.39-08	Contracted Services	300,000	510,000	219,045	384,720	393,163
	Subtotal	1,637,054	2,188,481	1,701,501	1,735,100	1,606,727
Commodities						
502-3322-412.42-01	Natural Gas	10,000	10,000	7,137	7,241	8,429
502-3322-412.42-02	Electricity	375,000	405,000	311,939	406,448	350,633
502-3322-412.45-01	Building Supplies	1,000	1,500	790	2,398	550
502-3322-412.45-02	Custodial Supplies	3,000	4,000	321	2,260	3,689
502-3322-412.45-04	Equip Replace Parts	7,500	7,500	2,751	8,141	8,024
502-3322-412.46-05	Chemicals	10,000	20,000	5,200	21,556	2,546
502-3322-412.46-11	Other	40,000	40,000	30,089	38,203	26,055
502-3322-412.46-12	Gasoline/Diesel	50,000	40,000	48,566	50,355	20,858
502-3322-412.46-14	Laboratory	1,000	1,000	0	0	0
502-3322-412.47-02	Safety Equipment	500	500	0	0	0
	Subtotal	498,000	529,500	406,793	536,602	420,784
Capital Outlay						
502-3322-412.52-02	Buildings	0	0	0	0	0
502-3322-412.52-03	Improv other than bldg	0	477,302	10,107	287,020	129,938
502-3322-412.52-05	Mach & Equip	0	0	13,007		0
502-3322-412.52-08	Controllable	0	0	0	599	8,486
	Subtotal	0	477,302	23,114	287,619	138,424
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	2,500	4	480
	Subtotal	75,000	75,000	75,000	72,504	72,980
	Totals	2,210,054	3,270,283	2,206,408	2,631,825	2,238,915



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 open to users 24 hours a day 365 days a year.

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 region by serving the public and private sectors 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, three runway surfaces, 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 2022:

- First construction phase of the four year \$35 million project
- Plan, design, and secure funding for phase two of the runway project
- Expand our snow removal fleet

PAST FISCAL YEAR HIGHLIGHTS

- Successfully funded and ordered a new Aircraft Rescue and Fire Fighting Vehicle
- Successfully purchased new batwing mowers for ground maintenance
- Maintained full service during the height of the Covid-19 pandemic
- Completed annual Part 139 safety inspection with only a single discrepancy
- Successfully proved to the FAA the management and safety culture at the airport have permanently changed and all past investigations and MOAs were formally ended.
- Formally secured under grant the first \$10 million of the four year \$35 million dollar runway project.

BUDGET SUMMARY

Once again, the airport team successfully met every fiscal objective set last year while remaining under budget in several areas. Airport revenues have increased more than 10% due to new and renegotiated leases. Airport personnel costs have increased due to projected raises, increased health insurance costs, and the restoration of full time position from a part time position. Operation costs have decreased due to consistent management of resources and funding. Neglected capital needs have been addressed through alternative funding sources, alleviating the airport and sequentially the general fund.

Rigorous federal standards require continuous monitoring and maintenance for all airfield pavements 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 engine of the region.

<u>Federal Projects</u>	<u>FY 22 Rev</u>	<u>FY 22 Exp</u>	<u>Project Updates</u>
UN4852 ARFF Vehicle Acquisition	787,500	875,000	Arriving May 24th
UIN4869 SRE	244,337	271,485	Arriving in May
UIN4899 04/22 Design ii	666,026	701,080	Pending
UIN 4834 Supplemental	9,405,000	9,900,000	Bids received, summer construction
Entitlement	1,045,000	1,100,000	Annual entitlement, grant to be awarded
	12,147,863	12,847,565	

REVENUE SUMMARY					
ACCOUNT NUMBER	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Taxes	-	-100.00%	12,000	2,147	25,204
Other Income	144,100	-10.08%	160,250	142,717	186,765
Charges for Services	-	#DIV/0!	-	-	-
Rent & Other Income	173,538	60.59%	108,063	84,455	106,094
Grants	12,235,956	295.59%	3,093,114	1,150,508	2,932,517
Transfers In	576,313	-64.51%	1,623,992	1,709,567	949,450
Total	13,129,907	162.73%	4,997,419	3,089,394	4,200,030

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries & Benefits	522,017	4.82%	497,998	478,733	579,124
Contractual Services	277,400	-2.39%	284,205	262,353	237,260
Commodities	170,900	-5.49%	180,826	143,929	147,483
Capital Outlay	13,078,354	235.37%	3,899,683	1,580,211	3,189,816
Miscellaneous	206,239	48.81%	138,595	128,832	70,782
Totals	14,254,910	185.02%	5,001,307	2,594,058	4,224,465

Totals by Division

4310 Administration	250,308	12.54%	222,419	211,611	175,881
4313 Maintenance	359,709	-0.27%	360,674	346,975	346,636
4314 Operations	13,625,393	209.72%	4,399,214	2,016,472	3,568,026
4315 Fire Protection	19,500	2.63%	19,000	19,000	133,922
Totals	14,254,910	185.02%	5,001,307	2,594,058	4,224,465

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	6	5	6.4	5.65

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
511-0000-314.02-11	Aviation Fuel Tax	-	12,000	2,147	25,204	-
511-0000-331.01-01	Deposit Accounts	500	1,500	344	3,096	1,010
511-0000-350.00-00	Sale of Property	0	0	4,700	0	0
511-0000-373.01-00	Farm Income	107,000	113,750	105,600	128,356	119,383
511-0000-373.02-00	Fuel Flowage Fees	27,000	25,000	22,014	38,318	44,593
511-0000-373.03-00	Landing Fees	9,600	20,000	10,059	16,995	26,485
511-0000-373.04-00	Use of Equip/Facilities	0	0	0	0	100
511-0000-373.05-01	Rents/Leases-Business f	0	0	0		0
511-0000-373.05-02	Rents/Lease-Airline	22,848	22,248	22,848	20,784	18,323
511-0000-373.05-03	Rents/Lease-FBO	19,980	19,541	1,596	19,195	18,830
511-0000-373.05-04	Rnts/Lease-Tiedowns	0	0	0		0
511-0000-373.05-05	Rnts/Lease-Cargo & Hang	85,000	19,801	18,688	19,450	17,124
511-0000-373.05-06	Rnts/Lease-Terminal	30,000	29,763	28,824	30,904	32,022
511-0000-373.05-07	Rnts/Lease-Frm House	0	0	0		0
511-0000-373.05-08	Rnts/Lease-Rest	8,400	8,400	4,900	8,400	8,400
511-0000-373.05-09	Rnts/Lease-Parking	0	0	0		0
511-0000-373.05-10	Rnts/Lease-AARF Bldg	0	0	0		0
511-0000-373.06-00	Trash Disposal Fees	900	900	900	900	900
511-0000-373.07-00	Other	1,500	2,500	1,676	1,422	3,323
511-0000-373.08-00	Concessions	0	0	0	0	104
511-0000-373.09-00	Utility Fees	4,660	4,660	4,735	4,693	4,680
511-0000-373.10-00	Vending	250	250	288	346	264
511-0000-373.11-00	Sale of Property	0	0	0		0
511-0000-373.12-00	Special Permit Fees	0	0	0	0	2,750
511-0000-381.03-05	CARES grant	0	727,607	405,070	0	0
511-0000-382.02-03	State Gov-Dept.of Trans	12,235,956	2,365,507	745,438	2,932,517	2,457,783
511-0000-391.01-01	From General Fund	396,313	43,992	209,567	666,450	587,797
511-0000-391.01-15	From Capital Proj Fund	180,000	80,000	0	183,000	150,000
511-0000-391.01-31	From Airprt HangrFund	0	0	0	100,000	0
511-000-392.03-00	Loan Proceeds		1,500,000	1,500,000	0	0
Totals		13,129,907	4,997,419	3,089,394	4,200,030	3,493,871

FUND 511 AIRPORT FUND

**AIRPORT-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Wages						
511-4310-413.11-01	Regular Salary/Wages	108,950	87,103	71,089	76,869	75,426
511-4310-413.11-02	Overtime	0	450	446	0	0
511-4310-413.11-03	Sick Pay	0	0	3324	3230	560
511-4310-413.11-04	Holiday Pay	5,877	3,822	4,031	4,764	3,815
511-4310-413.11-15	Vacation Pay	2,721	3,096	2,885	3,650	3,539
511-4310-413.11-17	Sick Pay Buy Back	0	485	0	187	4,185
511-4310-413.11-18	Vac Pay Buy Back	0	0	0	0	5,571
511-4310-413.12-01	Regular Salary/Wages	0	7,460	18,373	3,239	0
511-4310-413.21-01	Group Insurance	24,112	13,018	12,992	9,878	6,023
511-4310-413.21-03	Board Paid Life Ins.	183	104	81	95	87
511-4310-413.21-04	Workers' Comp	0	0	0	0	240
511-4310-413.22-01	Social Security	7,288	6,441	6,162	5,651	5,736
511-4310-413.22-02	Medicare	1,704	1,351	1,441	1,322	1,341
511-4310-413.22-03	Unemployment Comp	200	200	200	200	100
511-4310-413.23-01	IMRF	11,273	13,794	10,734	7,681	9,102
	Subtotals	162,308	137,324	131,758	116,766	115,725
Miscellaneous						
511-4310-413.65-01	Admin Cost Share	88,000	85,095	79,853	59,115	0
	Subtotals	88,000	85,095	79,853	59,115	0
	Totals	250,308	222,419	211,611	175,881	115,725

FUND 511 AIRPORT FUND

**MAINTENANCE/OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
511-4313-413.11-01	Regular Salary/Wages	184,289	179,825	170,302	180,718	162,234
511-4313-413.11-02	Overtime	29,460	29,460	28,567	29,782	27,602
511-4313-413.11-03	Sick Pay	3,317	3,832	5,563	5,174	4,477
511-4313-413.11-04	Holiday Pay	10,321	10,219	4,620	8,673	10,994
511-4313-413.11-15	Vacation Pay	9,215	12,774	13,705	12,077	11,541
511-4313-413.11-17	Sick Pay Buy Back	5,742	4,380	3,627	3,527	7,911
511-4313-413.11-18	Vac Pay Buy Back	6,173	0	0	1,876	0
511-4313-413.11-23	Firearms Allow/Wildlf	0	0	0	300	300
511-4313-413.21-01	Group Insurance	68,600	74,525	79,666	65,642	54,881
511-4313-413.21-03	Board Paid Life Ins	365	296	284	323	282
511-4313-413.21-04	Workers' Comp	0	0	0	0	9,200
511-4313-413.22-01	Social Security	15,042	14,910	12,845	13,872	12,793
511-4313-413.22-02	Medicare	3,518	3,487	3,004	3,244	2,992
511-4313-413.22-03	Unemployment Comp	400	500	500	500	400
511-4313-413.23-01	IMRF	23,267	26,406	24,232	20,898	21,543
511-4313-413.24-03	CDL Reimbursements	0	60	60	30	0
	Totals	359,709	360,674	346,975	346,636	327,150

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Contractual Services						
511-4314-413.31-01	Audit	1,925	1,925	1,475	1,450	1,250
511-4314-413.31-04	Eng/Architectural	10,000	10,000	3,860	0	0
511-4314-413.31-05	Other	0	0	2,500	0	500
511-4314-413.33-01	Water/Sewerage	1,250	1,550	1,500	1,334	1,254
511-4314-413.34-01	Disposal	1,200	1,440	1,680	1,589	1,655
511-4314-413.34-03	Custodial	0	0	0	0	981
511-4314-413.34-05	Uniforms	0	0	0	0	370
511-4314-413.34-06	Linens mats,uniforms	1,650	2,473	1,548	1,265	0
511-4314-413.35-01	R&M-Building	25,000	25,000	11,807	13,533	28,128
511-4314-413.35-02	R&M-Mach & Equip	7,500	10,000	5,035	6,172	5,769
511-4314-413.35-03	R&M-Office Furn,Equip	0	0	0		0
511-4314-413.35-05	Repair & Maint -Other	3,000	4,970	1,577	1,914	5,080
511-4314-413.35-06	R&M-Other	35,000	35,000	50,483	57,068	6,083
511-4314-413.35-08	R&M-Restaurant	1,000	2,500	655	1,609	600
511-4314-413.36-01	Fleet Maintenance	35,000	38,000	39,798	32,781	28,132
511-4314-413.36-03	Vehicle Rental	1,000	1,500	963	732	1,872
511-4314-413.36-05	Vehicle Replacement	14,000	11,428	11,428	11,428	11,428
511-4314-413.38-01	MICA	75,375	75,375	75,375	51,311	47,914
511-4314-413.38-06	Airport Liability	17,000	16,644	15,994	15,960	15,960
511-4314-413.39-01	Communications	3,500	3,500	3,387	3,314	1,310
511-4314-413.39-02	Advertising/Publishing	5,000	5,000	1,439	1,493	5,300
511-4314-413.39-04	Travel	5,000	4,400	0	3,393	1,389
511-4314-413.39-05	Mileage Reimb	500	1,000	0	66	190
511-4314-413.39-07	Regist, Schools, Mtgs	5,000	5,000	5,250	3,660	5,005
511-4314-413.39-08	Contracted Services	9,500	8,500	7,599	8,988	43,936
	Subtotals	258,400	265,205	243,353	219,060	214,106
Supplies						
511-4314-413.41-01	Postage	150	150	56	80	45
511-4314-413.41-02	Office Supplies	500	500	344	458	346
511-4314-413.42-01	Natural Gas	15,000	8,500	13,273	8,993	10,800
511-4314-413.42-02	Electricity	90,000	100,000	96,345	97,459	105,169
511-4314-413.45-01	Building Supplies	2,500	2,500	1,062	1,519	1,685
511-4314-413.45-02	Custodial Supplies	2,000	2,000	2,456	3,384	1,586
511-4314-413.45-03	EquipConsumable	6,000	5,000	483	1,224	4,214
511-4314-413.45-04	Equip Replace Parts	5,000	5,000	5,071	6,596	1,979
511-4314-413.45-05	Small Tools/ Equip	1,500	2,356	4,185	2,084	1,102
511-4314-413.46-01	Concrete	1,500	500	33	0	428
511-4314-413.46-03	Sand, Stone & Gravel	1,500	3,000	0	902	1,310
511-4314-413.46-04	Salt & Cinders	500	0	420	0	0
511-4314-413.46-05	Chemicals	15,000	12,000	2,597	1,661	3,795
511-4314-413.46-06	Signs & Posts	3,000	3,000	2,010	168	965
511-4314-413.46-08	Paint	3,000	8,400	2,535	1,059	7,274
511-4314-413.46-11	Other	3,000	7,670	1,776	2,940	4,983
511-4314-413.46-12	Gasoline/Diesel	20,000	20,000	10,999	18,707	16,226
511-4314-413.47-01	Clothing/Uniforms	100	100	0	90	0
511-4314-413.47-02	Safety Equipment	150	150	284	159	36
	Subtotals	170,400	180,826	143,929	147,483	161,943

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Capital Outlay						
511-4314-413.52-02	Buildings	20,000	0	0	0	0
511-4314-413.52-03	Improv other than Bldg	0	0	0	0	11,729
511-4314-413.52-05	Mach & Equip	533,487	45,000	790,879	61,043	0
511-4314-413.52-06	Vehicles	725,822	721,798	0	0	0
511-4314-413.52-08	Controllable	3,800	10,000	3,784	6,919	665
511-4314-413.53-09	Infrastructure-Other	10,600,000	3,122,885	785,548	3,121,854	2,511,276
511-4314-413.54-21	Matching Funds	1,195,245	0	0	0	0
	Subtotals	13,078,354	3,899,683	1,580,211	3,189,816	2,523,670
Miscellaneous						
511-4314-413.61-01	Dues	2,000	1,550	735	958	958
511-4314-413.61-02	Taxes	10,500	10,000	10,232	9,709	8,964
511-4314-413.61-04	Other	2,000	1,000	1,366	1,000	2,271
511-4314-413.61-08	Bad Debt Expense	0	0	0	0	0
511-4314-413.72-00	Loan/Lease Payments	103,739	40,950	36,646		
	Subtotals	118,239	53,500	48,979	11,667	12,193
Transfers						
511-1801-491.62-42	Trnsfr to Hangar Fund	0	0	0	0	0
	Totals	13,625,393	4,399,214	2,016,472	3,568,026	2,911,912

FUND 511 AIRPORT FUND

FIRE PROTECTION SERVICES
SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
511-4315-413.11-01	Regular Salary/Wages	0	0	0	1,857	2,665
511-4315-413.11-02	Overtime	0	0	0	113,865	135,187
	Subtotal	0	0	0	115,722	137,852
Contractual Services						
511-4315-413.39-04	Travel	0	0	19,000		0
511-4315-413.39-07	Regist, Schools, Mtgs	0	0	0		0
511-4315-413.39-08	Other Contracted Svcs	19,000	19,000	0	18,200	18,200
	Subtotal	19,000	19,000	19,000	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	500	0	0	0	0
	Subtotal	500	0	0	0	0
	Totals	19,500	19,000	19,000	133,922	156,052

PURPOSE

The PFC Fund collects a passenger facility charge of \$4.50 per passenger traveling through Quincy Regional Airport. The charge is federally regulated and all projects using PFC funds must be approved and audited by the FAA.

GOAL/OBJECTIVES

- Provide a safe, secure and comfortable experience for airline passengers.
- Maintain and upgrade aging passenger facilities.
- Projects for FY2022
- Study and overhaul of airports HVAC system

PAST YEAR HIGHLIGHTS

- Navigated the federal process to establish the first PFC program

BUDGET SUMMARY

Revenues have been projected to decrease due to the effect of the COVID-19 pandemic on air travel. However, the existing cash balance allows us to move forward with projects as planned.

Expenditures include the replacement of the terminal HVAC system and the efficiency study, the consulting fees associated with the establishment of the new PFC program, and interest payments on the airport's new debt service associated with the large runway project.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
512-0000-314.03-01	Airport PFC Charge	31,500	45,000	21,114	51,325	43,701
512-0000-331.01-01	Deposit Accounts	1,500	2,000	2,686	5,355	3,271
512-0000-342.09-00	Other	-	-	-	-	-
512-0000-382.02-03	Dept. of Transport	-	-	-	-	-
512-0000-382.03-06	Federal Dept of Trans	-	-	-	-	-
	Totals	33,000	47,000	23,800	56,680	46,972
Expenses						
Contractual Services						
512-4310-413.31-04	Engineer/Architectural	45,000	45,000	-	-	-
512-4310-413.31-05	Other	-	-	-	-	-
	Subtotal	45,000	45,000	-	-	-
Capital Outlay						
512-4310-413.52-02	Buildings	120,000	60,000	-	-	-
512-4310-413.52-03	Improv other than Bldg	-	-	-	-	-
512-4310-413.53-09	Other	-	-	-	-	-
	Subtotal	120,000	60,000	-	-	-
Debt Service						
512-4310-413.72-00	Loan/Lease Payments	25,100	-	4,302	-	-
		25,100	-	4,302	-	-
	Totals	190,100	105,000	4,302	-	-

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 2022:

- T-hangar apron repair. (State/Local funded).
- Break ground on general aviation development expansion (State/Local funded)
- T-hangar building and taxiway construction

Past Fiscal Year Highlights

- Bid and awarded the painting of the fixed-based operator hangar

Budget Summary

Rental revenues have decreased due to the reorganization of rental income among airport funds. Grant revenue from the Rebuild Illinois Program is also expected to complete development projects.

Expenditures include repairs to existing hangar aprons, building of new infrastructure for general aviation hangar development, the construction of a new t-hangar building and connecting taxiway, and county taxes.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
513-0000-331.01-01	Deposit Accounts	4,200	7,500	6,036	14,017	9,303
513-0000-341.02-00	Airport Hangar Rent	44,000	100,501	90,791	100,984	100,499
513-0000-342.09-00	Other	0	0	0	0	0
513-0000-382.02-03	Dept of Transportation	1,250,000.00	1250000	0	0	0
	Totals	1,298,200	1,358,001	96,827	115,001	109,802
Expenses						
Contractual Services						
513-4310-413.35-01	Buildings	0	85,000	358	1,496	762
513-4310-413.35-05	Other	0	100,000	31,283	28,100	0
	Subtotal	0	185,000	31,641	29,596	762
Capital Outlay						
513-4310-413.52-02	Buildings	600,000	-	0	0	0
513-4310-413.52-03	Improv other than Bldgs	-	130,000	0	0	0
513-4310-413.53-09	Other	1,375,000	1,375,000	0	0	0
	Subtotal	1,975,000.00	1505000	0	0	0
Miscellaneous						
513-4310-413.61-02	Taxes	7,000	6,500	6,634	6,591	6,387
	Subtotal	7,000	6,500	6,634	6,591	6,387
Transfers						
513-1801-491-62-30	Transfer to Qcy Airport	0	0	0	100,000	0
	Totals	1,982,000	1,696,500	38,275	136,273	7,149

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. 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	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	8,000	0.00%	8,000	5,123	11,828
Charges for Services	225,000	0.00%	225,000	187,708	176,461
Grants	-	0.00%	-	-	-
Total	233,000	0.00%	233,000	192,831	188,289

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Contractual Services	113,145	-32.06%	166,545	119,462	5,177
Commodities	4,200	0.00%	4,200	1,452	1,504
Capital Outlay	316,898	-23.93%	416,600	0	0
Miscellaneous	17,912	-21.82%	22,912	21,731	1,452
Transfers	200,000	0.00%	200,000	200,000	160,000
Totals	652,155	-19.51%	810,257	342,645	168,133

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	0	0	0	0

FUND 514 MUNICIPAL BARGE DOCK FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
514-0000-331.01-01	Deposit Accounts	8,000	8,000	5,123	11,828	8,125
514-0000-374.01-00	Dock Fees	225,000	225,000	187,708	176,461	219,013
514-0000-381.03-01	FEMA Reimb	-	-	-	-	-
	Totals	233,000	233,000	192,831	188,289	227,138
514-4410-414.31-01	Audit	500	500	475	475	475
514-4410-414.31-04	Engineer/Architectural	70,000	121,500	116,310	2,960	-
514-4410-414.33-01	Water/Sewerage	400	1,300	1,058	262	372
514-4410-414.35-02	R&M - Mach & Equip	1,000	1,000	-	-	600
514-4410-414.35-06	Infrastructure	-	1,000	-	-	1,075
514-4410-414.38-01	MICA	1,245	1,245	1,245	1,335	1,199
514-4410-414.39-02	Advertising/Publishing	40,000	40,000	374	145	146
514-4410-414.39-05	Mileage Reimb	-	-	-	-	-
514-4410-414.39-08	Contracted Services	-	-	-	-	-
	Subtotal	113,145	166,545	119,462	5,177	3,867
Commodities						
514-4410-414.42-02	Electricity	1,200	1,200	941	976	1,113
514-4410-414.46-03	Sand, Stone & Gravel	2,000	2,000	-	-	-
514-4410-414.46-11	Other	1,000	1,000	511	528	-
	Subtotal	4,200	4,200	1,452	1,504	1,113
Capital Outlay						
514-4410-414.52-03	Improv other than Bldgs	316,898	416,600	-	-	-
514-4410-414.52-08	Controllable	-	-	-	-	-
	Subtotal	316,898	416,600	-	-	-
Miscellaneous						
514-4410-414.61-02	Taxes	11,500	11,500	11,489	-	-
514-4410-414.61-04	Other	-	5,000	5,000	-	-
514-4410-414.65-01	Cost Share Admin	6,412	6,412	5,242	1,452	-
	Subtotal	17,912	22,912	21,731	1,452	-
Transfers						
514-4410-491.62-01	Trnsfr to General Fund	200,000	200,000	200,000	160,000	150,000
	Totals	652,155	810,257	342,645	168,133	154,980

PURPOSE

The Quincy Regional Training Facility will begin its 16th year of operation in May of 2021. 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 initial program was delayed one year due to the COVID-19 health emergency. 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 2022.
- 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.
- Repairs were made to the ceiling in the primary burn room. The fire resistive panels had reached the end of their useful life and were in need of replacement.

BUDGET SUMMARY

This budget contains dollars to continue the WIU Skills Academy.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
531-0000-321.00-00	Donations-Not Restrict	1,500	1,600	1,500	0	0
531-0000-331.01-01	Interest Income		0	117	128	19
531-0000-341.07-02	Rent/Fire Services	2,000	2,000	1,210	1,500	100
531-0000-342.05-00	Refunds/Reimb	600	600	0	589	3,028
531-0000-342.09-00	Other	0	0	0	0	330
531-0000-375.01-02	Tuition/Fire Services	55,900	55,900	0	3,450	6,350
531-0000-391.01-01	Trnsfr from Gen Fund	13,450	18,027	16,100	11,200	5,400
	Totals	73,450	78,127	18,927	16,867	15,227
Expenses						
	Salaries & Benefits	20,974	20,974	-326	472	307
	Contractual Services	39,166	39,707	11,746	9,705	7,771
	Commodities	8,610	12,569	6,598	11,127	4,033
	Capital Outlay	1,700	1,700	0	0	0
	Miscellaneous	3,000	3,177	2,920	2,519	0
	Debt Service	0	0	0	0	0
	Totals	73,450	78,127	20,938	23,823	12,111

FUND 531 REGIONAL TRAINING FACILITY

POLICE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Debt Service						
531-2110-409.72-00	Loan/Lease Payments	0	0	0		
	Totals	0	0	0	0	0

FIRE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
531-2210-402.11-01	Regular Salary/Wages	20,500	20,500	0	400	0
531-2210-402.11-02	Overtime	0	0	-249		249
531-2210-402.21-01	Group Insurance	406	406	-74	66	55
531-2210-402.21-03	Board Paid Life Ins	20	20	0	0	0
531-2210-402.22-02	Medicare	48	48	-3	6	3
	Subtotal	20,974	20,974	-326	472	307
Contractual Services						
531-2210-402.31-02	Contracted Legal	0	0	0		0
531-2210-402.31-03	Instructional	600	600	90	895	739
531-2210-402.31-04	Engineer/Architectural	1,000	1,000	0	0	1,372
531-2210-402.31-05	Other	0	0	0	75	0
531-2210-402.34-03	Custodial	1,000	1,000	580	412	1,110
531-2210-402.35-01	R&M/Buildings	1,300	1,841	1,855	800	685
531-2210-402.35-02	R&M/Mach & Equip	1,000	1,000	665	0	0
531-2210-402.35-03	Office Furniture & Equip	0	0	0	0	0
531-2210-402.38-01	MICA	3,916	3,916	3,916	2,335	3,017
531-2210-403.39-02	Advertising/Publishing	250	250	0	0	0
531-2210-402.39-04	Travel/Lodging	24,100	24,100	0	0	0
531-2210-402.39-08	Contracted Services	6,000	6,000	4,640	5,188	848
	Subtotal	39,166	39,707	11,746	9,705	7,771
Commodities						
531-2210-402.42-01	Natural Gas	1,600	1,600	1,685	1,479	1,052
531-2210-402.42-02	Electricity	3,000	3,000	2,090	2,650	2,603
531-2210-402.43-00	Food	500	500	0	0	0
531-2210-402.45-01	Building Supplies	2,210	4,669	2,796	4,066	0
531-2210-402.45-02	Custodial Supplies	250	250	0	0	0
531-2210-402.45-03	Equip Consumable	100	100	0	0	59
531-2210-402.45-04	Equip Replacemnt Parts	200	200	0	0	0
531-2210-402.45-05	Small Tools/ Equip	150	150	0	0	0
531-2210-402.46-11	Other	600	2,100	27	2,932	319
	Subtotal	8,610	12,569	6,598	11,127	4,033
Capital Outlay						
531-2210-402.52-04	Office Equipment	1,700	1,700	0	0	0
531-2210-402.52-08	Controllable	0	0	0	0	0
	Subtotal	1,700	1,700	0	0	0
Miscellaneous						
5312210-402.65-01	Cost Share Admin	3,000	3,177	2,920	2,519	0
Debt Service						
531-2210-402.72-00	Loan/Lease Payments	0	0	0		
	Totals	73,450	78,127	20,938	23,823	12,111

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 addition of the two new trucks replacing the 19 year old trucks should have an impact of fleet maintenance costs. 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	408,000	\$ 612,000
Tote Service-Monthly	\$12.99	3,980	\$ 620,402
Tote Sales each	\$60	250	\$ 15,000

PAST FISCAL YEAR HIGHLIGHTS

The Garbage crew will collect and dispose approx 6,000 tons of garbage in FY 2021. After eight months, materials weight disposed is up about 12% to last year. A five -year Solid Waste Contract with Republic Services went into effect 5/1/2019 and expires 4/30/2024.

Since offering Garbage Tote service, the number of households opting into this service has increased to nearly 4,000. The garbage totes sold indicate similar growth with over 600 carts sold for \$60 each. Garbage Stickers continue to be popular, based on sticker price of \$1.50 each, the city is selling over 400,000 stickers per year.

Two new garbage trucks ordered in January 2020 were expected to be delivered in October 2020, but due to covid issues, were not delivered until March 2021.

The Garbage Collection route changes evened out the work load and cut down on overtime. We 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 the two new 2021 Mack garbage trucks. Annual fleet expense is expected be \$115,000 which includes \$50,000 fuel, \$30,000 parts, \$15,000 labor and \$20,000 commercial repairs. The garbage fleet uses approximately 15,000 gallons of fuel per year.

BUDGET SUMMARY

The garbage fund will maintain the same staffing as last year. The FY 2022 landfill fees will be at \$34.53/ton (3% increase over FY 2021). Garbage revenues are projected at \$1.27 million which should completely cover operational costs of \$1.21 million. The projected revenue per ton will be \$211 and expense per ton around \$195. The garbage fund should generate enough revenue to cover all expenses and will not budget for a subsidy from the General Fund.

STAFFING				
	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	7.75	7.75	6.75	6.75

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
533-0000-331.01-01	Interest Earnings	700	500	718	-	-
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	612,500	450,000	612,000	602,828	742,793
533-0000-376.01-02	Garbage Tote Service	620,402	529,992	620,402	484,902	159,438
533-0000-376.01-03	Garbage Tote Sales	30,000	15,000	46,000	160,020	16,680
533-0000-391.01-01	General Fund Subsidy*	-	142,437	-	-	90,420
533-0000-392.03-00	Loan Proceeds	-	-	-	-	-
	Totals	1,265,402	1,139,729	1,280,920	1,249,550	1,011,131

*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	583,188	601,802	541,518	517,952	482,300
Contractual Services	494,060	425,060	437,088	451,600	426,372
Commodities	22,330	22,080	21,388	116,519	278
Capital Outlay	-	111,782	112,085	-	-
Miscellaneous	23,744	20,244	20,856	(6,486)	31,638
Debt Service/Transfers	142,000	70,543	70,543	70,543	70,543
Totals	1,265,322	1,251,511	1,203,478	1,150,128	1,011,131

FUND 533 GARBAGE FUND

GARBAGE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
533-3113-403.11-01	Regular Salary/Wages	322,183	334,118	301,208	304,291	276,515
533-3113-403.11-02	Overtime	24,772	25,260	16,429	23,857	18,493
533-3113-403.11-03	Sick Pay	6,890	6,841	7,917	8,953	7,547
533-3113-403.11-04	Holiday Pay	15,624	15,440	14,277	15,820	15,099
533-3113-403.11-14	Extra Pick-up	1,200	1,170	1,530	1,580	1,273
533-3113-403.11-15	Vacation Pay	16,476	16,330	18,870	15,346	14,460
533-3113-403.11-16	Major Medical Pay	-	-	-	-	678
533-3113-403.11-17	Sick Pay Buy Back	5,316	2,985	2,522	2,737	7,635
533-3113-403.11-18	Vac Pay Buy Back	-	-	-	-	-
533-3113-403.21-01	Group Insurance	121,795	123,253	112,586	85,196	82,009
533-3113-403.21-03	Board Paid Life Ins	708	572	473	517	491
533-3113-403.22-01	Social Security	24,298	25,020	21,251	21,666	19,953
533-3113-403.22-02	Medicare	5,683	5,848	4,970	5,067	4,666
533-3113-403.22-03	Unemployment Comp.	600	600	600	600	600
533-3113-403.23-01	IMRF	37,583	44,305	38,850	32,292	32,851
533-3113-403.24-03	CDL Reimbursements	60	60	35	30	30
	Subtotal	583,188	601,802	541,518	517,952	482,300
Contractual Services						
533-3113-403.33-02	Landfill Fees	267,000	250,000	254,804	246,325	204,472
533-3113-403.33-03	Landfill Taxes	27,000	25,000	22,691	21,383	22,736
533-3113-403.36-01	Fleet Maintenance	115,000	115,000	126,403	94,327	91,134
533-3113-403.36-05	Vehicle Replacement	50,000	-	-	50,000	50,000
533-3113-403.38-01	MICA	26,923	26,923	26,923	33,491	57,312
533-3113-403.39-01	Communications	1,357	1,357	875	87	56
533-3113-403.39-02	Advertising-Publishing	330	330	142	148	342
533-3113-403.39-03	Printing & Binding	5,250	5,250	5,250	5,717	320
533-3113-403.39-08	Contracted Services	1,200	1,200	-	122	-
	Subtotal	494,060	425,060	437,088	451,600	426,372
Commodities						
533-3113-403.46-11	Oper Supplies-Other	22,000	21,750	21,162	116,419	-
533-3113-403.47-01	Clothing/Uniforms	330	330	226	100	278
	Subtotal	22,330	22,080	21,388	116,519	278
Capital Outlay						
533-3113-403.52-06	Vehicles	0	111,782	112,085	-	-
	Subtotal	0	111,782	112,085	0	0
Miscellaneous						
533-3113-403.61-08	Bad Debt Expense	5,000	1,500	2,112	(6,486)	31,638
533-3113-403.65-01	Cost Share	18,744	18,744	18,744	-	-
	Subtotal	23,744	20,244	20,856	-6,486	31,638
Transfers						
533-3113-491.62-22	2014 GO Note Fund	48,000	70,543	70,543	70,543	70,543
533-1801-491-62-66	Recycle Fund 534	94,000	-	-	-	-
	Subtotal	142,000	70,543	70,543	70,543	70,543
	Totals	1,265,322	1,251,511	1,203,478	1,150,128	1,011,131

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 2022 with about 5,900 customers choosing to pay for the "opt-in" service for a fee of \$5/month.

PAST FISCAL YEAR HIGHLIGHTS

The "Opt-In" recycle customer count grew by about 200 households to 5,879 customers paying \$5 per month. The current contract with Quincy Recycle for the disposal of recycled material is effective through April 30, 2024. The contract allows revenue for plastics, a variable market rate cost for mixed paper, ranging from \$40 per expense paid last year to most recently a \$5 per ton revenue. Single stream collection continues to be charged at \$95 per ton. The FY 2021 estimates are :

26%	Plastic	revenue \$80/ton	\$21,000 revenue
61%	Paper	expense \$5-\$40/ton	-\$ 3,370 expense
13%	Single Stream	expense \$95/ton	<u>-\$11,930 expense</u>
			\$ 5,700 net revenue

The overall cost per ton is projected at \$650; while revenue per ton is only at \$360. The General Fund subsidy for FYE 2021 will be around \$280,000 for the recycle service.

The current fleet consists of three trucks: , Two - 2014 Mack LEU613 trucks and one- 2012 International 7400 Side Load Recycle truck (put into service in FY 2020).

Annual fleet expense is expected to be \$92,0000 which includes \$47,000 fuel, \$15,000 parts, \$15,000 labor and \$15,000 commerical repairs.

Entered into an agreement with Ripple Glass at \$20,000 per year. Funding for this was committed in FY 2021.

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 \$355,000 which is slightly short of the expected operational costs of \$660,000. In FYE 2022 the Recycle Fund will pay for the Ripple Glass contract. The Recycle Fund will utilize a subsidy transfer from the General Fund in the amount of \$190,000 and \$90,000 from the Garbage Fund.

STAFFING				
	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	4.25	4.25	4.75	4.75

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	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		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	352,000	340,000	354,000	323,510	12,451
534-0000-376.02-02	Recycle Decal Sales	2,500	11,000	2,373	11,944	1,526
534-0000-376.02-04	Sale of Recycled Material	500	500	3,754	1,601	46,128
534-0000-391.01-01	General Fund Subsidy*	191,344	344,398	361,600	212,498	498,455
534-0000-391.01-65	Garbage Fund Subsidy	94,000	-	-	-	-
Totals		640,344	696,398	721,727	549,553	558,560

*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	314,988	320,797	296,896	268,128	252,294
Contractual Services	268,469	212,216	252,807	192,503	216,498
Commodities	9,400	9,418	9,111	9,586	10,451
Capital Outlay	-	-	-	-	-
Miscellaneous	14,487	14,987	14,502	356	340
Debt Service/Transfers	53,000	78,980	78,977	78,977	78,977
Totals	660,344	636,398	652,293	549,550	558,560

FUND 534 RECYCLE FUND

RECYCLE
DETAIL

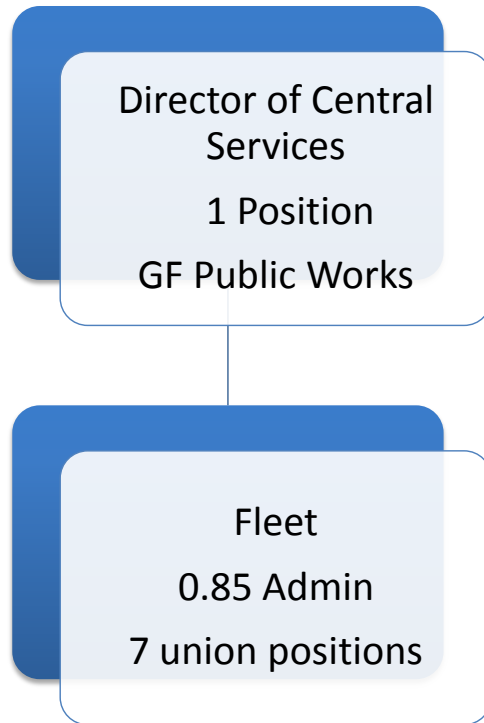
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
534-3114-403.11-01	Regular Salary/Wages	179,174	185,663	169,576	171,498	179,199
534-3114-403.11-02	Overtime	5,905	6,165	5,097	5,656	6,595
534-3114-403.11-03	Sick Pay	5,720	5,720	5,426	3,986	3,089
534-3114-403.11-04	Holiday Pay	9,668	9,603	8,873	7,000	3,139
534-3114-403.11-14	Extra Pick-up	1,200	1,170	700	770	640
534-3114-403.11-15	Vacation Pay	6,906	6,898	10,695	1,355	1,796
534-3114-403.21-01	Group Insurance	69,710	64,945	59,957	46,884	23,578
534-3114-403.21-03	Board Paid Life Ins	384	314	255	279	303
534-3114-403.22-01	Social Security	12,897	13,373	11,856	11,118	11,938
534-3114-403.22-02	Medicare	3,016	3,019	2,773	2,600	2,792
534-3114-403.22-03	Unemployment Comp.	400	400	-	400	400
534-3114-403.23-01	IMRF	19,948	23,467	21,658	16,582	18,795
534-3114-403.24-03	CDL Reimbursements	60	60	30	-	30
	Subtotal	314,988	320,797	296,896	268,128	252,294
Contractual Services						
534-3114-403.36-01	Fleet Maintenance	92,680	106,180	131,583	65,060	95,375
534-3114-403.36-05	Vehicle Replacement	50,000	-	-	50,000	50,000
534-3114-403.38-01	MICA	85,639	85,639	85,639	39,717	70,841
534-3114-403.39-01	Communications	950	957	853	-	-
534-3114-403.39-02	Advertising/Publishing	200	200	145	145	282
534-3114-403.39-03	Printing & Binding	3,000	3,000	1,028	2,213	-
534-3114-403.39-08	Contractual Services	36,000	16,240	33,559	35,368	-
	Subtotal	268,469	212,216	252,807	192,503	216,498
Commodities						
534-3114-403.41-01	Postage	3,000	3,000	2,931	-	-
534-3114-403.46-11	Other	6,000	6,000	6,113	9,509	9,891
534-3114-403.47-01	Clothing/Uniforms	350	368	38	77	560
534-3114-403.47-02	Safety Equipment	50	50	29	-	-
	Subtotal	9,400	9,418	9,111	9,586	10,451
Debt Service						
534-3114-409.72-00	Loan/Lease Payments	-	-	-	-	-
	Subtotal	-	-	-	-	-
Other						
534-3114-403.61-08	Bad Debt Expense	1,000	1,500	1,015	356	340
534-3114-403.65-01	Admin Cost Share	13,487	13,487	13,487	-	-
	Subtotal	14,487	14,987	14,502	356	340
Transfers						
534-3114-491.62.22	Trnsfr 2014 GO Note Fd	53,000	78,980	78,977	78,977	78,977
	Totals	660,344	636,398	652,293	549,550	558,560

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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	1,290,000	711,000	149,000	4,150,100
REVENUES						
Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	-	-	2,200,929	6,437,636	35,000	8,673,565
Rent & Other Income	25,100	-	-	-	-	25,100
Interest Income	200	10,000	25,000	2,000	2,000	39,200
Debt Proceeds	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Transfers In	295,257	-	-	-	-	295,257
Inter-Gov. Revenues	1,575,100	210,800	-	-	-	1,785,900
TOTAL REVENUE	1,895,657	220,800	2,225,929	6,439,636	37,000	10,819,022
Total Funds Available	1,895,757	2,220,800	3,515,929	7,150,636	186,000	14,969,122
EXPENDITURES						
Salaries & Benefits	629,451	-	318,383	6,593,753	-	7,541,587
Contracted Services	328,793	-	1,827,655	-	-	2,156,448
Commodities	922,013	-	23,125	-	-	945,138
Capital Outlay	15,400	450,000	3,500	-	-	468,900
Miscellaneous	-	-	70,450	-	50,000	120,450
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	1,895,657	450,000	2,243,113	6,593,753	50,000	11,232,523
Ending Balance, April 30	\$ 100	\$ 1,770,800	\$ 1,272,816	\$ 556,883	\$ 136,000	\$ 3,736,599



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 Garage generates revenue by charging for fuel , parts, commercial repairs, and labor provided to other city departments.

GOALS/OBJECTIVES

- To provide efficient repairs and preventative maintenance to the city's fleet
- To maintain an adequate inventory of parts to ensure timely service
- To keep City vehicles and equipment in operation and minimize down time while in garage
- Maintain the internal billed labor rate at \$75 per hour, still below Quincy market rate of \$100 per hour
- Offer continuing education for the mechanics so they can better serve specialized equipment
- Maintain a safe working environment for our staff

PAST FISCAL YEAR HIGHLIGHTS

- Central Garage processed approx 3,800 job orders with 6 full-time mechanics
 - Purchased approx \$290,000 parts, \$168,000 commercial repairs, and \$328,000 fuel for city wide use.
 - Billed out approx 110,0000 gallons of diesel
 - Billed out approx 92,000 gallons of unleaded
- 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 new shop equipment: Master puller set with cabinet, new welder, top load washer, torque wrench, digital diagnostic tools, welding cart, and 1" impact wrench
 - Replacement of garage doors have been quoted and approved; waiting for Fischer Builders to start work

BUDGET SUMMARY

The Central Garage is planning to swap a day-time Utility Position to a Evening Supervisor. This budget neutral shift should offer much needed oversight from 2pm - 10pm while also maintaining continuity between day shift/night shift. The Garage is planning to do a car lift repair at door 12, purchase a new freon machine, 3/4 inch drive impact socket set, update diagnostic computer software, and additional mechanic training. The Central Garage salaries and benefits is increasing for health care costs. The other major components of this budget are the \$200,000 commercial repairs, \$300,000 parts, and \$575,000 gas/diesel.

REVENUE SUMMARY					
ACCOUNT NUMBER	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED		REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Other Income	25,300	-33.07%	37,800	14,868	18,331
Charges for Services	1,575,100	-16.72%	1,891,441	1,574,155	1,664,278
Transfers from General Fund	295,257	1.03%	292,241	192,500	149,100
Total	1,895,657	-1.74%	1,929,241	1,589,023	1,682,609

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2021/2022	% Change	2020/2021	2020/2021	2019/2020
	PROPOSED		REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries & Benefits	629,451	-5.87%	668,701	625,306	577,532
Contractual Services	328,793	1.08%	325,281	276,834	268,857
Commodities	922,013	-0.24%	924,260	686,197	827,002
Capital Outlay	15,400	40.01%	10,999	10,281	15,915
Miscellaneous	-	#DIV/0!	-	-	-
Totals	1,895,657	-1.74%	1,929,241	1,598,618	1,689,306

STAFFING				
	FY 2022	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
	PROPOSED			
Authorized Full Time Positions	7.85	7.85	7.85	7.85

- Staffing:
- 0.85 Supervisors (split with Transit)
 - 0.50 Administration
 - 6.00 822 union Mechanics
 - 0.50 822 union Utility laborer
 - 7.85 TOTAL

FUND 601 CENTRAL GARAGE FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
601-0000-331.01-01		200	200	175	465	303
601-0000-342.08-00	Postage	25,000	37,500	14,399	17,829	24,244
601-0000-342.09-00	Other	100	100	294	37	351
601-0000-350.00-00	Sale of Property	-	-	339	-	-
601-0000-363.02-01	City Hall	100	-	305	-	-
601-0000-363.02-02	Engineering Dept.	1,000	700	1,078	642	748
601-0000-363.02-03	Fire Dept.	5,000	5,000	8,179	5,644	4,486
601-0000-363.02-04	Police Dept.	6,000	5,500	5,460	5,289	5,822
601-0000-363.02-05	Transit Fund	310,000	310,000	234,628	342,810	213,592
601-0000-363.02-06	Water Fund	50,000	55,000	48,663	47,419	44,596
601-0000-363.02-07	Sewer Fund	75,000	75,000	120,777	125,002	62,430
601-0000-363.02-08	Airport Fund	5,000	3,000	20,394	2,397	2,154
601-0000-363.02-09	Central Services Fund	20,000	24,000	32,595	36,399	25,226
601-0000-363.02-10	Garbage Fund	20,000	20,000	38,619	-	-
601-0000-363.02-11	Recycle Fund	20,000	20,000	46,004	-	-
601-0000-363.02-90	Summary Total Chrgs	1,050,000	1,068,000	819,086	938,476	991,200
601-0000-363.02-99	Outside Entities	13,000	13,000	5,867	11,100	12,575
601-0000-365.07-00	Sale recycle materials	-	-	-	-	-
601-0000-382.02-01	State Grants	-	-	-	-	-
601-0000-391.01-01	General Fund	295,257	292,241	192,500	149,100	323,000
				-		
	Totals	1,895,657	1,929,241	1,589,362	1,682,609	1,710,727

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
601-3115-403.11-01	Regular Salary/Wages	345,960	360,205	325,683	322,824	316,337
601-3115-403.11-02	Overtime	26,176	26,426	21,744	21,782	27,149
601-3115-403.11-03	Sick Pay	15,456	15,323	11,547	14,061	20,331
601-3115-403.11-04	Holiday Pay	21,645	21,352	17,884	19,011	19,153
601-3115-403.11-15	Vacation Pay	19,520	20,953	22,714	20,521	19,624
601-3115-403.11-16	Major Medical Pay	-	-	13,489	13,397	4,965
601-3115-403.11-17	Sick Pay Buy Back	4,662	3,123	1,431	646	2,058
601-3115-403.11-18	Vac Pay Buy Back	-	-	1,180	-	2,331
601-3115-403.21-01	Group Insurance	119,168	135,902	133,408	97,909	91,206
601-3115-403.21-03	Board Paid Life Ins	688	559	500	534	517
601-3115-403.21-04	Workers' Comp	-	-	-	-	42,823
601-3115-403.22-01	Social Security	27,050	27,915	24,506	24,391	24,321
601-3115-403.22-02	Medicare	6,326	6,519	5,732	5,705	5,688
601-3115-403.22-03	Unemployment Comp	900	900	900	900	900
601-3115-403.23-01	IMRF	41,840	49,424	44,488	35,821	39,749
601-3115-403.24-03	CDL Reimbursements	60	100	100	30	60
	Subtotal	629,451	668,701	625,306	577,532	617,212
Contractual Services						
601-3115-403.34-06	Linens Mats,uniform	2,500	2,288	2,526	2,094	-
601-3115-403.35-02	R & M - Mach & Equip	18,000	10,000	1,969	9,907	734
601-3115-403.35-04	R&M-Vehicle	200,000	203,000	181,284	194,443	203,701
601-3115-403.35-05	R&M-Other	-	200	-	-	-
601-3115-403.36-01	Fleet Maintenance	4,000	4,000	4,648	4,784	4,068
601-3115-403.36-05	Vehicle Replacement	8,400	16,800	8,400	8,400	8,400
601-3115-403.36-89	Short/Over	2,000	2,000	5,217	4,831	4,216
601-3115-403.36-90	Garage Default Exp	15,000	15,000	2,502	7,093	2,557
601-3115-403.38-01	MICA	66,693	66,693	66,693	32,492	17,930
601-3115-403.39-01	Communications	1,000	1,000	756	980	665
601-3115-403.39-02	Advertising/Publishing	200	200	251	131	693
601-3115-403.39-04	Travel	2,000	1,000	10	986	14
601-3115-403.39-05	Mileage Reimb	2,000	500	158	-	-
601-3115-403.39-07	Regist, Schools, Mtgs	5,000	1,000	126	658	117
601-3115-403.39-08	Contracted Services	2,000	1,600	2,294	2,058	1,980
	Subtotal	328,793	325,281	276,834	268,857	245,075
Commodities						
601-3115-403.41-01	Postage	23,713	37,500	20,031	20,000	22,500
601-3115-403.41-02	Office Supplies	300	300	444	431	456
601-3115-403.45-03	Equip Consumable	-	-	-	-	-
601-3115-403.45-04	Equip Replace Parts	300,000	290,000	323,179	304,134	284,208
601-3115-403.45-05	Small Tools/Equip	3,000	1,500	5,718	7,713	6,776
601-3115-403.46-11	Other	20,000	20,000	20,254	20,003	22,478
601-3115-403.46-12	Gasoline/Diesel	575,000	574,960	316,571	474,721	513,352
	Subtotal	922,013	924,260	686,197	827,002	849,770

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Capital Outlay						
601-3115-403.52-05	Machinery & Equip	-	-	-	2,548	-
601-3115-403.52-06	Vehicles	-	-	-	6,332	-
601-3115-403.52-08	Controllable	15,400	10,999	10,281	7,035	2,989
	Subtotal	15,400	10,999	10,281	15,915	2,989
Miscellaneous						
601-3115-403.61-04	Other	-	-	-	-	-
601-3115-403.61-08	Bad Debt Expense	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	1,895,657	1,929,241	1,598,618	1,689,306	1,715,046

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.

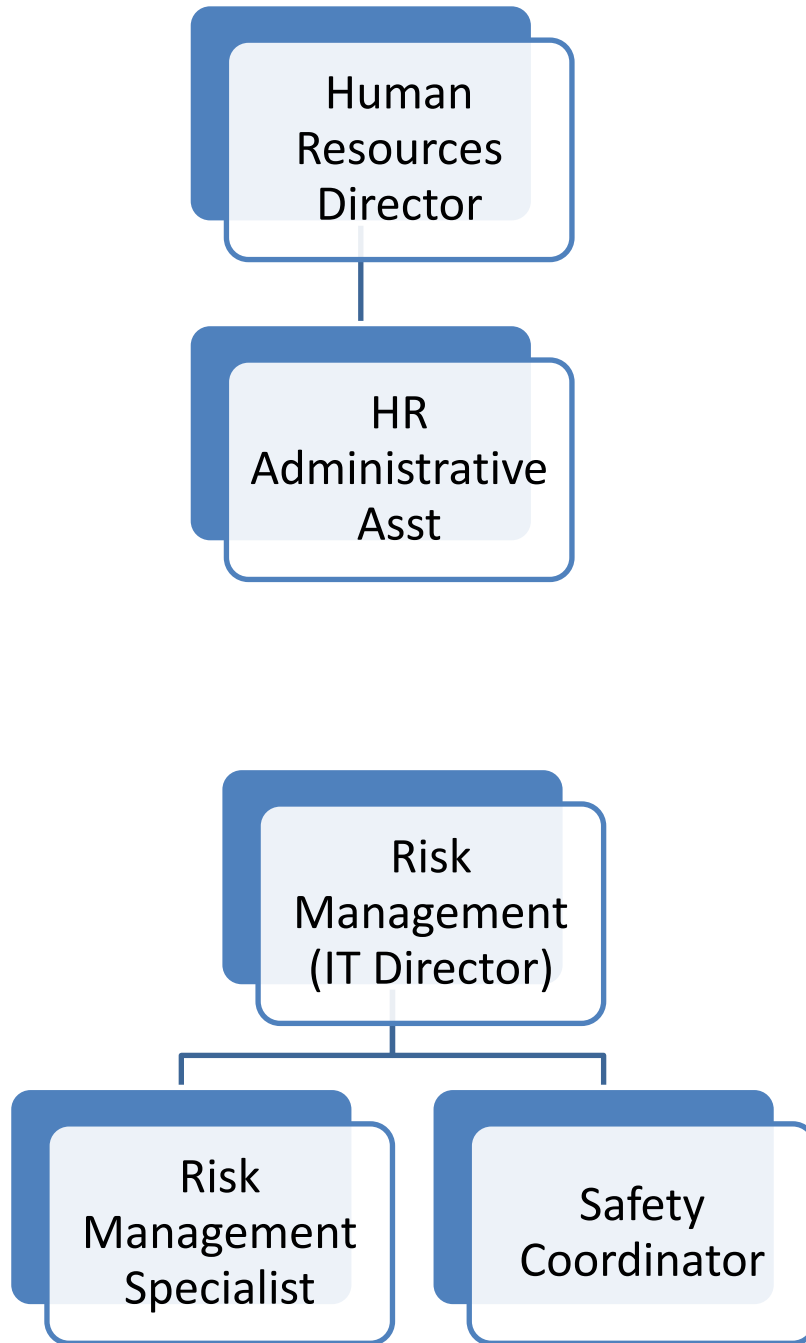
In FY 2021, the Water and Sewer fund balances were moved back to the enterprise fund. The Vehicle Replacement Fund is only being used for those departments that are General Fund or subsidized by the General Fund.

In FY 2021 the following replacements were funded :

- Garbage - \$204,800 to fund 2021 Mack garbage truck
- Fire - \$33,366 for a new 2021 Ford Explorer
- Water \$33,898 2020 Ford Transit van & \$36,534 2020 Ford F350
- Sewer \$35,990 2019 Ford Ranger & \$36,534 2020 Ford F350
- Engineering \$13,500 partially fund 2020 Ford F550 aerial lift for traffic signals

The FY 2022 budget plans for the following replacements: new Paint machine, new Forestry truck, new Nuisance truck, and also a contingency for unexpected replacements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
603-0000-331.01-01	Deposit Accounts	10,000	30,000	17,981	40,509	26,990
603-0000-363.03-03	Fire Department	-	6,936	1,156	6,936	6,936
603-0000-363.03-06	Water Fund	-	102,500	87,252	78,210	68,507
603-0000-363.03-07	Sewer Fund	-	180,000	167,612	159,889	144,475
603-0000-363.03-08	Airport Fund	14,000	11,428	11,428	11,428	11,428
603-0000-363.03-09	Central Services Fund	88,400	65,632	256,440	161,416	161,416
603-0000-363.03-10	Central Garage	8,400	8,400	-	-	-
603-0000-363.03-11	Garbage Fund	50,000	50,000	-	-	-
603-0000-363.03-12	Recycle Fund	50,000	50,000	-	-	-
	Totals	220,800	504,896	541,869	458,388	419,752
Expenses						
Capital Outlay						
603-3115-403.52-05	Machinery & Equip	150,000	100,000	-	-	-
603-3115-403.52-06	Vehicles	300,000	713,500	709,446	238,514	198,829
	Subtotal	450,000	813,500	709,446	238,514	198,829
Tranfers						
603-1801-491.62-07	To Water 501	-	384,640	384,639	-	-
0603-1801-491.62-17	To Sewer 502	-	631,485	631,485	-	-
	Totals	450,000	1,829,625	1,725,570	238,514	198,829



**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

SUMMARY

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 division 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 handle 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.

GOALS/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.
- Provide the new administration with a job reclassification and salary comparison proposal for all non-union employees
- Prepare for impending retirements in key positions and prepare/advise on succession plans.

PAST YEAR HIGHLIGHTS

In January the full-time Administrative Assistant started being shared with the Fire Department to fill a retired full-time position. In FY2021, this fund loaned \$840,000 to the Health Insurance Fund 612.

BUDGET SUMMARY

The City's MICA premium is the major component of the Self Insurance Fund. The FY2022 premium will decrease by 7% over FY2021.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	25,000	-16.67%	30,000	19,691	47,236
Charges for Services	2,200,929	0.39%	2,192,432	2,200,057	2,008,664
Grants	-		-	10,054	-
Total	2,225,929	0.16%	2,222,432	2,229,802	2,055,900

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2021/2022		2020/2021	2020/2021	2019/2020
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	318,383	-7.81%	345,369	310,964	233,629
Insurance Claims	64,200	4.90%	61,200	65,436	88,436
Contractual Services	1,827,655	-7.23%	1,970,055	1,850,824	2,144,647
Commodities	23,125	3.47%	22,350	23,013	14,269
Miscellaneous	6,250	-1.57%	6,350	6,301	2,099
Transfers	-	-100.00%	95,151	-	75,000
Capital Outlay	3,500		8,100	15,089	9,770
Totals	2,243,113	-10.58%	2,508,575	2,271,627	2,567,850

STAFFING

	FY 2022 PROPOSED	FY 2021 ACTUAL	FY 2020 ACTUAL	FY 2019 ACTUAL
Authorized Full Time Positions	3.50	4	2.5	3.1

FUND 611 SELF INSURANCE FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
611-0000-331.01-01	Interest Income	25,000	30,000	17,231	47,037	39,063
611-0000-342.06-00	Restitution	-	-	2,000	-	-
611-0000-342.09-00	Other	-	-	460	199	2,400
611-0000-361.04-01	Freedom of Info copies	-	-	-	-	-
611-0000-361.05-04	Premiums	2,152,929	2,144,732	2,153,501	1,913,452	2,055,792
611-0000-361.05-05	Premium Rebates	-	-	-	-	-
611-0000-361.05-08	Premium-Outside Entities	20,000	19,700	21,889	69,596	59,726
611-0000-361.05-10	Premiums - Life Ins	28,000	28,000	24,667	25,616	26,725
611-0000-381-03-06	Fed Grant - CURES	-	-	10,054	-	-
	Totals	2,225,929	2,222,432	2,229,802	2,055,900	2,183,706

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
611-3810-401.11-01	Regular Salary/Wages	78,813	99,138	86,432	68,828	69,665
611-3810-401.11-03		-	-	473	168	841
611-3810-401.11-04	Holiday Pay	4,675	5,150	4,533	4,596	3,836
611-3810-401.11-15	Vacation Pay	3,340	3,962	3,251	2,550	3,463
611-3810-401.11-17	Sick Pay Buy Back	-	1,569	5,127	785	2,077
611-3810-401.11-18	Vacation Pay Buy Back	-	-	2,995	-	-
611-3810-401.12-01	Temp. Emp. Regular Wages	-	-	-	2,867	-
611-3810-401.11-18	Vacation Pay Buy Back	-	-	-	-	-
611-3810-401.21-01	Group Insurance	17,793	12,095	9,344	9,878	9,116
611-3810-401.21-03	Board Paid Life Ins.	137	148	123	96	106
611-3810-401.21-04	Workers' Comp	-	-	-	-	843
611-3810-401.22-01	Social Security	5,328	6,827	6,346	4,911	4,899
611-3810-401.22-02	Medicare	1,259	1,574	1,484	1,148	1,146
611-3810-401.22-03	Unemployment Comp	200	200	200	100	200
611-3810-401.23-01	IMRF	8,327	12,058	11,133	6,931	7,738
	Subtotal	119,872	142,721	131,441	102,858	103,930
Contractual Services						
611-3810-401.31-01	Audit	-	-	-	-	4,085
611-3810-401.31-02	Contracted Legal	50,000	39,900	26,608	35,906	13,636
611-3810-401.31-05	Prof Svc - Other	-	400	392	486	492
611-3810-401.32-01	Medical	4,000	4,000	3,580	3,905	3,905
611-3810-401.35-03	R&M-Furniture & Equip	3,000	3,000	-	1,593	1,593
611-3810-401.36-03	Equipment and Vehicle	1,000	1,000	1,346	1,256	1,036
611-3810-401.38-01	MICA	1,855	1,855	1,855	877	2,975
611-3810-401.39-01	Communications	1,200	1,000	1,293	996	681
611-3810-401.39-02	Advertising/Publishing	200	400	142	100	185
611-3810-401.39-03	Printing & Binding	-	-	478	-	36
611-3810-401.39-04	Travel	500	1,650	-	573	797
611-3810-401.39-05	Mileage Reimb	500	1,000	-	398	471
611-3810-401.39-07	Regist, Schools, Mtgs	1,500	1,800	(73)	485	1,309
611-3810-401.39-08	Contracted Services	-	-	-	795	-
	Subtotal	63,755	56,005	35,621	47,370	31,201
Commodities						
611-3810-401.41-01	Postage	200	400	257	185	182
611-3810-401.41-02	Office Supplies	600	600	612	885	1,095
611-3810-401.44-00	Books & Periodicals	-	-	-	64	-
	Subtotal	800	1,000	869	1,134	1,277
Miscellaneous						
611-3810-401.61-01	Dues	5,500	5,500	5,209	1,999	1,709
611-3810-401.61-04	Other	-	100	387	100	-
611-3810-401.65-01	Admin Cost Share	-	-	-	-	36,000
611-3810-401.65-02	Space Cost Share	-	-	-	-	4,404
	Subtotal	5,500	5,600	5,596	2,099	42,113
Transfers						
611-1801-491.62-00	Transfer to GF	-	95,151	-	75,000	-
611-1802-401.62-86	Retiree Ins Subsidy	-	-	-	-	-
611-1802-402.62-85	Qcy area safety council	-	-	-	-	-
	Subtotal	-	95,151	-	75,000	-
	Totals	189,927	300,477	173,527	228,461	178,521

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**RISK MANAGEMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
611-3811-401.11-01	Regular Salary/Wages	81,830	83,950	74,958	47,663	57,369
611-3811-401.11-03		-	-	207	104	102
611-3811-401.11-04	Holiday Pay	4,713	4,227	4,425	1,959	3,185
611-3811-401.11-15	Vacation Pay	5,513	5,326	3,302	3,527	5,528
611-3811-401.11-17	Sick Pay Buy Back	2,576	2,489	2,338	2,967	6,267
611-3811-401.11-18	Vac Pay Buy Back	-	-	-	2,250	-
611-3811-401.21-01	Group Insurance	34,300	24,924	29,378	17,508	17,742
611-3811-401.21-03	Board Paid Life Ins	165	148	123	92	102
611-3811-401.21-04	Workers' Comp	-	-	-	-	-
611-3811-401.22-01	Social Security	5,867	5,964	4,899	3,438	4,101
611-3811-401.22-02	Medicare	1,372	1,375	1,146	804	959
611-3811-401.22-03	Unemployment Comp	200	150	150	100	100
611-3811-401.23-01	IMRF	9,075	10,534	9,114	4,829	7,012
	Subtotal	145,611	139,087	130,040	85,241	102,467
Contractual Services						
611-3811-401.31-02	Contracted Legal	7,000	1,400	-	-	-
611-3811-401.36-01	Fleet Maintenance	2,000	500	1,960	-	-
611-3811-401.39-01	Communications	900	900	480	(128)	(15)
611-3811-401.39-04	Travel	900	850	22	206	364
611-3811-401.39-05	Mileage Reimb	100	900	283	570	347
611-3811-401.39-07	Regist, Schools, Mtgs	1,500	1,000	3,600	120	50
611-3811-401.39-08	Contracted Services	500	8,500	6,361	-	-
	Subtotal	12,900	14,050	12,706	768	746
Commodities						
611-3811-401.41-02	Postage	25	100	-	-	-
611-3811-401.41-02	Office Supplies	50	-	10	-	-
611-3811-401.47-01	Clothing/Uniforms	12,000	12,000	10,284	11,683	15,596
611-3811-401.47-02	Safety Equipment	10,000	9,000	11,850	1,272	-
611-3811-401.47-03	Training Supplies	250	250	-	180	-
	Subtotal	22,325	21,350	22,144	13,135	15,596
Capital						
611-3811-401.52-08	Controllable	3,500	3,100	12,097	9,770	-
Miscellaneous						
611-3811-401-.61-01	Dues	750	750	705	-	-
	Totals	185,086	178,337	177,692	108,914	118,809

FUND 611 SELF INSURANCE FUND

PREMIUMS & BENEFITS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits						
611-3812-401.11-01	Regular Salary/Wages	10,000	20,851	8,080	2,083	-
611-3812-401.21-01	Group Insurance	6,000	4,546	12,070	7,445	-
611-3812-401.21-03	Board Paid Life Ins	35,000	35,000	27,431	35,615	33,033
611-3812-401.22-01	Social Security	600	1,275	619	128	-
611-3812-401.22-02	Medicare	200	298	145	30	-
611-3812-401.23-01	IMRF	1,100	1,591	1,138	229	-
	Subtotal	52,900	63,561	49,483	45,530	33,033
Insurance Premiums/Claims						
611-3812-401.25-01	Claims-Vehicles	38,000	38,000	31,057	65,077	32,305
611-3812-401.25-02	Claims-Prop Liability	12,000	10,000	13,053	7,901	9,761
611-3812-401.25-03	Claims-Equipment	4,000	5,000	5,533	38	3,997
611-3812-401.25-04	Claims-Casualty	8,000	5,000	8,891	8,733	10
611-3812-401.25-05	Claims-Other	2,200	3,200	6,902	6,687	6,000
	Subtotal	64,200	61,200	65,436	88,436	52,073
Contractual Services						
611-3812-401.38-01	Insurance-MICA	1,751,000	1,900,000	1,802,497	2,096,509	2,139,830
Capital Outlay						
611-3812-401.52-08	Controllable	-	5,000	2,992	-	-
	Total	1,868,100	2,029,761	1,920,408	2,230,475	2,224,936

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
- To generate a fund balance of 10% of annual expenditures.

PAST FISCAL YEAR HIGHLIGHTS

- Monitored the health clinic model and cost savings
- Provided health care educational material
- Monitored HIPPA and ACA controls
- Borrowed \$840,000 from the Self Insurance Fund 611.
- City Departments paid additional \$574K in November and \$750k in February to maintain cash flow.

BUDGET SUMMARY

The City is projecting a 20% overall increase in health insurance premiums due to the higher than expected medical claims. However, the City's health clinic continues to provide a huge value to the City and city employees while lowering the overall health insurance program costs

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
612-0000-331.01-01	Interest Income	2,000	9,000	3,424	9,246	9,795
612-0000-342.09-00	Other	-	-	1,707	85	940
612-0000-361.05-04	Premiums	-	-	-	-	1,189
612-0000-361.05-06	Premiums-City	4,950,000	5,562,591	5,376,991	4,115,428	3,596,386
612-0000-361.05-07	Premiums-Employee	1,229,869	977,386	968,116	972,839	933,995
612-0000-361.05-08	Prem-Outside Entities	-	-	-	-	609,359
612-0000-361.05-09	Premiums-Retirees	257,767	292,325	380,178	351,828	454,797
612-0000-392.03-00	Loan Proceeds	-	840,000	-	-	-
	Totals	6,439,636	7,681,302	6,730,416	5,449,426	5,606,461
Expenses						
Salaries & Benefits						
612-3812-401.21-01	Group Insurance	-	-	-	-	(853)
612-3812-401.21-05	Health Clinic	230,767	248,000	296,416	248,000	248,000
612-3812-401.21-06	Group Health-Claims	5,167,667	5,800,000	5,750,897	4,703,432	5,145,417
612-3812-401.21-07	Group Hlth-Fixed Cost	1,194,019	874,831	714,773	744,643	829,177
612-3812-401.21-09	ACA Costs	1,300	1,400	1,211	1,279	1,387
Miscellaneous						
612-3812-401.61-01	Dues	-	750	-	750	750
612-3812-401.61-04	Other	-	-	-	-	-
	Totals	6,593,753	6,924,981	6,763,297	5,698,104	6,223,878

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
613-0000-331.01-01	Interest Income	2,000	-	1,463	3,934	2,538
613-0000-361.05-04	Premiums	35,000	35,000	34,500	34,313	34,675
	Totals	37,000	35,000	35,963	38,247	37,213
Expenses						
Salaries & Benefits						
613-3812-401.25-06	Claims-Unemply Comp	50,000	50,000	17,502	7,452	5,082
Transfers						
613-1801-491.62-01	General Fund	-	75,000	-	-	-
613-1801-491.62-02	Planning & Dev	-	-	-	75,000	-
	Totals	50,000	125,000	17,502	82,452	5,082

**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	405,000	200,000	950,000	110,000	462,000	66,500
REVENUES						
Taxes						
Licenses & Permits						
Charges for Services						
Rent & Other Income	20,000	57,000	40,000	2,000		20,000
Interest Income	3,000	5,900	10,200	1,400	40,500	50
Debt Proceeds						
Grants		500,000				
Transfers In		-	-	-		2,000
Inter-Gov. Revenues						
TOTAL REVENUE	23,000	562,900	50,200	3,400	40,500	22,050
Total Funds Available	428,000	762,900	1,000,200	113,400	502,500	88,550
EXPENDITURES						
Salaries & Benefits						
Contracted Services	4,000		3,000	1,500		7,000
Commodities						100
Capital Outlay						
Miscellaneous	346,000	503,000	300,000	101,500	500,000	24,800
Debt Service						
Transfers	70,000	-	60,000	10,000		
TOTAL EXPENDITURES	420,000	503,000	363,000	113,000	500,000	31,900
Ending Balance, April 30	\$ 8,000	\$ 259,900	\$ 637,200	\$ 400	\$ 2,500	\$ 56,650

**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	350	36,000	83,000	2,317,620
REVENUES						
Taxes					1,050,000	1,050,000
Licenses & Permits						-
Charges for Services						-
Rent & Other Income	2,900	-				141,900
Interest Income	100	5		400	2,000	63,555
Debt Proceeds						-
Grants	2,750					502,750
Transfers In	-					2,000
Inter-Gov. Revenues			152,000		-	152,000
TOTAL REVENUE	5,750	5	152,000	400	1,052,000	1,912,205
Total Funds Available	10,150	375	152,350	36,400	1,135,000	4,229,825
EXPENDITURES						
Salaries & Benefits					-	-
Contracted Services	8,000	243	152,000	20,000	-	195,743
Commodities				-	-	100
Capital Outlay					-	-
Miscellaneous	100	100			-	1,775,500
Debt Service					-	-
Transfers					1,098,000	1,238,000
TOTAL EXPENDITURES	8,100	343	152,000	20,000	1,098,000	3,209,343
Ending Cash Balance	\$ 2,050	\$ 32	\$ 350	\$ 16,400	\$ 37,000	\$ 1,020,482

FUND 701 ECONOMIC DEVELOPMENT FUND

SUMMARY

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
701-0000-331.01-01	Interest Income	3,000	5,000	5,541	19,104	14,066
701-0000-331.01-04	Interest/Income Loans	-	-	5,839		2,744
701-0000-331.09-00	Revolving Loan Principal	20,000	20,000	36,514	15,000	213,727
701-0000-342.09-00	Other	-	-	-		
701-0000-363.09-01	Cost Share Rev/Admin	-	-	-		
	Totals	23,000	25,000	47,894	34,104	230,537
Expenses						
Contractual Services						
701-6319-408.31-02	Contracted Legal	1,000	1,100	1,040	-	-
701-6319-408.31-05	Other	-	-	2,000	12,000	-
701-6319-408.39-08	Contracted Services	3,000	1,700		-	-
	Subtotal	4,000	2,800	3,040	12,000	-
Miscellaneous						
701-6319-408.61-04	Miscellaneous Other	1,000	14,000	13,694	1,000	-
701-6319-408.63-01	Loan Disb.-Econ. Dev.	345,000	281,000	230,000	-	-
701-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
	Subtotal	346,000	295,000	243,694	1,000	-
Transfers						
701-1801-491.62-02	Planning & Development	-	10,000	10,000	10,000	10,000
701-1801-491.62-15	Capital Projects Fund	-	-	-		
701-1801-491.62-38	CBD Revolving Loan Fd	-	-			
701-1801-491.62-68	SBE Loan Fund 706	-	-	250,000	250,000	
701-1802-408.62-83	GREDF	70,000	70,000	70,000	65,000	65,000
701-1802-408.62-84	Hist. Business District	-	-	-		
701-1802-408.62-85	GREDF Economic Incent	-	-	-		
	Subtotal	70,000	80,000	330,000	325,000	75,000
	Totals	420,000	377,800	576,734	338,000	75,000

FUND 702 CDAP REVOLVING LOAN FUND

SUMMARY

The CDAP- ED program is a federally funded program that is designed to provide grants to units of local government for economic development activities related to business retention and or expansion opportunities. Local governments qualifying to receive grant funds can then make these funds available in the form of loans to businesses locating or expanding in their community.

The State of Illinois recently changed the requirements of this fund and in FYE 2022 the CDAP fund will be closed out and rolled into the Fund 701 Economic Development Revolving Loan Fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
702-0000-331.01-01	Interest Income	1,700	1,000	2,484	7,469	7,523
702-0000-331.01-04	Interest Income/Loans	4,200	6,700	7,183	8,575	10,430
702-0000-331.09-00	Revolving Loan Principal	57,000	68,500	96,558	91,537	89,682
702-0000-381.03-06	CURES Grant	500,000	500,000	100,000	-	-
702-0000-391.01-22	CDAP Cap Grant Fund 316	-	-	1,277	-	-
	Totals	562,900	576,200	207,502	107,581	107,635
Expenses						
Miscellaneous						
702-6319-408.61-04	Misc Other	3,000	1,000	-	-	-
702-6319-408.63-01	Loan Disb.-Econ. Dev.	500,000	100,000	100,000	-	-
Transfers						
702-1801-491.62-02	Planning & Development	-	25,000	25,000	25,000	25,000
702-1801-491.62-20	CDAP Capital Grant Fund	-	500,000	-	-	-
702-1801-491.62-68	SBE loan fund 706	-	-	-	250,000	-
702-1804-408.64-03	DCEO SBE grants	-	500,000	495,000	-	-
	Totals	503,000	1,126,000	620,000	275,000	25,000

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
703-0000-331.01-01	Interest Income	4,200	2,500	9,810	20,701	13,717
703-0000-331.01-04	Interest Income/Loans	6,000	14,200	6,652	8,257	11,288
703-0000-331.09-00	Revolving Loan Principal	-	-	72,099	100,102	170,949
703-0000-342.09-00	Other	40,000	45,000	-	-	-
703-0000-391.01-36	Econ Dev Rev Loan Fund	-	-	-	-	-
	Totals	50,200	61,700	88,561	129,060	195,954
Expenses						
Contractual Services						
703-6319-408.31-02	Contracted Legal	3,000	2,000	-	-	-
703-6319-408.31-05	Professional Svc - Other	-	25,000	-	-	-
Miscellaneous						
703-6319-408.63-01	Loan Disb.-Econ. Dev.	300,000	175,000	150,000	30,000	-
703-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
Transfers						
703-1801-491.62-02	Planning & Development	60,000	25,000	25,000	25,000	25,000
	Totals	363,000	227,000	175,000	55,000	25,000

FUND 704 NEIGHBORHOOD HOUSING REV LOAN FUND

SUMMARY

Funds are used to support housing developments that meet low income guidelines.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
704-0000-331.01-01	Interest Income	1,000	100	1,889	4,107	1,269
704-0000-331.01-04	Interest Income/Loans	400	-	624	731	660
704-0000-331.09-00	Revolving Loan Principal	2,000	1,400	2,811	2,879	1,756
704-0000-341.08-00	Housing	-	-	-	-	-
704-0000-342.09-00	Other	-	-	-	-	-
704-0000-391-18-00	Transfer from Bank 18	-	-	-	-	-
	Totals	3,400	1,500	5,324	7,717	3,685
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.	101,500	179,000	-	-	-
704-1801-491-62-02	Planning & Dev	10,000	-	-	-	-
	Totals	113,000	180,500	-	-	5,320

FUND 706 SMALL BUSINESS EMERGENCY (SBE) LOAN FUND

SUMMARY

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
706-0000-331.01-01	Interest Income	500	-	2,673	736	-
706-0000-331.01-04	Interest Income/Loans	-	1,500	421	-	-
704-0000-331.09-00	Revolving Loan Principal	40,000	500,000	181,830	-	-
706-0000-391.01-36	Econ Dev Rev Loans 701	-	-	-	250,000	-
706-0000-391.01-37	CDAP RLF fund 702	-	-	-	250,000	-
	Totals	40,500	501,500	184,924	500,736	-
Expenses						
Miscellaneous						
706-6319-408.31-02	Contracted Legal	-	7,500	3,450	-	-
704-6319-408.61-02	Taxes	-	-	-	-	-
704-6319-408.63-01	Loan Disb.-Econ. Dev.	500,000	492,500	220,550	191,000	-
706-6319-408.63-04	HERO Utility Credits	-	-	3,250	-	-
	Totals	500,000	500,000	227,250	191,000	-

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
712-0000-321.00-00	Donations-Not Restricted	10,000	10,000	15,350	26,790	19,225
712-0000-331.01-01	Interest Income	50	50	556	1,057	584
712-0000-342.09-00	Other	10,000	10,000	-	6,115	7,514
712-0000-361.05-03	Public Reimbursements	-	-	-	-	-
712-0000-391.01-01	General Fund	2,000	-	-	-	2,000
	Totals	22,050	20,050	15,906	33,962	29,323
Expenses						
Contractual Services						
712-1705-407.39-04	Travel	7,000	7,000	-	1,598	5,750
Commodities						
712-1705-407.41-01	Postage	100	100	-	-	123
Miscellaneous						
712-1705-407.61-01	Dues	800	800	710	710	695
712-1705-407.61-04	Other	24,000	24,000	1,445	18,301	16,297
	Subtotal	24,800	24,800	2,155	19,011	16,992
	Totals	31,900	31,900	2,155	20,609	22,865

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
719-0000-321.00-00	Donations-Not Restricted	2,750	2,750	-	1,675	7,425
719-0000-331.01-01	Interest Income	100	100	46	124	60
719-0000-342.09-00	Miscellaneous Other	150	150	-	330	
719-0000-361-05-03	Public Reimbursements	-	-	-	-	4,975
719-0000-382.01-10	Local Source Restricted Cont	2,750	2,750	-	875	2,015
719-0000-382.02-01	State Grant	-	-	-	-	-
719-0000-391.01-01	Trnsfr from General Fund	-	-	-	-	-
	Totals	5,750	5,750	46	3,004	14,475
Expenses						
Contractual Services						
719-1707-407.31-03	Instructional	-	-	-	-	-
719-1707-407.31-05	Prof Svc - Other	1,500	1,500	-	-	-
719-1707-407.35-01	Repair & Maint - Building	1,000	1,000	-	-	-
719-1707-407.39-02	Advertising/Publishing	-	-	-	-	-
719-1707-407.39-08	Contracted Services	5,500	5,500	-	7,555	5,688
	Subtotal	8,000	8,000	-	7,555	5,688
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	100
719-1707-407.61-04	Other	-	-	-	-	-
719-1707-407.62-90	Non-Dept. Disbursements	-	-	-	-	-
	Totals	8,100	8,100	100	7,655	5,788

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
720-0000-321.00-00	Donations	-	-	-	-	-
720-0000-331.01-01	Interest	5	10	4	11	10
720-0000-349.09-00	Other	-	-	-	-	-
	Totals	5	10	4	11	10
Expenses						
Contractual Services						
720-1706-407.31-03	Instructional	-	-	-	-	-
720-1706-407.31-05	Other	-	-	-	-	-
720-1706-407.39-02	Advertising/Publishing	243	170	-	200	100
720-1706-407.39-08	Contracted Services	-	200	-	-	-
	Subtotal	243	370	-	200	100
Commodities						
720-1706-407.41-01	Postage	-	-	-	-	-
720-1706-407.41-02	Office Supplies	100	158	-	-	-
	Subtotal	100	158	-	-	-
Miscellaneous						
720-1706-407.61-04	Other	-	-	-	-	-
	Totals	343	528	-	200	100

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenue						
721-0000-331.01-01	Interest Income	-	-	3	8	7
721-0000-391.01-01	From General Fund	152,000	152,000	76,000	76,000	76,000
	Totals	152,000	152,000	76,003	76,008	76,007

Expenses

Contractual Services

721-3716-405.39-08	Contracted Services	152,000	152,000	76,000	76,000	76,000
	Totals	152,000	152,000	76,000	76,000	76,000

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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
724-0000-321.00-00	Donations	-	-	-	-	-
724-0000-331.01-01	Interest	400	400	353	927	812
724-0000-391-01-01	Transfers from GF	-	-	-	-	-
	Totals	400	400	353	927	812
Expenses						
Contractual Services						
724-2116-402-39-08	Contracted Services	20,000	18,000	4,732	11,007	7,670
Commodities						
724-1704-407.46-11	Oper. Supplies-Other	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	20,000	18,000	4,732	11,007	7,670

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 2021, 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	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
743-0000-314.01-02	Hotel/Motel Tax	1,050,000	1,050,000	665,928	993,601	1,047,009
743-0000-314.01-08	Penalties on Delinq.Tax	-	-	986	2,489	796
743-0000-331.01-01	Interest Income	2,000	2,000	990	2,731	1,969
743-0000-331.01-02	Interest Tax Payments	-	-	337	312	10
	Totals	1,052,000	1,052,000	668,241	999,133	1,049,784

Expenses

Transfers

743-1803-401.62-56	Oakley-Lindsay Center	775,000	775,000	432,631	774,847	726,325
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	242,000	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	6,000	20,000	20,000
743-1899-401.61-04	Other	-	-	-	-	-
743-1899-401.65-01	Cost Share Administrative	21,000	21,000	13,379	20,910	20,504
	Totals	1,098,000	1,098,000	674,970	1,045,482	1,025,202

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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. QPL is indispensable in providing access to information, educational opportunities and a place for community which helps Quincy maintain its 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

The year began with all but three library staff members furloughed because of Covid-19. Assistant Directors came back starting the middle of May, the rest of the staff came back over the following weeks, and the library opened to the public on June 8. The library held a virtual Summer Reading Program during the summer. With the increase in cases and the need to help the community reduce the spread of Covid-19, the library converted all programming to a virtual model using social media and teleconferencing tools. After limiting building access in November, the library changed service models again to accept patron appointments for computers and resource use and offered curbside to check out materials. In February, the library opened to the public to browse the stacks, use computers, and in March in-person programming started again. Patrons in the community utilized the Grab and Go Lockers at the four different locations: Iles and Lincoln-Douglas Elementary Schools, Co Market at 48th and the front of the library building. These lockers provided contactless delivery of library materials 24/7. Additionally, the availability of online digital resources from the library’s website significantly increased usage over the last year. Patrons have downloaded and streamed eBooks, audiobooks, magazines, movies, music, comics and more.

Budget Summary

Amount Carried Over May 1	\$ 254,934
Budgeted Revenue	\$2,515,428
Total Available	\$2,770,362
Budgeted Expenditures	\$2,759,884
Estimated Carry Over, April 30	\$ 10,478

QPL is budgeted to receive \$1,774,465 from the City of Quincy. This represents a 2.53% increase over the previous year, but a 6.44% decrease as compared to FY 19/20. Additionally, QPL is budgeted to receive \$492,793 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 \$71,038 from the Mary Weems Barton Foundation for IT upgrades. \$21,438 from Friends of the Library. Any remaining revenue budgeted is from grants and donations. In total QPL is budgeting \$2,770,362 in available funds to provide services for the community and expects to have \$10,478 remaining at year end

Aside from salaries and benefits, the largest expected expenditure is collection development which totals \$466,282. Capital bulding projects include the repair, cleaning and painting of dryvit which is the exterior surface of the library building. Additionally, the library plans to upgrade the library servers and hardware for utilization of Windows 10 for patrons and staff.

Quincy Public Library

SUMMARY

ACCOUNT DESCRIPTION	REVENUE SUMMARY					
	2021/2022	% Change	2020/2021	2020/2021	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
City of Quincy Funding	1,774,465	2.60%	1,729,513	1,812,825	1,896,564	1,803,239
QPL Per Capita	50,792	0.00%	50,792	-	50,791	50,791
Town of Quincy Funding	506,695	10.71%	457,692	455,433	508,151	414,180
Grants	65,000	1200.00%	5,000	56,790	26,100	280,461
Book Revenue	3,000	0.00%	3,000	2,516	3,104	3,894
Charges for Services	13,500	-49.06%	26,500	16,688	27,007	30,475
Donations & Memorials	100,476	6.89%	94,000	95,140	111,405	39,051
Interest	1,500	-70.00%	5,000	1,229	5,413	1,084
Rebates & Refunds	-		-	9,000	-	918
Miscellaneous	-		-	1,030	1,055	85
Total Revenues	2,515,428	6.07%	2,371,497	2,450,651	2,629,590	2,624,178

ACCOUNT DESCRIPTION	EXPENSE SUMMARY					
	2021/2022	% Change	2020/2021	2020/2021	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits	1,699,184	-1.93%	1,732,683	1,351,923	1,464,260	1,597,907
Contractual Services	383,228	16.89%	327,860	328,320	317,893	298,061
Commodities	453,922	-16.99%	546,860	542,694	495,083	336,475
Capital Outlay	158,550	277.26%	42,027	11,489	51,948	5,369
Grant Expenses	65,000	1447.62%	4,200	6,658	44,621	54,294
Totals	2,759,884	4.00%	2,653,630	2,241,084	2,373,805	2,292,106

Totals by Division						
0101 Administration	2,037,640	5.78%	1,926,220	1,523,242	1,757,446	1,767,842
0103 Marketing & Events	30,000	-34.78%	46,000	22,188	20,731	27,464
0104 Childrens	33,240	34.03%	24,800	24,366	31,753	26,510
0105 Adult/Circulation	167,546	25.07%	133,960	126,697	142,597	133,568
0106 Outreach	38,926	35.73%	28,680	24,760	38,946	40,926
0107 Young Adult	9,050	28.73%	7,030	8,638	8,554	8,083
0108 Reference	87,820	-58.62%	212,240	222,473	107,129	37,287
0109 Audio Visual	98,500	0.00%	98,500	114,028	89,775	85,399
0110 Tech Services	44,200	0.00%	44,200	43,019	45,212	39,385
0111 Maintenance	212,962	61.33%	132,000	131,673	131,662	125,642
Totals	2,759,884	4.00%	2,653,630	2,241,084	2,373,805	2,292,106

Quincy Public Library

Revenue

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Revenues						
001-0000-311.00-00	Quincy Tax Funds	1,774,465	-	-		1,803,239
001-0000-311.05-00	Property Tax Levy	-	732,045	294,291	731,530	-
001-0000-311.06-00	City Subsidy	-	654,610	1,288,532	736,698	-
001-0000-311.10-00	PPRT Funds	-	342,858	95,409	325,670	-
001-0000-311.10-01	PPRT Overage	-	-	134,593	102,666	-
001-0000-312.00-00	QPL Per Capita	50,792	50,792	-	50,791	50,791
001-0000-313.00-00	TQAPLD contract receipts	305,281	293,540	291,282	282,250	271,394
001-0000-314.00-00	TQ Per Capita	13,902	13,902	13,901	13,901	22,536
001-0000-315.02-00	TQAPLD	187,512	150,250	150,250	212,000	120,250
001-0000-321.00-00	Grants	45,000	5,000	56,790	26,100	268,461
001-0000-321.05-00	Big Read	20,000	-	-	-	12,000
001-0000-331.00-00	Lost/Damaged	3,000	3,000	2,516	3,104	3,874
001-0000-338.00-00	Landrum Books Sales	-	-	-	-	20
001-0000-341.01-00	Copier Fees	1,000	1,000	1,418	2,611	3,113
001-0000-341.02-00	Fax Machines	-	-	-	-	-
001-0000-341.03-00	Fines and Fees	1,000	12,000	6,336	12,511	12,845
001-0000-341.04-00	LAN Printers	5,000	5,000	2,555	5,004	6,065
001-0000-341.05-00	Genealogy Research	500	500	79	231	504
001-0000-341.06-00	Non Resident Cards	6,000	8,000	6,300	6,650	7,948
001-0000-351.00-00	Donations & Memorials	8,000	19,000	14,728	48,057	17,192
001-0000-351.04-00	Weems Barton Foundation	71,038	50,000	55,423	40,000	136
001-0000-351.05-00	Friends of the Library	21,438	25,000	24,989	23,348	21,723
001-0000-360.01-00	Miscellaneous	-	-	-	-	-
001-0000-361.00-00	Interest	1,500	5,000	1,229	5,413	1,084
001-0000-362.00-00	Rebates and Refunds	-	-	9,000	-	918
001-0000-363.00-00	Miscellaneous	-	-	1,030	1,055	85
001-0000-370.00-00	Fund Raising	-	-	-	-	-
		2,515,428	2,371,497	2,450,651	2,629,590	2,624,178

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
ADMINISTRATION						
Salaries & Benefits						
001-0101-451.11-01	Salary/Wages	1,224,828	1,216,531	961,235	1,053,165	1,078,312
001-0101-451.11-02	Overtime	500	-	89	777	694
001-0101-451.21-01	Health/Life	226,855	255,936	174,400	184,326	281,474
001-0101-451.21-02	Vision/Dental	-	-	12,993	12,993	-
001-0101-451.21-03	Life Ins/EE benefit	2,021	-	2,201	2,201	-
001-0101-451.21-05	Health Clinic	19,000	-	16,015	16,015	-
001-0101-451.22-01	FICA	92,683	90,638	70,543	77,164	78,424
001-0101-451.22-03	Unemployment	3,100	3,100	2,894	2,689	2,122
001-0101-451.23-01	IMRF	130,197	166,478	111,553	114,930	156,881
Total Salaries and Benefits		1,699,184	1,732,683	1,351,923	1,464,260	1,597,907
Contract Services						
001-0101-451.31-01	Accounting	4,000	3,000	4,000	3,000	3,000
001-0101-451.31-02	Legal	3,500	3,500	210	2,250	975
001-0101-451.31-04	Other	1,630	1,560	1,760	1,680	1,440
001-0101-451.31-06	Computer Technician	18,000	18,000	-	-	5,722
001-0101-451.32-03	Other Equip Contracts	25,000	25,000	17,830	21,485	23,680
001-0101-451.34-02	Meetings	8,000	2,000	6,322	3,174	1,994
001-0101-451.34-03	Conferences	4,000	5,000	4,221	2,731	546
001-0101-451.34-04	QPL Day	3,500	2,000	224	5,684	315
001-0101-451.35-02	Computers	14,000	5,000	9,538	3,060	708
001-0101-451.37-01	Telephone	7,000	7,000	3,041	6,172	7,202
001-0101-451.38-01	MICA	50,250	29,000	58,233	48,633	44,780
001-0101-451.38-03	Surety Bond	-	1,650	-	-	-
001-0101-451.39-01	Legal Advertising	-	500	-	-	-
001-0101-451.39-03	Travel (Local)	200	500	25	23	34
001-0101-451.39-04	Staff Recruitment & Mntn	1,000	1,000	452	868	1,524
001-0101-451.39-07	Dues & Memberships	4,500	3,000	4,490	2,799	2,193
001-0101-451.39-08	Bank & Finance Fees	600	600	370	422	465
		145,180	108,310	110,716	101,981	94,578
Commodities						
001-0101-451.41-01	Department supplies	8,000	6,000	7,623	4,164	5,482
001-0101-451.41-02	Board	300	-	292	150	-
001-0101-451.41-03	Specialty Supplies	2,000	2,000	780	1,500	1,493
001-0101-451.41-07	Postage	4,000	4,000	3,080	3,000	3,720
001-0101-451.41-08	Donor Relations Supply	500	1,000	225	225	325
001-0101-451.43-00	Books	1,000	1,000	451	453	761
001-0101-451.46-00	Programs	-	-	(95)	-	(420)
001-0101-451.48-00	Materils from Donations	21,438	25,000	30,100	85,144	4,333
		37,238	39,000	42,456	94,636	15,694
Grant Expenses						
001-0101-451.50-01	Big Read Grant	20,000	-	-	19,676	20,550
001-0101-451.50-02	Adult New Reader	-	-	-	-	(4,500)
001-0101-451.50-10	Digitization	-	-	-	19,255	18,297
001-0101-451.50-12	Back to Books	-	-	-	-	8,969
001-0101-451.50-19	Miscellaneous	45,000	4,200	6,658	5,690	10,978
		65,000	4,200	6,658	44,621	54,294

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021/2022 PROPOSED BUDGET	2020/2021 REVISED BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Capital						
001-0101-451.52-01	Equip Capital Outlay	-	-	-	-	-
001-0101-451.52-02	Computers	91,038	42,027	11,489	51,948	5,369
001-0101-451.52-07	Building Capital Outlay	-	-	-	-	-
001-0101-451.52-10	Vehicles	-	-	-	-	-
		<u>91,038</u>	<u>42,027</u>	<u>11,489</u>	<u>51,948</u>	<u>5,369</u>
ADMINISTRATION TOTAL		2,037,640	1,926,220	1,523,242	1,757,446	1,767,842

MARKETING & EVENTS

Commodities						
001-0103-451.46-00	Programs	12,000	15,000	6,488	11,062	12,387
001-0103-451.47-00	Public Relations	18,000	26,000	15,450	9,613	15,077
001-0103-451.48-00	Donations & Memorials	-	5,000	250	56	-
MARKETING & EVENTS TOTAL		30,000	46,000	22,188	20,731	27,464

CHILDRENS

Commodities						
001-0104-451.43-00	Books	25,000	15,400	20,109	27,502	19,707
001-0106-451.43-30	School Books					
001-0104-451.44-00	Periodicals	800	900	712	812	961
001-0104-451.45-00	AV Materials	6,200	6,200	2,510	2,729	2,562
001-0104-451.48-00	Materials from Donations	1,240	2,300	1,035	710	3,280
CHILDRENS TOTAL		33,240	24,800	24,366	31,753	26,510

ADULT/CIRCULATION

Contract Services						
001-0105-451.32-02	Auto System Serv Cont	23,000	20,000	15,597	18,104	2,778
001-0105-451.32-03	Other Equip Contracts	-	-	-	-	3,685
001-0105-451.32-04	RSA	48,398	46,350	46,902	44,562	50,748
	Subtotal	<u>71,398</u>	<u>66,350</u>	<u>62,499</u>	<u>62,666</u>	<u>57,211</u>
Commodities						
001-0105-451.41-05	Dynix Supplies	7,000	6,000	8,052	6,634	6,336
001-0105-451.43-00	Books	80,000	55,010	52,531	69,863	65,494
001-0105-451.44-00	Periodicals	4,000	3,500	3,417	3,434	4,527
001-0105-451.48-00	Materials for Donations	5,148	3,100	198	-	
	Subtotal	<u>96,148</u>	<u>67,610</u>	<u>64,198</u>	<u>79,931</u>	<u>76,357</u>
ADULT/CIRCULATION TOTAL		167,546	133,960	126,697	142,597	133,568

OUTREACH

Commodities						
001-0106-451.43-00	Books	15,000	8,980	11,309	23,614	24,540
001-0106-451.43-30	School Books	10,000	7,800	8,525	9,956	9,872
001-0106-451.44-00	Periodicals	400	400	306	326	525
001-0106-451.45-00	AV Materials	1,500	3,000	2,190	2,869	5,604
001-0106-451.48-00	Materials for Donations	12,026	8,500	2,430	2,181	385
OUTREACH TOTAL		38,926	28,680	24,760	38,946	40,926

YOUNG ADULT

Commodities

Quincy Public Library

Expenses

		2021/2022	2020/2021	2020/2021	2019/2020	2018/2019
		PROPOSED	REVISED	PROJECTED	YTD	YTD
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
001-0107-451.43-00	Books	7,250	4,680	6,626	5,115	6,670
001-0107-451.44-00	Periodicals	300	350	230	280	412
001-0107-451.45-00	AV Materials	1,500	2,000	1,782	3,159	1,001
YOUNG ADULT TOTAL		9,050	7,030	8,638	8,554	8,083
<u>REFERENCES</u>						
Commodities						
001-0108-451.41-01	Department Supplies	500	500	51	307	861
001-0108-451.43-00	Books	6,500	6,240	5,913	5,615	8,142
001-0108-451.44-00	Periodicals	10,000	10,000	9,367	9,889	8,324
001-0108-451.45-01	Digital/Electronic	60,000	186,000	195,372	85,654	17,702
001-0108-451.45-06	Microfilm	2,500	2,500	620	2,194	2,258
001-0108-451.48-00	Materials for Donations	8,320	7,000	11,150	3,470	-
REFERENCES TOTAL		87,820	212,240	222,473	107,129	37,287
<u>AUDIO VISUAL</u>						
001-0109-451.41-01	Department	1,500	1,500	1,472	1,355	823
001-0109-451.45-00	AV Materials	37,000	37,000	33,215	35,483	34,884
001-0109-451.45-01	Digital/Electronic	60,000	60,000	79,341	52,937	49,692
AUDIO/VISUAL TOTAL		98,500	98,500	114,028	89,775	85,399
<u>TECH SERVICES</u>						
Contracted Services						
001-0110-451.37-04	OCLC	31,200	31,200	30,261	30,261	29,380
Commodities						
001-0110-451.41-01	Department	13,000	13,000	12,758	14,951	10,005
TECH SERVICES TOTAL		44,200	44,200	43,019	45,212	39,385
<u>MAINTENANCE</u>						
Contracted Services						
001-0111-451.32-01	Building Service Contr	15,450	15,000	13,470	14,535	14,367
001-0111-451.33-01	Electricity	60,000	60,000	52,370	62,154	66,693
001-0111-451.33-02	Water	3,000	3,000	2,916	3,052	2,773
001-0111-451.35-01	Building Repair Mainten	20,000	15,000	15,628	16,153	10,316
001-0111-451.35-03	Equipment Repair	33,000	25,000	38,315	22,862	18,736
001-0111-451.35-05	Vehicle Repair Maintenanc	4,000	4,000	2,145	4,229	4,007
Total Contracted Services		135,450	122,000	124,844	122,985	116,892
Commodities						
001-0111-451.41-03	Specialty Supplies	10,000	10,000	6,829	8,677	8,750
Total Commodities		10,000	10,000	6,829	8,677	8,750
Capital Outlay						
001-0111-451.52-04	Building Capital Outlay	67,512	-	-	-	-
001-0111-451.52-12	Vehicles Replacement	-	-	-	-	-
MAINTENANCE TOTAL		212,962	132,000	131,673	131,662	125,642
Totals		2,759,884	2,653,630	2,241,084	2,373,805	2,292,106

	2021/2022 PROPOSED BUDGET	% change	2020/2021 BUDGET	2020/2021 PROJECTED ACTUAL	2019/2020 YTD ACTUAL	2018/2019 YTD ACTUAL
Income:						
Appropriations	240,000	0.00%	240,000	240,000	235,167	229,505
Burials	1,200	0.00%	1,200	4,600	4,275	2,550
Donation	500	0.00%	500	50	15,000	0
Interest Income	7,300	0.00%	7,300	7,000	11,773	12,081
Recycling		#DIV/0!		0	72	
Sale of Lots	2,000	0.00%	2,000	10,500	1,150	4,250
carryover balance		#DIV/0!				0
Total Income	251,000	0.00%	251,000	262,150	267,437	248,386
Expenses:						
Audit	2,000	33.33%	1,500	2,000	1,500	1,500
Capital Improvements	12,500	-16.67%	15,000	24,240	12,863	3,500
Equipment	4,000	0.00%	4,000	34,500	10,405	28,750
Equipment- Small	2,000	0.00%	2,000	2,001	1,536	0
Insurance	21,138	2.12%	20,700	17,111	16,903	17,065
Labor	92,840	1.75%	91,240	64,646	47,247	52,064
Legal		#DIV/0!				
Legal Licenses	220	0.00%	220	502	10	111
Maintenance	1,000	-50.00%	2,000	2,000	4,785	4,879
Mausoleum Repairs		#DIV/0!				
MICA	17,575	2.00%	17,230	17,229	16,727	12,284
Miscellaneous	500	-31.79%	733	733		69
Mowers	6,000	0.00%	6,000	6,000	8,741	1,848
Office	611	-38.90%	1,000	1,000	379	410
Other taxes	3,850	0.00%	3,850	3,850	3,001	3,115
PAYROLL TAXES	11,450	2.13%	11,211	10,195	6,364	8,215
Salaries	56,816	2.71%	55,316	62,758	55,316	55,316
Tree Fund	7,000	40.00%	5,000	6,950	9,000	0
Gasoline	2,500	25.00%	2,000	2,100	1,372	1,468
Truck Expense	1,000	0.00%	1,000	33,699	0	63
Utilites: Electric	6,000	0.00%	6,000	6,000	6,600	7,223
Utilities: Telephone	1,000	-75.00%	4,000	1,700	2,737	3,004
Utilities: Water	1,000	0.00%	1,000	1,000	613	603
		#DIV/0!				
Total Expenses	251,000	0.00%	251,000	300,214	206,098	201,487