
FISCAL YEAR 2018 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. This accomplishes the four year goal of building our cash reserve fund to 10% of 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.

- The City should maintain a balanced budget under normal conditions. A balanced budget is defined as a budget where estimated revenues equal estimated expenses during a single fiscal year.

A balanced budget shows prudent use of the City's resources and helps instill fiscal stability. This year's budget includes funding the police and fire pensions at the actuarial versus state rate leading to an additional pension cost of \$1,007,479, of which \$762,300 is to be funded from fund balance. Without this added \$762,300 payment, the General Fund would have delivered a \$115,000 operating surplus.

-Set a minimum level of funding for capital spending. The City will set aside a minimum of 25% of revenues derived from the Purchase Tax to ensure long-term investment in the City's 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.

This page is left blank intentionally.

PURPOSE

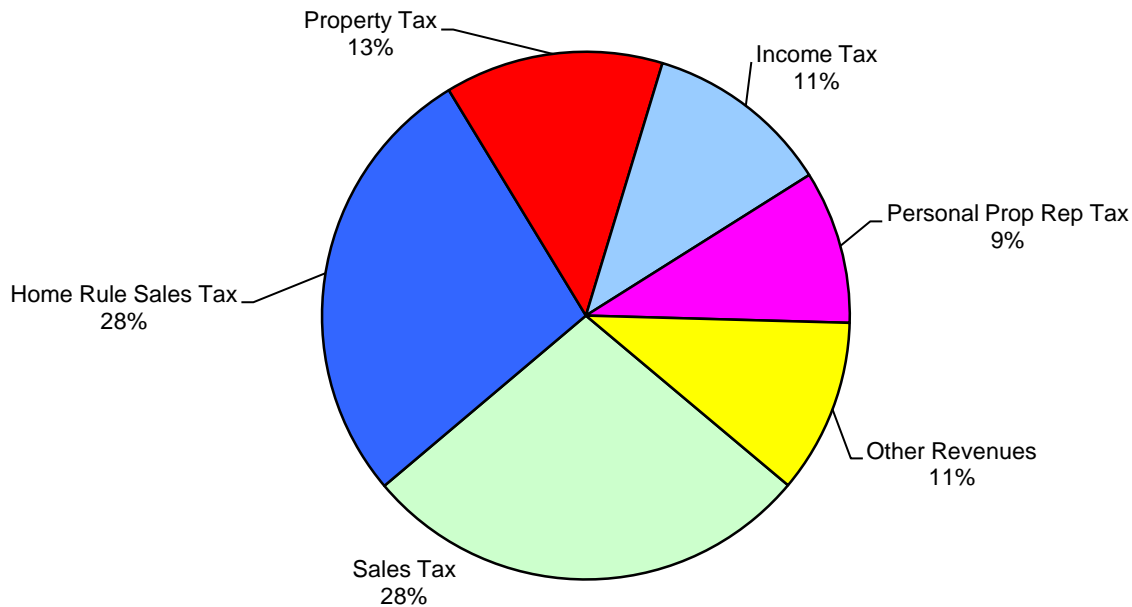
The purpose of the City of Quincy Operating revenues and expenditures is to give a view of all revenue sources available to the General Fund, Reserve Fund, and Capital Projects Fund. Eventhough the General Fund is the primary operating fund of the City, it is important to consider the entire revenue stream available.

OPERATING REVENUES

The City of Quincy's primary revenue source is sales tax, which includes the local home rule sales tax, also called "purchase tax". About 55% of the City's revenues are derived from sales tax. Since the City initially implemented the Purchase Tax in 1991, changes have occured over the years that have allowed for the purchase tax to be used for operational needs as well as for the original intended use of capital infrastructure and debt service. The property tax revenues listed below are the General Fund revenues and do not include the property tax levy for debt service.

OPERATING REVENUES BY SOURCE

ACCOUNT DESCRIPTION	% of Total	2017/2018	2016/2017	2016/2017	2015/2016
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Sales Tax	28%	9,756,600	9,761,121	9,660,000	9,649,109
Home Rule Sales Tax	27%	9,666,090	9,695,769	9,618,000	9,572,958
Property Tax	13%	4,708,464	4,681,973	4,678,588	4,308,023
Income Tax	11%	4,000,000	4,144,566	3,868,780	4,338,717
Personal Prop Rep Tax	9%	3,302,000	3,091,685	3,295,200	3,356,477
Other Revenues	11%	3,756,085	4,217,781	4,123,056	4,224,719
Totals	100%	35,189,239	35,592,895	35,243,624	35,450,003

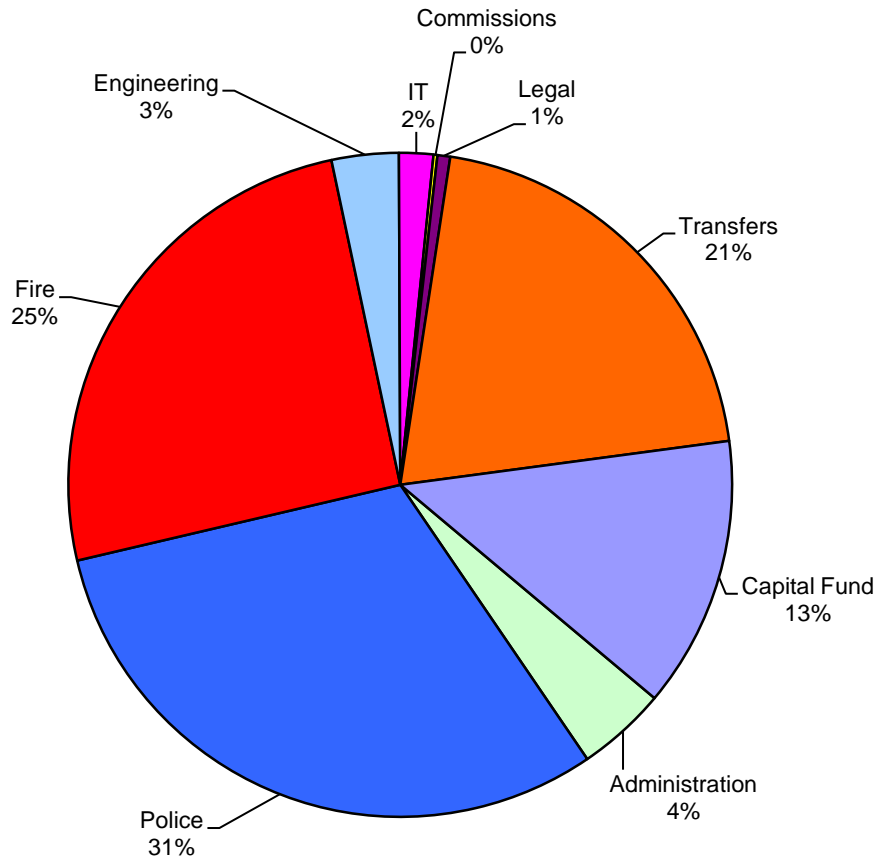


This page is left blank intentionally.

OPERATING EXPENDITURES

The City of Quincy uses the operating revenues to fund the General Fund, Cash Reserve Fund, and the Capital Projects Fund. This Operating Revenue Summary shows the allocation of those resources.

ACCOUNT DESCRIPTION	% of Total	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2015/2016 YTD ACTUAL	2014/2015 YTD ACTUAL
Administration	4.4%	1,681,038	1,957,496	1,776,683	1,582,345
Police	30.9%	11,882,018	11,290,841	10,940,652	10,924,919
Fire	25.3%	9,757,387	9,232,732	9,029,671	8,820,850
Engineering	3.3%	1,256,631	1,302,953	1,216,603	1,048,595
IT	1.7%	640,817	641,422	670,207	695,826
Commissions	0.2%	73,598	73,806	54,273	33,025
Legal	0.6%	238,768	237,504	225,606	224,985
Transfers	20.5%	7,884,549	9,293,155	8,520,924	9,026,374
Capital Fund	13.2%	5,092,610	4,743,283	3,140,342	1,752,292
		38,507,416	38,773,192	35,574,961	34,109,211



This page is left blank intentionally.

	General Fund/ Cash Reserve Fund	Special Revenue Funds	Capital Projects Funds	Debt Service Funds	Enterprise Funds	Internal Service Funds	Total
Beginning Balance, May 1	7,002,000	3,677,539	5,318,130	415,010	7,900,200	6,175,200	30,488,079
REVENUES							-
Taxes	23,578,803	1,997,267	441,000	1,661,368	35,000	-	27,713,438
Licenses & Permits	145,800	-	90,000	-	-	-	235,800
Charges for Services	657,100	416,200	30,000	-	10,979,490	8,826,700	20,909,490
Rent & Other Income	13,670	42,925	17,869	-	35,600	39,399	149,463
Interest Income	22,000	17,375	12,700	2,500	22,050	29,125	105,750
Debt Proceeds	-	-	-	-	10,000,000	-	10,000,000
Grants	33,000	5,114,326	-	107,838	297,100	-	5,552,264
Transfers In	7,798,235	1,597,558	2,736,522	470,077	798,245	2,982,366	16,383,003
Inter-Gov. Revenues	529,109	-	-	-	-	1,644,216	2,173,325
TOTAL REVENUE	32,777,717	9,185,651	3,328,091	2,241,783	22,167,485	13,521,806	83,222,533
Total Funds Available	39,779,717	12,863,190	8,646,221	2,656,793	30,067,685	19,697,006	113,710,612
EXPENDITURES							
Salaries & Benefits	22,699,811	4,127,708	-	-	4,141,594	8,883,207	39,852,320
Contracted Services	1,772,831	1,699,066	156,550	-	3,514,093	3,268,049	10,410,589
Commodities	837,744	337,087	5,000	-	2,740,980	1,136,775	5,057,586
Capital Outlay	127,248	4,350,915	7,000,310	-	15,059,992	683,825	27,222,290
Miscellaneous	85,109	742,484	139,000	3,100	487,685	108,395	1,565,773
Debt Service	7,514	-	12,500	2,407,058	157,624	149,523	2,734,219
Transfers	7,884,549	431,667	535,000	-	150,000	1,375	9,002,591
TOTAL EXPENDITURES	33,414,806	11,688,927	7,848,360	2,410,158	26,251,968	14,231,149	95,845,368
Ending Balance, April 30	6,364,911	1,174,263	797,861	246,635	3,815,717	5,465,857	17,865,244

Note: General Fund Transfers adjusted so as not to include intra-fund transfers, to avoid double counting revenues

<u>FY</u>	<u>Tax Levy</u>	<u>Sales Tax</u>		<u>PPRT</u>		<u>Income Tax</u>		<u>Use Tax</u>	
2000	3,682,819	6,482,070		2,523,717		3,138,269		490,805	
2001	3,803,793	6,587,505	1.63%	2,363,797	-6.34%	3,239,258	3.22%	526,519	7.28%
2002	3,979,034	6,732,501	2.20%	2,226,256	-5.82%	2,683,229	-17.17%	385,429	-26.80%
2003	4,011,587	6,788,749	0.84%	1,819,067	-18.29%	2,652,580	-1.14%	384,464	-0.25%
2004	3,449,301	6,951,904	2.40%	2,020,504	11.07%	2,442,936	-7.90%	375,169	-2.42%
2005	3,494,136	7,169,342	3.13%	2,302,885	13.98%	2,663,803	9.04%	415,256	10.69%
2006	3,431,814	7,407,847	3.33%	2,971,482	29.03%	3,065,402	15.08%	482,150	16.11%
2007	3,626,661	7,665,229	3.47%	3,228,811	8.66%	3,363,749	9.73%	523,805	8.64%
2008	3,815,449	8,027,543	4.73%	3,682,539	14.05%	3,712,396	10.36%	550,208	5.04%
2009	4,026,713	8,336,207	3.85%	3,371,831	-8.44%	3,708,877	-0.09%	585,373	6.39%
2010	4,238,910	8,184,065	-1.83%	2,984,580	-11.48%	2,405,267	-35.15%	482,511	-17.57%
2011	4,440,501	8,557,964	4.57%	3,317,505	11.15%	3,454,088	43.61%	556,167	15.27%
2012	4,431,684	8,749,676	2.24%	2,992,749	-9.79%	3,197,409	-7.43%	596,922	7.33%
2013	4,188,862	8,957,309	2.37%	2,967,135	-0.86%	3,987,933	24.72%	647,226	8.43%
2014	4,070,932	9,255,134	3.32%	3,395,597	14.44%	3,929,012	-1.48%	693,644	7.17%
2015	4,219,702	9,495,867	2.60%	3,313,024	-2.43%	3,945,684	0.42%	782,471	12.81%
2016	4,308,023	9,649,109	1.61%	3,356,477	1.31%	4,338,717	9.96%	935,100	19.51%
2017*	4,678,588	9,660,000	0.11%	3,295,200	-1.83%	3,868,780	-10.83%	986,900	5.54%
* projected									
5 yr avg			2.01%		2.13%		4.56%		10.69%
<u>Projected</u>									
2018	4,708,464	9,756,600	1.00%	3,302,000	0.21%	4,000,000	3.39%	1,028,015	4.17%
2019	4,630,751	9,854,166	1.00%	3,335,020	1.00%	4,080,000	2.00%	1,038,295	1.00%
2020	4,917,334	9,977,343	1.25%	3,368,370	1.00%	4,161,600	2.00%	1,048,678	1.00%
2021	5,655,222	10,127,003	1.50%	3,402,054	1.00%	4,244,832	2.00%	1,059,165	1.00%
2022	5,774,919	10,304,226	1.75%	3,436,074	1.00%	4,329,729	2.00%	1,069,756	1.00%
2023	5,898,735	10,510,310	2.00%	3,470,435	1.00%	4,416,323	2.00%	1,080,454	1.00%

Assumptions:

- Tax Levy revenue based on EAV growing by 2% with no change in rate, less debt obligations, plus SSA
- Sales Tax assumes 1% growth for FY 2018 followed by slight increase over the next five years.
- PPRT projected at 0.21% increase (assuming state's 2016 over-allocation error starts to level out)
- Income Tax projected conservatively at \$98.44 per capita, below IML projection of \$101.00 per capita
- Use Tax projected at IML projection of \$25.30 per capita. FY16 was first full year of Amazon sales tax

FY	Home Rule		General Fund Home Rule	% Split	Other GF revenues	Fund 301 total revenues	Total Operating Revenues
2000	3,280,366		1,214,374	37.02%	2,250,836	2,466,606	22,249,496
2001	3,331,069	1.55%	1,399,848	42.02%	2,311,637	2,289,027	22,521,384
2002	3,296,711	-1.03%	1,635,828	49.62%	2,726,184	1,738,320	22,106,781
2003	5,314,863	61.22%	3,003,370	56.51%	2,439,417	2,789,558	23,888,792
2004	7,126,242	34.08%	5,735,802	80.49%	2,059,524	2,020,026	25,055,166
2005	7,478,281	4.94%	6,697,615	89.56%	2,030,207	2,165,458	26,938,702
2006	7,653,239	2.34%	6,659,052	87.01%	2,244,771	1,300,325	27,562,843
2007	7,842,630	2.47%	5,592,849	71.31%	2,333,585	2,502,705	28,837,394
2008	8,237,377	5.03%	5,067,125	61.51%	2,159,506	3,254,160	30,268,926
2009	8,535,349	3.62%	5,496,965	64.40%	2,528,874	3,108,678	31,163,518
2010	8,363,649	-2.01%	6,076,238	72.65%	3,326,538	3,059,511	30,757,620
2011	8,813,517	5.38%	8,681,358	98.50%	1,218,080	883,055	31,108,718
2012	8,985,969	1.96%	6,685,624	74.40%	2,349,019	2,814,741	31,817,824
2013	9,221,596	2.62%	7,144,900	77.48%	2,322,220	2,273,663	32,489,248
2014	9,219,345	-0.02%	7,116,455	77.19%	2,483,710	2,742,711	33,687,195
2015	9,479,769	2.82%	7,299,483	77.00%	2,812,184	2,410,591	34,279,005
2016	9,572,958	0.98%	7,371,339	77.00%	3,281,851	2,209,388	35,450,003
2017*	9,618,000	0.47%	7,213,500	75.00%	3,131,156	2,409,500	35,243,624
* projected							
5 yr avg		1.38%				+5K interest	
Projected							
2018	9,666,090	0.50%	7,249,568	75.00%	2,723,071	2,421,523	35,189,240
2019	9,811,081	1.00%	7,358,311	75.00%	2,750,301	2,457,770	35,696,076
2020	9,958,248	1.25%	7,468,686	75.00%	2,784,680	2,494,562	36,210,214
2021	10,107,621	1.50%	7,580,716	75.00%	2,826,450	2,531,905	36,731,760
2022	10,259,236	1.75%	7,694,427	75.00%	2,875,913	2,569,809	37,260,820
2023	10,413,124	2.00%	7,809,843	75.00%	2,933,432	2,608,281	37,797,502

Assumptions:

- Home Rule (purchase tax) projected at 0.5% followed by slight increase over the next five years.
- General Fund other revenues adjusted down
- General Fund other revenues for FY 2018-2022 project 1.5% growth

General Fund Expenses						
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Revised Budget	FY 2018 Budget
Salaries/Benefits	12,782,350	12,807,813	13,114,836	12,921,639	13,306,578	13,726,662
Health Insurance	2,204,130	2,423,367	2,596,569	2,425,882	2,254,613	2,240,614
Work Comp/MICA	1,086,054	1,167,229	1,190,697	1,226,522	1,031,786	855,459
Police Pension	1,673,930	1,712,179	1,889,460	2,126,444	2,400,190	2,822,719
Fire Pension	2,375,224	2,349,815	2,517,256	2,569,115	2,756,387	3,116,182
IMRF	316,297	291,313	263,053	239,475	258,884	256,291
Services	1,097,682	1,091,323	1,037,639	951,002	1,427,305	1,454,715
Supplies	716,606	616,540	644,797	723,141	867,226	836,844
Capital	60,773	114,108	78,687	74,041	330,614	127,248
Misc	66,157	63,549	65,185	62,961	91,699	86,009
Non-Dept Transfer	7,649,270	7,755,025	8,388,836	9,026,328	9,293,155	7,884,549
Debt Service	127,793	17,218	15,415	15,415	11,472	7,514
	<u>30,156,266</u>	<u>30,409,480</u>	<u>31,802,430</u>	<u>32,361,965</u>	<u>34,029,909</u>	<u>33,414,806</u>
		0.84%	4.58%	1.76%	5.15%	-1.81%

General Fund Expense Projections							
PROJECTIONS							
	FY 2018 Budget	5 yr avg	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Salaries/Benefits	13,726,662	2.00%	14,001,195	14,281,219	14,566,844	14,858,180	15,155,344
Health Insurance	2,240,614	2.00%	2,285,426	2,331,135	2,377,758	2,425,313	2,473,819
Work Comp/MICA	855,459	0.00%	855,459	855,459	855,459	855,459	855,459
Police Pension	2,822,719	6.00%	2,992,082	3,171,607	3,361,903	3,563,618	3,777,435
Fire Pension	3,116,182	6.00%	3,303,153	3,501,342	3,711,423	3,934,108	4,170,154
IMRF	256,291	0.00%	256,291	256,291	256,291	256,291	256,291
Services	1,454,715	7.50%	1,563,819	1,681,105	1,807,188	1,942,727	2,088,432
Supplies	836,844	3.82%	868,811	902,000	936,456	972,229	1,009,368
Capital	127,248	15.00%	175,000	201,250	231,438	266,153	306,076
Misc	86,009	6.57%	91,660	97,682	104,100	110,939	118,228
Non-Dept Transfers	7,884,549	2.00%	8,042,240	8,203,085	8,367,146	8,534,489	8,705,179
Debt Service	7,514	0.00%	7,514	0	0	0	0
	33,414,806		34,442,650	35,482,175	36,576,005	37,719,506	38,915,785
			3.08%	3.02%	3.08%	3.13%	3.17%

Note: Salaries/Benefits 5 yr avg is 1.45%, but for projections we are using a 2% increase

Note: 5 yr Avg do not apply to Health Insurance, Pensions, Capital, and Debt Service

Assumptions:

- Annual GF expenses were grouped by category to determine historical increases from 2013-2017.
- The annual percentage increase was averaged from 2014-2018 to project next five years.
- The 5 year historical average was applied to the FY 2018 budget to project future expenses.
- The Police and Fire pension amounts are projecting an average of 6% increase per year

Operating Cash Balance Projections

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

Fiscal Year Ending April 30:	2017	2018	2019	2020	2021	2022
	Projection	Projection	Projection	Projection	Projection	Projection
Beg Balance:						
General Fund	3,700,000					
Cash Reserve Fund	3,302,000					
Capital Fund	2,800,000					
Total Beg Balance	9,802,000	6,483,824	5,279,479	3,512,957	1,136,806	(1,891,689)
Revenues:						
General Fund	32,767,717	33,238,306	33,715,653	34,199,855	34,691,011	35,189,221
Capital Fund	2,421,523	2,457,770	2,494,562	2,531,905	2,569,809	2,608,281
Total Revenues	35,189,240	35,696,076	36,210,214	36,731,760	37,260,820	37,797,502
Funds Available	44,991,240	42,179,899	41,489,693	40,244,717	38,397,626	35,905,813
General Fund	(33,414,806)	(34,442,650)	(35,482,175)	(36,576,005)	(37,719,506)	(38,915,785)
Capital Fund	(5,092,610)	(2,457,770)	(2,494,562)	(2,531,905)	(2,569,809)	(2,608,281)
Total Expenses	(38,507,416)	(36,900,421)	(37,976,737)	(39,107,910)	(40,289,315)	(41,524,066)
Year End Cash Balance	6,483,824	5,279,479	3,512,957	1,136,806	(1,891,689)	(5,618,253)

CITY OF QUINCY

STAFFING COMPARISON

DEPARTMENT/DIVISION	4/30/14		4/30/15		4/30/16		FY 17 Budget		FY 18 Budget	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
1101 City Council		14		14		14		14		14
1301 Mayor	3		2		2		2		2	
1302 Treasurer	4.0125		4.0125		4		4		4	
1303 City Clerk	2		3		3		3		3	
1401 Dir of Admin	1		1		1		1		1	
1402 Purchasing	1		1		1		1		1	
1403 Build Maint	1		1		1		1		1	
1501 Comptroller	3.89		4		4		4		4	
1701 Fire/Police Comm		3		3		3		3		3
1901 MIS	5	0	5	0	6	0	5	0	4.93	0
Legal Legal										
1601 Legal-Corp Counsel		1		1		1		1		1
1602 Asst Corp Counsel		1		1		1		1		1
1603 City Attorney		1		1		1		1		1
	0	3	0	3	0	3	0	3	0	3
Police										
2110 Police Admin	4		4		3		3		3	
2111 Police-Civilian	10	1	9	1	9	1	10	1	11	1
2112 Police-Patrol	71		68		67		70		70	
2114 Police Crossing Gds	0	23	0	23	0	23	0	0	0	0
2115 Evidence Tech	1	1	1	1	1	1	1	1	1	1
2116 Police-Human Officer	1	0	1	0	1	0	1	0	1	0
	87	25	83	25	81	25	85	2	86	2
Fire Fire										
2210 Fire Dept-Admin	2		2		2		2		2	
2211 Fire - Civilian	2		2		2		2		2	
2212 Fire Fighters	60		57		55.3		57		57	
2214 Fire Training	1		1		1		1		1	
	65	0	62	0	60.3	0	62	0	62	0
Engineering										
3712 Engineering	6.25		5.25		5.5		6		5.3	
Planning & Development										
2411 Protective Inspections	4		4		4		4		4	
6310 Comm Dev-Admin	4	1	3.55	1	3.4	0	3.4	0	3.4	0
	8	1	7.55	1	7.4	0	7.4	0	7.4	0
9-1-1										
2310 911 Admin	20	1	20	1	20	1	20	1	20	2
Transit										
3410 Administration	0.5		0.95		1.1		1.6		1.6	1
3412 Clerical	2.5		2.5		2.5		2.5		2.5	1
3413 Drivers	20	16	20	17	15	17	14	21	15	18
3415 Maint Supervision	0.6		0.65		1.15		1.65		1.65	
	23.6	16	24.1	17	19.75	17	19.75	21	20.75	20

CITY OF QUINCY

STAFFING COMPARISON

DEPARTMENT/DIVISION	4/30/14		4/30/15		4/30/16		FY 17 Budget		FY 18 Budget	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Water										
3155 Water Distribution	10		10.87		10.5		12.87		11.87	
3156 Water Metering	5.5		4.675		5.17		4.17		5	
3310 Utilities Administration	1.75		1.75		1.5		1.5		1.57	
3312 Commercial	3.071		3.896		3.825		3.825		3.000	
3314 Purification	14		14		14		10		11	
	34.321	0	35.1910	0	35.00	0	32.37	0	32.44	0
Sewer										
3150 Admin-Field Op/Sewer	0.11		0		0		0		0	
3153 Street Cleaning	3		2.75		2.75		2.75		1	
3157 Sewer Maint	10		9.55		10.8		11.3		12	
3321 Pretreatment	1		0		0		0		0	
3322 Waste water treatment	7		0		0		0		0	
	21.11	0	12.3	0	13.55	0	14.05	0	13	0
Airport										
4310 Administration	1		1		1		1		1.4	
4313 Maintenance	3		3.25		3.25		4.25		4.25	
	4	0	4.25	0	4.25	0	5.25	0	5.65	0
Barge Dock										
	0.5		0		0		0		0	
Central Garage/Services										
3115 Central Garage	6.9		7.35		7.37		7.85		7.85	
3110 Administration	3		2		2.25		2.5		2.5	
3112 Forestry	3		3		4		4		4.75	
3113 Garbage	6		7.7		6.7		6.7		6.7	
3114 Recycling	3		4.88		4.88		4.63		4.63	
3116 Paint & Sign Shop	1		1		1		1		2	
3152 Concrete	6.5		6		6		6		6	
	29	0	31.93	0	32.20	0	32.68	0	34.43	0
Self Insurance										
3810 Self Insurance	1.9165		1.9165		2		1		0.6	
3811 Risk Management	2		1.5		1.5		1.5		1.5	
	3.9165		3.4165		3.5		2.5		2.1	
TOTALS	324	63	310.00	64	304.45	63	308.00	44	310.00	44
TOTALS without 9-1-1	304	62	290.00	63	284.45	62	288.00	43	290.00	42

	General Fund	Cash Reserve	Total
Beginning Balance, May 1	3,700,000	3,302,000	7,002,000
REVENUES			
Taxes	23,578,803	-	23,578,803
Licenses & Permits	145,800	-	145,800
Charges for Services	657,100	-	657,100
Rent & Other Income	13,670	-	13,670
Interest Income	12,000	10,000	22,000
Debt Proceeds	-	-	-
Grants	33,000	-	33,000
Transfers In	7,798,235	-	7,798,235
Inter-Gov. Revenues	529,109	-	529,109
TOTAL REVENUE	32,767,717	10,000	32,777,717
Total Funds Available	36,467,717	3,312,000	39,779,717
EXPENDITURES			
City Council	236,857	-	236,857
Mayor	226,560	-	226,560
Treasurer	281,097	-	281,097
City Clerk	225,852	-	225,852
Director of Administrative Services	112,925	-	112,925
Purchasing	71,794	-	71,794
Building Maintenance	200,706	-	200,706
Comptroller	325,247	-	325,247
Legal	238,768	-	238,768
Commissions	73,598	-	73,598
Information Technology	640,817	-	640,817
Police	11,882,018	-	11,882,018
Fire	9,757,387	-	9,757,387
Engineering	1,256,631	-	1,256,631
Subtotal	25,530,257	-	25,530,257
<u>Transfers:</u>			
Planning & Development	448,666	-	448,666
9-1-1	812,650	-	812,650
Transit Lines	271,512	-	271,512
Airport	546,177	-	546,177
2013B HVAC pymt fund	116,493	-	116,493
Capital Fund	-	-	-
Central Garage	340,663	-	340,663
Central Services	2,391,703	-	2,391,703
Regional Training Facility	62,068	-	62,068
Landfill	76,000	-	76,000
Cash Reserve Fund	-	-	-
Sister City Fund	5,000	-	5,000
Other Subsidies/tax distributions	968,000	-	968,000
Library	1,845,617	-	1,845,617
TOTAL EXPENDITURES	33,414,806	-	33,414,806
Ending Balance, April 30	\$ 3,052,911	\$ 3,312,000	\$ 6,364,911

PURPOSE

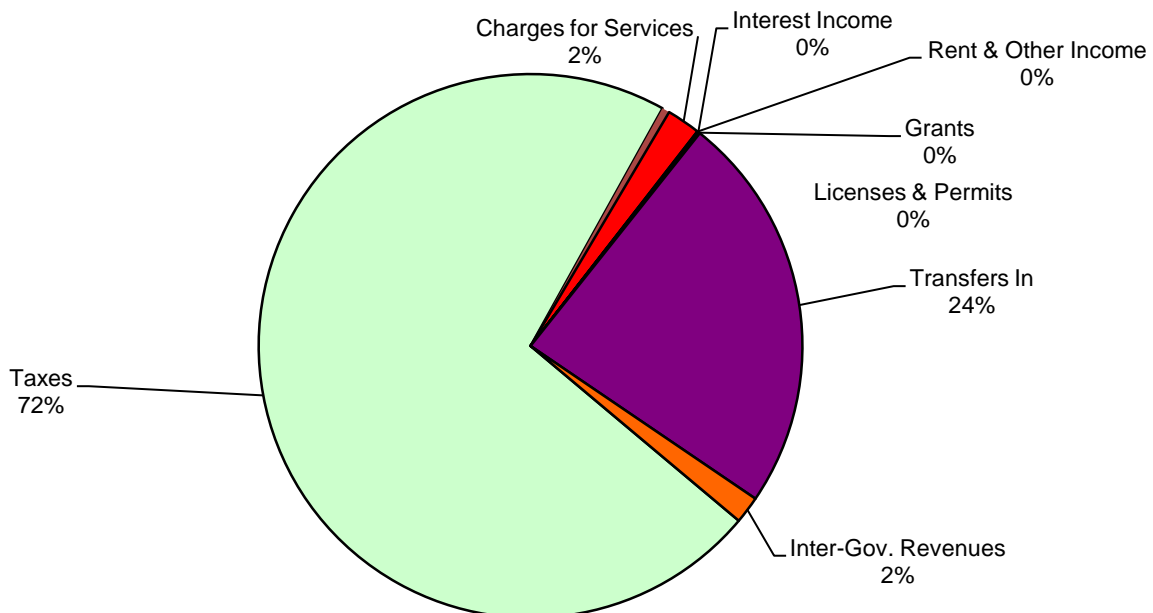
The General Fund is the primary operating fund of the City. It accounts for the resources used to pay for the services traditionally associated with local government. Included are general administration of the City, police and fire protection, engineering, subsidy and tax transfers, and any other activity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

The General Fund's primary revenue source is Taxation. Public Service taxes such as sales tax and income tax makes up over 52% of general fund revenues. Property taxes are approximately 14% of revenues and fund the Library and pensions.

The Transfers In represent the revenue from the Purchase Tax Fund (75% of home rule sales tax) and transfers of Green Energy funding and Barge Dock funding.

GENERAL FUND REVENUES BY SOURCE

ACCOUNT DESCRIPTION	% of Total	2017/2018	2016/2017	2016/2017	2015/2016
		PROPOSED BUDGET	REVISED BUDGET	YTD PROJ ACTUAL	YTD ACTUAL
Taxes	71.96%	23,578,803	23,249,913	23,262,277	23,317,456
Licenses & Permits	0.44%	145,800	150,300	148,161	148,871
Charges for Services	2.01%	657,100	814,433	811,937	607,645
Rent & Other Income	0.04%	13,670	59,422	117,697	625,545
Interest Income	0.04%	12,000	10,000	13,701	12,214
Grants	0.10%	33,000	95,700	67,219	61,140
Transfers In	23.80%	7,798,235	8,005,076	7,960,031	7,899,226
Inter-Gov. Revenues	1.61%	529,109	529,109	537,683	568,519
	100.00%	32,767,717	32,913,953	32,918,706	33,240,616



**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Property Taxes					
001-0000-311.01-00	General Levy	-	-		
001-0000-312.03-00	Special Service Area #2	77,000	77,000	76,568	49,259
001-0000-312.04-00	Fire Pension Fund	2,017,537	2,043,489	2,042,068	1,919,924
001-0000-312.05-00	Police Pension Fund	1,881,882	1,829,439	1,828,188	1,614,869
001-0000-312.06-00	Public Library	732,045	732,045	731,763	723,971
Franchise Taxes					
001-0000-313.01-00	CATV Franchise	440,000	365,000	421,437	413,905
001-0000-313.02-00	Telephone Franchise	44,724	44,000	44,724	44,724
001-0000-313.03-00	Electric Utility Franchise	30,000	30,000	35,576	29,261
001-0000-313.04-00	Ameren Gas & Electric	-	-	-	-
Public Service Taxes					
001-0000-314.02-01	Income Tax	4,000,000	4,144,566	3,868,780	4,338,717
001-0000-314.02-02	Personal Prop Replac. Tax	3,302,000	3,091,685	3,295,200	3,356,477
001-0000-314.02-03	General Sales Tax	9,756,600	9,761,121	9,660,000	9,649,109
001-0000-314.02-04	Use Tax	1,028,015	914,243	986,900	935,100
001-0000-314.02-07	Auto Rental Tax	19,000	17,325	20,655	17,249
001-0000-314.02-10	Video Gaming Tax	250,000	200,000	250,418	224,891
Interest Income					
001-0000-331.01-01	Deposit Accounts	12,000	10,000	13,701	12,214
Rent & Other Income					
001-0000-341.01-01	Parking Lot G	3,300	4,000	3,350	3,883
001-0000-341.01-03	Parking Lot I	300	300	250	300
001-0000-341.01-05	Parking Lot D	-	-	-	(125)
001-0000-341.03-00	706 Maine St.		48,072	32,048	48,016
001-0000-341.04-00	Equipment/Facilities	1,520	2,000	1,570	1,400
001-0000-342.01-00	Sale of Maps	50	50	76	64
001-0000-342.03-00	Jury Duty Reimbursements	-	-	520	305
001-0000-342.04-00	Unclaimed Monies	-	-	10	-
001-0000-342.05-00	Refunds/Reimbursements	500	1,000	410	562,828
001-0000-342.09-00	Other	3,000	3,000	4,566	6,477
001-0000-342.10-00	Penalties-Past Due		1,000	(57)	326
001-0000-342.11-00	Donations/Contributions	-	-	61,800	-
Sale of Property					
001-0000-350.00-00	Sale of Property	5,000	-	13,154	2,071
Licenses & Permits					
001-0000-361.01-01	Liquor License	112,000	117,000	113,601	117,589
001-0000-361.01-03	Peddlers License(Code GT)	200	200	160	215
001-0000-361.01-05	Amusements/Mach (Code GV)	5,500	5,000	5,665	5,915
001-0000-361.01-06	Circus/Carn.Perm(Code GW)	500	500	700	1,400
001-0000-361.01-08	Charitable Raffles	500	500	-	-
001-0000-361.01-09	Pull Tab/Jars-State Money			862	
001-0000-361.01-10	Other License & Perm.(GX)	20,000	20,000	20,673	13,750
001-0000-361.01-11	Electronic Sign Messaging	-	-	-	1,500
001-0000-361.02-02	Street Opening Permits	-	-	42	12
001-0000-361.02-03	Driveway Permits	-	-	8	10

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
001-0000-361.02-04	Cat Tag Permits	7,000	7,000	6,315	8,420
Charges for Services					
001-0000-361.04-01	Freedom of Info Copies	500	500	543	672
001-0000-361.04-03	Bid Specs	1,000	1,000	790	1,080
001-0000-361.05-01	Issuing Fees	200	500	200	253
001-0000-361.05-11	NSF Check Fee	50	50	-	20
001-0000-361.07-01	Computer Services	5,000	12,000	4,661	4,395
001-0000-361.07-05	Report Fees	-	-	70	-
001-0000-361.07-08	Other Reimbursements	250	250	133	162
	<i>IT Services</i>	<i>5,250</i>	<i>12,250</i>	<i>4,864</i>	<i>4,557</i>
001-0000-362.01-01	Qcy Schl Dist. 172-QPD Liason	146,000	145,133	299,966	6,759
001-0000-362.01-02	Qcy Housing Auth.-QPD Liason	52,000	52,000	52,832	50,848
001-0000-362.01-03	Special Job Assignments	24,300	90,000	17,097	55,875
001-0000-362.01-04	False Alarms	3,000	3,000	2,370	2,610
001-0000-362.01-05	Report Fees	5,000	5,000	5,354	4,840
001-0000-362.01-06	Training	3,600	3,600	49	-
001-0000-362.01-07	Temp. Use of Manpower	5,000	5,000	940	4,354
001-0000-362.01-08	Other Reimbursements	5,000	5,000	55	766
001-0000-362.01-09	Witness/Subpeona Fees	5,000	5,000	5,918	7,272
001-0000-362.01-11	Police Badges & Patches	-	-	300	306
001-0000-362.01-12	Area Agency Aging - Elder	30,000	30,000	30,000	30,000
001-0000-362.01-14	School Crossing Guards	-	-	-	13,740
	<i>Police Services</i>	<i>278,900</i>	<i>343,733</i>	<i>414,881</i>	<i>177,370</i>
001-0000-362.02-04	False Alarms	100	100	180	210
001-0000-362.02-05	Report Fees	100	100	149	160
001-0000-362.02-06	Training	5,000	5,000	8,576	3,470
001-0000-362.02-08	Other Reimbursements	-	-	22	35
	<i>Fire Services</i>	<i>5,200</i>	<i>5,200</i>	<i>8,927</i>	<i>3,875</i>
001-0000-362.03-03	Tree Sales	2,000	2,000	2,120	-
001-0000-362.03-08	Other Reimbursements	2,000	2,000	3,644	-
	<i>Streets & Hwy</i>	<i>4,000</i>	<i>4,000</i>	<i>5,764</i>	<i>-</i>
001-0000-362.04-01	Notice of Violations	10,000	15,000	10,719	12,110
001-0000-362.04-02	Parking Tickets	-	100	-	-
	<i>Motor Vehicles</i>	<i>10,000</i>	<i>15,100</i>	<i>10,719</i>	<i>12,110</i>
001-0000-362.05-00	Ordinance Fines	350,000	430,000	363,147	405,443
001-0000-362.05-01	Smoking Fines	-	100	-	-
001-0000-362.05-03	Failure to Appear Fines	2,000	2,000	2,102	2,265
	<i>Ordinances/Fines</i>	<i>352,000</i>	<i>432,100</i>	<i>365,249</i>	<i>407,708</i>

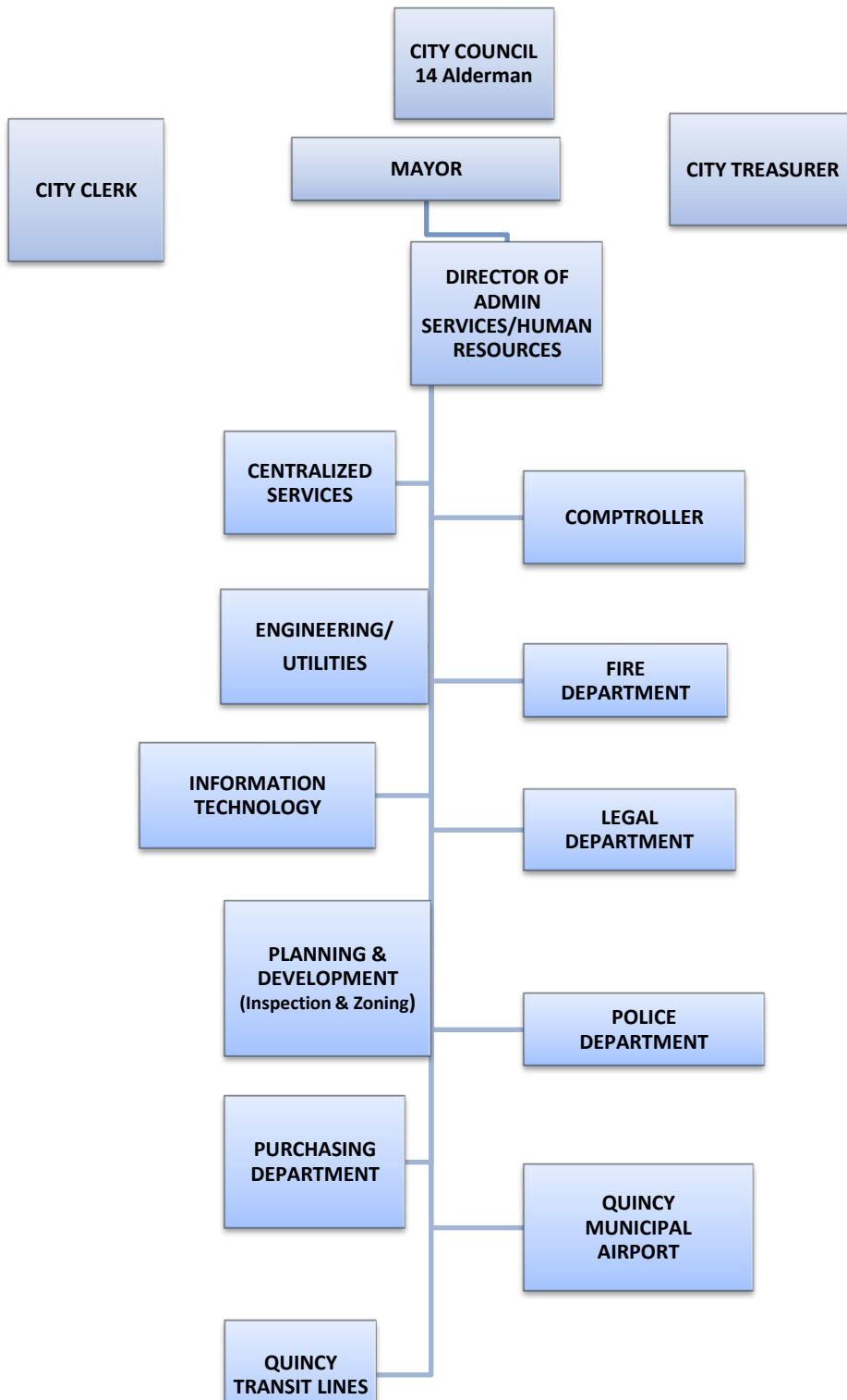
**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Inter-Governmental Revenues					
001-0000-363.09-01	Administrative Cost Share	487,433	487,433	472,141	525,176
001-0000-363.09-02	Space Cost Share	41,676	41,676	65,410	40,590
001-0000-363.09-03	Computer Cost Share	-	-	132	2,753
Licenses & Permits					
001-0000-364.04-00	Revocable Lic/Permits	100	100	135	60
001-0000-364.09-00	Zoning/Sub-division Fees	-	-	-	-
Grants					
001-0000-381.03-01	FEMA Reimbursements	-	-	-	-
001-0000-382.01-10	Restricted Contributions	-	62,700	-	-
001-0000-382.02-01	State Grants	-	-	-	-
001-0000-382.02-02	Attorney General	15,000	15,000	21,356	13,859
001-0000-382.03-04	Bureau of Justice	3,000	3,000	6,831	3,996
001-0000-382.03-06	Dept. of Transportation	-	-	24,563	15,943
001-0000-382.03-07	Dept. of Homeland Security	15,000	15,000	14,469	27,342
Transfers In					
001-0000-391.01-06	From Police Dept Grant Fund	-	-	666	-
001-0000-391.01-09	From Franchise Fee "Green" Fnd	398,667	383,249	383,249	365,333
001-0000-391.01-12	CDAP Grant Fund	-	-	-	37,554
001-0000-391.01-15	Transfer from Capital Fund	-	200,000	200,000	-
001-0000-391.01-50	Tourism Tax Fund	-	-	-	-
001-0000-391.01-51	From Purchase Tax Fund	7,249,568	7,271,827	7,226,116	7,371,339
001-0000-391.01-67	From Municipal Dock Fund	150,000	150,000	150,000	125,000
Totals		32,767,717	32,913,953	32,856,906	33,240,616

EXPENSE SUMMARY					
	2017/2018		2016/2017	2016/2017	2015/2016
ACCOUNT DESCRIPTION	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries	13,354,768	3.26%	12,933,698	12,667,969	12,593,031
Benefits	9,345,043	7.52%	8,691,555	8,547,068	8,449,426
Contractual Services	1,772,831	-2.32%	1,814,850	1,542,333	1,412,531
Commodities	837,744	-3.02%	863,866	835,647	723,923
Capital Outlay	127,248	-61.89%	333,914	237,637	74,043
Miscellaneous/Transfers	7,969,658	-15.04%	9,380,554	8,589,925	9,088,550
Debt Services	7,514	-34.50%	11,472	14,040	15,415
Totals	33,414,806	-1.81%	34,029,909	32,434,619	32,356,919

	2017/2018		2016/2017	2016/2017	2015/2016
Totals by Dept/Division	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
City Council	236,857	1.34%	233,719	229,529	236,367
Mayor	226,560	-4.71%	237,757	213,406	219,972
Treasurer	281,097	2.84%	273,346	261,780	263,279
City Clerk	225,852	-2.41%	231,426	228,577	228,679
Director of Admin Services	112,925	-8.37%	123,235	120,725	106,308
Purchasing	71,794	0.04%	71,768	58,297	28,037
Building Maintenance	200,706	-56.15%	457,665	359,360	181,370
Comptroller	325,247	-1.01%	328,580	305,009	318,333
Legal	238,768	0.53%	237,504	225,606	224,985
Commissions	73,598	-0.28%	73,806	54,273	33,025
Information Technology	640,817	-0.09%	641,422	670,207	695,826
Police	11,882,018	5.24%	11,290,841	10,940,652	10,924,919
Fire	9,757,387	5.68%	9,232,732	9,029,671	8,820,850
Engineering	1,256,631	-3.56%	1,302,953	1,216,603	1,048,625
Non Departmental Transfers	7,884,549	-15.16%	9,293,155	8,520,924	9,026,374
Totals	33,414,806	-1.81%	34,029,909	32,434,619	32,356,949



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 makes policy decisions necessary to maintain and enhance the health, safety and welfare of citizens and visitors to the City.

BUDGET SUMMARY

The Legislative Board budget is mainly made up of the salaries and benefits for the fourteen city aldermen. The main services used by the board is cell phone and ipad communication services. There is also some funding allocated for alderman travel to the annual Illinois Municipal League conference. The budget for FY 2018 is planning an overall increase of \$3,138 or 1.34%. Capital Outlay includes \$1200 for 3 new Aldermen I-pads.

EXPENSE SUMMARY

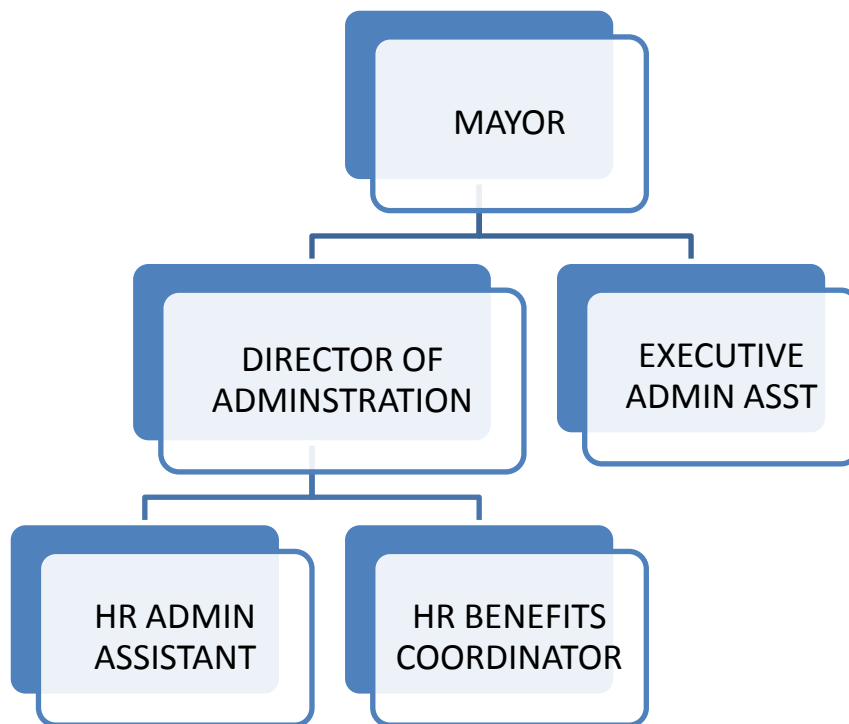
ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	75,600	0.00%	75,600	74,201	74,201
Benefits	116,117	4.59%	111,022	115,533	121,806
Contractual Services	18,640	-7.25%	20,097	14,575	13,082
Commodities	100	-66.67%	300	20	60
Capital Outlay	1,200	0.00%	1,500	-	1,620
Miscellaneous	25,200	0.00%	25,200	25,200	25,598
Totals	236,857	1.34%	233,719	229,529	236,367

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Positions	14	14	14	14

EXPENDITURE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1101-401.11-01	Regular Salary/Wages	75,600	75,600	74,201	74,201
001-1101-401.21-01	Group Insurance	100,800	93,991	100,936	107,452
001-1101-401.21-03	Board Paid Life Ins.	952	952	861	465
001-1101-401.21-04	Workers' Compensation	156	188	188	227
001-1101-401.22-01	Social Security	6,250	6,250	5,103	5,124
001-1101-401.22-02	Medicare	1,462	1,462	1,194	1,199
001-1101-401.23-01	IMRF	6,497	8,179	7,251	7,339
	Subtotal	191,717	186,622	189,734	196,007
Contractual Services					
001-1101-401.38-01	MICA	1,940	2,337	2,337	2,816
001-1101-401.38-02	Deductible	-	-	-	-
001-1101-401.39-01	Communications	10,000	11,000	9,567	10,266
001-1101-401.39-04	Travel	6,000	6,150	2,001	-
001-1101-401.39-07	Regist, Schools, Meetings	700	610	670	-
	Subtotal	18,640	20,097	14,575	13,082
Commodities					
001-1101-401.41-02	Office Supplies	100	300	20	60
Capital Outlay					
001-1101-401.52-08	Controllable	1,200	1,500	-	1,620
Miscellaneous					
001-1101-401.61-04	Other	-	-	398	398
001-1101-401.61-05	Alderman Expense	25,200	25,200	24,802	25,200
	Subtotal	25,200	25,200	25,200	25,598
	Totals	236,857	233,719	229,529	236,367



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
- Work with the City Council to develop long-term financial strategies for the city and city services
- Improve government operations and performance
- Bring the City Council and the community together to form a new strategic plan for Quincy
- Represent the City in various intergovernmental activities, with news media, and in public relations meetings and events

PAST FISCAL YEAR HIGHLIGHTS

- In continuation and score carding of FY2017 highlights we continued the Quincy Promise Program and its positive results. The Quincy Promise Program successfully placed 27 students into John Wood Community College tuition free.
- Explored and worked with Chief Copley on the Quincy Turn-Around Partnership (QTAP) to expand the way we police and partner with our community.
- Continued to work with staff on insuring that we remain diligent on health care, work comp and risk management costs to insure that these areas of interest remain positive to our overall budget.
- Partnered with Adams County to successfully keep and build a new Adams County Jail and law enforcement center in downtown Quincy

BUDGET SUMMARY

The Mayors budget is down \$11,197 from last year's budget. The decrease is due mainly to a reduction in contractual services of \$3,430 and reduction in miscellaneous of \$4,000.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	131,406	0.60%	130,622	130,388	129,772
Benefits	43,941	-1.39%	44,560	44,720	45,447
Contractual Services	28,613	-17.24%	34,575	23,987	28,152
Commodities	2,100	5.00%	2,000	1,874	2,068
Capital Outlay	-	0.00%	1,500	-	-
Miscellaneous	20,500	-16.33%	24,500	12,437	14,533
Totals	226,560	-4.71%	237,757	213,406	219,972

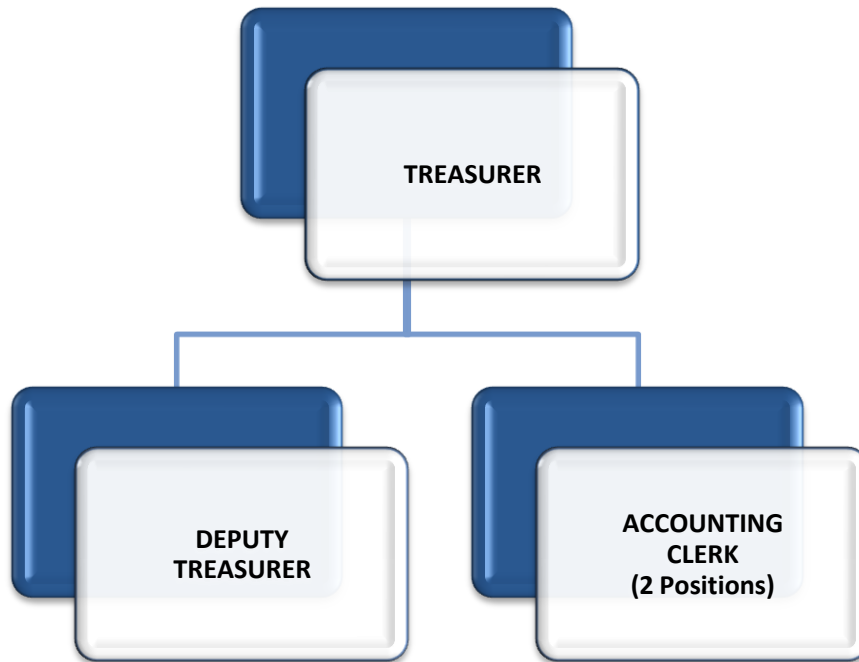
STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	2	2	2	2

The staffing is as follows:

- Mayor - 1
- Executive Assistant - 1

		EXPENDITURE			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1301-401.11-01	Regular Salary/Wages	128,182	127,468	126,981	126,133
001-1301-401.11-03	Sick Pay		-	131	393
001-1301-401.11-04	Holiday Pay	1,852	1,812	1,670	1,637
001-1301-401.11-15	Vacation Pay	1,372	1,342	1,606	786
001-1301-401.11-16	Major Medical		-	-	823
001-1301-401.21-01	Group Insurance	17,889	18,375	18,697	19,385
001-1301-401.21-03	Board Paid Life Ins.	125	138	125	67
001-1301-401.21-04	Workers' Compensation	802	966	966	1,164
001-1301-401.22-01	Social Security	8,147	8,098	8,012	7,894
001-1301-401.22-02	Medicare	1,905	1,894	1,874	1,846
001-1301-401.22-03	Unemployment Compensatic	250	250	250	250
001-1301-401.23-01	IMRF	14,823	14,839	14,796	14,841
	Subtotal	175,347	175,182	175,108	175,219
Contractual Services					
001-1301-401.31-02	Contracted Legal	-	-	-	-
001-1301-401.31-05	Other		1,250	-	-
001-1301-401.35-03	R&M-Office Furn & Equip	100	500	41	84
001-1301-401.35-04	R&M-Vehicles				
001-1301-401.36-01	Fleet Maintenance		250	65	-
001-1301-401.36-03	Equipment and Vehicle				
001-1301-401.38-01	MICA	12,363	14,895	14,895	17,946
001-1301-401.38-02	Deductible		-	-	-
001-1301-401.38-03	Employee Bonds		30	-	-
001-1301-401.39-01	Communications	1,500	2,100	1,078	972
001-1301-401.39-02	Advertising/Publishing	4,000	4,000	2,767	2,602
001-1301-401.39-03	Printing & Binding	400	250	405	148
001-1301-401.39-04	Travel	5,500	5,800	3,265	4,585
001-1301-401.39-05	Mileage Reimbursement	3,000	3,500	1,161	408
001-1301-401.39-07	Regist, Schools, Meetings	1,750	2,000	310	1,407
	Subtotal	28,613	34,575	23,987	28,152
Commodities					
001-1301-401.41-01	Postage	400	500	332	427
001-1301-401.41-02	Office Supplies	1,000	800	882	981
001-1301-401.44-00	Books & Periodicals	700	700	660	660
	Subtotal	2,100	2,000	1,874	2,068
Capital Outlay					
001-1301-401.52-04	Office Equipment		-	-	-
001-1301-401.52-08	Controllable		1,500	-	-
	Subtotal		1,500	-	-
Miscellaneous					
001-1301-401.61-01	Dues	8,000	10,000	6,067	6,067
001-1301-401.61-03	Employee Awards	10,000	10,000	4,472	7,744
001-1301-401.61-04	Other	2,500	4,500	1,898	722
	Subtotal	20,500	24,500	12,437	14,533
	Totals	226,560	237,757	213,406	219,972



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 paid out from orders or vouchers properly signed by the city comptroller and mayor. All bank accounts are reconciled by the treasurer's office, while the comptroller's office produces all checks. 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

- 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.
- Provide accurate and timely financial information for the mayor and city council.
- Develop financial tools for assisting the mayor and city council in decision-making.
- Maintain highly motivated and productive employees.
- Implement an on-line bill pay program.

PAST FISCAL YEAR HIGHLIGHTS

On-line bill pay has been implemented for both water and invoice payments. The Local Debt Recovery Program now includes Utilities collection.

BUDGET SUMMARY

The treasurer's budget is up \$7,751 overall. This is mainly due to a increase in salaries of \$4,233 and a health insurance increase of \$4,205. The capital outlay includes replacing desks for staff and investment tracking software.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	172,275	2.52%	168,042	167,098	164,947
Benefits	84,615	5.02%	80,573	80,974	84,230
Contractual Services	14,457	-6.61%	15,481	8,814	8,886
Commodities	3,600	-17.24%	4,350	2,242	2,497
Capital Outlay	5,250	0.00%	4,000	2,061	2,061
Miscellaneous	900	0.00%	900	591	658
Totals	281,097	2.84%	273,346	261,780	263,279

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	4	4	4	4.0125

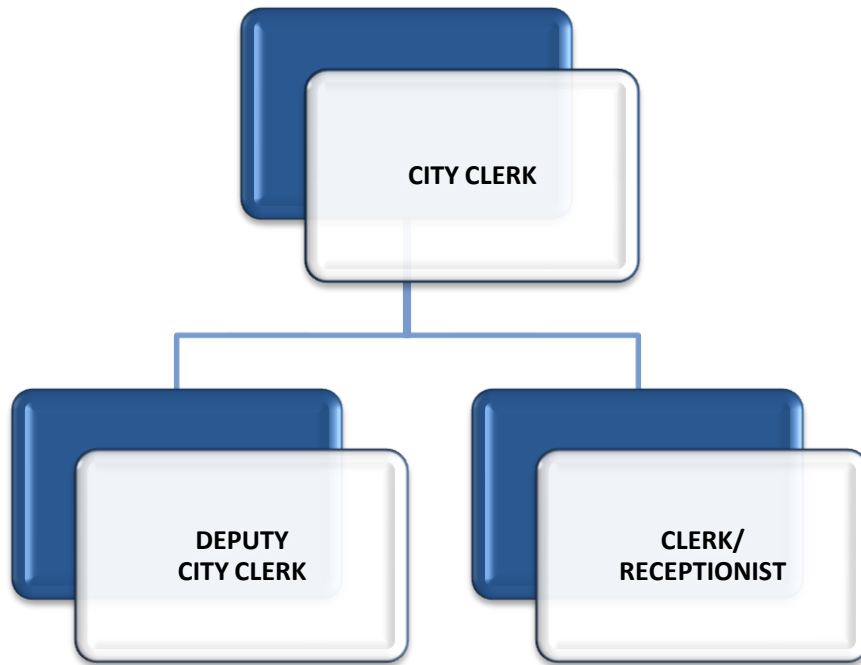
The Treasurer's Office staff is as follows:

- 1 - Treasurer
- 1 - Deputy Treasurer
- 2 - Accounting Clerks

**GENERAL FUND
EXECUTIVE BOARD**

**TREASURER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1302-401.11-01	Regular Salary/Wages	158,677	154,719	153,297	152,552
001-1302-401.11-03	Sick Pay	-	-	152	109
001-1302-401.11-04	Holiday Pay	5,399	5,294	4,869	4,770
001-1302-401.11-15	Vacation Pay	4,777	4,682	5,441	4,523
001-1302-401.11-16	Major Medical pay	-	-	-	-
001-1302-401.11-17	Sick Pay Buy Back	3,422	3,347	3,339	2,993
001-1302-401.11-18	Vacation Pay Buy Back	-	-	-	-
001-1302-401.21-01	Group Insurance	50,434	46,913	48,844	52,174
001-1302-401.21-03	Board Paid Life Ins.	272	274	246	132
001-1302-401.21-04	Workers' Compensation	797	960	960	1,157
001-1302-401.22-01	Social Security	10,681	10,403	9,289	9,241
001-1302-401.22-02	Medicare	2,498	2,433	2,173	2,161
001-1302-401.22-03	Unemployment Compensatic	500	500	500	500
001-1302-401.23-01	IMRF	19,433	19,090	18,962	18,865
	Subtotal	256,890	248,615	248,072	249,177
Contractual Services					
001-1302-401.35-03	R&M - Office Furn & Equip	500	500	-	-
001-1302-401.35-05	R&M - Other	200	200	85	-
001-1302-401.36-03	Rentals - Equipment & Veh	1,100	1,100	977	284
001-1302-401.38-01	MICA	2,557	3,081	3,081	3,712
001-1302-401.38-02	Deductible	-	-	-	-
001-1302-401.38-03	Employee Bonds	150	150	130	130
001-1302-401.39-01	Communications	800	800	789	479
001-1302-401.39-02	Advertising/Publishing	2,700	2,700	2,180	2,459
001-1302-401.39-03	Printing & Binding	500	500	-	-
001-1302-401.39-04	Travel	1,000	1,000	-	-
001-1302-401.39-05	Mileage Reimbursement	1,000	1,000	142	258
001-1302-401.39-07	Regist, Schools, Meetings	950	950	-	-
001-1302-401.39-08	Contracted Services	3,000	3,500	1,430	1,564
	Subtotal	14,457	15,481	8,814	8,886
Commodities					
001-1302-401.41-01	Postage	800	1,000	832	854
001-1302-401.41-02	Office Supplies	2,500	3,000	1,250	1,483
001-1302-401.44-00	Books & Periodicals	300	350	160	160
	Subtotal	3,600	4,350	2,242	2,497
Capital Outlay					
001-1302-401.52-08	Controllables	5,250	4,000	2,061	2,061
	Subtotal	5,250	4,000	2,061	2,061
Miscellaneous					
001-1302-401.61-01	Dues	700	700	632	632
001-1302-401.61-04	Other	200	200	-	-
001-1302-401.61-89	Over & Short	-	-	(41)	26
	Subtotal	900	900	591	658
	Totals	281,097	273,346	261,780	263,279



PURPOSE

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

GOALS/OBJECTIVES

One new goal of the City Clerk is to develop a Procedural Manual.

PAST YEAR FISCAL HIGHLIGHTS

Retirement of City Hall Receptionist of 26 years
Replaced with Highly Motivated/Productive Employee

BUDGET SUMMARY

The City Clerk overall budget has decreased \$5,574. Decrease is due to new employee salary less than previous employee salary. Capital Outlay of \$575 is for a new I-pad.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	134,444	-5.17%	141,776	144,126	140,253
Benefits	61,166	3.06%	59,351	60,484	63,229
Contractual Services	27,417	-1.90%	27,949	22,147	23,645
Commodities	1,600	-5.88%	1,700	1,277	1,149
Capital Outlay	575	0.00%	-	-	-
Miscellaneous	650	0.00%	650	543	403
Totals	225,852	-2.41%	231,426	228,577	228,679

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	3	3	3	3

The City Clerks's Office staff is as follows:

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

**GENERAL FUND
EXECUTIVE BOARD**

**CITY CLERK
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1303-401.11-01	Regular Salary/Wages	124,102	127,597	126,721	127,059
001-1303-401.11-03	Sick Pay	-	-	-	327
001-1303-401.11-04	Holiday Pay	3,534	4,031	3,216	3,578
001-1303-401.11-15	Vacation Pay	4,946	6,628	3,948	6,182
001-1303-401.11-16	Major Medical Pay	-	-	-	-
001-1303-401.11-17	Sick Pay Buy Back	1,862	3,520	6,594	3,107
001-1303-401.11-18	Vacation Pay buy back	-	-	3,647	-
001-1303-401.21-01	Group Insurance	34,847	31,326	32,861	35,887
001-1303-401.21-03	Board Paid Life Ins.	204	206	190	99
001-1303-401.21-04	Workers' Compensation	290	349	349	420
001-1303-401.22-01	Social Security	8,336	8,837	8,390	8,397
001-1303-401.22-02	Medicare	1,949	2,067	1,962	1,964
001-1303-401.22-03	Unemployment Compensatic	375	375	375	375
001-1303-401.23-01	IMRF	15,165	16,191	16,357	16,087
	Subtotals	195,610	201,127	204,610	203,482
Contractual Services					
001-1303-401.35-03	Repair & Maint-OfficeEquip.	400	600	267	238
001-1303-401.38-01	MICA	2,087	2,515	2,515	3,030
001-1303-401.38-02	Deductible	-	-	-	-
001-1303-401.38-03	Employee Bonds	80	80	-	30
001-1303-401.39-01	Communications	350	350	332	322
001-1303-401.39-02	Advertising/Publishing	400	400	312	272
001-1303-401.39-03	Printing & Binding	12,500	12,500	10,157	10,398
001-1303-401.39-04	Travel	1,900	1,824	1,876	1,687
001-1303-401.39-05	Mileage Reimbursement	1,200	1,200	958	1,096
001-1303-401.39-07	Regist, Schools, Meetings	1,500	1,480	1,335	886
001-1303-401.39-08	Contracted Services	7,000	7,000	4,395	5,686
	Subtotals	27,417	27,949	22,147	23,645
Commodities					
001-1303-401.41-01	Postage	400	400	303	360
001-1303-401.41-02	Office Supplies	700	800	626	331
001-1303-401.44-00	Books & Periodicals	500	500	348	458
	Subtotals	1,600	1,700	1,277	1,149
Capital Outlay					
001-1303-401.52-08	Controllables	575	-	-	-
		575	-	-	-
Miscellaneous					
001-1303-401.61-01	Dues	500	500	470	325
001-1303-401.61-04	Other	150	150	73	78
		650	650	543	403
	Totals	225,852	231,426	228,577	228,679



PURPOSE

While working directly for the Mayor and the City Council, the Director of Administrative Services shares and oversees the responsibilities for the daily operations of the City. The Director serves the citizens of Quincy while working with the men and women who serve the community as city employees. The common mission is to maintain and enhance the quality of life for all Quincyans.

GOALS/OBJECTIVES

The Director of Administrative Services goals for the next fiscal year are:

- Continue to monitor and improve the controls & liabilities undertaken or incurred by the City.
- Monitor expenditures of City departments in order to create efficiencies and transparency.
- Work with the State of Illinois in disaster prevention, preparedness, response and recovery.

PAST FISCAL YEAR HIGHLIGHTS

The former Director of Administrative Services left employment with the City and the buyback costs associated were paid out in FY 2017.

BUDGET SUMMARY

The DOAS budget has a overall budget decrease of \$10,310. While salaries are down \$12,165, and services are down \$1,350; benefits are up \$4,047.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	73,800	-14.15%	85,965	87,233	75,068
Benefits	30,727	15.17%	26,680	25,498	24,339
Contractual Services	8,048	-15.19%	9,490	7,795	6,632
Commodities	150	-25.00%	200	22	103
Capital Outlay	-	0.00%	300	-	-
Miscellaneous	200	-66.67%	600	177	166
Totals	112,925	-8.37%	123,235	120,725	106,308

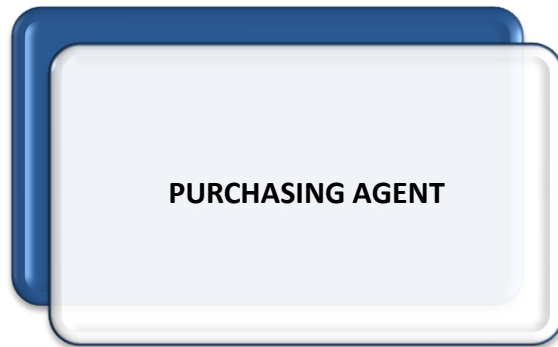
STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1401-401.11-01	Regular Salary/Wages	66,724	71,199	73,282	68,860
001-1401-401.11-03	Sick Pay		-	-	289
001-1401-401.11-04	Holiday Pay	3,832	3,995	3,620	3,609
001-1401-401.11-15	Vacation Pay	3,244	2,959	1,476	2,310
001-1401-401.11-16	Major Medical Pay	-	-	-	
001-1401-401.11-17	Sick Pay Buy Back		3,631	4,428	
001-1401-401.11-18	Vacation Pay Buy Back	-	4,181	4,427	
001-1401-401.12-01	Temporary Salary	-	-		
001-1401-401.21-01	Group Insurance	15,587	8,966	7,724	8,907
001-1401-401.21-03	Board Paid Life Ins.	68	68	67	33
001-1401-401.21-04	Workers' Compensation	295	355	355	428
001-1401-401.22-01	Social Security	4,799	5,717	5,579	4,741
001-1401-401.22-02	Medicare	1,122	1,168	1,305	1,109
001-1401-401.22-03	Unemployment Compensatic	125	125	125	125
001-1401-401.23-01	IMRF	8,731	10,281	10,343	8,996
	Subtotal	104,527	112,645	112,731	99,407
Contractual Services					
001-1401-401.35-03	R&M-Office Furn & Equip	-	80	-	
001-1401-401.36-03	Equipment and Vehicle	600	840	395	837
001-1401-401.38-01	MICA	448	540	540	651
001-1401-401.38-02	Deductible	-	-	-	-
001-1401-401.38-03	Employee Bonds	-	-		
001-1401-401.39-01	Communications	1,000	1,120	863	840
001-1401-401.39-03	Printing & Binding	100	100	-	-
001-1401-401.39-04	Travel	2,000	2,500	1,787	704
001-1401-401.39-05	Mileage Reimbursement	3,600	3,600	3,900	3,600
001-1401-401.39-07	Regist, Schools, Meetings	300	710	310	-
001-1401-401.39-08	Contracted Services	-	-	-	-
	Subtotal	8,048	9,490	7,795	6,632
Commodities					
001-1401-401.41-01	Postage	-	50	2	4
001-1401-401.41-02	Office Supplies	150	150	20	99
001-1401-401.44-00	Books & Periodicals	-	-	-	-
	Subtotal	150	200	22	103
Capital Outlay					
001-1401-401.52-04	Office Equipment	-	-		
001-1401-401.52-07	Furniture & Fixtures	-	-		
001-1401-401.52-08	Controllables	-	300	-	-
	Subtotal	-	300	-	-
Miscellaneous					
001-1401-401.61-01	Dues	-	-	-	
001-1401-401.61-04	Other	200	600	177	166
	Subtotal	200	600	177	166
	Totals	112,925	123,235	120,725	106,308



PURPOSE

The Purchasing Department is the office responsible for the acquisition of supplies, services, and construction in support of the operations of the Municipality. The Department is the entity within the Municipality authorized to issue Invitations to Bid and Requests for Proposal. The Department issues purchase orders, develops term contracts, and acquires supplies and services. The Department also oversees the disposal of all municipal surplus property and equipment.

The Purchasing Department is very conscious of its responsibility and accountability in the expenditure of public funds. Therefore, the Purchasing Department maintains a competitive bidding process in accordance with Federal and State laws, regulations, and Municipal ordinances.

GOALS/OBJECTIVES

- Review of current City contracts for potential cost saving measures.
- Implement strategic measures in order to analyze City purchasing habits.
- Review all contracts in order to safe guard City liability during the purchasing and implementation process.
- Review and rewrite the City purchasing manual to correlate with the City's current procurement process.

PAST FISCAL YEAR HIGHLIGHTS

In FY 2017 the purchasing department issued 33 bids, 15 Request for Proposals, and 1 Request for Quotes. The on-line bid/RFP process continues to see an increase in use; which allows more vendors immediate access to bid our services.

BUDGET SUMMARY

The Purchasing Budget has increased by only \$26. While there is a slight increase in salary, there is a decline planned for contractual services.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	44,305	2.00%	43,436	35,278	17,594
Benefits	24,699	0.09%	24,678	19,678	6,283
Contractual Services	2,385	-26.59%	3,249	2,999	3,799
Commodities	165	0.00%	165	107	131
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	240	0.00%	240	235	230
Totals	71,794	0.04%	71,768	58,297	28,037

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1402-401.11-01	Regular Salary/Wages	36,893	36,170	28,831	7,350
001-1402-401.11-04	Holiday Pay	2,199	2,156	1,827	144
001-1402-401.11-15	Vacation Pay	3,258	3,194	2,713	-
001-1402-401.11-17	Sick Pay Buy Back	1,955	1,916	1,907	4,828
001-1402-401.11-18	Vacation Buy Back	-	-	-	5,272
001-1402-401.21-01	Group Insurance	15,587	15,587	12,664	2,015
001-1402-401.21-02	Retirees Insurance	-	-	-	-
001-1402-401.21-03	Board Paid Life Ins.	68	68	55	8
001-1402-401.21-04	Workers' Compensation	532	641	641	772
001-1402-401.22-01	Social Security	2,747	2,693	1,776	1,090
001-1402-401.22-02	Medicare	642	630	415	255
001-1402-401.22-03	Unemployment Compensatic	125	125	125	125
001-1402-401.23-01	IMRF	4,998	4,934	4,002	2,018
	Subtotals	69,004	68,114	54,956	23,877
Contractual Services					
001-1402-401.38-01	MICA	2,265	2,729	2,729	3,288
001-1402-401.38-02	Deductible	-	-	-	-
001-1402-401.38-03	Employee Bonds	-	-	-	-
001-1402-401.39-01	Communications	-	-	4	139
001-1402-401.39-02	Advertising/Publishing	-	400	266	372
001-1402-401.39-04	Travel	-	-	-	-
001-1402-401.39-05	Mileage Reimbursement	-	-	-	-
001-1402-401.39-07	Regist, Schools, Meetings	120	120	-	-
	Subtotals	2,385	3,249	2,999	3,799
Commodities					
001-1402-401.41-01	Postage	75	75	11	35
001-1402-401.41-02	Office Supplies	90	90	96	96
001-1402-401.44-00	Books & Periodicals	-	-	-	-
	Subtotals	165	165	107	131
Capital Outlay					
001-1402-401.52-08	Controllable	-	-	-	-
	Subtotals	-	-	-	-
Miscellaneous					
001-1402-401.61-01	Dues	240	240	235	230
001-1402-401.61-04	Other	-	-	-	-
	Subtotals	240	240	235	230
	Totals	71,794	71,768	58,297	28,037



PURPOSE

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

GOALS/OBJECTIVES

- The FY 2018 budget proposes to make capital improvements such as:
- City Hall Annex window, wall, & floor repairs (resulting from a water leak)
 - Continue the window glazing/replacement at City Hall

PAST FISCAL YEAR HIGHLIGHTS

The major highlight of the FY 2017 budget was the start of the city hall window glazing/replacement project.

BUDGET SUMMARY

The budget for FY 2018 is down \$256,959 due to the window project from last year. There is a planned salary increase for the one 822 laborer.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	40,433	2.75%	39,350	39,930	38,166
Benefits	21,838	-3.78%	22,697	22,914	24,604
Contractual Services	57,835	-3.64%	60,018	41,749	44,175
Commodities	80,500	-5.85%	85,500	70,114	66,653
Capital Outlay	-	-100.00%	250,000	184,622	7,772
Miscellaneous	100	0.00%	100	31	-
Debt Service	-		-	-	-
Totals	200,706	-56.15%	457,665	359,360	181,370

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Positions	1	1	1	1

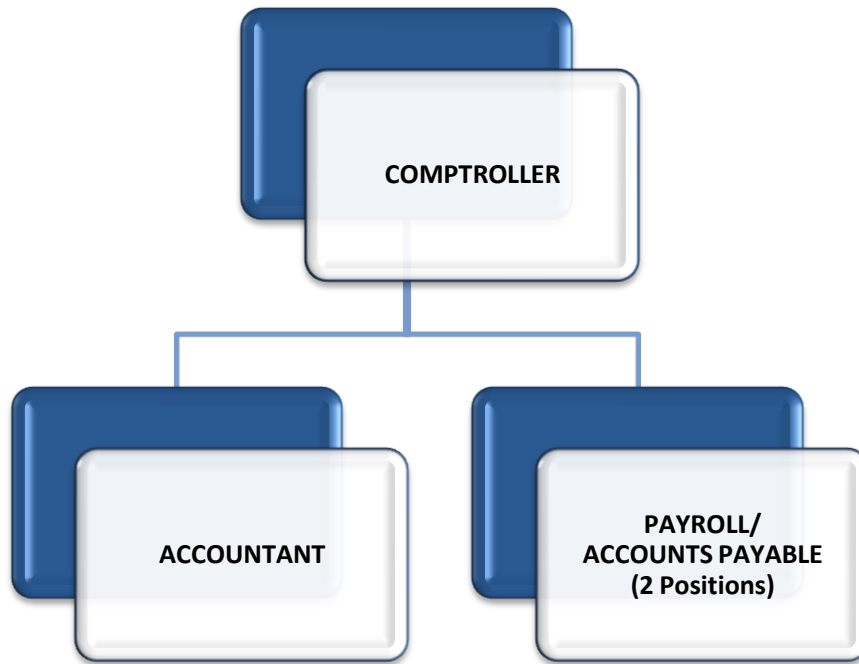
The Building Maintenance's staff is as follows:

- 1 - 822 Labor Grade 1

**GENERAL FUND
CITY HALL**

**BUILDING MAINTENANCE
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1403-401.11-01	Regular Salary/Wages	34,086	33,100	33,842	32,833
001-1403-401.11-02	Overtime	189	184	247	53
001-1403-401.11-03	Sick Pay	166	162	-	141
001-1403-401.11-04	Holiday Pay	1,997	2,016	1,808	1,761
001-1403-401.11-15	Vacation Pay	2,219	2,160	2,305	1,833
001-1403-401.11-17	Sick Pay Buy Back	1,776	1,728	1,728	1,545
001-1403-401.21-01	Group Insurance	8,945	8,944	9,109	9,871
001-1403-401.21-02	Retirees Insurance	-	-	-	-
001-1403-401.21-03	Board Paid Life Ins.	68	68	62	34
001-1403-401.21-04	Workers' Compensation	5,046	6,079	6,079	7,324
001-1403-401.22-01	Social Security	2,507	2,440	2,438	2,338
001-1403-401.22-02	Medicare	586	571	570	547
001-1403-401.22-03	Unemployment Compensatic	125	125	125	125
001-1403-401.23-01	IMRF	4,561	4,470	4,531	4,365
	Subtotals	62,271	62,047	62,844	62,770
Contractual Services					
001-1403-401.31-05	Prof Svc-Other	4,000	4,000	-	660
001-1403-401.34-03	Custodial	750	1,250	334	952
001-1403-401.35-01	R&M - Buildings	25,000	25,000	32,875	25,090
001-1403-401.35-02	R&M - Mach & Equip	20,000	20,867	3,078	10,445
001-1403-401.35-03	R&M-Office Furn & Equip	3,500	3,500	186	993
001-1403-401.35-05	R&M-Other	-	-	-	-
001-1403-401.38-01	MICA	3,985	4,801	4,801	5,784
001-1403-401.38-02	Deductible	-	-	-	-
001-1403-401.39-01	Communications	100	100	48	-
001-1403-401.39-02	Advertising/Publishing	500	500	427	251
	Subtotals	57,835	60,018	41,749	44,175
Commodities					
001-1403-401.42-01	Natural Gas	10,000	15,000	6,229	6,326
001-1403-401.42-02	Electricity	65,000	65,000	58,139	56,611
001-1403-401.45-01	Building Supplies	500	500	489	238
001-1403-401.45-02	Custodial Supplies	4,000	4,000	4,555	3,211
001-1403-401.45-03	Equipment Consumable	500	500	404	22
001-1403-401.45-05	Small Tools/Small Equip.	500	500	298	245
	Subtotals	80,500	85,500	70,114	66,653
Capital Outlay					
001-1403-401.52-02	Buildings	-	250,000	184,100	-
001-1403-401.52-03	Improv other than Bldgs	-	-	-	7,250
001-1403-401.52-08	Controllable	-	-	522	522
	Subtotals	-	250,000	184,622	7,772
Miscellaneous					
001-1403-401.61-02	Taxes	100	100	31	-
001-1403-401.61-04	Other	-	-	-	-
	Subtotals	100	100	31	-
	Totals	200,706	457,665	359,360	181,370



PURPOSE

The Comptrollers 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 maintained by the Comptroller's office.

GOALS/OBJECTIVES

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

- Continue to find ways to promote fiscal transparency
- Continue implementation of EFT payments to save time and money.
- Cross train all staff to better serve internal and external customers.

PAST FISCAL YEAR ACCOMPLISHMENTS

- Worked with auditors to ensure a timely annual financial report filing
- Worked with a new actuarial firm to provide GASB 45 statements
- Coordinated the financing for the QPD relocation to the new jail building
- Started making EFT payments to payroll liability vendors

BUDGET SUMMARY

The Comptroller's budget is down \$3,333 from the previous fiscal year. Capital Outlay of \$2,000 is for standing desk trays and new office chair.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	209,453	-0.49%	210,493	205,175	204,894
Benefits	62,822	-0.74%	63,292	59,362	65,002
Contractual Services	40,972	-1.38%	41,545	29,552	38,048
Commodities	9,500	-11.21%	10,700	8,774	8,649
Capital Outlay	2,000	0.00%	2,000	1,791	1,380
Miscellaneous	500	-9.09%	550	355	360
Totals	325,247	-1.01%	328,580	305,009	318,333

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Positions	4.00	4.00	4.00	4.00

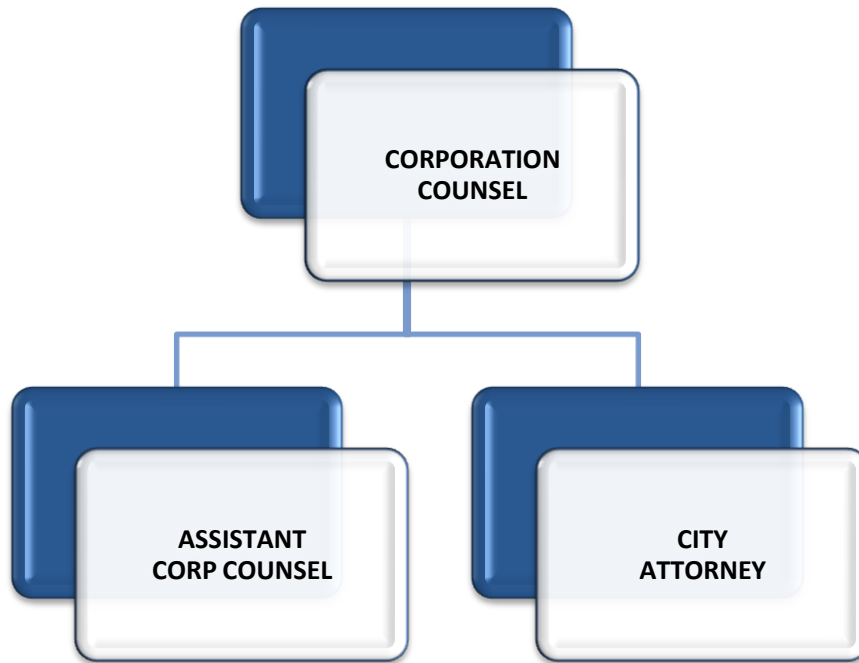
The Comptrollers Office staff is as follows:

- 1 - Comptroller
- 1 - Accountant
- 2 - Payroll/Accounts Payable Administrators

**GENERAL FUND
FINANCIAL ADMINISTRATION**

**COMPTRROLLER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1501-401.11-01	Regular Salary/Wages	177,174	177,081	160,482	171,864
001-1501-401.11-02	Overtime			6	
001-1501-401.11-03	Sick Pay	-	1,350	196	735
001-1501-401.11-04	Holiday Pay	10,478	10,541	8,090	9,372
001-1501-401.11-15	Vacation Pay	14,143	14,041	13,673	14,278
001-1501-401.11-16	Major Medical	-	-	11,190	1,814
001-1501-401.11-17	Sick Pay Buy Back	7,658	7,480	9,474	6,831
001-1501-401.11-18	Vacation Pay Buy Back	-	-	2,064	-
001-1501-401.21-01	Group Insurance	21,896	21,895	19,870	25,409
001-1501-401.21-02	Retirees Insurance	-	-		-
001-1501-401.21-03	Board Paid Life Ins.	272	274	239	132
001-1501-401.21-04	Workers' Compensation	505	608	608	733
001-1501-401.22-01	Social Security	12,986	13,051	12,044	11,990
001-1501-401.22-02	Medicare	3,037	3,052	2,817	2,804
001-1501-401.22-03	Unemployment Compensatic	500	500	500	500
001-1501-401.23-01	IMRF	23,626	23,912	23,284	23,434
	Subtotals	272,275	273,785	264,537	269,896
Contractual Services					
001-1501-401.31-01	Audit	28,000	28,120	18,477	26,535
001-1501-401.31-05	Other	6,000	6,000	5,496	5,038
001-1501-401.35-03	R&M-Office Furn & Equip	500	500	-	80
001-1501-401.36-03	Equipment and Vehicle	1,000	1,000	975	849
001-1501-401.38-01	MICA	2,502	3,015	3,015	3,632
001-1501-401.38-02	Deductible	-	-	-	-
001-1501-401.38-03	Employee Bonds	50	50	-	40
001-1501-401.39-01	Communications	720	660	746	477
001-1501-401.39-02	Advertising/Publishing	750	750	690	739
001-1501-401.39-03	Printing & Binding	-	-		-
001-1501-401.39-04	Travel	300	300	-	78
001-1501-401.39-05	Mileage Reimbursement	225	225	-	149
001-1501-401.39-07	Regist, Schools, Meetings	775	775	125	360
001-1501-401.39-08	Contracted Services	150	150	28	71
	Subtotals	40,972	41,545	29,552	38,048
Commodities					
001-1501-401.41-01	Postage	3,500	3,500	2,536	3,278
001-1501-401.41-02	Office Supplies	6,000	7,200	6,238	5,371
001-1501-401.44-00	Books & Periodicals	-	-	-	-
	Subtotals	9,500	10,700	8,774	8,649
Capital Outlay					
001-1501-401.52-04	Office Equipment	-	-	-	-
001-1501-401.52-08	Controllable	2,000	2,000	1,791	1,380
	Subtotals	2,000	2,000	1,791	1,380
Miscellanoues					
001-1501-401.61-01	Dues	500	500	355	355
001-1501-401.61-04	Other	-	50	-	5
	Subtotals	500	550	355	360
	Totals	325,247	328,580	305,009	318,333



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 only spend \$436 in outside contracted legal compared to \$2548 in FY 2016/17

BUDGET SUMMARY

The legal budget has an increase of \$1,264 from FY 2017 budget.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	182,078	2.10%	178,330	176,934	173,979
Benefits	38,687	5.26%	36,753	36,183	36,278
Contractual Services	17,003	-12.74%	19,486	12,450	14,709
Commodities	1,000	-57.98%	2,380	39	19
Capital	-		-	-	-
Miscellaneous	-	-100.00%	555	-	-
Totals	238,768	0.53%	237,504	225,606	224,985
Totals by Division					
Corporation Counsel	113,031	-0.44%	113,535	103,755	105,308
Assistant Corp Counsel	69,263	1.22%	68,425	67,221	66,007
City Attorney	56,474	1.67%	55,544	54,630	53,670
Totals	238,768	0.53%	237,504	225,606	224,985

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 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**

		2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1601-401.11-01	Regular Salary/Wages	74,443	72,805	72,321	71,029
001-1601-401.21-01	Group Insurance	17,259	15,587	15,836	16,287
001-1601-401.21-03	Board Paid Life Ins.	68	68	62	33
001-1601-401.21-04	Workers' Compensation	189	228	228	275
001-1601-401.22-01	Social Security	4,615	4,514	3,972	3,780
001-1601-401.22-02	Medicare	1,079	1,056	929	884
001-1601-401.22-03	Unemployment Compensatic	125	125	125	125
001-1601-401.23-01	IMRF	-	-	-	-
	Subtotals	97,778	94,383	93,473	92,413
Contractual Services					
001-1601-401.31-02	Contracted Legal	5,000	5,000	386	2,548
001-1601-401.38-01	MICA	5,853	7,052	7,052	8,496
001-1601-401.38-02	Deductible	-	-	-	-
001-1601-401.38-03	Employee Bonds	-	-	-	-
001-1601-401.39-01	Communications	1,000	1,950	704	563
001-1601-401.39-03	Printing & Binding	300	100	297	297
001-1601-401.39-04	Travel	1,500	1,500	1,329	516
001-1601-401.39-05	Mileage Reimbursement	100	100	-	-
001-1601-401.39-07	Regist, Schools, Meetings	500	600	475	475
001-1601-401.39-08	Contracted Services	-	-	-	-
	Subtotals	14,253	16,302	10,243	12,895
Commodities					
001-1601-401.41-01	Postage	-	100	39	-
001-1601-401.41-02	Office Supplies	-	-	-	-
001-1601-401.44-00	Books & Periodicals	1,000	2,250	-	-
	Subtotals	1,000	2,350	39	-
Miscellaneous					
001-1601-401.61-01	Dues	-	-	-	-
001-1601-401.61-04	Other	-	-	-	-
001-1601-401.61-07	Judgements/Court Costs	-	500	-	-
	Subtotals	-	500	-	-
	Totals	113,031	113,535	103,755	105,308

**GENERAL FUND
LEGAL SERVICES**

**ASSISTANT CORPORATION COUNSEL
DETAIL**

		2017/2018	2016/2017	2016/2017	2015/2016
		PROPOSED	REVISED	PROJECTED	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL
Salaries & Benefits					
001-1602-401.11-01	Regular Salary/Wages	56,922	55,806	55,324	54,444
001-1602-401.21-01	Group Insurance	-	-	-	-
001-1602-401.21-03	Board Paid Life Ins.	68	68	62	33
001-1602-401.21-04	Workers' Compensation	123	148	148	178
001-1602-401.22-01	Social Security	3,529	3,460	3,430	3,380
001-1602-401.22-02	Medicare	825	809	802	790
001-1602-401.22-03	Unemployment Compensatic	125	125	125	125
001-1602-401.23-01	IMRF	6,421	6,340	6,278	6,234
	Subtotals	68,013	66,756	66,169	65,184
Contractual Services					
001-1602-401.39-01	Communications	350	314	332	322
001-1602-401.39-04	Travel	500	1,000	390	171
001-1602-401.39-07	Regist, Schools, Meetings	400	300	330	330
	Subtotals	1,250	1,614	1,052	823
Miscellaneous					
001-1602-401.61-04	Other	-	55	-	-
	Subtotals	-	55	-	-
	Totals	69,263	68,425	67,221	66,007

**GENERAL FUND
LEGAL SERVICES**

**CITY ATTORNEY
DETAIL**

		2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1603-401.11-01	Regular Salary/Wages	50,713	49,719	49,289	48,506
001-1603-401.21-01	Group Insurance	-	-	-	-
001-1603-401.21-02	Retirees Insurance	-	-	-	-
001-1603-401.21-03	Board Paid Life Ins.	68	68	62	33
001-1603-401.21-04	Workers' Compensation	189	228	228	275
001-1603-401.22-01	Social Security	3,144	3,083	3,056	3,016
001-1603-401.22-02	Medicare	735	721	715	705
001-1603-401.22-03	Unemployment Compensatic	125	125	125	125
001-1603-401.23-01	IMRF	-	-	-	-
	Subtotals	54,974	53,944	53,475	52,660
Contractual Services					
001-1603-401.39-04	Travel	1,000	1,270	680	516
001-1603-401.39-07	Regist, Schools, Meetings	500	300	475	475
	Subtotals	1,500	1,570	1,155	991
001-1603-401.41-01	Postage	-	30	-	19
001-1603-401.41-02	Office Supplies	-	-	-	-
	Subtotals	-	30	-	19
	Totals	56,474	55,544	54,630	53,670

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	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries	17,326	1.19%	17,123	16,950	16,791
Benefits	1,782	-2.68%	1,831	1,770	1,777
Contractual Services	38,340	-0.81%	38,652	22,252	12,188
Commodities	13,650	-0.36%	13,700	13,067	1,580
Capital	-		-	-	-
Miscellaneous	2,500	0.00%	2,500	234	689
Totals	73,598	-0.28%	73,806	54,273	33,025

Totals by Division	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Fire & Police Commission	54,079	0.17%	53,985	37,560	27,317
Liquor Commission	5,019	-5.68%	5,321	5,043	5,017
Tree Commission	12,000	0.00%	12,000	11,436	-
Human Rights Commission	2,500	0.00%	2,500	234	691
Totals	73,598	-0.28%	73,806	54,273	33,025

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 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 begin 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 Commissioner's 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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1701-401.11-01	Regular Salary/Wages	13,826	13,623	13,450	13,291
001-1701-401.21-04	Workers' Compensation	42	51	51	62
001-1701-401.22-01	Social Security	857	845	834	824
001-1701-401.22-02	Medicare	200	198	195	193
001-1701-401.23-01	IMRF		-		
	Subtotals	14,925	14,717	14,530	14,370
Contractual Services					
001-1701-401.31-02	Contracted Legal	1,000	1,000	1,982	550
001-1701-401.31-05	Prof Svcs - Other	22,750	22,750	15,047	4,889
001-1701-401.32-01	Medical	9,300	9,300	3,750	2,380
001-1701-401.35-03	R&M-Office Furn & Equip	-	-	-	-
001-1701-401.38-01	MICA	554	668	668	805
001-1701-401.38-02	Deductible	-	-	-	-
001-1701-401.39-02	Advertising/Publishing	4,400	4,400	346	2,557
001-1701-401.39-04	Travel	-	-	-	343
001-1701-401.39-05	Mileage Reimbursement	-	-	-	322
	Subtotals	38,004	38,118	21,793	11,846
Commodities					
001-1701-401.41-01	Postage	100	100	249	233
001-1701-401.41-02	Office Supplies	150	150	124	83
001-1701-401.61-01	Misc-Dues	800	800	768	765
001-1701-401.61-04	Misc-Other	100	100	96	20
	Subtotals	1,150	1,150	1,237	1,101
	Totals	54,079	53,985	37,560	27,317

**GENERAL FUND
BOARDS & COMMISSIONS**

**LIQUOR COMMISSION
Detail**

2017/2018

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1702-401.11-01	Regular Salary/Wages	3,500	3,500	3,500	3,500
001-1702-401.21-01	Group Insurance	-	-	-	-
001-1702-401.21-03	Board Paid Life Ins.	-	-	-	-
001-1702-401.21-04	Workers' Compensation	20	24	24	29
001-1702-401.22-01	Social Security	217	217	217	217
001-1702-401.22-02	Medicare	51	51	51	51
001-1702-401.23-01	IMRF	395	445	398	401
	Subtotals	4,183	4,237	4,190	4,198
Contractual Services					
001-1702-401.35-03	Repair & Maint Office Equip.	-	-	-	-
001-1702-401.38-01	MICA	236	284	284	342
001-1702-401.38-02	Deductible	-	-	-	-
001-1702-401.39-03	Printing & Binding	100	250	175	-
	Subtotals	336	534	459	342
Commodities					
001-1702-401.41-02	Office Supplies	500	550	394	477
Capital					
001-1702-401.52-04	Office Equipment	-	-	-	-
	Totals	5,019	5,321	5,043	5,017

BOARDS & COMMISSIONS

**TREE COMMISSION
Detail**

The Tree Commission's main expense is the trees purchased for the tree planting program.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Commodities					
001-1704-401.46-11	Other	12,000	12,000	11,436	-
Miscellaneous					
001-1704-401.-61.04	Other	-	-	-	-
	Totals	12,000	12,000	11,436	-

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014/2015 PROPOSED BUDGET	2013/2014 REVISED BUDGET	2013/2014 PROJECTED ACTUAL	2012/2013 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	-	-	-	2
Miscellaneous					
001-1706-401.61-04	Other	2,500	2,500	234	689
Totals		2,500	2,500	234	691

**GENERAL FUND
NON-DEPARTMENTAL**

**Non-Departmental Transfers
Summary**

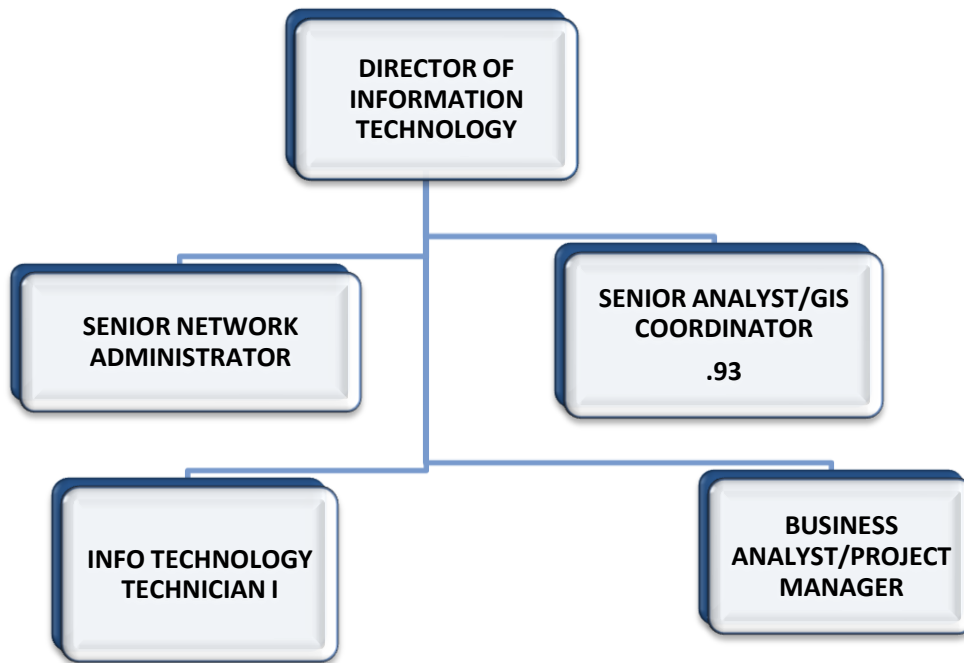
PURPOSE

- 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 outside organizations, including the City's component unit, Woodland Cemetery.
 - 3) Transfers of tax dollars collected that are owed to or have been levied for another entity (Library).

The Inter-fund transfers are down over \$1.5 million, due to the transfer of one million last year to the cash reserve fund. Excluding the cash reserve transfer, interfund transfers are down \$430,000. This budget includes additional one-time funding for Woodland Cemetery; this additional one-time disbursement of \$29,700 is allocated for head-stone resetting and equipment purchases/repair. The tax distributions are up approximately \$51,000. The Quincy Public Library increased by \$36,000 (or 2%) to \$1,845,617. The property tax levy funds \$732,045 of this; PPRT distributions and city subsidy make up the difference.

EXPENDITURE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Inter-Fund Transfers					
001-1801-491.62-02	Planning & Development	448,666	471,909	249,000	221,550
001-1801-491.62-03	9-1-1	812,650	798,511	706,550	794,750
001-1801-491.62-04	Cash Reserve Fund	-	1,058,000	1,058,000	250,000
001-1801-491.62-07	Water Fund 501	-	-	-	3,418
001-1801-491.62-10	Quincy Transit Lines	271,512	275,059	275,059	274,000
001-1801-491.62-15	Capital Projects Funds	-	250,000	250,000	-
001-1801-491.62-21	2013B HVAC Proj Pymt Fund	116,493	116,493	116,493	116,493
001-1801-491.62-30	Quincy Regional Airport	546,177	556,272	462,400	361,869
001-1801-491.62-31	Central Garage Fund	340,663	293,864	278,000	300,200
001-1801-491.62-32	Central Services Fund	2,391,703	2,522,345	2,324,650	3,914,150
001-1801-491.62-36	Reg. Training Facility	62,068	60,774	58,025	75,475
001-1801-491.62-41	Sister City Commission Fd	5,000	5,000	5,000	5,000
001-1801-491.62-43	Sewer Fund	-	-	-	25,014
001-1801-491.62-60	Landfill Superfund	76,000	152,000	76,000	76,000
	Subtotals	5,070,932	6,560,227	5,859,177	6,417,919
Subsidies					
001-1802-406.62-82	Woodland Cemetery	233,000	203,300	203,300	180,000
001-1802-407.62-70	Friends of the Castle	-	-	-	1,000
001-1802-407.62-71	YMCA Teens	-	-	-	1,000
001-1802-407.62-73	Qcy Society of Fine Arts	-	-	-	5,580
001-1802-407.62-74	Retired Sr. Vol. Program	-	-	-	1,600
001-1802-407.62-75	Big Brother/Big Sister	-	-	-	712
001-1802-407.62-77	Qcy Vol. Emergency Corp.	-	-	-	449
001-1802-407.62-78	Redmon Lee Youth/Adult	-	-	-	588
001-1802-407.62-80	Alliance Build Comm(HCHY)	-	-	-	500
	Subtotals	233,000	203,300	203,300	191,429
Tax Distributions					
001-1803-401.62-88	Cullinan Sales Tax Rebate	150,000	140,000	110,516	125,996
001-1803-401.62-98	H/R Sales Tax Rebate	3,000	3,000	4,391	214
001-1803-402.62-97	Tri-Township Fire Dept.	-	200	-	46
001-1803-407.62-91	Quincy Public Library	1,845,617	1,809,428	1,808,406	1,802,743
001-1803-408.62-53	Serv Area #2-Hist Bus Dis	77,000	77,000	76,548	49,245
001-1803-491.62-89	Ltd Increm Sales Tax Fund	505,000	500,000	458,586	438,782
	Subtotals	2,580,617	2,529,628	2,458,447	2,417,026
	Totals	7,884,549	9,293,155	8,520,924	9,026,374



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

- Update and implement new information security controls in order to protect the City's computer systems and data.
- Work with Quincy Police Department on the Adams County jail layout.
- Enhance City's GIS Initiative, including cloud mapping capabilities for mobile users.
- Redevelop the City's Disaster Recovery strategy.
- Implement new Criminal Justice Information Security and HIPPA guidelines including two-factor authentication
- Provide business strategies and process management to enhance City operational efficiencies

PAST FISCAL YEAR HIGHLIGHTS

- Replaced 20 Computer systems that were over 8 years old.
- Developed new processes for Utility billing clerks.
- Implementation of new QFD laptops and software in order to help firefighters more efficient in the field.
- Implementation of security software in hopes of detecting and neutralizing any security threats.

BUDGET SUMMARY

The information Technology has requested a flat budget for FY 2017-2018 even though the City's telecommunication circuits with AT&T have risen over 15% this past year.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	300,465	2.30%	293,721	299,354	319,216
Benefits	115,659	0.26%	115,359	118,896	138,246
Contractual Services	188,727	-6.31%	201,445	215,679	203,525
Commodities	20,600	23.40%	16,694	19,460	18,134
Capital Outlay	14,571	54.19%	9,450	10,918	8,328
Miscellaneous	795	0.00%	795	625	475
Debt Services	-	-100.00%	3,958	5,275	7,902
Totals	640,817	-0.09%	641,422	670,207	695,826

STAFFING				
	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	4.93	5	6	5

The Information Technology's staff is as follows:
1.00 - Director of Information Technology
1.00 - Senior Network Administrator
0.93 - Senior Analyst/GIS Coordinator
1.00 - Info Technology Technician I
1.00 - Business Analyst/Project Manager

**GENERAL FUND
TECHNOLOGY SERVICES**

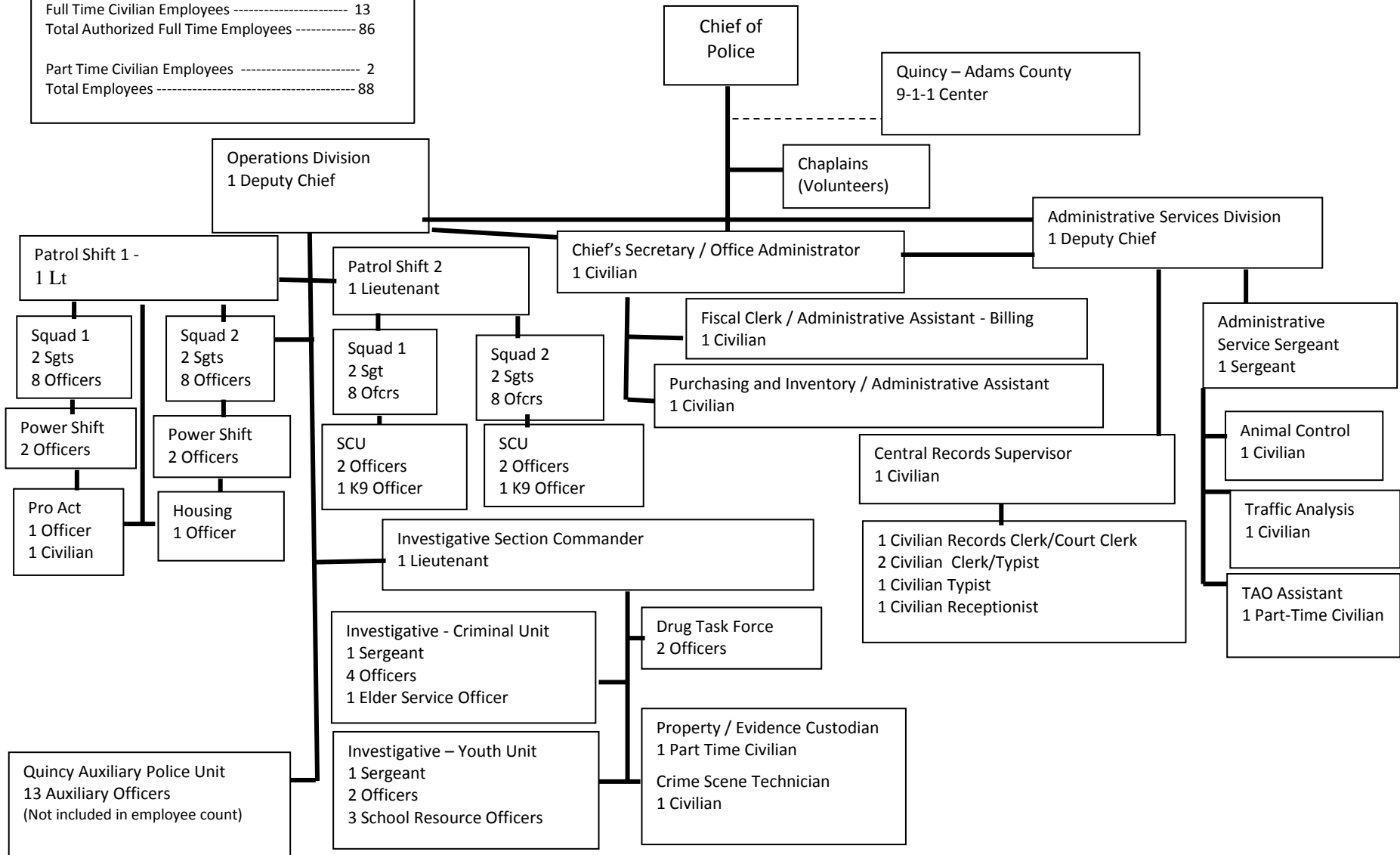
**INFORMATION TECHNOLOGY
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-1901-401.11-01	Regular Salary/Wages	258,198	252,276	261,088	276,570
001-1901-401.11-03	Sick Pay	-	-	755	1,716
001-1901-401.11-04	Holiday Pay	15,080	14,880	13,754	14,726
001-1901-401.11-15	Vacation Pay	17,151	16,763	14,317	16,145
001-1901-401.11-17	Sick Pay Buy Back	10,036	9,802	9,440	10,059
001-1901-401.11-18	Vacation Pay Buy Back	-	-	-	-
001-1901-401.12-01	Regular Salary/Wages	-	-	-	-
001-1901-401.21-01	Group Insurance	57,367	58,007	62,349	77,942
001-1901-401.21-03	Board Paid Life Ins.	336	344	311	191
001-1901-401.21-04	Workers' Compensation	453	546	546	658
001-1901-401.22-01	Social Security	18,629	18,211	17,095	17,991
001-1901-401.22-02	Medicare	4,357	4,259	3,998	4,207
001-1901-401.22-03	Unemployment Compensatic	625	625	625	750
001-1901-401.23-01	IMRF	33,892	33,367	33,972	36,507
	Subtotals	416,124	409,080	418,250	457,462
Contractual Services					
001-1901-401.32-02	Computer	1,400	775	750	750
001-1901-401.35-02	R&M-Machinery & Equip	43,000	43,000	44,335	42,538
001-1901-401.35-03	R&M-Office Furn & Equip	37,077	37,077	38,601	40,236
001-1901-401.35-05	Repair & Maint - Other	-	-	-	-
001-1901-401.36-03	Equipment & Vehicle	2,000	2,280	2,285	1,778
001-1901-401.38-01	MICA	1,650	1,988	1,988	2,395
001-1901-401.38-02	Deductible	-	-	-	-
001-1901-401.39-01	Communications	98,000	110,625	113,284	103,474
001-1901-401.39-04	Travel	500	500	357	227
001-1901-401.39-05	Mileage Reimbursement	500	600	771	598
001-1901-401.39-07	Regist, Schools, Meetings	600	600	4,225	1,750
001-1901-401.39-08	Contracted Services	4,000	4,000	9,083	9,779
	Subtotals	188,727	201,445	215,679	203,525
Commodities					
001-1901-401.41-01	Postage	100	200	16	175
001-1901-401.41-02	Office Supplies	1,000	900	176	950
001-1901-401.44-00	Books & Periodicals	-	100	-	-
001-1901-401.46-11	Other	19,500	15,494	19,268	17,009
	Subtotals	20,600	16,694	19,460	18,134
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Capital Outlay					
001-1901-401.52-03	Improv other than Bldgs	-	-	-	-
001-1901-401.52-04	Office Equipment	-	2,000	-	1,890
001-1901-401.52-08	Controllable	14,571	7,450	10,918	6,438
	Subtotals	14,571	9,450	10,918	8,328
Miscellaneous					
001-1901-401.61-01	Dues	795	795	625	475
001-1901-401.61-04	Other	-	-	-	-
001-1901-409.72-00	Loan/Lease Payments	-	3,958	5,275	7,902
	Subtotals	795	4,753	5,900	8,377
		640,817	641,422	670,207	695,826

Quincy Police Department Organizational Chart FY 2017

Revised 3/7/2016

Sworn Employees	73
Full Time Civilian Employees	13
Total Authorized Full Time Employees	86
Part Time Civilian Employees	2
Total Employees	88



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

- Restore vacant Clerk/Typist position in Central Records.
- Reduce civilian overtime and enhance efficiency of records function through above.
- Implement Lexipol Program to update policies and fill void of eliminated Planning and Research Officer.
- Continue working towards implementation of QTAP.
- Continue implementation of DigiTicket.
- Replace failing AED's (year four of a four year project). (Element 50)
- Continue adapting recruitment and internship programs.
- Continue test of body cameras (grant and donation funding only).
- Upgrade patrol rifles with lights and optics.
- Expand the police motorcycle program to get better use of the motorcycles.
- Send a lieutenant to Northwestern University School of Police Staff and Command.

PAST FISCAL YEAR HIGHLIGHTS

- YTD: Responded to more than 31,752 calls for service, 1655 traffic crashes, and conducted 4,984 vehicle stops
- YTD: Provided more than 10,291 hours of officer training and provided more than 350 hours of DARE instruction.
- Worked towards implementing QTAP.
- Replaced failing pistol lights (year three of a three year project).
- Replaced failing AED's (year three of a four year project).
- Continued testing body cameras.
- Enhanced the departments firearms training program.
- Assessed the Power Shift and continued it for another year.
- Increased sworn staffing from 72 to 73.
- Eliminated the sworn position of Traffic Analysis/Fleet manager, replacing it with civilian
- Implemented Lateral Entry Program.
- Enhanced sworn officer recruiting.
- Hired and trained 11 new police officers.

BUDGET SUMMARY

The FY 2018 Police budget is up \$591,177 (5.24%) over current budget. It is up \$941,366 (8.60%) from our current year projections. The Proposed Budget is 92.49% personnel costs. The overall 5.24% increase is made up as follows: Salaries - \$251,185 increase due to annual raises and the replacement typist, Benefits - \$371,656 up due to pension increase and replacement typist. Contractual Services - \$14,735 decrease due to reduction in MICA. Commodities - \$11,019 decrease, Capital Outlay - \$6,375 decrease (\$4,900 is budgeted to buy replacement AED's and squad car printers). Miscellaneous - \$465 increase.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	6,706,842	3.89%	6,455,657	6,307,853	6,512,040
Benefits	4,282,757	9.50%	3,911,101	3,825,305	3,747,055
Contractual Services	718,983	-2.01%	733,718	628,455	529,688
Commodities	148,301	-6.92%	159,320	151,231	121,020
Capital Outlay	4,900	-56.54%	11,275	11,158	7,457
Miscellaneous	20,235	2.35%	19,770	16,650	7,659
Totals	11,882,018	5.24%	11,290,841	10,940,652	10,924,919

Totals by Division		% Change			
2110 Administration	406,704	1.17%	402,014	394,349	509,329
2111 Civilian	677,988	9.55%	618,885	590,080	533,535
2112 Patrol	10,342,667	5.20%	9,831,679	9,552,032	9,574,678
2113 Training	102,931	-7.80%	111,644	89,710	51,084
2114 Crossing Guards	-		-	-	28,009
2115 Evidence Tech	100,362	0.31%	100,054	96,709	99,761
2116 Humane Officers	241,908	10.75%	218,418	210,163	125,189
2117 Police Auxillary	9,458	16.09%	8,147	7,609	8,383
	11,882,018	5.24%	11,290,841	10,940,652	10,929,968

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	86	85	81	83
Part Time Positions	2	2	25	25

Rank/Position	count	Dept	FT count	PT count
Chief of Police	1	2110 Admin	3	-
Deputy Chief	2	2111 Civilian	11	1
Lietenant	3	2112 Patrol	70	-
Sergeant	11	2113 Training	-	-
Patrol Officer	56	2115 Evidence	1	1
Total Sworn	73	2116 Humane Off	1	-
Civilian (full-time)	13	2116 Auxillary	-	-
Total Full-time	86		86	2

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2110-402.11-01	Regular Salary/Wages	230,015	222,939	225,127	235,712
001-2110-402.11-02	Overtime	4,200	4,000	2,368	4,799
001-2110-402.11-03	Sick Pay	-	-	-	-
001-2110-402.11-04	Holiday Pay	12,948	12,841	8,538	10,890
001-2110-402.11-13	Training	2,100	2,000	2,210	1,290
001-2110-402.11-15	Vacation Pay	34,832	34,506	35,084	33,021
001-2110-402.11-17	Sick Pay Buy Back	12,430	12,327	12,504	71,288
001-2110-402.11-18	Vacation Day Buy Back	-	-	-	28,707
001-2110-402.11-19	Personal Day Pay	2,072	2,055	2,053	3,659
001-2110-402.21-01	Group Insurance	46,761	46,761	49,795	55,382
001-2110-402.21-03	Board Paid Life Ins.	204	206	185	100
001-2110-402.21-04	Workers' Compensation	16,363	19,715	19,715	23,753
001-2110-402.22-01	Social Security	-	-	-	-
001-2110-402.22-02	Medicare	3,122	3,082	2,364	2,009
001-2110-402.22-03	Unemployment Compensatic	375	375	375	375
	Subtotal	365,422	360,807	360,318	470,985
Contractual Services					
001-2110-402.31-05	Other	250	250	-	-
001-2110-402.34-01	Disposal	1,905	1,327	1,327	1,109
001-2110-402.35-03	R&M-Office Furn & Equip	300	440	-	125
001-2110-402.36-03	Equipment & Vehicle	4,247	3,800	3,512	3,600
001-2110-402.39-01	Communications	1,300	1,300	112	1,365
001-2110-402.39-02	Advertising/Publishing	660	660	2,667	1,503
001-2110-402.39-03	Printing & Binding	1,050	1,050	432	428
001-2110-402.39-04	Travel	2,900	3,050	959	2,094
001-2110-402.39-05	Mileage Reimbursement	250	250	-	-
001-2110-402.39-07	Regist, Schools, Meetings	850	1,250	540	1,349
001-2110-402.39-08	Contracted Services	-	-	203	188
	Subtotal	13,712	13,377	9,752	11,761
Commodities					
001-2110-402.41-01	Postage	2,700	2,700	2,800	3,315
001-2110-402.41-02	Office Supplies	18,920	18,255	16,585	18,299
001-2110-402.44-00	Books & Periodicals	370	350	456	353
001-2110-402.45-05	Small Tools/Small Equip	-	-	-	-
001-2110-402.46-11	Other	75	55	-	-
001-2110-402.46-13	Photo	100	750	-	-
001-2110-402.47-02	Safety Equipment	200	200	27	64
	Subtotal	22,365	22,310	19,868	22,031
Capital Outlay					
001-2110-402.52-08	Controllable	-	465	465	559
	Subtotal	-	465	465	559
Miscellaneous					
001-2110-402.61-01	Dues	3,455	3,455	3,145	3,145
001-2110-402.61-03	Employee Awards	950	800	755	672
001-2110-402.61-04	Other	800	800	46	176
	Subtotal	5,205	5,055	3,946	3,993
	Totals	406,704	402,014	394,349	509,329

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2111-402.11-01	Regular Salary/Wages	395,002	348,302	333,582	300,084
001-2111-402.11-02	Overtime	10,490	10,848	24,550	10,440
001-2111-402.11-03	Sick Pay	14,608	13,105	15,176	12,317
001-2111-402.11-04	Holiday Pay	24,002	21,067	18,895	16,665
001-2111-402.11-15	Vacation Pay	28,648	22,211	23,991	20,331
001-2111-402.11-16	Major Medical Pay	-	-	-	4,132
001-2111-402.11-17	Sick Pay Buy Back	3,797	2,453	3,542	2,144
001-2111-402.11-18	Vacation Pay Buy Back	-	-	-	-
001-2111-402.12-01	Regular Salary/Wages	16,800	16,800	16,287	11,696
001-2111-402.21-01	Group Insurance	90,218	101,951	71,792	83,479
001-2111-402.21-03	Board Paid Life Ins.	749	686	587	264
001-2111-402.21-04	Workers' Compensation	935	1,127	1,127	1,358
001-2111-402.22-01	Social Security	30,587	25,992	25,610	22,192
001-2111-402.22-02	Medicare	7,154	6,079	5,989	5,190
001-2111-402.22-03	Unemployment Compensatic	1,250	1,250	1,125	1,125
001-2111-402.23-01	IMRF	53,748	46,164	47,628	41,868
	Subtotals	677,988	618,035	589,881	533,285
Contractual Services					
001-2111-402.39-04	Travel	-	-	-	-
001-2111-402.39-05	Mileage Reimbursement	-	200	-	-
001-2111-402.39-07	Regist, Schools, Meetings	-	650	199	250
	Subtotals	-	850	199	250
Capital Outlay					
001-2111-402.52-04	Office Equipment	-	-	-	-
	Totals	677,988	618,885	590,080	533,535

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2112-402.11-01	Regular Salary/Wages	4,272,634	4,143,377	3,983,740	4,001,805
001-2112-402.11-02	Overtime	365,700	300,000	407,285	473,335
001-2112-402.11-03	Sick Pay	44,226	49,200	39,992	42,219
001-2112-402.11-04	Holiday Pay	73,000	73,300	70,927	67,232
001-2112-402.11-09	Special Job Assignment	24,300	24,300	17,487	51,382
001-2112-402.11-10	Court	30,000	30,000	30,279	27,596
001-2112-402.11-12	Comp Hours Buy Back	19,936	24,898	20,463	6,336
001-2112-402.11-13	Training	99,518	95,000	82,472	81,139
001-2112-402.11-15	Vacation Pay	531,249	530,750	502,362	507,132
001-2112-402.11-17	Sick Pay Buy Back	204,859	200,021	198,711	226,739
001-2112-402.11-18	Vacation Pay Buy Back	59,214	74,589	58,044	74,277
001-2112-402.11-19	Personal Day Pay	45,491	45,000	38,267	43,426
001-2112-402.21-01	Group Insurance	768,297	772,843	753,499	855,783
001-2112-402.21-03	Board Paid Life Ins.	4,760	4,644	4,202	2,223
001-2112-402.21-04	Workers' Compensation	214,900	258,916	258,916	305,214
001-2112-402.21-08	Group Health-Disability	75,718	75,718	75,718	75,718
001-2112-402.22-01	Social Security	-	-	1	1
001-2112-402.22-02	Medicare	84,075	82,873	74,195	74,779
001-2112-402.22-03	Unemployment Compensatic	8,875	8,875	8,625	8,250
001-2112-402.23-05	Police Pension	2,822,719	2,400,190	2,372,755	2,126,444
	Subtotals	9,749,471	9,194,494	8,997,940	9,051,030
Contractual Services					
001-2112-402.31-05	Other	4,040	11,578	12,016	1,862
001-2112-402.32-01	Medical	1,000	2,000	1,288	-
001-2112-402.34-05	Uniform Cleaning	6,500	6,500	6,225	6,575
001-2112-402.35-02	R&M-Machinery & Equip	40,350	43,825	50,025	38,446
001-2112-402.35-03	R&M-Office Furn & Equip	11,450	9,825	10,351	9,680
001-2112-402.35-04	Vehicles	4,000	5,545	6,950	5,267
001-2112-402.35-05	Other	-	-	-	-
001-2112-402.36-01	Fleet Maintenance	135,000	156,456	92,782	118,025
001-2112-402.36-03	Equipment & Vehicle	6,000	6,000	5,400	5,850
001-2112-402.38-01	MICA	124,302	149,761	149,761	176,340
001-2112-402.38-02	Deductible	-	-	-	-
001-2112-402.38-03	Employee Bonds	300	300	334	398
001-2112-402.39-01	Communications	86,399	79,365	75,208	60,803
001-2112-402.39-03	Printing & Binding	1,760	1,800	2,090	1,099
001-2112-402.39-07	Regist, Schools, Meetings	-	-	96	795
001-2112-402.39-08	Contracted Services	45,244	20,500	450	1,409
	Subtotals	466,345	493,455	412,976	426,549
Commodities					
001-2112-402.41-02	Office Supplies	-	450	249	-
001-2112-402.42-01	Natural Gas	30	30	-	-
001-2112-402.42-02	Electricity	700	700	643	604
001-2112-402.43-00	Food	200	200	72	-
001-2112-402.44-00	Books & Periodicals	1,800	1,880	1,735	1,452
001-2112-402.45-03	Equipment Consumable	46,823	45,345	42,209	16,967
001-2112-402.45-04	Equip Replacement Parts	-	-	-	-
001-2112-402.46-11	Other	9,131	15,073	14,136	13,614
001-2112-402.47-01	Clothing/Uniforms	49,202	56,352	56,095	49,729
001-2112-402.47-02	Safety Equipment	11,200	10,100	12,829	5,632
	Subtotals	119,086	130,130	127,968	87,998

**GENERAL FUND
POLICE DEPARTMENT**

PATROL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Capital Outlay					
001-2112-402.52-04	Office Equipment	-	-	-	-
001-2112-402.52-05	Machinery & Equipment	-	515	520	-
001-2112-402.52-06	Vehicles	-	-	-	-
001-2112-402.52-08	Controllables	4,900	10,295	10,173	6,898
	Subtotals	4,900	10,810	10,693	6,898
Miscellaneous					
001-2112-402.61-01	Dues	2,065	1,990	1,655	1,608
001-2112-402.61-04	Other	800	800	800	595
	Subtotals	2,865	2,790	2,455	2,203
Debt Service					
001-2112-402.72-00	Loan/Lease Payments	-	-	-	-
	Totals	10,342,667	9,831,679	9,552,032	9,574,678

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-2113-402.31-05	Prof Services - Other	-	-		
001-2113-402.35-05	Repair & Maint/Other	-	-		
001-2113-402.36-02	Rentals - Land & Building	8,250	12,167	12,050	7,775
001-2113-402.39-04	Travel	38,992	41,230	35,109	16,807
001-2113-402.39-05	Mileage Reimbursement	1,600	3,956	4,032	3,579
001-2113-402.39-07	Regist, Schools, Meetings	36,164	36,586	25,983	12,781
001-2113-402.39-08	Contracted Services	-	-	-	-
	Subtotals	85,006	93,939	77,174	40,942
Commodities					
001-2113-402.41-02	Office Supplies	-	-	-	-
001-2113-402.43-00	Food	1,650	1,600	1,106	972
001-2113-402.44-00	Books & Periodicals	600	580	222	218
001-2113-402.47-01	Clothing/Uniforms				
001-2113-402.47-02	Safety Equipment		-		
001-2113-402.47-03	Training Supplies	3,550	3,650	1,009	7,844
	Subtotals	5,800	5,830	2,337	9,034
Capital Outlay					
001-2113-402.52-04	Office Equipment	-	-	-	-
Miscellaneous					
001-2113-402.61-01	Dues	9,375	9,125	9,125	-
001-2113-402.61-03	Employee Awards	750	750	675	689
001-2113-402.61-04	Other	2,000	2,000	399	419
	Subtotals	12,125	11,875	10,199	1,108
	Totals	102,931	111,644	89,710	51,084

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
SCHOOL CROSSING GUARDS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2114-402.11-01	Regular Salary/Wages	-	-	-	15,664
001-2114-402.21-04	Workers' Compensation	-	-	-	6,732
001-2114-402.22-01	Social Security	-	-	-	971
001-2114-402.22-02	Medicare	-	-	-	227
	Subtotals	-	-	-	23,594
Contractual Services					
001-2114-402.32-01	Medical	-	-	-	-
001-2114-402.38-01	MICA	-	-	-	4,095
001-2114-402.38-02	Deductible	-	-	-	-
	Subtotals	-	-	-	4,095
Commodities					
001-2114-402.47-01	Clothing/Uniforms	-	-	-	-
001-2114-402.61-04	Miscellaneous/Other	-	-	-	320
	Totals	-	-	-	28,009

**GENERAL FUND
POLICE DEPARTMENT**

**POLICE DEPARTMENT
EVIDENCE TECH**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2115-402.11-01	Regular Salary/Wages	66,701	65,035	67,167	59,478
001-2115-402.11-02	Overtime	3,680	3,500	989	573
001-2115-402.11-03	Sick Pay	1,150	1,150	-	5,049
001-2115-402.11-04	Holiday Pay	2,387	2,415	2,152	1,767
001-2115-402.11-15	Vacation Pay	1,768	1,725	1,941	842
001-2115-402.11-16	Major Medical Pay	-	-	-	5,049
001-2115-402.21-01	Group Insurance	7,544	8,944	7,772	8,376
001-2115-402.21-03	Board Paid Life Ins.	136	68	106	33
001-2115-402.21-04	Workers' Compensation	2,419	2,915	2,915	3,512
001-2115-402.22-01	Social Security	4,693	4,583	4,228	4,279
001-2115-402.22-02	Medicare	1,097	1,072	991	1,001
001-2115-402.22-03	Unemployment Compensatic	250	250	250	250
001-2115-402.23-01	IMRF	8,537	8,397	8,198	8,321
	Subtotals	100,362	100,054	96,709	98,530
Commodities					
001-2115-402.41-02	Office Supplies	-	-	-	1,233
001-2115-402.45-03	Equipment Consumable	-	-	-	-
001-2115-402.46-11	Other	-	-	-	-
001-2115-402.46-13	Photo	-	-	-	(2)
	Subtotals	-	-	-	1,231
	Totals	100,362	100,054	96,709	99,761

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
HUMANE OFFICER**

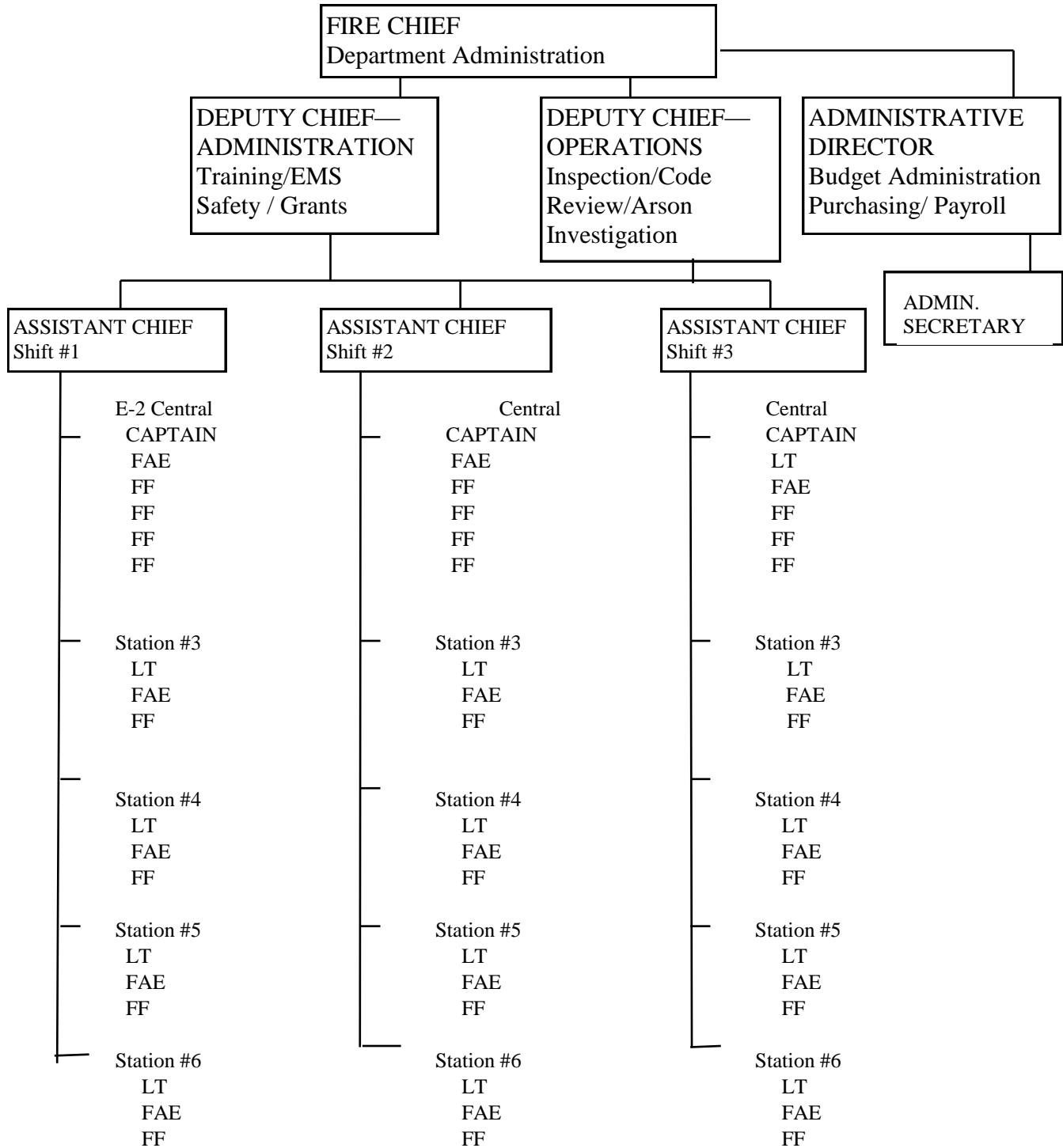
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2116-402.11-01	Regular Salary/Wages	36,378	35,321	35,697	34,973
001-2116-402.11-02	Overtime	16,413	15,972	12,388	9,961
001-2116-402.11-04	Holiday Pay	2,217	2,237	1,994	1,789
001-2116-402.11-15	Vacation Pay	4,106	3,995	3,671	3,780
001-2116-402.11-17	Sick Pay Buy Back	1,971	1,918	1,918	1,871
001-2116-402.21-01	Group Insurance	12,951	12,951	13,317	14,570
001-2116-402.21-03	Board Paid Life Ins.	68	68	62	33
001-2116-402.21-04	Workers' Compensation	1,106	1,332	1,332	1,605
001-2116-402.22-01	Social Security	3,787	3,685	3,144	2,949
001-2116-402.22-02	Medicare	886	864	735	690
001-2116-402.22-03	Unemployment Comp.	125	125	125	125
001-2116-402.23-01	IMRF	6,890	6,753	6,318	5,991
001-2116-402.24-03	CDL Reimbursements		-	-	-
	Subtotals	86,898	85,221	80,701	78,337
Contractual Services					
001-2116-402.35-02	R&M-Machinery & Equip	-	350	-	-
001-2116-402.36-01	Fleet Maintenance	6,400	6,455	5,722	5,184
001-2116-402.38-01	MICA	3,645	4,392	4,392	5,291
001-2116-402.39-01	Communications	800	400	657	428
001-2116-402.39-03	Printing & Binding	-	125	-	-
001-2116-402.39-04	Travel	600	600	-	454
001-2116-402.39-05	Mileage Reimbursement	150	150	-	-
001-2116-402.39-07	Regist, Schools, Meetings	500	500	-	375
001-2116-402.39-08	Contracted Services	141,825	119,125	117,583	34,359
	Subtotals	153,920	132,097	128,354	46,091
Commodities					
001-2116-402.45-03	Equipment Consumable	450	450	384	385
001-2116-402.46-11	Other	100	100	49	-
001-2116-402.47-01	Clothing/Uniforms	500	500	625	341
	Subtotals	1,050	1,050	1,058	726
Miscellaneous					
001-2116-402.61-01	Dues	40	50	50	35
	Totals	241,908	218,418	210,163	125,189

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
AUXILLARY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2117-402.11-01	Regular Salary/Wages	8,000	6,500	6,000	6,500
001-2117-402.21-04	Workers' Compensation	955	1,150	1,150	1,386
001-2117-402.22-01	Social Security	403	403	372	403
001-2117-402.22-02	Medicare	100	94	87	94
	Totals	9,458	8,147	7,609	8,383

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

GOALS/OBJECTIVES

- Maintain a level of service that maximizes every available dollar to ensure the best possible fire protection for the citizens of Quincy.
- This year's budget for the fire department is based upon maintaining a manning level of 60 sworn officers and 2 civilian support staff. The budget will support operations that maintain 5 stations, 7 pumpers, 1 heavy rescue unit and 1 aerial platform unit. Additionally, there is a variety of vehicles that are maintained to support special operations of the department.
- To replace positions vacated due to retirement with individuals on the current fire department hiring list
- Work toward implementation of a tracking program to monitor required compliance on fire suppression and fire monitoring systems. This program would utilize a third party vendor.

PAST FISCAL YEAR HIGHLIGHTS

- Re-opened Station #6, located at 24th and Cedar, in July of the year
- Implemented a program that installed mobile data terminals on all front line apparatus and utilized the Firehouse Mobile Response software program.
- Entered into an agreement with the Tri-Township Fire Department for automatic mutual aid. This agreement allowed for one Quincy unit to respond into their district and one Tri-Township unit to respond into Engine 3's district for all reported structure fires in those areas.

BUDGET SUMMARY

The proposed budget accounts for increases as directed by Administration for non-union personnel at 2-1/2% and for union personnel at 2%. The budget also includes the required increases needed to meet the increased pension obligations for the year.

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

The department has applied for an Assistance to Firefighters Grant in the hopes of securing 90% of the costs necessary to replace the current fleet of Self-Contained Breathing Apparatus (SCBA). If awarded, the department would be required to provide 10% in matching funds for the grant (\$29,000). The budget reflects the inclusion of those dollars.

There is an increase in the fleet maintenance dollars in this year's budget as Engine #6 is in need of a new water tank and has some rust issues that need to be addressed. These costs are estimated to be about \$15,000.

(summary continued on next page)

The City's Capital budget includes monies dedicated toward the County-wide upgrading of the emergency services radio infrastructure. Quincy Fire is working with Quincy Police in the process to ensure that the proposed system will meet the needs of both departments. Adams County Emergency Management is taking the lead on the project with 1/3 of the funding being provided by the City of Quincy.

The department is planning on replacing our travel vehicle, a 2007 Ford Taurus. There are currently some dollars in the vehicle replacement fund for this purchase. The department hopes to utilize donations from Foreign Fire Tax to provide any funding needed above current dollars on hand and the monies collected from the sale and/or trade of the current vehicle.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	4,930,668	4.96%	4,697,598	4,607,202	4,430,658
Benefits	4,307,872	7.40%	4,010,886	3,964,599	3,932,294
Contractual Services	292,278	-4.11%	304,816	264,473	273,650
Commodities	152,228	-3.55%	157,839	159,560	132,158
Capital Outlay	62,752	17.98%	53,189	26,388	45,425
Miscellaneous	11,589	37.90%	8,404	7,449	6,665
Totals	9,757,387	5.68%	9,232,732	9,029,671	8,820,850

Totals by Division

2210 Administration	277,429	0.46%	276,166	271,643	283,522
2211 Civilian	132,053	1.90%	129,589	129,410	132,150
2212 Firefighters	9,117,455	5.98%	8,602,825	8,438,953	8,227,297
2213 Prevention	19,215	21.21%	15,852	10,702	10,213
2214 Training	158,035	12.99%	139,862	132,244	126,641
2215 Stations	53,200	-22.27%	68,438	46,719	41,027
Totals	9,757,387	5.68%	9,232,732	9,029,671	8,820,850

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	62	62	60.3	62

This budget proposed staffing would be as follows:

- Chief – 1
- Deputy Chief – 2
- Assistant Chief – 3
- Captain – 3
- Lieutenant – 9
- Floating Lieutenant - 3
- Firefighter – 39
- Administrative Director (civilian) – 1
- Administrative Secretary (civilian) – 1

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Wages					
001-2210-402.11-01	Regular Salary/Wages	159,533	154,903	151,616	144,407
001-2210-402.11-03	Sick Pay	-	-	-	-
001-2210-402.11-04	Holiday Pay	8,870	8,607	8,619	8,390
001-2210-402.11-15	Vacation Pay	18,449	17,904	17,735	17,791
001-2210-402.11-17	Sick Pay Buy Back	12,461	12,092	12,461	12,092
001-2210-402.11-19	Personal Day Pay	-	-	497	3,767
001-2210-402.21-01	Group Insurance	24,532	24,531	25,228	27,617
001-2210-402.21-02	Retirees Insurance	-	-	-	-
001-2210-402.21-03	Board Paid Life Ins.	136	138	123	66
001-2210-402.21-04	Workers' Compensation	11,201	13,495	13,495	16,259
001-2210-402.22-02	Medicare	2,890	2,806	2,589	2,528
001-2210-402.22-03	Unemployment Comp.	250	250	250	250
	Subtotals	238,322	234,726	232,613	233,167
Contractual Services					
001-2210-402.31-05	Other	-	-	-	-
001-2210-402.35-02	R&M-Machinery & Equip	270	270	421	293
001-2210-402.35-03	R&M-Office Furn & Equip	1,200	1,200	1,079	1,001
001-2210-402.38-01	MICA	12,342	14,870	14,870	17,916
001-2210-402.38-02	Deductible	-	-	-	-
001-2210-402.39-01	Communications	5,716	5,716	7,252	3,522
001-2210-402.39-02	Advertising & Publishing	500	500	340	40
001-2210-402.39-03	Printing & Binding	500	500	175	116
001-2210-402.39-04	Travel	1,250	1,250	282	137
001-2210-402.39-05	Mileage Reimbursement	150	150	-	-
001-2210-402.39-07	Regist, Schools, Meetings	1,000	1,000	200	290
001-2210-402.39-08	Contracted Services	-	-	(124)	91
	Subtotals	22,928	25,456	24,495	23,406
Commodities					
001-2210-402.41-01	Postage	350	350	153	196
001-2210-402.41-02	Office Supplies	3,200	3,200	2,811	3,335
001-2210-402.46-11	Other	7,700	9,205	9,115	1,210
001-2210-402.47-01	Clothing/Uniforms	-	1,500	261	541
	Subtotals	11,250	14,255	12,340	5,282
Capital Outlay					
001-2210-402.52-04	Office Equipment	-	-	-	19,253
001-2210-402.52-08	Controllable	3,200	-	726	726
	Subtotals	3,200	-	726	19,979
Miscellaneous					
001-2210-402.61-01	Dues	979	979	1,002	1,188
001-2210-402.61-04	Other	750	750	467	500
	Subtotals	1,729	1,729	1,469	1,688
	Totals	277,429	276,166	271,643	283,522

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMIN-CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2211-402.11-01	Regular Salary/Wages	79,160	77,337	76,486	75,115
001-2211-402.11-02	Overtime	-	-	-	-
001-2211-402.11-03	Sick Pay	3,647	3,561	4,418	3,585
001-2211-402.11-04	Holiday Pay	4,952	4,838	4,465	4,370
001-2211-402.11-15	Vacation Pay	7,611	7,438	7,263	7,831
001-2211-402.21-01	Group Insurance	17,889	17,888	18,523	23,287
001-2211-402.21-03	Board Paid Life Ins.	136	138	123	66
001-2211-402.21-04	Workers' Compensation	354	427	427	514
001-2211-402.22-01	Social Security	5,913	5,777	5,627	5,459
001-2211-402.22-02	Medicare	1,383	1,351	1,316	1,277
001-2211-402.22-03	Unemployment Comp.	250	250	250	250
001-2211-402.23-01	IMRF	10,758	10,584	10,512	10,396
	Subtotals	132,053	129,589	129,410	132,150
Contractual Services					
001-2211-402.39-04	Travel	-	-	-	-
	Totals	132,053	129,589	129,410	132,150

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2212-402.11-01	Regular Salary/Wages	3,161,435	3,024,957	2,975,799	2,925,500
001-2212-402.11-02	Overtime	178,581	170,000	161,293	84,972
001-2212-402.11-03	Sick Pay	30,877	31,459	42,907	23,085
001-2212-402.11-04	Holiday Pay	131,805	128,921	127,573	125,039
001-2212-402.11-06	Educational Incentive	118,335	115,655	114,975	109,928
001-2212-402.11-07	Call-in	17,516	16,000	14,500	6,440
001-2212-402.11-08	Acting Officers	12,088	12,897	16,387	10,249
001-2212-402.11-12	Comp Hours	75,891	71,257	51,436	41,365
001-2212-402.11-15	Vacation Pay	332,133	315,621	306,852	310,781
001-2212-402.11-17	Sick Pay Buy Back	240,953	206,627	165,590	168,100
001-2212-402.11-18	Vacation Pay Buy Back	24,416	22,775	5,576	11,757
001-2212-402.11-19	Personal Day Pay	-	-	10,793	57,809
001-2212-402.11-20	Personal Day Pay Buy Back	-	-	-	925
001-2212-402.11-21	Kelly Days	216,631	202,911	238,526	188,615
001-2212-402.21-01	Group Insurance	708,597	711,555	709,232	776,774
001-2212-402.21-02	Fire Retiree's Free Ins.	-	-	-	-
001-2212-402.21-03	Board Paid Life Ins.	3,883	3,846	3,477	1,840
001-2212-402.21-04	Workers' Compensation	252,582	304,316	304,316	351,634
001-2212-402.21-08	Group Health-Disability	55,110	55,110	55,099	55,099
001-2212-402.22-02	Medicare	61,417	62,685	57,497	55,336
001-2212-402.22-03	Unemployment Comp.	7,500	7,500	7,125	7,000
001-2212-402.23-06	Firefighter's Pension	3,116,182	2,756,387	2,717,262	2,569,115
001-2212-402.24-01	Tuition	5,000	9,000	8,978	1,781
	Subtotal	8,750,932	8,229,479	8,095,193	7,883,144
Contractual Services					
001-2212-402.32-01	Medical	2,000	4,547	-	-
001-2212-402.34-05	Uniform Cleaning	9,000	11,000	9,389	10,022
001-2212-402.35-02	R&M-Machinery & Equip	29,000	31,250	21,745	14,476
001-2212-402.35-04	Vehicles	-	-	-	-
001-2212-402.35-05	R&M-Other	1,100	500	1,657	466
001-2212-402.36-01	Fleet Maintenance	50,010	45,000	47,446	44,388
001-2212-402.36-05	Vehicle Replacement	6,936	-	-	-
001-2212-402.38-01	MICA	106,574	128,403	128,403	154,703
001-2212-402.38-02	Deductible	-	-	-	-
001-2212-402.39-01	Communications	2,160	2,160	1,170	1,528
001-2212-402.39-07	Regist, School, Meetings	-	-	-	-
001-2212-402.39-08	Contracted Services	1,460	1,460	1,988	820
	Subtotal	208,240	224,320	211,798	226,403
Commodities					
001-2212-402.45-02	Custodial Supplies	3,536	3,536	4,062	4,271
001-2212-402.45-03	Equipment Consumable	6,116	6,027	6,088	11,780
001-2212-402.45-04	Equip Replacement Parts	1,850	1,850	882	136
001-2212-402.45-05	Small Tools/Small Equip.	100	100	-	556
001-2212-402.45-06	Maint Supplies-Vehicle	1,350	1,350	1,377	313
001-2212-402.46-11	Operational Supp- Other	17,831	17,581	22,475	11,110
001-2212-402.46-12	Gasoline/Diesel	25,000	25,898	21,120	21,646
001-2212-402.47-01	Clothing/Uniforms	42,258	39,085	45,028	33,973
001-2212-402.47-02	Safety Equipment	6,790	6,510	5,638	8,519
	Subtotal	104,831	101,937	106,670	92,304

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Capital Outlay					
001-2212-402.52-05	Machinery & Equipment	29,000	27,000	-	-
001-2212-402.52-06	Vehicles			11,982	
001-2212-402.52-07	Furniture & Fixtures				
001-2212-402.52-08	Controllable	24,452	20,089	13,310	25,446
	Subtotal	53,452	47,089	25,292	25,446
Debt Service					
001-2212-402.72-00	Loan/Lease Payments	-	-	-	-
	Totals	9,117,455	8,602,825	8,438,953	8,227,297

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE PREVENTION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-2213-402.35-02	Machinery & Equipment	-	-		
001-2213-402.38-01	MICA	1,575	1,897	1,897	2,285
001-2213-402.38-02	Deductible	-	-	-	-
001-2213-402.39-01	Communications	-	-	-	-
001-2213-402.39-04	Travel	1,900	1,900	819	466
001-2213-402.39-07	Regist, Schools, Meetings	3,200	3,200	845	1,135
	Subtotals	6,675	6,997	3,561	3,886
Commodities					
001-2213-402.44-00	Books & Periodicals	2,055	2,055	1,346	1,305
001-2213-402.46-11	Other	2,500	2,000	704	845
	Subtotals	4,555	4,055	2,050	2,150
Capital Outlay					
001-2213-402.52-08	Controllable	-	-	-	-
Miscellaneous					
001-2213-402.61-01	Dues	1,230	1,230	1,659	1,419
001-2213-402.61-04	Other	6,755	3,570	3,432	2,758
	Subtotals	7,985	4,800	5,091	4,177
	Totals	19,215	15,852	10,702	10,213

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
TRAINING**

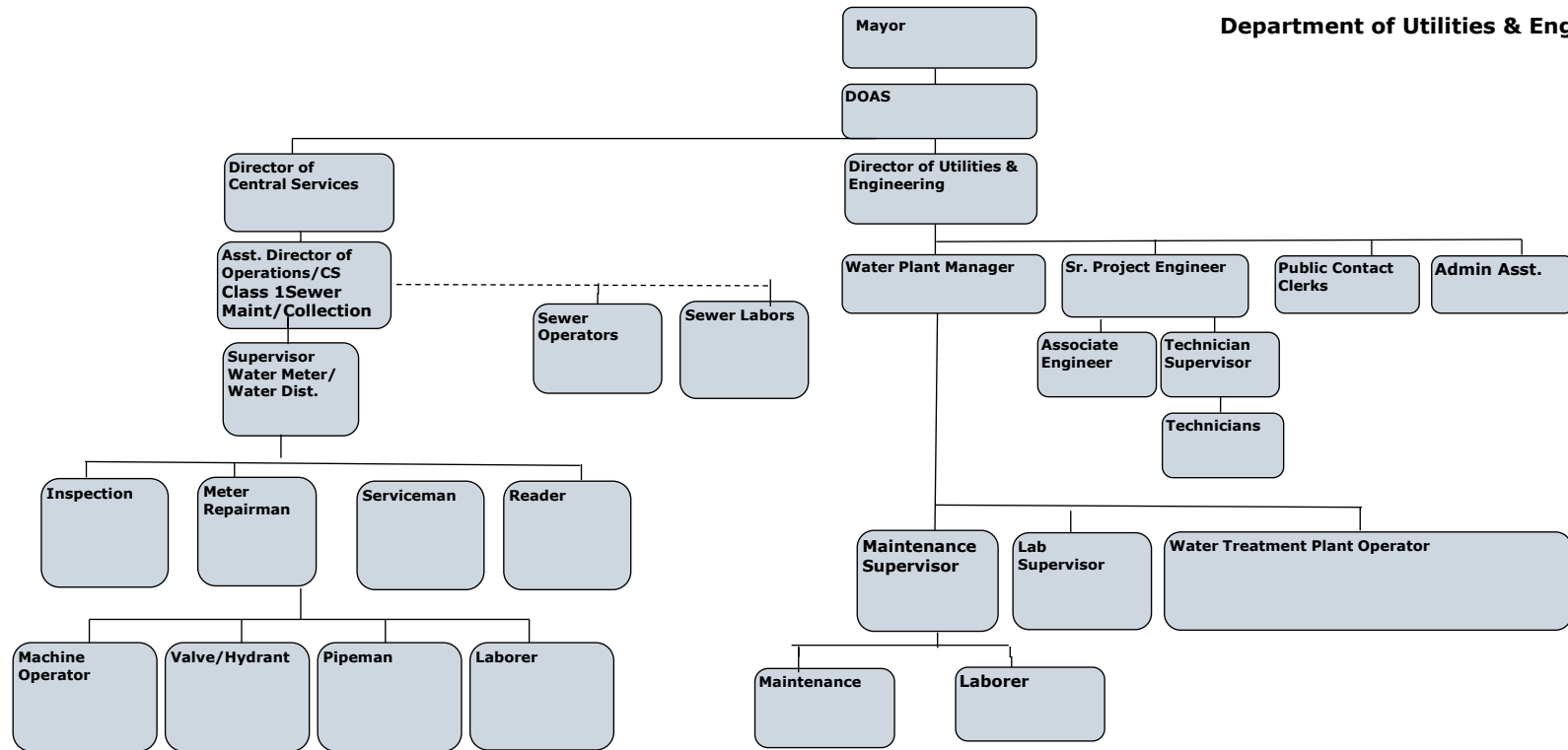
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-2214-402.11-01	Regular Salary/Wages	78,224	75,156	72,295	71,458
001-2214-402.11-04	Holiday Pay	4,233	4,129	4,121	4,002
001-2214-402.11-12	Comp Hours buyback	-	-	-	-
001-2214-402.11-15	Vacation Pay	6,772	6,607	9,073	5,566
001-2214-402.11-16	Major Medical Pay	-	-	-	-
001-2214-402.11-17	Sick Pay Buy Back	6,095	5,946	5,946	5,801
001-2214-402.11-19	Personal Day Pay	-	-	-	1,918
001-2214-402.21-01	Group Insurance	15,587	15,587	16,037	17,524
001-2214-402.21-03	Board Paid Life Ins.	68	68	62	33
001-2214-402.21-04	Workers' Compensation	4,764	5,740	5,740	6,916
001-2214-402.22-02	Medicare	1,365	1,332	1,186	1,148
001-2214-402.22-03	Unemployment Comp.	125	125	125	125
	Subtotal	117,233	114,690	114,585	114,491
Contractual Services					
001-2214-402.31-03	Instructional	1,200	1,200	1,200	525
001-2214-402.39-01	Communications	625	625	144	(6)
001-2214-402.39-04	Travel	20,610	6,610	3,775	3,010
001-2214-402.39-05	Mileage Reimbursement	550	550	-	-
001-2214-402.39-07	Regist, Schools, Meetings	14,650	8,720	3,772	3,752
001-2214-402.39-08	Contracted Services	-	300	-	-
	Subtotal	37,635	18,005	8,891	7,281
Commodities					
001-2214-402.44-00	Books & Periodicals	945	4,945	4,853	435
001-2214-402.45-03	Equipment Consumable	500	500	-	-
001-2214-402.46-11	Operational Supplies/Other	547	547	3,456	3,884
001-2214-402.47-03	Training Supplies	-	-	-	-
	Subtotal	1,992	5,992	8,309	4,319
Capital Outlay					
001-2214-402.52-08	Controllable	-	-	-	-
Miscellaneous					
001-2214-402.61-01	Dues	625	625	219	469
001-2214-402.61-04	Other	550	550	240	81
	Subtotal	1,175	1,175	459	550
	Totals	158,035	139,862	132,244	126,641

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE STATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-2215-402.35-01	Repair & Maint - Buildings	16,300	29,538	15,728	12,674
001-2215-402.35-05	Repair & Maint - Other	500	500	-	-
	Subtotals	16,800	30,038	15,728	12,674
Commodities					
001-2215-402.42-01	Natural Gas	13,600	15,600	7,177	8,493
001-2215-402.42-02	Electricity	13,000	13,000	19,779	17,370
001-2215-402.45-01	Building Supplies	3,000	3,000	3,235	2,240
001-2215-402.45-02	Custodial Supplies			-	
	Subtotals	29,600	31,600	30,191	28,103
Capital Outlay					
001-2215-402.52-02	Buildings	-	-	-	-
001-2215-402.52-07	Furniture & Fixtures	-	-	-	-
001-2215-402.52-08	Controllable	6,100	6,100	370	-
	Subtotals	6,100	6,100	370	-
Miscellaneous					
001-2215-402.61-04	Other	700	700	430	250
	Totals	53,200	68,438	46,719	41,027

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:

- Work with the IT Department to update & improve utility infrastructure mapping through GIS
- Implement pavement management program for City streets
- Increase productivity of engineering department with respect to preparation of construction documents for public improvements

PAST FISCAL YEAR ACCOMPLISHMENTS

In the previous fiscal year, the Engineering Department:

- Designed and managed the rehabilitation of local streets totaling over \$1.8 million in construction, saving the city approximately \$150k compared to hiring a consulting engineer
- Designed various improvement projects for the City's water & sewer infrastructure totaling over \$1 million in construction, saving the city approximately \$100k compared to hiring a consulting engineer
- Implemented operating procedures at Landfill #4 to reduce future operating and remediation costs

BUDGET SUMMARY

The proposed budget is down \$46,322 which represents a 3.56 percent decrease from the previous year budget. The budget decrease is possible largely due to a reduction in employee wages and benefits as a result of the retirement of long-tenured employee and the sharing of the Engineering Technicians with the Central Services department outside of the construction season. The only major increase in expenditures is a proposed increase in consulting engineering services to support the five-year capital plan. Use of a consulting engineer is required to prepare the topographic surveys that the Engineering Department requires to design street improvements.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	335,673	-15.23%	395,985	376,247	295,452
Benefits	152,361	-16.64%	182,772	171,152	158,836
Contractual Services	319,133	4.86%	304,329	247,406	212,352
Commodities	404,250	-1.17%	409,018	407,860	369,702
Capital Outlay	36,000	5042.86%	700	699	-
Miscellaneous	1,700	-35.48%	2,635	4,474	4,740
Debt Services	7,514	0.00%	7,514	8,765	7,513
Totals	1,256,631	-3.56%	1,302,953	1,216,603	1,048,595

Totals by Division

3712 Engineering	636,996	-8.99%	699,938	613,713	496,114
3714 Amtrak	15,439	20.49%	12,814	11,321	10,614
3716 Landfill	215,996	6.66%	202,501	202,205	182,914
3717 Parking Lot Maint	9,200	5.75%	8,700	8,387	8,323
3718 Street Lights	379,000	0.00%	379,000	380,977	350,660
Totals	1,256,631	-3.56%	1,302,953	1,216,603	1,048,625

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	5.30	6.00	5.50	5.25

The proposed budget includes the following Engineering Department staff:

Position	Full Time Equivalents (FTE)
Director of Utilities & Engineering	0.25
Project Engineer	1.00
Associate Engineer	1.00
Engineering Technicians	.80
Environmental Coordinator	1.00
Traffic Signal Coordinator	1.00
Administrative assistant	0.25
Total	5.30

**GENERAL FUND
ENGINEERING**

**ENGINEERING
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-3712-404.11-01	Regular Salary/Wages	289,312	321,151	307,303	239,017
001-3712-404.11-02	Overtime	3,532	6,090	6,066	5,168
001-3712-404.11-03	Sick Pay	4,883	6,600	4,791	3,860
001-3712-404.11-04	Holiday Pay	16,942	19,863	17,408	11,927
001-3712-404.11-15	Vacation Pay	15,146	21,268	16,906	17,366
001-3712-404.11-16	Major Medical Pay			1,560	
001-3712-404.11-17	Sick Pay Buy Back	5,858	14,890	15,595	11,848
001-3712-404.11-18	Vacation Pay Buy Back	-	6,123	6,618	6,266
001-3712-404.21-01	Group Insurance	63,729	78,313	74,534	70,843
001-3712-404.21-03	Board Paid Life Ins.	361	412	381	171
001-3712-404.21-04	Workers' Compensation	22,325	28,097	26,897	32,406
001-3712-404.22-01	Social Security	20,812	24,526	20,934	16,949
001-3712-404.22-02	Medicare	6,568	5,736	4,896	3,964
001-3712-404.22-03	Unemployment Comp.	750	750	825	688
001-3712-404.23-01	IMRF	37,816	44,938	42,685	33,815
001-3712-404.24-03	CDL Reimbursements	-	-	-	30
	Subtotals	488,034	578,757	547,399	454,318
Contractual Services					
001-3712-404.31-02	Contracted Legal	1,500	1,500	-	-
001-3712-404.31-04	Engineering/Architectural	100,000	73,800	19,109	1,587
001-3712-404.31-05	Professional Servs-Other	-	500	-	-
001-3712-404.35-02	R&M-Machinery & Equip	10,000	9,900	11,799	2,194
001-3712-404.35-06	Repair & Maint - Infrastructu	-	-	-	1,597
001-3712-404.36-01	Fleet Maintenance	6,000	4,400	4,808	5,518
001-3712-404.36-03	Equipment	2,500	2,300	2,335	2,111
001-3712-404.38-01	MICA	14,812	17,846	17,846	21,501
001-3712-404.39-01	Communications	3,000	2,500	2,622	2,114
001-3712-404.39-03	Printing & Binding			32	
001-3712-404.39-02	Advertising/Publishing	2,500	1,500	1,742	1,601
001-3712-404.39-04	Travel	1,000	1,000	644	-
001-3712-404.39-05	Mileage Reimbursement	1,000	250	139	-
001-3712-404.39-07	Regist, Schools, Meetings	2,000	500	613	-
	Subtotals	144,312	115,996	61,689	38,223
Commodities					
001-3712-404.41-01	Postage	400	400	244	173
001-3712-404.41-02	Office Supplies	1,250	1,400	1,305	1,051
001-3712-404.44-00	Books & Periodicals	250	250	160	160
001-3712-404.45-03	Equipment Consumable	100	100	60	-
001-3712-404.45-04	Equip Replacement Parts	100	100	270	30
001-3712-404.45-05	Small Tools/small Equip.	1,500	1,100	972	681
001-3712-404.46-08	Paint	300	300	-	-
001-3712-404.46-11	Operational Supplies-Other	250	100	195	80
	Subtotals	4,150	3,750	3,206	2,175
Miscellaneous					
001-3712-404.61-01	Dues	500	100	-	97
001-3712-404.61-04	Other	-	1,335	1,419	1,301
	Totals	636,996	699,938	613,713	496,114

**GENERAL FUND
ENGINEERING**

AMTRAK STATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-3714-403.33-01	Water/Sewerage	75	150	40	27
001-3714-403.34-04	Lawn Care	2,500	-	-	-
001-3714-403.35-01	Repair & Maint - Buildings	2,250	1,050	142	94
001-3714-403.35-05	Repair & Maint - Other	-	-	-	170
001-3714-403.36-02	Land & Building	-	-	(626)	-
	Subtotal	4,825	1,200	(444)	291
Commodities					
001-3714-403.42-02	Electricity	3,000	4,000	2,984	2,720
001-3714-403.45-01	Building Supplies	-	-	-	90
001-3714-403.45-02	Custodial Supplies	100	-	16	-
001-3714-403.45-03	Equipment Consumable	-	100	-	-
001-3714-403.46-11	Other	-	-	-	-
	Subtotal	3,100	4,100	3,000	2,810
Miscellaneous					
001-3714-403.61-04	Miscellaneous Other	-	-	-	-
Debt Service					
001-3714-409-72-00	Loan/Lease Payments	7,514	7,514	8,765	7,513
	Totals	15,439	12,814	11,321	10,614

**GENERAL FUND
ENGINEERING**

LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
001-3716-405.11-01	Regular Salary/Wages	-	-	-	-
001-3716-405.11-04	Holiday Pay	-	-	-	-
001-3716-405.11-15	Vacation Pay	-	-	-	-
001-3716-405.11-17	Sick Pay Buy Back	-	-	-	-
001-3716-405.11-18	Vacation Pay Buy Back	-	-	-	-
001-3716-405.21-01	Group Insurance	-	-	-	-
001-3716-405.21-03	Board Paid Life Ins.	-	-	-	-
001-3716-405.21-04	Workers' Compensation	-	-	-	-
001-3716-405.22-01	Social Security	-	-	-	-
001-3716-405.22-02	Medicare	-	-	-	-
001-3716-405.22-03	Unemployment Comp.	-	-	-	-
001-3716-405.23-01	IMRF	-	-	-	-
	Subtotal	-	-	-	-
Contractual Services					
001-3716-405.31-02	Contracted Legal		-	-	-
001-3716-405.31-05	Prof Services - Other	140,000	123,800	122,696	127,470
001-3716-405.33-01	Utilities-Water/Sewer	500	350	404	418
001-3716-405.35-01	Repair & Maint - Buildings	250	250	610	16
001-3716-405.35-02	R&M - Mach & Equip	-	30,000	30,697	10,379
001-3716-405.35-05	Repair & Maint - Other	-	250	-	37
001-3716-405.36-01	Fleet Maintenance	-	250	92	-
001-3716-405.38-01	MICA	17,846	21,501	21,501	25,905
001-3716-405.38-02	Deductible	-	-	-	-
001-3716-405.39-01	Communications	500	631	542	387
001-3716-405.39-02	Advertising/Publishing	400	400	370	639
001-3716-405.39-04	Travel	200	951	1,507	556
001-3716-405.39-07	Regist, Schools, Meetings	100	550	550	550
001-3716-405.39-08	Contracted Services	8,000	6,000	6,270	4,972
	Subtotal	167,796	184,933	185,239	171,329
Commodities					
001-3716-405.41-01	Postage	100	100	98	79
001-3716-405.42-01	Natural Gas	1,800	1,200	1,899	1,391
001-3716-405.42-02	Electricity	5,000	5,768	3,888	4,945
001-3716-405.42-03	Bottled Gas	-	100	-	-
001-3716-405.45-01	Building Supplies	100	100	147	80
001-3716-405.45-02	Custodial Supplies	1,000	5,250	6,297	16
001-3716-405.45-03	Equipment Consumable	-	-	11	22
001-3716-405.45-04	Equip Replacement Parts	2,000	2,000	414	1,083
001-3716-405.45-05	Small Tools/Small Equip.	1,000	1,000	458	508
001-3716-405.46-08	Paint	-	-	-	-
001-3716-405.46-11	Other	-	150	-	119
	Subtotal	11,000	15,668	13,212	8,243
Capital					
001-3716-405.52-03	Improv Other Than Build	26,000	700	-	-
001-3716-405.52-05	Machinery	10,000	-	-	-
001-3716-405.52-08	Controllable	-	-	699	-
	Subtotal	36,000	700	699	-
Miscellaneous					
001-3716-405.61-04	Other	1,200	1,200	3,055	3,342
	Totals	215,996	202,501	202,205	182,914

**GENERAL FUND
ENGINEERING**

PARKING LOT MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-3717-403.33-01	Water/Sewerage	200	200	177	206
001-3717-403.35-06	Repair & Maint-Infrastruct	500	500	-	484
	Subtotals	700	700	177	690
Commodities					
001-3717-403.42-02	Electricity	8,500	8,000	8,210	7,633
001-3717-403.45-03	Equipment Consumable	-	-	-	-
	Subtotals	8,500	8,000	8,210	7,633
	Totals	9,200	8,700	8,387	8,323

**GENERAL FUND
ENGINEERING**

STREET LIGHTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
001-3718-403.35-06	Repair & Maint-Infrastruct	1,500	1,500	745	1,819
Commodities					
001-3718-403.42-02	Electricity	375,000	375,000	377,766	348,236
001-3718-403.46-11	Other	2,500	2,500	2,466	605
	Subtotal	377,500	377,500	380,232	348,841
Miscellaneous					
001-3718-403.61-04	Other	-	-	-	-
	Totals	379,000	379,000	380,977	350,660

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 current reserve balance is \$3.3 million which represents just under 10% of the FY 2018 General Fund expenditures.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
011-0000-331.01-01	Interest Income	10,000	10,032	12,457	6,586
011-0000-391.01-00	Transfers from Bank 01	-	1,058,000	1,058,000	677,000
	Totals	10,000	1,068,032	1,070,457	683,586
Expenses					
Inter-Fund Transfers					
011-1301-491.62-00	Non-Departmental Transfer	-	-	-	-
011-1301-491.62-01	General Fund	-	-	-	-
011-1301-491.62-19	Hydro Bond pymt fund 413	-	-	-	-
011-1801-491-62-31	Central Garage Fund	-	-	-	-
011-1801-491-62-32	Central Services Fund	-	-	-	-
	Totals	-	-	-	-

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

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

	Planning & Devlpmnt 201	9-1-1 202	Housing Resource 203	9-1-1 Surcharge 204	Franchise Fee "Green" 205	Motor Fuel Tax 210
Beginning Balance, May 1	75,000	100	69,000	700,000	117,000	2,240,000
REVENUES						
Taxes	-	-	-	552,000	421,667	1,020,000
Licenses & Permits	-	-	-	-	-	-
Charges for Services	307,200	-	10,000	-	-	-
Rent & Other Income	24,200	-	-	-	-	-
Interest Income	25	-	250	3,600	700	10,000
Debt Proceeds	-	-	-	-	-	-
Grants	30,000	543,000	-	-	-	-
Transfers In	511,546	814,500	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	872,971	1,357,500	10,250	555,600	422,367	1,030,000
Total Funds Available	947,971	1,357,600	79,250	1,255,600	539,367	3,270,000
EXPENDITURES						
Salaries & Benefits	659,764	1,256,629	-	104,650	-	-
Contracted Services	234,575	72,336	54,743	149,400	-	20,000
Commodities	5,555	24,991	-	-	-	208,500
Capital Outlay	2,185	-	-	1,000,549	-	2,291,048
Miscellaneous	44,118	460	1,200	-	-	-
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	421,667	-
TOTAL EXPENDITURES	946,197	1,354,416	55,943	1,254,599	421,667	2,519,548
Ending Balance, April 30	\$ 1,774	\$ 3,184	\$ 23,307	\$ 1,001	\$ 117,700	\$ 750,452

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

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

	Traffic Signal 211	Town Road Tax 212	Police Grants 240	Police Donations 241	State Forfeiture 242	Federal Forfeiture 243
Beginning Balance, May 1	77,350	84,000	13,000	20,000	29,500	16,000
REVENUES						
Taxes	-	3,600	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	-	-	-	-	1,500	-
Rent & Other Income	2,500	-	-	10,000	-	-
Interest Income	100	300	100	200	200	100
Debt Proceeds	-	-	-	-	-	-
Grants	15,000	-	10,000	-	6,000	5,000
Transfers In	-	-	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	17,600	3,900	10,100	10,200	7,700	5,100
Total Funds Available	94,950	87,900	23,100	30,200	37,200	21,100
EXPENDITURES						
Salaries & Benefits	-	-	-	-	-	-
Contracted Services	32,100	-	-	5,000	-	-
Commodities	5,550	-	13,000	25,000	-	-
Capital Outlay	-	83,900	-	-	26,000	5,000
Miscellaneous	727	-	-	-	3,000	3,000
Debt Service	-	-	-	-	-	-
Transfers	-	-	10,000	-	-	-
TOTAL EXPENDITURES	38,377	83,900	23,000	30,000	29,000	8,000
Ending Cash Balance	\$ 56,573	\$ 4,000	\$ 100	\$ 200	\$ 8,200	\$ 13,100

CITY OF QUINCY
SPECIAL REVENUE FUNDS

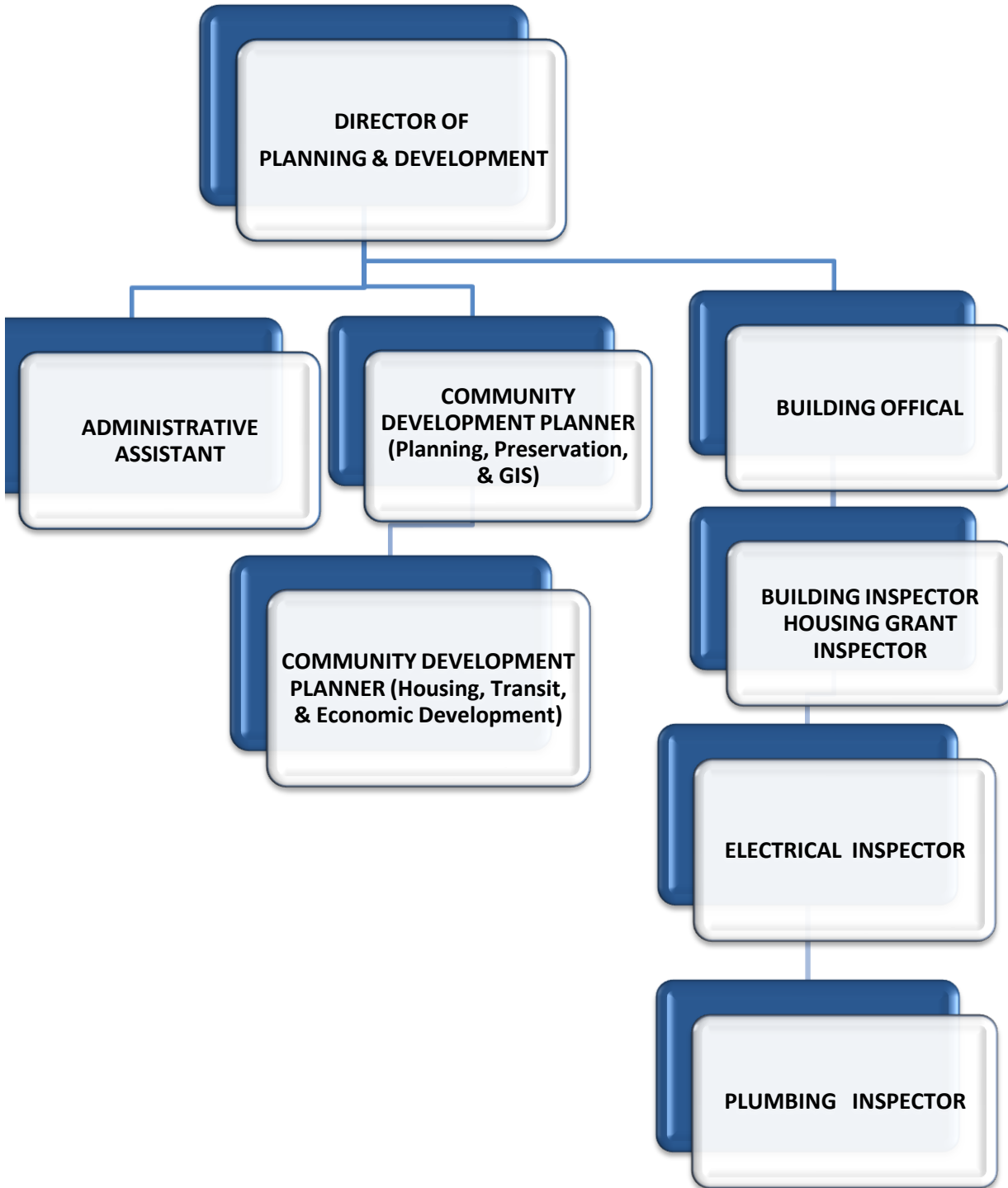
Revenue/Expenditures & Change in Fund Balance
Summary

	Crime Lab 244	Fire Educ. & Apparatus 245	Fire Donations 246	Fire Grant 247	Police DUI 249	Transit Lines 250
Beginning Balance, May 1	30,000	7,800	10,000	89	128,000	100
REVENUES						
Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	18,500	-	-	-	-	79,000
Rent & Other Income	-	-	1,200	-	-	5,025
Interest Income	100	-	-	-	500	1,200
Debt Proceeds	-	-	-	-	-	-
Grants	-	500	-	294,342	35,000	3,645,959
Transfers In	-	-	-	-	-	271,512
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	18,600	500	1,200	294,342	35,500	4,002,696
Total Funds Available	48,600	8,300	11,200	294,431	163,500	4,002,796
EXPENDITURES						
Salaries & Benefits	-	-	-	-	-	2,106,665
Contracted Services	7,750	1,000	-	-	-	949,162
Commodities	12,750	1,000	2,496	-	11,000	27,245
Capital Outlay	-	-	2,221	294,342	50,000	545,670
Miscellaneous	5,000	-	-	-	-	373,954
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	25,500	2,000	4,717	294,342	61,000	4,002,696
Ending Cash Balance	\$ 23,100	\$ 6,300	\$ 6,483	\$ 89	\$ 102,500	\$ 100

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

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

	DCCA Grant 252	IHDA Grant 253	HUD Grant 255	Total
Beginning Balance, May	2,900	5,700	52,000	3,677,539
REVENUES				
Taxes	-	-	-	1,997,267
Licenses & Permits	-	-	-	-
Charges for Services	-	-	-	416,200
Rent & Other Income	-	-	-	42,925
Interest Income	-	-	-	17,375
Debt Proceeds	-	-	-	-
Grants	150,000	281,525	98,000	5,114,326
Transfers In	-	-	-	1,597,558
Inter-Gov. Revenues	-	-	-	-
TOTAL REVENUE	150,000	281,525	98,000	9,185,651
Total Funds Available	152,900	287,225	150,000	12,863,190
EXPENDITURES				
Salaries & Benefits				4,127,708
Contracted Services	100,000	73,000	-	1,699,066
Commodities				337,087
Capital Outlay	50,000		-	4,350,915
Miscellaneous		208,525	102,500	742,484
Debt Service				-
Transfers	-	-	-	431,667
TOTAL EXPENDITURES	150,000	281,525	102,500	11,688,927
Ending Cash Balance	\$ 2,900	\$ 5,700	\$ 47,500	\$ 1,174,263



PURPOSE

The Department of Planning and Development is comprised of two offices. Each office contributes to the development of the city and helps enhance the quality of life for its residents and businesses.

The Planning Office plans for short and long-range land use and development, leads economic development activities, and regulates land development activity. The office coordinates development plan reviews with other city departments and administers the Enterprise Zone, Tax Increment Finance Districts, and Economic Development Loan programs. It also administers grants for housing and transit services. The office provides staff support to seven City commissions or committees.

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

GOALS/OBJECTIVES

- Update city's zoning regulations.
- Implement Emerald Ash Bore Management Plan - Treatment and removal of ash trees.
- Adopt new building codes and fee schedule.
- Develop Rental Occupancy inspection program
- Support Citywide Strategic Planning Program, and Downtown Rental Rehab Program.
- Secure IHDA (SFOR) grant for seniors.

PAST FISCAL YEAR HIGHLIGHTS

- Quincy Mall/Cullinan sale and renovation of JCP space .
- Infrastructure grant for Kohl's Wholesale new Illinois 57 warehouse.
- Secured \$245,265 IDOT infrastructure grant to rebuild York Street Front to 2nd.
- New City parking lot identification signs per City Downtown Wayfinding Program.
- New ADM \$43 million Animal Nutrition plant.
- Closeout Federal Neighborhood Stabilization Program (NSP).
- Council approved Strategic Plan Program and secured \$55,000 in funding from community partners.

BUDGET SUMMARY

Revenues are down \$135,508 compared to the FY 16/17 Revised Budget. The FY 17 revenues were inflated for the one-time Strategic Plan Funding (supplemental revenue of \$120,000) We project a slight decline of \$24,200 in permit fees. In FY 2017 Enterprise zone permit revenues were able to make up for the permit fees decline. The Strategic Plan \$155,000 project cost is in this budget. In FY 2017 we recieved \$112,120 of the strategic plan funding and paid out only \$38,750; therefore we have \$73,370 in fund balance available. The remaining Strategic Plan Funding of \$42,880 is from Matching funding (\$30,000) and from the Economic Dev RLF(\$12,880). This will cover the remaining \$116,250 in expenses in this year's proposed budget.

Expenditures of \$946,197 are down 6.18% or \$62,282 to the FY 16/17 revised budget of \$1,008,479. Planned expenses in landfill and demolitions were reduced from \$78,000 to \$42,000 based on FY 16/17 expenditures. Capital Outlay for both Planning and Inspections include new monitors, office chairs and file cabinets. General Fund operating subsidy is proposed at \$448,666 (down \$23,243 or nearly 5%) from FY16/17 budget of \$471,909. Staffing levels are not changing.

PLANNING & DEVELOPMENT FUND

SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	24,225	-19.71%	30,170	8,995	18,154
Charges for Services	307,200	-7.30%	331,400	426,851	267,041
Local Econ Dev/Rehab Grant	30,000	0.00%	30,000	30,000	9,333
Transfers from Other Funds	511,546	-17.08%	616,909	391,120	446,050
Total	872,971	-13.44%	1,008,479	856,966	740,578

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	468,838	0.92%	464,582	425,389	422,013
Benefits	190,926	-6.83%	204,919	189,582	211,372
Contractual Services	234,575	-17.72%	285,081	212,241	79,535
Commodities	5,555	-7.89%	6,031	2,541	4,897
Capital Outlay	2,185	-35.07%	3,365	1,516	-
Miscellaneous	44,118	-0.86%	44,501	45,555	37,641
Totals	946,197	-6.18%	1,008,479	876,824	755,458

Totals by Division

2411 Protective Inspection	457,531	-7.82%	496,370	413,818	398,645
6310 Administration	472,226	-3.82%	490,965	452,317	348,103
6315 Planning Commision	7,400	-6.33%	7,900	6,169	6,608
6316 Historic Preservation	7,040	-32.76%	10,470	1,994	1,118
6317 Board of Appeals	2,000	-27.90%	2,774	2,526	984
Totals	946,197	-6.18%	1,008,479	876,824	755,458

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	7.40	7.40	7.40	7.55
Part Time Positions	0.00	0.00	0.00	1.00

The Planning and Development Staffing is as follows:

Director of Planning and Development	1.00
Administrative Assistant	1.00
Community Development Planners	1.40
Building Official	1.00
Code Enforcement Officers	3.00
Total	7.40

REVENUES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
201-0000-331.01-01	Interest Income	25	-	56	27
201-0000-331.04-00	Origination & Loan Fees	15,000	15,000	7,039	2,267
201-0000-342.01-00	Sale of Maps	-	-	-	-
201-0000-342.05-00	Refunds/Reimbursements	-	-	-	-
201-0000-342.09-00	Other	4,200	5,170	-	-
201-0000-350.00-00	Sale of Property	5,000	10,000	1,900	15,860
201-0000-361.04-01	Freedom of Info Copies	-	-	-	-
201-0000-364.01-00	Building Permits	150,000	160,000	167,801	155,760
201-0000-364.02-00	Electrical Lic./Permits	71,000	80,000	71,827	73,807
201-0000-364.03-00	Plumbing Lic./Permits	20,000	23,000	23,358	20,362
201-0000-364.07-00	Special Zoning Permits	16,000	18,000	15,430	14,600
201-0000-364.09-00	Zoning/Sub-division Fees	200	400	200	600
201-0000-364.10-00	Waived Permit Fees			(325)	
201-0000-364.11-00	Enterprise Zone Permit Fees	50,000	50,000	148,560	1,812
201-0000-365.02-00	Demolition Reimbursements	-	-	-	100
201-0000-383.01-03	Local Econ Dev/Rehab Grant	-	-	-	9,333
201-0000-383.01-04	Matching	30,000	30,000	30,000	
201-0000-383.02-03	State Econ Dev/Rehab Grant	-	-	-	-
201-0000-391.01-01	Trnsfr from General Fund	448,666	471,909	249,000	221,550
201-0000-391.01-03	Trnsfr from Hsg Rsr Fnd 203	-	-	-	72,500
201-0000-391.01-36	Trnsfr from Econ Dev RLF 701	12,880	72,500	69,620	62,500
201-0000-391.01-37	Trnsfr from CDAP RLF 702	25,000	5,500	5,500	62,500
201-0000-391.01-38	Trnsfr from CBD RLF 703	25,000	27,000	27,000	27,000
201-0000-391.01-52	Spec. Tax Alloc-TIF	-	40,000	40,000	-
	Total	872,971	1,008,479	856,966	740,578

**PLANNING & DEVELOPMENT FUND
PROTECTIVE INSPECTIONS**

INSPECTIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
201-2411-402.11-01	Regular Salary/Wages	196,673	195,750	190,199	185,631
201-2411-402.11-03	Sick Pay	200	111	-	193
201-2411-402.11-04	Holiday Pay	11,273	11,413	10,164	9,937
201-2411-402.11-15	Vacation Pay	11,669	7,179	10,489	10,895
201-2411-402.11-16	Major Medical Pay	-	-	-	-
201-2411-402.11-17	Sick Pay Buy Back	10,745	8,704	4,517	2,657
201-2411-402.11-18	Vacation Pay Buy Back	6,106	5,971	-	-
201-2411-402.12-01	Regular Salary/Wages	-	-	-	-
201-2411-402.21-01	Group Insurance	46,427	49,063	48,633	52,265
201-2411-402.21-02	Retirees Insurance	-	-	-	-
201-2411-402.21-03	Board Paid Life Ins.	272	274	246	132
201-2411-402.21-04	Workers' Compensation	23,631	28,471	28,471	34,303
201-2411-402.22-01	Social Security	14,661	14,206	12,239	11,939
201-2411-402.22-02	Medicare	3,429	3,322	2,862	2,792
201-2411-402.22-03	Unemployment Comp.	500	500	500	500
201-2411-402.23-01	IMRF	26,673	26,029	24,440	23,938
	Subtotals	352,259	350,993	332,760	335,182
Contracted Services					
201-2411-402.31-02	Contracted Legal	-	-	-	-
201-2411-402.31-05	Prof Svcs - Other	-	1,700	-	-
201-2411-402.33-02	Landfill Fees	15,000	38,000	3,515	2,867
201-2411-402.36-01	Fleet Maintenance	4,000	4,000	3,341	3,134
201-2411-402.37-01	Demolitions	27,500	40,000	15,000	14,200
201-2411-402.37-02	Nuisance Abatements	1,500	1,000	1,023	339
201-2411-402.38-01	MICA	8,326	10,031	10,031	12,086
201-2411-402.38-02	Deductible	-	-	-	-
201-2411-402.39-01	Communications	1,800	2,300	1,603	1,546
201-2411-402.39-02	Advertising/Publishing	1,000	1,000	347	541
201-2411-402.39-03	Printing & Binding	200	200	67	32
201-2411-402.39-04	Travel	-	-	346	132
201-2411-402.39-05	Mileage Reimbursement	-	-	-	-
201-2411-402.39-07	Regist, Schools, Meetings	1,500	2,000	1,127	1,194
201-2411-402.39-08	Contracted Services	10,480	10,000	10,276	-
	Subtotals	71,306	110,231	46,676	36,071
Commodities					
201-2411-402.41-01	Postage	900	900	680	498
201-2411-402.41-02	Office Supplies	-	-	-	-
201-2411-402.44-00	Books & Periodicals	1,000	1,000	160	930
	Subtotals	1,900	1,900	840	1,428
Capital Outlay					
201-2411-402.52-08	Controllable	1,320	2,500	695	-
	Subtotals	1,320	2,500	695	-
Miscellaneous					
201-2411-402.61-01	Dues	425	425	505	525
201-2411-402.61-04	Other	9,000	9,000	11,021	4,118
201-2411-402.65-01	Administrative	9,991	9,991	9,991	9,991
201-2411-402.65-02	Space	11,330	11,330	11,330	11,330
	Subtotals	30,746	30,746	32,847	25,964
	Totals	457,531	496,370	413,818	398,645

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

COMMUNITY DEVELOPMENT-ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
201-6310-408.11-01	Regular Salary/Wages	186,262	186,972	177,120	173,093
201-6310-408.11-03	Sick Pay	1,242	1,721	1,786	3,875
201-6310-408.11-04	Holiday Pay	10,831	10,846	9,516	9,798
201-6310-408.11-15	Vacation Pay	10,266	9,354	11,405	16,671
201-6310-408.11-17	Sick Pay Buy Back	13,504	13,342	9,608	8,678
201-6310-408.11-18	Vacation Pay Buy Back	5,867	8,419	585	585
201-6310-408.12-01	Regular Salary/Wages	-	-	-	-
201-6310-408.21-01	Group Insurance	30,411	37,054	30,061	42,936
201-6310-408.21-03	Board Paid Life Ins.	232	234	208	112
201-6310-408.21-04	Workers' Compensation	932	1,123	1,123	1,353
201-6310-408.22-01	Social Security	14,071	14,301	13,074	12,921
201-6310-408.22-02	Medicare	3,291	3,345	3,058	3,022
201-6310-408.22-03	Unemployment Comp.	425	425	425	425
201-6310-408.23-01	IMRF	25,601	26,202	24,242	24,734
	Subtotal	302,935	313,338	282,211	298,203
Contractual Services					
201-6310-408.31-01	Audit	5,877	5,877	5,293	5,147
201-6310-408.31-04	Engineering/Architectural	-	-	-	-
201-6310-408.31-05	Other	116,250	120,500	121,084	-
201-6310-408.35-03	R&M-Office Furn & Equip	500	-	-	-
201-6310-408.35-05	R&M-Other	-	-	-	-
201-6310-408.36-03	Equip and Vehicle Rental	4,000	4,000	3,300	3,583
201-6310-408.38-01	MICA	3,542	4,267	4,267	5,141
201-6310-408.38-02	Deductible	-	-	-	-
201-6310-408.39-01	Communications	500	500	145	77
201-6310-408.39-02	Advertising/Publishing	400	400	398	240
201-6310-408.39-03	Printing & Binding	200	200	16	-
201-6310-408.39-04	Travel	1,500	2,500	982	35
201-6310-408.39-05	Mileage Reimbursement	4,000	4,000	4,321	4,043
201-6310-408.39-07	Regist, Schools, Meetings	1,000	3,000	840	350
201-6310-408.39-08	Contracted Services	15,000	15,000	15,000	16,622
	Subtotal	152,769	160,244	155,646	35,238
Commodities					
201-6310-408.41-01	Postage	500	1,500	269	86
201-6310-408.41-02	Office Supplies	1,600	1,600	1,024	949
201-6310-408.44-00	Books & Periodicals	75	75	-	-
201-6310-408.46-11	Other	500	(24)	(24)	1,920
	Subtotal	2,675	3,151	1,269	2,955
Capital Outlay					
201-6310-408.52-08	Controllable	865	865	821	-
Miscellaneous					
201-6310-408.61-01	Dues	1,800	1,800	986	1,927
201-6310-408.61-04	Other	1,500	1,885	1,692	98
201-6310-408.65-01	Administrative	5,665	5,665	5,675	5,665
201-6310-408.65-02	Space	4,017	4,017	4,017	4,017
	Subtotal	12,982	13,367	12,370	11,707
	Totals	472,226	490,965	452,317	348,103

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

PLANNING COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
201-6315-408.31-05	Other	-	-	-	-
201-6315-408.39-02	Advertising/Publishing	6,000	6,000	5,427	5,576
201-6315-408.39-03	Printing/Binding	-	-	-	-
201-6315-408.39-08	Contracted Services	500	1,000	315	525
	Subtotal	6,500	7,000	5,742	6,101
Commodities					
201-6315-408.41-01	Postage	900	900	427	507
201-6315-408.41-02	Office Supplies	-	-	-	-
	Subtotal	900	900	427	507
	Totals	7,400	7,900	6,169	6,608

**PLANNING & DEVELOPMENT FUND
COMMUNITY DEVELOPMENT**

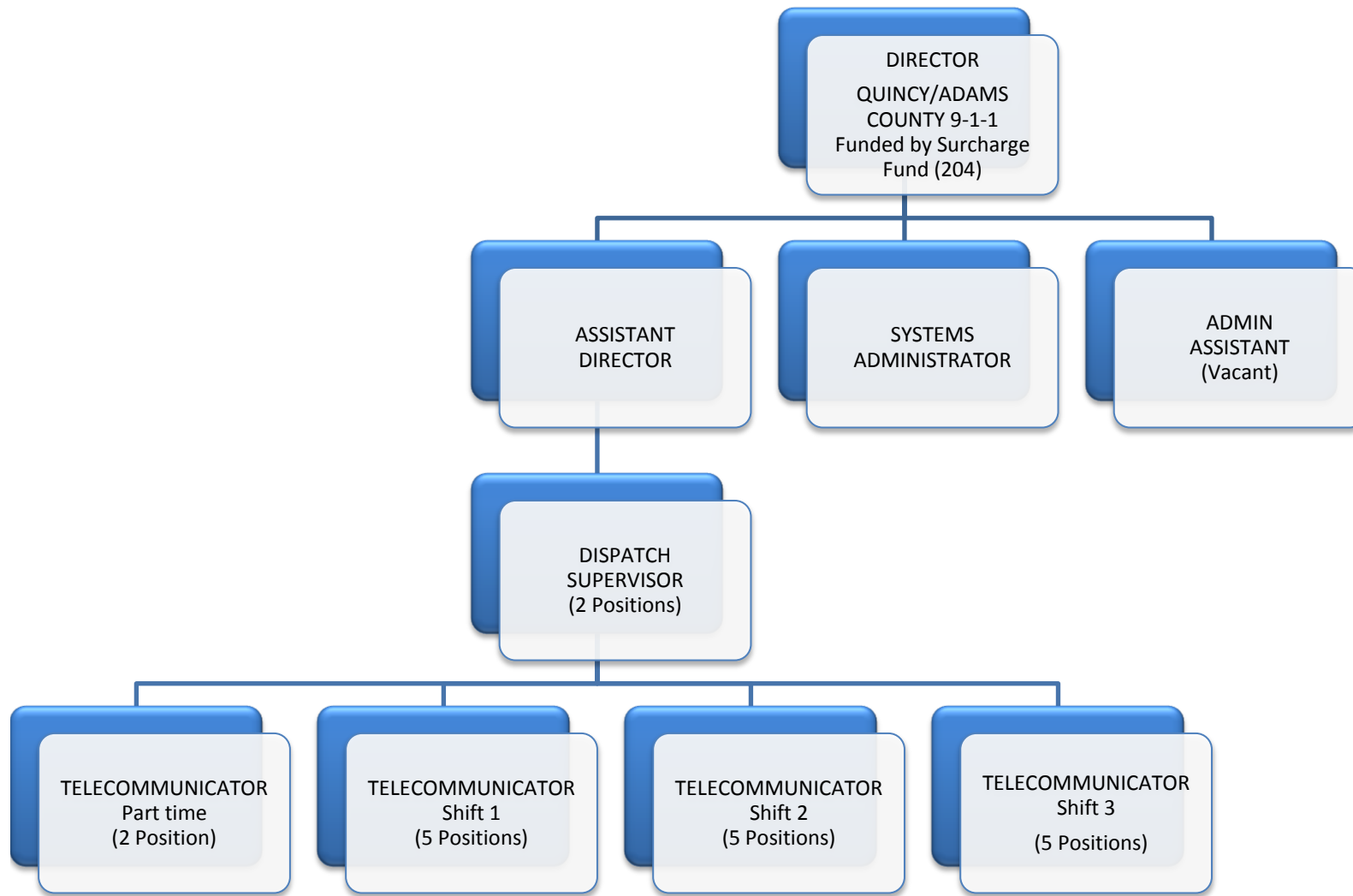
HISTORIC PRESERVATION COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
201-6316-408.12-01	Temporary Salary/Wages	4,200	4,800	-	-
201-6316-408.22-01	Social Security	300	300	-	-
201-6316-408.22-02	Medicare	70	70	-	-
		<u>4,570</u>	<u>5,170</u>	<u>-</u>	<u>-</u>
Contractual Services					
201-6316-408.31-05	Other	-	700	-	-
201-6316-408.39-02	Advertising/Publishing	200	80	194	78
201-6316-408.39-03	Printing & Binding	1,200	3,000	1,085	-
201-6316-408.39-04	Travel	-	-	-	-
201-6316-408.39-05	Mileage Reimbursement	-	-	-	-
201-6316-408.39-07	Regist, Schools, Meetings	100	90	72	82
201-6316-408.39-08	Contracted Services	500	962	300	981
	Subtotals	<u>2,000</u>	<u>4,832</u>	<u>1,651</u>	<u>1,141</u>
Commodities					
201-6316-408.41-01	Postage	80	80	5	7
201-6316-408.44-00	Books/Periodicals	-	-	-	-
201-6316-408.46-11	Other	-	-	-	-
	Subtotals	<u>80</u>	<u>80</u>	<u>5</u>	<u>7</u>
Miscellaneous					
201-6316-408.61-01	Dues	50	50	-	-
201-6316-408.61-04	Other	340	338	338	(30)
	Subtotals	<u>390</u>	<u>388</u>	<u>338</u>	<u>(30)</u>
	Totals	<u>7,040</u>	<u>10,470</u>	<u>1,994</u>	<u>1,118</u>

**PLANNING & DEVELOPMENT
COMMUNITY DEVELOPMENT**

BOARD OF APPEALS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
201-6317-408.39-02	Advertising/Publishing	2,000	2,774	2,526	984
Miscellaneous					
201-6317-408.61-04	Other	-	-	-	-
	Totals	<u>2,000</u>	<u>2,774</u>	<u>2,526</u>	<u>984</u>



PURPOSE

Quincy/Adams County 9-1-1 Center is an inter-governmental agency of both City of Quincy and the Adams County. The oversight authority is the City of Quincy and Adams County 9-1-1 Communications Systems Governing Board that consists of eleven members: three city alderman, three county board members, Quincy Police Chief, Quincy Fire Chief, Adams County Sheriff, Adams County Ambulance Director, and the Secretary of the Adams County Rural Fire Protection District Association. City of Quincy Alderman Mike Farha is the current 9-1-1 Governing Board Chairman. The 9-1-1 Director is the chief executive for Quincy/Adams County 9-1-1 System and reports directly to the 9-1-1 Governing Board. The 9-1-1 Director also functions as a department head in both the city and county governments. Funding is provided by the City of Quincy at 60% and Adams County at 40%.

GOALS/OBJECTIVES

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

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

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

- 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.
- To provide an effective and efficient system that processes incoming calls and, as necessary, dispatch response units in an accurate and speedy manner.

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

PAST FISCAL YEAR HIGHLIGHTS

The 9-1-1 Director position was moved from the 9-1-1 Fund 202 to the 9-1-1 Surcharge Fund 204 in December 2016. The FY 2017 budget only reflects about 40% of the annual salary. The 9-1-1 board recommended that the 9-1-1 non-union employees start to contribute 15% towards health insurance and were given raises to offset the additional employee burden.

911 Calls

Landline 9-1-1 Calls	6,730	18.3%
Wireless 9-1-1 Calls	28,876	78.7%
VOIP 9-1-1 Calls	1,046	2.8%
Text to 9-1-1 Calls	66	.2%
TOTAL 9-1-1 CALLS	36,718	100.0%

CAD Incident Tickets

Quincy Police	33,954	57.30%
Adams Co Sheriff	12,429	21.00%
Quincy Fire	4,288	7.25%
Tri-Township Fire	611	1.03%
Ambulance	7,656	12.92%
Rural Fire Depts	313	.50%
TOTAL CAD INCIDENTS	59,251	100%

ALL CALLS

9-1-1 Calls	36,718	32.5%
Non-Emergency Calls	72,939	64.6%
Alarm Line Calls	3,254	2.9%
TOTAL ALL CALLS	112,911	100.0%

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Reimbursements	-		-	-	-
Public Reimbursements	-		-	-	-
Adams County	543,000	2.00%	532,340	505,700	523,044
General Fund	814,500	2.00%	798,511	747,550	794,750
Total	1,357,500	2.00%	1,330,851	1,253,250	1,317,794

EXPENSE SUMMARY

ACCOUNT NUMBER	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	889,422	1.51%	876,231	836,920	855,917
Benefits	367,207	1.64%	361,274	336,668	364,751
Contractual Services	72,336	5.44%	68,604	56,458	73,054
Commodities	24,991	2.92%	24,282	24,125	22,337
Miscellaneous	460	0.00%	460	321	321
Totals	1,354,416	1.77%	1,330,851	1,254,492	1,316,380

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	20	20	20	20
Part Time Positions	2	1	1	1

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018	2016/2017	2016/2017	2015/2016
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
202-0000-342.09-00	Other Reimburs	-	-	-	-
202-0000-361.05-03	Public Reimburs	-	-	-	-
202-0000-382.01-01	Adams County	543,000	532,340	505,700	523,044
202-0000-391.01-01	General Fund	814,500	798,511	747,550	794,750
Total		1,357,500	1,330,851	1,253,250	1,317,794

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
202-2310-402.11-01	Regular Salary/Wages	670,783	687,922	643,618	657,074
202-2310-402.11-02	Overtime	74,000	44,000	72,348	73,880
202-2310-402.11-03	Sick Pay	20,863	15,264	21,054	25,035
202-2310-402.11-04	Holiday Pay	37,205	38,071	33,907	37,375
202-2310-402.11-15	Vacation Pay	50,242	53,997	49,653	48,408
202-2310-402.11-17	Sick Pay Buy Back	19,122	22,075	8,978	7,537
202-2310-402.11-18	Vacation Pay Buy Back	11,383	8,777	1,781	572
202-2310-402.11-19	Personal Day Pay	2,705	2,442	2,705	2,997
202-2310-402.11-20	Personal Day Pay Buy Back	3,119	3,683	2,876	3,039
202-2310-402.21-01	Group Insurance	187,039	181,800	168,235	192,014
202-2310-402.21-03	Board Paid Life Ins.	1,368	1,368	1,163	648
202-2310-402.21-04	Workers' Compensation	2,815	3,391	3,391	4,085
202-2310-402.22-01	Social Security	55,144	54,326	50,225	51,661
202-2310-402.22-02	Medicare	12,897	12,705	11,746	12,082
202-2310-402.22-03	Unemployment Comp.	2,625	2,500	2,500	2,500
202-2310-402.23-01	IMRF	100,327	100,504	94,896	97,669
202-2310-402.23-07	911 IAM National Pension	4,992	4,680	4,512	4,092
	Subtotal	1,256,629	1,237,505	1,173,588	1,220,668
Contractual Services					
202-2310-402.31-01	Audit	1,601	1,601	1,595	1,551
202-2310-402.31-02	Contracted Legal	-	-	-	-
202-2310-402.32-01	Medical	-	-	-	-
202-2310-402.32-02	Computer	-	-	-	-
202-2310-402.34-03	Custodial Services	3,250	3,250	4,000	3,000
202-2310-402.35-01	Repair & Maint-Buildings	13,500	13,000	6,688	6,189
202-2310-402.35-03	R&M-Office Furn & Equip	2,500	2,500	(2,704)	-
202-2310-402.38-01	MICA	12,245	14,753	14,753	17,775
202-2310-402.38-02	Deductible	-	-	-	-
202-2310-402.39-01	Communications	31,740	26,000	27,149	39,882
202-2310-402.39-02	Advertising/Publishing	300	300	1,285	608
202-2310-402.39-03	Printing & Binding	500	500	315	280
202-2310-402.39-04	Travel	2,300	2,300	668	846
202-2310-402.39-05	Mileage Reimbursement	1,500	1,500	1,484	1,597
202-2310-402.39-07	Regist, Schools, Meetings	2,900	2,900	1,225	1,326
	Subtotal	72,336	68,604	56,458	73,054
Commodities					
202-2310-402.41-01	Postage	300	300	237	202
202-2310-402.41-02	Office Supplies	2,091	2,122	2,375	1,673
202-2310-402.42-02	Electricity	19,000	18,500	18,257	17,004
202-2310-402.45-02	Custodial Supplies	500	500	535	458
202-2310-402.45-03	Equipment Consumable	500	500	587	466
202-2310-402.45-04	Equip Replacement Parts	500	500	574	558
202-2310-402.47-01	Clothing/Uniforms	2,100	1,860	1,560	1,976
202-2310-402.47-03	Training Supplies	-	-	-	-
	Subtotal	24,991	24,282	24,125	22,337
Miscellaneous					
202-2310-402.61-01	Dues	460	460	321	321
202-2310-402.61-04	Other	-	-	-	-
	Subtotal	460	460	321	321
	Totals	1,354,416	1,330,851	1,254,492	1,316,380

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
203-0000-331.01-01	Deposit Accounts	250	200	203	154
203-0000-342.09-00	Miscellaneous Other	-	16,877	-	-
203-0000-361.05-02	Admin Fees	10,000	106,000	-	-
203-0000-363.09-01	Cost Share -Administrative	-	-	-	28,975
203-0000-391.01-53	Two Rivers Rental Rehab	-	-	-	-
Totals		10,250	123,077	203	29,129

EXPENSE SUMMARY

	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services	54,743	-55.08%	121,877	-	-
Miscellaneous	1,200	0.00%	1,200	303	-
Transfers	-	#DIV/0!	-	-	-
Totals	55,943	-54.55%	123,077	303	-

EXPENDITURE DETAIL

Contractual Services

203-6313-408.31-02	Contracted Legal	500	500	-	-
203-6313-408.31-04	Engineering/Architectural	1,000	1,000	-	-
203-6313-408.31-05	Prof Svcs - Other	3,000	3,000	-	144
203-6313-408.35-01	Repair & Maint - Buildings	-	117,377	-	188
203-6313-408.35-06	Infrastructure	50,243			
203-6313-408.39-08	Contracted Svcs	-			
Subtotal		54,743	121,877	-	332

Miscellaneous

203-6313-408.61-04	Miscellaneous-Other	1,200	1,200	303	185
--------------------	---------------------	-------	-------	-----	-----

Transfers

203-1801-491.62-02	Planning & Development	-	-	-	72,500
203-1802-408.62-96	Two Rivers Regional Cncl	-	-	-	-
Subtotal		-	-	-	72,500

Totals		55,943	123,077	303	73,017
---------------	--	---------------	----------------	------------	---------------

PURPOSE

The Quincy/Adams County 9-1-1 Governing Board also receives monthly revenue from the Illinois State 9-1-1 surcharge for Fund 204. Fund 204 earmarks a portion for operating expenses; the balance of the revenue is allotted for capital savings for capital equipment purchases in accordance with the 9-1-1 Governing Board's long-range Capital Equipment Replacement Plan.

GOALS/OBJECTIVES

To continue to allocate surcharge funding for capital projects

PAST FISCAL YEAR HIGHLIGHTS

The 9-1-1 Director position was moved from the 9-1-1 Fund 202 to this fund in December 2016. The FY 2017 budget only reflects about 40% of the annual salary.

BUDGET SUMMARY

The \$1.3 million in capital outlay is planned as follows: \$700,000 for radio infrastructure, \$9,000 for office equipment, \$317,000 contingency. (9-1-1 center's contribution to the new city/county 9-1-1 radio infrastructure)

REVENUE SUMMARY

DESCRIPTION	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Taxes	552,000	39.39%	396,000	625,308	391,464
Interest	3,600	0.00%	3,600	2,178	3,600
Other	-	#DIV/0!	-	-	20,683
Total	555,600	39.04%	399,600	627,486	395,064

EXPENSE SUMMARY

ACCOUNT NUMBER	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries	89,886	167.52%	33,600	27,636	-
Benefits	14,764	127.14%	6,500	5,263	-
Contractual Services	149,400	-10.43%	166,800	149,463	122,027
Commodities	-	#DIV/0!	-	-	-
Capital Outlay	1,000,549	71.71%	582,700	187,039	866,865
Miscellaneous	-	#DIV/0!	-	-	-
Totals	1,254,599	58.89%	789,600	369,401	988,892

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Full Time Positions	1	0	0	0

FUND 204 9-1-1 SURCHARGE FUND

SUMMARY

REVENUE DETAIL					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
204-0000-314.02-08	IL State 9-1-1 Surcharge	552,000	396,000	625,308	391,464
204-0000-314.04-08	VOIP 9-1-1 Remit Fee	-	-	-	-
204-0000-331.01-01	Interest Income	3,600	3,600	2,178	3,600
204-0000-342.09-00	Other	-	-	-	20,683
Totals		555,600	399,600	627,486	415,747

EXPENDITURE DETAIL					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
204-2310-402.11-01	Regular Salary/Wages	64,631	27,150	21,459	-
204-2310-402.11-02	Overtime	-	-	-	-
204-2310-402.11-03	Sick Pay	-	100	-	-
204-2310-402.11-04	Holiday Pay	3,417	1,450	1,974	-
204-2310-402.11-15	Vacation Pay	5,979	2,500	1,947	-
204-2310-402.11-17	Sick Pay Buy Back	10,250	1,700	1,692	-
204-2310-402.11-18	Vacation Pay Buy Back	5,040	50	-	-
204-2310-402.11-19	Personal Day Pay	-	50	-	-
204-2310-402.11-20	Personal Day Pay Buy Back	569	600	564	-
204-2310-402.21-01	Group Insurance	-	-	-	-
204-2310-402.21-03	Board Paid Life Ins.	70	100	24	-
204-2310-402.21-04	Workers' Compensation	150	100	-	-
204-2310-402.22-01	Social Security	4,731	2,000	1,713	-
204-2310-402.22-02	Medicare	1,106	500	401	-
204-2310-402.22-03	Unemployment Comp.	100	100	-	-
204-2310-402.23-01	IMRF	8,607	3,700	3,125	-
Subtotal		104,650	40,100	32,899	-
Contractual Services					
204-2310-402.35-01	R&Maint-Building	-	-	-	-
204-2310-402.35-03	R& Maint-Office Equip	104,000	121,500	116,235	62,403
204-2310-402.39-01	Communications	41,000	41,000	29,032	59,624
204-2310-402.39-04	Travel/Lodging	-	1,000	911	-
204-2310-402.39-07	Regist,Schools,Meeting	4,400	3,300	3,285	-
Subtotal		149,400	166,800	149,463	122,027
Capital Outlay					
204-2310-402.52-03	Improv other than Bldgs	-	-	-	-
204-2310-402.52-04	Office Equipment	1,000,549	582,700	184,222	860,319
Subtotal		1,000,549	582,700	187,039	866,865
Transfers					
204-2310-491.62-29	2006 G/O Note Fund	-	-	-	-
Totals		1,254,599	789,600	369,401	988,892

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 franchise revenues may be used as follows: 1) To fund utility costs that were once considered "utility credits" 2) use 50% of the balance to fund energy efficiency related improvements to city facilities and 3) use 50% of the balance to pay down the city hall's HVAC debt, fund city pension liabilities, and pay down other city bond indebtedness.

GOALS/OBJECTIVES

In FY 2018, the fund will transfer \$398,667 to the General Fund: \$52,511 for lost utility credits, \$173,078 to Fire Pension and \$173,068 to Police Pension. In addition, \$23,000 will be transferred to the 2013B HVAC debt service fund to pay for the city hall HVAC improvement.

PAST FISCAL YEAR HIGHLIGHTS

During FY 2017, the Franchise Fee "Green Energy" funds addition, the Green Energy funds transferred \$330,738 towards the police/fire pensions, transferred \$52,511 to General Fund for utility credit, and transferred \$23,000 to the HVAC debt service fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
205-0000-313.04-00	Franchise Fees/Ameren	421,667	406,250	403,746	382,860
205-0000-331.01-01	Interest Income	700	550	756	610
Totals		422,367	406,800	404,502	383,470
Capital Outlay					
205-1899-401.52-02	Buildings	-	-	-	-
205-1899-401.52-05	Machinery & Equipment	-	-	-	-
Subtotal		-	-	-	-
Transfers					
205-1801-491.62-01	Transfer to General Fund	398,667	383,249	383,249	365,333
205-1801-491.62-19	Transfer to Hydro Bond Fd	-	-	-	-
205-1801-491.62-21	2013B HVAC Proj Pymt Fur	23,000	23,000	23,000	23,000
Totals		421,667	406,249	406,249	388,333

FUND 210 MOTOR FUEL TAX

SUMMARY

PURPOSE

The City expects to receive \$1,048,000 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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
210-0000-314.02-09	Motor Vehicle Fuel Tax	1,020,000	1,048,000	1,037,599	1,041,378
210-0000-331.01-01	Interest Income	10,000	10,000	12,162	13,362
210-0000-383.01-02	Local/Private-Infrast Grants	-	-	-	-
210-0000-383.02-01	State Gov-Operating Grants	-	-	-	-
210-0000-383.02-02	State Gov-Infrastruct Grant	-	-	133,806	-
	Totals	1,030,000	1,058,000	1,183,567	1,054,740
Expenses					
	Contractual Services	20,000	70,700	1,657	553
	Commodities	208,500	275,700	242,692	134,568
	Capital Outlay	2,291,048	1,608,958	1,692,110	2,051,790
	Transfers	-	-	-	-
	Totals	2,519,548	1,955,358	1,936,459	2,186,911

EXPENDITURE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
210-3713-403.31-04	Engineering/Architectural	18,000	20,000	-	-
210-3713-403.31-05	Prof Services/Other	-	-	-	-
210-3713-403.35-05	Repair & Maint/Other	-	-	-	-
210-3713-403.35-06	Repair & Maint/Infrastruct	-	50,000	1,359	-
210-3713-403.39-02	Advertising/Publishing	2,000	700	298	553
	Subtotal	20,000	70,700	1,657	553
Commodities					
210-3713-403.46-01	Concrete	52,500	124,000	154,228	18,102
210-3713-403.46-02	Asphalt	81,000	47,200	48,352	17,877
210-3713-403.46-03	Sand, Stone, Gravel	-	4,500	-	-
210-3713-403.46-04	Salt & Cinders	75,000	100,000	40,112	98,589
210-3713-403.46-05	Chemicals	-	-	-	-
	Subtotal	208,500	275,700	242,692	134,568
Capital Outlay					
210-3713-403.52-03	Improv other than Bldgs	-	-	-	-
210-3713-403.53-02	Streets-Replacement	2,176,048	1,553,958	1,673,750	1,988,040
210-3713-403.53-04	Traffic Signals	115,000	55,000	18,360	63,750
210-3713-403.53-09	Infrastructure-Other	-	-	-	-
	Subtotal	2,291,048	1,608,958	1,692,110	2,051,790
	Totals	2,519,548	1,955,358	1,936,459	2,186,911

FUND 211 TRAFFIC SIGNAL FUND

SUMMARY

PURPOSE

The Traffic Signal funds receives state funding to maintain the traffic signal equipment at all signalized intersections within the city of Quincy. The Engineering department oversees these operations.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
211-0000-331.01-01	Interest Income	100	100	168	104
211-0000-342.09-00	Other	500	500	523	3,992
211-0000-362.03-02	Signs/Posts/Signals	2,000	2,000	40,760	3,503
211-0000-383.02-01	State Operating Grants	15,000	15,000	15,542	35,305
	Totals	17,600	17,600	56,993	42,904
Expenses					
Contractual Services					
211-3715-403.35-02	Rep & Mnt/ Mach & Equip	2,000	250	1,904	-
211-3715-403.35-05	Rep & Mnt/ Other	-	-	-	-
211-3715-403.35-06	Rep & Mnt/Infrastructure	27,000	29,400	4,944	27,963
211-3715-403.36-01	Fleet Maintenance	2,000	2,000	2,103	2,443
211-3715-403.39-01	Communications	100	100	-	-
211-3715-403.39-04	Travel	500	-	-	-
211-3715-403.39-05	Mileage Reimbursement	250	-	-	-
211-3715-403.39-07	Regist, Schools, Meetings	250	850	825	-
	Subtotal	32,100	32,600	9,776	30,406
Commodities					
211-3715-403.45-01	Building Supplies	-	-	-	-
211-3715-403.45-03	Equipment Consumable	250	250	-	11
211-3715-403.45-04	Equip Replacement Parts	4,000	4,000	5,778	3,575
211-3715-403.45-05	Small Tools/Small Equip.	500	500	485	348
211-3715-403.46-11	Other	800	800	794	495
	Subtotal	5,550	5,550	7,057	4,429
Miscellaneous					
211-3715-403.61-04	Other	727	227	198	142
	Totals	38,377	38,377	17,031	34,977

FUND 212 TOWN ROAD TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
212-0000-312.10-00	Town Road District Levy	3,600	3,600	3,639	3,625
212-0000-331.01-01	Interest Income	300	300	364	316
	Totals	3,900	3,900	4,003	3,941
Expenses					
Contractual Services					
212-1899-403.35-06	Rep & Maint/Infrastructure	-	-	-	-
Capital Outlay					
212-1899-403.52-03	Improv other than Bldgs	-	-	-	-
212-1899-403.53-02	Streets-Replacement	83,900	83,900	-	-
	Subtotal	83,900	83,900	-	-
Miscellaneous					
212-1899-403.61-04	Other	-	-	-	-
	Totals	83,900	83,900	-	-

FUND 240 POLICE DEPT GRANT FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
240-0000-331.01-01	Interest Income	100	100	99	110
240-0000-382.02-02	Attorney General	10,000	5,000	-	2,500
240-0000-382.03-03	Local Law Enforcement	-	30,000	-	14,409
240-0000-382.03-04	Bureau of Justice	-	70,000	-	-
240-0000-382.03-06	Dept of Transportation		-		
	Totals	10,100	105,100	99	17,019
Expenses					
Contractual Services					
240-2110-402.39-08	Contracted Services	-	5,000	-	-
Commodities					
240-2110-402.46-11	Other	13,000	7,000	2,995	1,087
Capital Outlay					
240-2110-402.52-05	Machinery & Equipment	-	20,000	7,241	8,179
240-2110-402.52-06	Vehicles	-	20,000	-	-
240-2110-402.52-08	Controllable	-	50,000	-	-
Miscellaneous					
240-2110-402.61-04	Other				
240-1801-491.62-01	Transfers to General Fund	2,000	2,000	674	-
240-1801-491.62-80	Transfers to Adams County	8,000	15,000	-	7,204
	Subtotals	10,000	17,000	674	7,204
	Totals	23,000	119,000	10,910	16,470

FUND 241 POLICE DONATIONS FUND

SUMMARY

The Police Donations Fund is for any monetary donations made to the police department. They include, but are not limited to: Citizens Police Academy Alumni Association, which can be used for the specific purposes voted on by their membership. Harley Owners Group, which can be used for expenses related to the Motor Officer Program.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
241-0000-321.00-00	Donations-Not Restricted	10,000	24,500	15,579	6,561
241-0000-331.01-01	Interest Income	200	500	107	88
241-0000-342.09-00	Misc Other			2,792	1,542
241-0000-382.01-10	Restricted Contributions	-	-	99,446	99,446
	Totals	10,200	25,000	117,924	107,637
Expenses					
Contractual Services					
241-2110-402.35-04	Vehicles	5,000	2,000	-	1,705
Commodities					
241-2110-402.46-11	Other	15,000	16,000	5,755	6,415
241-2110-402.47-02	Safety Equipment	10,000	2,000	-	-
Capital Outlay					
241-2110-402.52-05	Machinery & Equipment	-	-	9,085	-
241-2110-402.52-06	Vehicles	-	-	-	-
241-2110-402.52-08	Controllable	-	25,000	3,168	3,993
Miscellaneous					
241-2110-402.61-04	Other	-	-	-	-
	Totals	30,000	45,000	18,008	12,113

FUND 242 STATE FORFEITURE FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
242-0000-331.01-01	Interest Income	200	250	126	156
242-0000-362.05-02	Drug Fines	1,500	1,500	1,134	1,266
242-0000-382.02-01	State Grants	-	-	-	-
242-0000-382.02-04	State Forfeitures	6,000	7,000	9,861	8,260
	Totals	7,700	8,750	11,121	9,682
Expenses					
Commodities					
242-2110-402.46-11	Other	-	-	-	-
Capital Outlay					
242-2110-402.52-05	Machinery & Equipment	11,000	8,000	-	-
242-2110-402.52-06	Vehicles	-	3,000	-	-
242-2110-402.52-08	Controllables	15,000	15,000	17,965	21,472
Miscellaneous					
242-2110-402.61-04	Other	3,000	3,000	2,409	1,137
	Totals	29,000	29,000	20,374	22,609

FUND 243 FEDERAL FORFEITURE FUND

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
243-0000-331.01-01	Interest Income	100	100	83	79
243-0000-382.03-02	Federal Forfeiture	5,000	5,000	-	8,000
	Totals	5,100	5,100	83	8,079
Expenses					
Capital Outlay					
243-2110-402.52-05	Machinery & Equipment	5,000	2,450	-	-
243-2110-402.52-06	Vehicles	-	869	-	-
Miscellaneous					
243-2110-402.61-04	Other	3,000	4,681	4,885	3,000
	Totals	8,000	8,000	4,885	3,000

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
244-0000-331.01-01	Interest Income	100	250	115	83
244-0000-362.01-08	Other Reimbursements	15,000	15,000	12,979	13,114
244-0000-361.01-16	Fingerprinting Fees	1,500	1,500	2,625	2,225
244-0000-362.01-17	Electronic Tickets	2,000	2,500	3,360	2,634
	Totals	18,600	19,250	19,079	18,056
Expenses					
Salaries & Benefits					
244-2110-402.11-02	Overtime	-	-	-	-
244-2110-402.21-01	Group Insurance	-	-	-	-
244-2110-402.22-01	Social Security	-	-	-	-
244-2110-402.22-02	Medicare	-	-	-	-
Contractual Services					
244-2110-402.39-04	Travel	1,000	1,000	-	61
244-2110-402.39-05	Mileage Reimbursement	750	750	-	-
244-2110-402.39-07	Regist, Schools, Mtngs	4,000	2,850	-	-
244-2110-402.39-08	Contracted Services	2,000	2,000	150	225
Commodities					
244-2110-402.41-02	Office Supplies	1,000	1,000	995	283
244-2110-402.46-11	Operational Supples	10,500	10,200	11,164	10,099
244-2110-402.47-02	Safety Equipment	750	750	-	-
244-2110-402.47-03	Training Supplies	500	500	-	-
Capital Outlay					
244-2110-402.52-07	Furniture & Fixtures				
244-2110-402.52-08	Controllable	-	2,000	-	-
Miscellaneous					
244-2110-402.61-04	Other	5,000	2,400	2,388	-
	Totals	25,500	26,450	14,697	10,668

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
245-0000-321.00-00	Donations-Not Restricted	500	500	-	-
245-0000-331.01-01	Interest Income	-	-	35	31
	Totals	500	500	35	31
Expenses					
Contractual Services					
245-2210-402.35-02	Rep & Maint/Mach & Equip	1,000	1,000	-	-
Commodities					
245-2210-402.46-11	Other	1,000	1,000	-	-
	Totals	2,000	2,000	-	-

FUND 246 FIRE DONATIONS FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
246-0000-321.00-00	Donations-Not Restricted	1,200	4,117	50,788	78,632
246-0000-331.01-01	Interest Income	-	-	49	28
246-0000-382.01-10	Restricted Contributions	-	-	-	-
246-0000-391.01-90	Other	-	-	2,131	4,518
	Totals	1,200	4,117	52,968	83,178
Expenses					
Commodities					
246-2210-402.45-06	Vehicle	100	100	-	-
246-2210-402.46-11	Other	2,396	2,396	2,607	500
	Subtotal	2,496	2,496	2,607	500
Capital Outlay					
246-2210-402.52-08	Controllable	2,221	2,221	1,221	-
Miscellaneous					
246-2210-402.61-04	Other	-	-	-	-
	Totals	4,717	4,717	3,828	500

FUND 247 FIRE DEPARTMENT GRANT FUND

SUMMARY

The Fire Dept Grant Fund is specifically for Fire Grant Funds. For FY 2018, there is plans for a \$294,000 self contained breathing apparatus grant.

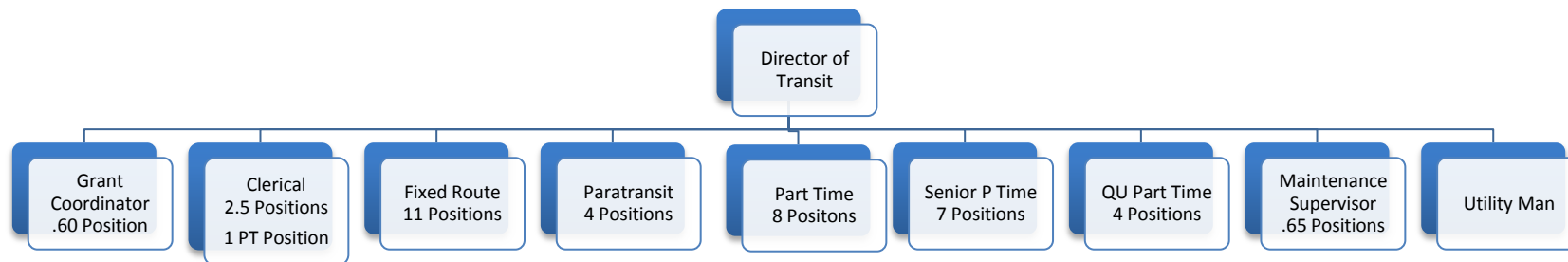
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
247-0000-331.01-01	Interest Income	-	-	1	1
247-0000-342.09-00	Other	-	-	-	-
247-0000-382.02-01	State Grants			(2,388)	
247-0000-382.03-05	FEMA Grants	294,342	297,000	-	-
247-0000-391.01-01	General Fund	-	-	2,131	-
	Totals	294,342	297,000	(256)	1
Expenses					
Commodities					
247-2210-402.46-11	Operational Supplies	-	-	-	-
Capital Outlay					
247-2210-402.52-05	Machinery & Equipment	-	-	-	-
247-2210-402.52-08	Controllable	294,342	297,000	2,388	-
Transfers					
247-2210-491.62-15	To Capital Projects	-	-	-	-
	Totals	294,342	297,000	2,388	-

FUND 249 POLICE DUI FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
249-0000-331.01-01	Interest Income	500	500	505	371
249-0000-362.01-10	DUI Reimbursement	35,000	65,000	35,224	35,455
	Totals	35,500	65,500	35,729	35,826
Expenses					
Contractual Services					
249-2110-402.39-07	Regist, Schools, Meetings	-	600	558	279
249-2110-402.39-08	Other Contracted Services	-	1,400	720	-
Commodities					
249-2110-402.41.01	Postage	-	100	-	-
249-2110-402.41.02	Office Supplies	5,000	3,000	31	2,259
249-2110-402.46-11	Operational Supplies-Other	6,000	6,000	3,324	6,000
		11,000	9,100	3,355	8,259
Capital Outlay					
249-2110-402.52-04	Office Equipment	-	2,000	-	-
249-2110-402.52-05	Machinery & Equipment	-	4,500	-	-
249-2110-402.52-08	Controllables	50,000	60,000	1,905	5,840
		50,000	66,500	1,905	5,840
Miscellaneous					
242-2110-402.61-04	Other	-	-	-	-
	Totals	61,000	77,600	6,538	14,378



PURPOSE

Quincy Transit Lines (QTL) has 8 fixed route buses 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 para-transit buses and on Saturday, Sunday and Holidays we operate 1 bus. In addition to these operations we also provide Senior Transportation using 4 vans Monday through Friday. QTL also has several contracts with local non-profits to assist them in their need for transportation.

GOALS/OBJECTIVES

- For the past several years we have been working towards expanding services into the full county. This effort continues to be thwarted by the lack of State of Illinois budget and the uncertainty that goes along with this. We would still like to move gradually into the county using buses we have retained for use.

PAST FISCAL YEAR HIGHLIGHTS

- Year to date ridership is up over 13%.
- Services have been extended further into the county but not the full county.

BUDGET SUMMARY

The proposed budget includes \$533,450.00 in Capital spending. This is accounted for in anticipation of a grant award from the State of Illinois. This grant was awarded in 2014 and has yet to be funded in a State Capital budget. IDOT has again said they are waiting for the Grant to be funded. This budget includes \$10,000 in Capital outlay/Machinery & Equipment to replace the current power washer we use for Transit if the Grant does not come through. Additionally, there is \$2,220 in the controllable asset account. This is budgeted for potential upgrades to the current computer equipment and program for dispatching. This totals \$545,670 and accounts for the majority of the \$702,948 increase in the budget. The remainder of the increase is accounted for in expenses and compensation.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	6,225	418.75%	1,200	7,133	3,261
Charges for Services	79,000	1.02%	78,200	78,741	80,045
Grants	3,645,959	25.26%	2,910,753	2,007,622	2,783,893
Transfers from General Fund	271,512	-1.29%	275,059	275,059	274,000
Total	4,002,696	22.59%	3,265,212	2,368,555	3,141,199

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	1,464,839	1.87%	1,437,936	1,404,390	1,421,163
Benefits	641,826	-0.54%	645,291	658,567	721,692
Contractual Services	949,162	0.84%	941,214	641,126	702,527
Commodities	27,245	0.00%	27,245	21,880	19,389
Capital Outlay	545,670	853.64%	57,220	3,170	695
Miscellaneous	373,954	139.24%	156,306	109,410	145,392
Totals	4,002,696	22.59%	3,265,212	2,838,543	3,010,858

FUND 250 QUINCY TRANSIT LINES

SUMMARY

Totals by Division					
3410 Administration	159,133	-16.39%	190,334	136,601	116,203
3412 Clerical	154,199	8.17%	142,550	146,114	145,693
3413 Drivers	1,689,239	2.41%	1,649,525	1,692,668	1,809,427
3414 Operations	1,891,639	60.64%	1,177,593	771,194	863,611
3415 Maintenance Supervision	108,486	3.11%	105,210	91,966	75,924
Totals	4,002,696	22.59%	3,265,212	2,838,543	3,010,858

STAFFING				
	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	20.75	19.75	19.75	24.1
Authorized Part Time Positions	20	21	17	17

The proposed budget includes the following Transit Department staff:

Position	Full Time Equivalents (FTE)
Director of Transit	1.00
Grant Administrator	0.60
Clerical	2.50
Fixed Route / Para Drivers	15.00
Utility Man	1.00
Maintenance Supervisor	0.65
Total Full-Time	20.75
Part Time	8.00
Senior Drivers	7.00
QU drivers	4.00
Part Time Clerical	1.00
Total Part-Time	20.00

		REVENUES			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
250-0000-331.01-01	Interest Income	1,200	1,200	2,108	3,261
250-0000-342.09-00	Other	5,025	-	5,025	-
250-0000-361.06-01	Passenger Fares	69,000	68,000	71,494	73,212
250-0000-361.06-02	Special Transit Fares	10,000	10,200	7,247	6,833
250-0000-361.06-03	Charter Service	-	-	-	-
250-0000-383.01-01	Local/Operating Grants	150,000	150,000	146,438	162,956
250-0000-383.02-01	State/Operating Grants	2,362,256	2,140,500	1,386,357	2,020,684
250-0000-383.02-02	Cap Exp/Infrastr Grant	533,450			
250-0000-383.03-01	Federal/Operating Grants	600,253	600,253	474,827	600,253
250-0000-383.03-02	Cap Exp/Infrastr Grant	-	20,000	-	-
250-0000-383.03-06	Dept of Transportation Gran	-	-	-	-
250-0000-391.01-01	Transfer from General Fund	271,512	275,059	275,059	274,000
Totals		4,002,696	3,265,212	2,368,555	3,141,199

FUND 250 QUINCY TRANSIT LINES

**TRANSIT
Administration
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
250-3410-403.11-01	Regular Salary/Wages	94,124	113,538	80,968	69,942
250-3410-403.11-03	Sick Pay	-	-	945	43
250-3410-403.11-04	Holiday Pay	5,205	6,596	4,807	3,654
250-3410-403.11-15	Vacation Pay	6,971	3,519	5,921	3,609
250-3410-403.11-17	Sick Pay Buy Back	5,070	8,243	3,828	3,465
250-3410-403.11-18	Vacation Pay Buy Back	-	3,506	-	-
250-3410-403.21-01	Group Insurance	20,954	23,282	17,264	15,289
250-3410-403.21-02	Retiree Insurance	-	-	-	-
250-3410-403.21-03	Board Paid Life Insurance	109	-	85	36
250-3410-403.21-04	Workers' Compensation	416	501	501	604
250-3410-403.22-01	Social Security	7,125	8,701	5,516	4,700
250-3410-403.22-02	Medicare	1,666	1,975	1,290	1,099
250-3410-403.22-03	Unemployment Comp.	138	138	138	138
250-3410-403.23-01	IMRF	12,963	15,943	10,946	9,232
	Totals	154,741	185,942	132,209	111,811
Commodities					
250-3410-403.36-02	Rentals/Land & Building	4,392	4,392	4,392	4,392
	Totals	159,133	190,334	136,601	116,203

**TRANSIT
Clerical
Detail**

Salaries & Benefits					
250-3412-403.11-01	Regular Salary/Wages	85,846	84,182	83,991	82,222
250-3412-403.11-02	Overtime	5,515			
250-3412-403.11-03	Sick Pay	-	233	321	157
250-3412-403.11-04	Holiday Pay	4,944	5,063	4,258	4,505
250-3412-403.11-15	Vacation Pay	4,423	6,573	3,273	6,825
250-3412-403.11-17	Sick Pay Buy Back	2,739	2,607	7,219	4,325
250-3412-403.11-18	Vacation Pay Buy Back	-	-	4,113	-
250-3412-403.12-01	Tem Emp Reg Salary Wag	6,600			
250-3412-403.21-01	Group Insurance	24,365	24,365	22,881	28,422
250-3412-403.21-03	Board Paid Life Insurance	170	172	151	83
250-3412-403.21-04	Workers' Compensation	237	286	286	345
250-3412-403.22-01	Social Security	6,482	6,117	6,159	5,902
250-3412-403.22-02	Medicare	1,516	1,431	1,440	1,381
250-3412-403.22-03	Unemployment Comp.	313	313	313	313
250-3412-403.23-01	IMRF	11,049	11,208	11,709	11,213
	Totals	154,199	142,550	146,114	145,693

FUND 250 QUINCY TRANSIT LINES

**TRANSIT
DRIVERS
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
250-3413-403.11-01	Regular Salary/Wages	524,514	526,308	506,652	614,732
250-3413-403.11-02	Overtime	51,458	82,283	42,139	70,144
250-3413-403.11-03	Sick Pay	18,254	33,279	45,286	35,897
250-3413-403.11-04	Holiday Pay	19,180	18,494	20,448	22,623
250-3413-403.11-15	Vacation Pay	45,197	51,844	42,760	40,412
250-3413-403.11-16	Major Medical Pay	-	-	11,356	41,796
250-3413-403.11-17	Sick Pay Buy Back	55,374	8,856	15,493	8,455
250-3413-403.11-18	Vacation Pay Buy Back	19,222	-	5,283	1,790
250-3413-403.11-19	Personal Day Pay	6,707	13,630	9,540	10,278
250-3413-403.11-20	Personal Day Pay Buy Back	15,388	19,893	17,214	21,396
250-3413-403.12-01	Temporary Employee Wages	400,122	381,972	391,519	280,457
250-3413-403.12-02	Overtime	19,541	-	39,248	49,635
250-3413-403.21-01	Group Insurance	203,880	205,452	219,958	252,665
250-3413-403.21-03	Board Paid Life Insurance	1,567	1,646	1,356	735
250-3413-403.21-04	Workers' Compensation	97,098	116,985	116,985	140,946
250-3413-403.22-01	Social Security	74,351	68,125	67,111	70,328
250-3413-403.22-02	Medicare	16,236	14,214	15,695	16,449
250-3413-403.22-03	Unemployment Comp.	4,375	4,375	4,375	4,000
250-3413-403.23-01	IMRF	116,475	101,869	120,010	126,333
250-3413-403.24-03	CDL Reimbursement	300	300	240	356
Totals		1,689,239	1,649,525	1,692,668	1,809,427

FUND 250 QUINCY TRANSIT LINES

TRANSIT
OPERATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
250-3414-403.31-01	Audit	8,500	8,500	7,730	7,542
250-3414-403.31-05	Other	51,184	71,184	840	600
250-3414-403.32-01	Medical	2,150	2,150	-	-
250-3414-403.34-03	Custodial	10,000	3,400	3,623	3,723
250-3414-403.35-01	Rep & Maint-Buildings	6,000	3,000	1,840	2,068
250-3414-403.35-02	Rep & Maint-Mach&Equip	5,000	1,000	766	999
250-3414-403.35-05	Rep & Maint -Other	5,000	1,000	174	782
250-3414-403.36-01	Fleet Maintenance	736,833	719,565	517,400	563,745
250-3414-403.36-03	Rentals/Equip & Vehicle	1,200	1,200	1,088	1,090
250-3414-403.38-01	MICA	64,390	77,578	77,578	93,468
250-3414-403.38-02	Deductible	-	-	-	-
250-3414-403.39-01	Communications	15,000	12,000	6,958	8,134
250-3414-403.39-02	Advertising/Publishing	3,145	3,145	786	1,479
250-3414-403.39-03	Printing & Binding	10,268	7,000	3,880	3,690
250-3414-403.39-04	Travel	2,000	2,000	269	482
250-3414-403.39-05	Mileage Reimbursement	3,500	3,500	358	784
250-3414-403.39-07	Regist, Schools, Meetings	600	600	50	200
250-3414-403.39-08	Contracted Services	20,000	20,000	13,394	9,349
	Subtotal	944,770	936,822	636,734	698,135
Commodities					
250-3414-403.41-01	Postage	350	350	297	492
250-3414-403.41-02	Office Supplies	750	750	601	591
250-3414-403.42-01	Natural Gas	7,000	7,000	3,105	3,274
250-3414-403.42-02	Electricity	9,000	9,000	11,263	10,321
250-3414-403.45-01	Building Supplies	-	-	-	122
250-3414-403.45-02	Custodial Supplies	1,400	1,400	1,513	840
250-3414-403.45-03	Equipment Consumable			40	
250-3414-403.45-04	Equip Replacement Parts	1,000	1,000	-	-
250-3414-403.45-05	Small Tools	245	245	540	-
250-3414-403.46-08	Paint	2,000	2,000	-	-
250-3414-403.46-11	Other	-	-	479	-
250-3414-403.46-12	Gasoline/Diesel			460	284
250-3414-403.47-01	Clothing/Uniforms	5,000	5,000	3,400	3,300
250-3414-403.47-02	Safety Equipment	500	500	182	165
	Subtotal	27,245	27,245	21,880	19,389
Capital Outlay					
250-3414-403.52-02	Buildings	533,450	45,000	-	-
250-3414-403.52-05	Machinery & Equipment	10,000	10,000	-	-
250-3414-403.52-06	Vehicles	-	-	-	-
250-3414-403.52-08	Controllable	2,220	2,220	3,170	695
	Subtotal	545,670	57,220	3,170	695
Miscellaneous					
250-3414-403.61-01	Dues	5,280	5,280	4,400	-
250-3414-403.61-02	Taxes		-		
250-3414-403.61-04	Other	150	150	1,050	773
250-3414-403.65-01	Cost Share/Administrative	368,524	150,876	103,960	144,619
	Subtotal	373,954	156,306	109,410	145,392
	Total	1,891,639	1,177,593	771,194	863,611

FUND 250 QUINCY TRANSIT LINES

TRANSIT
SUPERVISION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
250-3415-403.11-01	Regular Salary/Wages	59,869	58,579	51,013	40,710
250-3415-403.11-02	Overtime	-	-	546	187
250-3415-403.11-03	Sick Pay	2,331	2,296	1,422	909
250-3415-403.11-04	Holiday Pay	3,588	3,828	2,711	2,223
250-3415-403.11-15	Vacation Pay	2,657	2,614	1,616	272
250-3415-403.11-16	Major Medical Pay			500	500
250-3415-403.11-17	Sick Pay Buy Back	-	-	-	-
250-3415-403.21-01	Group Insurance	20,684	17,363	15,444	13,236
250-3415-403.21-02	Retirees Insurance	-	-	-	-
250-3415-403.21-03	Board Paid Life Insurance	112	112	88	38
250-3415-403.21-04	Workers' Compensation	6,477	7,804	7,804	9,403
250-3415-403.22-01	Social Security	4,114	4,047	3,288	2,548
250-3415-403.22-02	Medicare	962	946	769	596
250-3415-403.22-03	Unemployment Comp.	207	207	207	144
250-3415-403.23-01	IMRF	7,485	7,414	6,558	5,158
	Totals	108,486	105,210	91,966	75,924

FUND 252 DCCA GRANT FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
252-0000-383.01-04	Local/Private-Matching	-	-	-	-
252-0000-383.02-03	State Econ Dev/Rehab Grar	-	-	-	-
252-0000-383.03-01	Federal Operating Grant	150,000	150,000	-	-
252-0000-383.03-03	Federal Rehab Grant	-	-	-	-
	Totals	150,000	150,000	-	-
Expenses					
Contractual Services					
252-6312-408.31-02	Professional Svc/Legal	20,000	20,000	-	-
252-6312-408.31-05	Professional Svc/Other	-	-	-	18,250
252-6312-408.35-01	Repair & Maint-Buildings	-	-	-	-
252-6312-408.39-08	Contracted Services	80,000	80,000	-	-
	Subtotal	100,000	100,000	-	18,250
Capital Outlay					
252-6312-408.53-02	Streets-Replacement	50,000	50,000	-	-
252-6312-408.53-09	Other	-	-	-	80,310
	Subtotal	50,000	50,000	-	80,310
Miscellaneous					
252-6312-408.65-01	Administrative Cost Share	-	-	-	-
Transfers					
252-1804-408.62-83	Transfer to GREDF	-	-	-	-
252-1804-491.62-01	General Fund	-	-	-	37,554
	Totals	150,000	150,000	-	98,560

FUND 253 IHDA GRANT FUND

SUMMARY

Funds from Illinois Housing Development Authority (IHDA) are placed in Fund 253 to be utilized for projects that receive grant awards. Projects include: Single family Owner Occupied, Rental Rehab and Abandon Housing grants. We are planning to receive a \$210,000 Housing Grant and a \$71,000 abandoned Housing

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
253-0000-331.01-01	Interest Income	-	-	26	21
253-0000-383.01-04	Local/Private-Matching	-	-	-	-
253-0000-383.02-03	State-Econ Dev/Rehab Grar	-	-	13,566	160,627
253-0000-383.03-03	Fed-Econ Dev/Rehab Grant	281,525	80,000	-	-
	Totals	281,525	80,000	13,592	160,648
Expenses					
Contractual Services					
253-6312-408.31-02	Contracted Legal	500	500	-	-
253-6312-408.31-05	Other	1,500	1,000	-	-
253-6312-408.35-01	Buildings	-	67,500	-	136,716
253-6312-408.37-01	Demolitions	55,000	-	-	-
253-6312-408.39-08	Contracted Services	16,000	-	-	-
Miscellaneous					
253-6312-408.61-04	Other	198,525	-	-	-
253-6312-408.65-01	Administrative Cost Share	10,000	11,000	23,998	28,975
	Totals	281,525	80,000	23,998	165,691

FUND 255 HUD GRANT FUND

SUMMARY

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

REVENUES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
255-0000-383.03-01	Federal Operating Grants	-	-	-	-
255-0000-383.03-03	Federal Econ Dev/Rehab	98,000	98,000	25,096	271
	Totals	98,000	98,000	25,096	271

EXPENSES

Commercial Development

Contractual Services

255-6312-408.31-02	Legal	-	-	-	-
255-6312-408.31-04	Engineering/Architectural	-	-	450	474
255-6312-408.31-05	Prof Services - Other	-	-	-	-
255-6312-408.35-01	Repair & Maint - Building	-	-	-	388
255-6312-408.39-02	Advertising/Publishing	-	-	-	-
255-6312-408.39-08	Other Contracted Services	-	-	-	56
	Subtotal	-	-	450	918

Commodities

255-6312-408.41-01	Postage	-	-	-	-
255-6312-408.46-11	Operational supplies-other	500	2,700	220	2,702
	Subtotal	500	2,700	220	2,702

Capital Outlay

255-6312-408-52-01	Land	-	-	-	-
255-6312-408-52-03	Improv other than Building	-	-	-	-
	Subtotal	-	-	-	-

Miscellaneous

255-6312-408.61-04	Miscellaneous-Other	-	50,397	50,397	-
255-6312-408.65-01	Administrative	102,500	44,903	-	-
	Subtotal	102,500	95,300	-	-

	Totals	103,000	98,000	51,067	3,620
--	---------------	----------------	---------------	---------------	--------------

This page is left blank intentionally.

CITY OF QUINCY
CAPITAL PROJECTS FUNDS

Revenue/Expenditures & Change in Fund Balance

	Capital Projects 301	Arts Corridor 303	Sanitation Conn Fee 306	Special Capital 309	Special Tax Alloc TIF #2 312	Special Tax Alloc TIF #3 313
Beginning Balance, May 1	2,800,000	13,600	480,000	24,000	969,000	12,000
REVENUES						
Taxes					415,000	26,000
Licenses & Permits						
Charges for Services			30,000			
Rent & Other Income				15,000		
Interest Income	5,000	100	1,200	200	2,000	
Debt Proceeds						
Grants						
Transfers In	2,416,522					
Inter-Gov. Revenues		-	-	-	-	-
TOTAL REVENUE	2,421,522	100	31,200	15,200	417,000	26,000
Total Funds Available	5,221,522	13,700	511,200	39,200	1,386,000	38,000
EXPENDITURES						
Salaries & Benefits						
Contracted Services	50,000	13,700	-	9,600	83,250	-
Commodities				5,000		
Capital Outlay	4,495,110		480,000		955,000	11,200
Miscellaneous			5,000	1,600	132,400	
Debt Service	12,500					
Transfers	535,000					
TOTAL EXPENDITURES	5,092,610	13,700	485,000	16,200	1,170,650	11,200
Ending Balance, April 30	\$ 128,912	\$ -	\$ 26,200	\$ 23,000	\$ 215,350	\$ 26,800

CITY OF QUINCY
CAPITAL PROJECTS FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	CDAP Capital Grant 316	2009 G/O OLC Proj 321	Sewer Equip Replac. 394	QMEA Cap Res 395	Fire Equip/ Improv. 397	Total
Beginning Balance, May 1	30	54,800	239,000	200,700	525,000	5,318,130
REVENUES						
Taxes						441,000
Licenses & Permits					90,000	90,000
Charges for Services						30,000
Rent & Other Income					2,869	17,869
Interest Income		500	800	900	2,000	12,700
Debt Proceeds						-
Grants						-
Transfers In	300,000			20,000		2,736,522
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	300,000	500	800	20,900	94,869	3,328,091
Total Funds Available	300,030	55,300	239,800	221,600	619,869	8,646,221
EXPENDITURES						
Salaries & Benefits	-	-	-	-	-	-
Contracted Services						156,550
Commodities						5,000
Capital Outlay	300,000	55,000	35,000	50,000	619,000	7,000,310
Miscellaneous	-	-	-	-	-	139,000
Debt Service	-	-	-	-	-	12,500
Transfers	-	-	-	-	-	535,000
TOTAL EXPENDITURES	300,000	55,000	35,000	50,000	619,000	7,848,360
Ending Balance, April 30	\$ 30	\$ 300	\$ 204,800	\$ 171,600	\$ 869	\$ 797,861

FUND 301 CAPITAL PROJECTS FUND

SUMMARY

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. For FY 2018, 25% of Home Rule Sales Tax will be allocated to capital which is the same percentage split as FY 2017.

GOALS/OBJECTIVES

- \$650,000 Public Safety Radio Communication
- \$525,000 to Ward Funds
- \$190,000 Airport infrastructure
- \$95,000 Bond debt service
- \$70,000 for Ward clean up
- \$100,000 Central Garage Hoist
- \$250,000 Central Services subsidy
- \$134,000 for four new Police Vehicles
- \$60,000 for 42nd Street ROW & construction
- \$50,000 for IT network infrastructure
- \$50,000 for Central Garage service truck
- \$50,000 for Concrete dept - skid steer

PAST FISCAL YEAR HIGHLIGHTS

In FY2017, over \$1.7 million was allocated to enhancement funds and ward funds. Other items funded through capital projects fund were Police Cars, funding to reopen fire station #6, transfer of funds to airport for new truck, work at Landfill #4, city hall video surveillance, access security, and other IT network equipment.

REVENUE SUMMARY

ACCOUNT NUMBER	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Interest Income	5,000	0.00%	5,000	9,860	7,571
Grants	0		0	0	0
Transfers from General Fund	0	-100.00%	250,000	0	0
Transfers from Purchase Tax Fund	2,416,522	-0.31%	2,423,942	2,380,583	2,201,817
Transfers from Airport PFC Fund	0		0	0	0
Total Revenues	2,421,522	-9.61%	2,678,942	2,390,443	2,209,388

EXPENSE SUMMARY

Totals by Division	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Building Maintenance	60,000	14.29%	52,500	0	0
Interfund Transfers	535,000	11.46%	480,000	480,000	404,662
Information Technology	50,000	0.00%	50,000	44,536	67,513
Police Dept.	638,000	244.86%	185,000	178,565	142,625
Fire Dept.	322,500	123.18%	144,500	12,500	94,204
Forestry	50,000	-0.62%	50,310	38,544	110,697
Recycling	275,000		0	0	0
Fleet	150,000	275.00%	40,000	0	0
Concrete(Street Maintenance)	2,952,110	-17.41%	3,574,495	2,226,104	916,882
Landfill	0	-100.00%	160,094	160,093	15,709
Airport	0	-100.00%	6,384	0	0
Commercial Development	60,000		0	0	0
Totals	5,092,610	7.36%	4,743,283	3,140,342	1,752,292

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
REVENUES					
301-0000-331.01-01	Interest Income	5,000	5,000	9,860	7,571
301-0000-350.00-00	Sale of Property	0	0	0	0
301-0000-383.03-02	Federal Infrastructure Grant	0	0	0	0
301-0000-391.01-01	Trnsfr from General Fund		250,000	0	0
301-0000-391.01-51	Trnsfr from Purchase Tax	2,416,522	2,423,942	2,380,583	2,201,817
301-0000-391.01-59	Airport PFC Fund 512	0	0	0	0
301-0000-391.01-67	Trnsfr from Mun. Dock Fund	0	0	0	0
301-0000-392-03-00	Loan Proceeds	0	0	0	0
	Totals	2,421,522	2,678,942	2,390,443	2,209,388
EXPENSES					
Building Maintenance					
301-1403-401.52-02	Buildings	60,000	45,000	0	0
301-1403-401.52-05	Machinery & Equipment	0	7,500	0	0
	Subtotal	60,000	52,500	0	0
Interfund Transfers					
301-1801-491.62-01	Transfer to General Fund	0	200,000	200,000	0
301-1801-491.62-09	Trnsfr to 2017 GO Bond Fund	95,000	0	0	0
301-1801-491.62-30	Quincy Regional Airport	190,000	30,000	30,000	154,662
301-1801-491.62-32	Central Services Fund	250,000	250,000	250,000	250,000
	Subtotal	535,000	480,000	480,000	404,662
IT Dept.					
301-1901-401.52-03	Improv other than Bldgs	0	0	0	4,380
301-1901-401.52-04	Office Equipment	50,000	50,000	19,434	63,133
301-1901-401.52-08	Controllable			25,102	
	Subtotal	50,000	50,000	44,536	67,513
Police Dept.					
301-2110-402.52-05	Machinery & Equipment	500,000	10,000	142,091	0
301-2110-402.52-06	Vehicles	134,000	175,000	25,670	133,467
301-2110-402.52-08	Controllable	4,000	0	10,804	9,158
	Subtotal	638,000	185,000	178,565	142,625
Fire Dept.					
301-2210-402.52-05	Machinery & Equipment	150,000	0	0	0
301-2210-402.52-08	Controllable	0	0	0	0
301-2210-402.54-10	Fire Station Reserve	160,000	132,000	0	0
301-2210-409.72-00	Loan/Lease Payments	12,500	12,500	12,500	94,204
	Subtotal	322,500	144,500	12,500	94,204
Forestry					
301-3112-403.39-08	Emerald Ash Borer	50,000	50,310	38,544	16,690
301-3112-403.52-05	Machinery & Equipment	0	0	0	94,007
	Subtotal	50,000	50,310	38,544	110,697

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Recycling					
301-3114-403.52-06	Vehicles	275,000	0	0	0
	Subtotal	275,000	0	0	0
Fleet					
301-3115-403.52-02	Buildings	100,000	40,000	0	0
301-3115-403.52-06	Vehicles	50,000	0	0	0
	Subtotal	150,000	40,000	0	0
Concrete(Street Maintenance)					
301-3152-403.52-05	Machinery & Equipment	50,000	0	0	0
301-3152-403.52-06	Vehicles	0	62,170	0	142,830
301-3152-403.53-08	Neighborhood Enhancement	596,468	1,169,218	1,254,969	631,887
301-3152-403.53-09	Other	0	0	0	0
301-3152-403.54-01	Ward 1	402,336	355,531	28,545	12,749
301-3152-403.54-02	Ward 2	422,851	359,987	12,136	14,397
301-3152-403.54-03	Ward 3	341,202	387,500	121,298	30,534
301-3152-403.54-04	Ward 4	288,199	265,128	229,807	8,116
301-3152-403.54-05	Ward 5	285,772	282,975	73,120	2,411
301-3152-403.54-06	Ward 6	222,925	301,376	307,151	5,468
301-3152-403.54-07	Ward 7	272,357	322,488	130,958	8,899
301-3152-403.54-17	Ward Clean Up	70,000	68,122	68,120	59,591
301-3152-403.54-30	Sidewalks	0	0	0	0
301-3152-403.54-31	IDOT Matching	0	0	0	0
	Subtotal	2,952,110	3,574,495	2,226,104	916,882
Landfill					
301-3716-405.54-43	Landfill #1 - 36th & Wisman	0	0	0	0
301-3716-405.54-44	Landfill #4 - Burton	0	160,094	160,093	15,709
	Subtotal	0	160,094	160,093	15,709
301-4310-413.54-22	Runway Paint Reserve	0	6,384	0	0
	Subtotal	0	6,384	0	0
Commercial Development					
301-6310-403.52-01	Capital Outlay-Land	34,000	0	0	0
301-6310-403.53-01	Streets-New Construction	26,000	0	0	0
	Subtotal	60,000	0	0	0
	Totals	5,092,610	4,743,283	3,140,342	1,752,292

FUND 303 ARTS CORRIDOR CAPITAL PROJECTS FUND

SUMMARY

The Arts Corridor Capital Projects fund was established in 1998 with \$30,000 of private funds and \$50,000 Rotary Challenge grant for the Arts Corridor improvement. The funds have been used to fund projects such as:

- Relocating John Wood Statue to south west corner of Washington Park
- Moments of the Cross Road Sculpture
- Washington Theatre Feasibility Study
- Masonry work at Quincy Society of Fine Arts
- Downtown Building Murals
- Other Downtown Art/Beautification projects

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
<u>Revenue</u>					
303-0000-331.01-01	Interest Income	100	100	61	57
303-0000-342.09-00	Other	0	0	0	0
	Total	100	100	61	57
<u>Expenses</u>					
<u>Contractual Services</u>					
303-6310-407.31-04	Engineering/Architectural	0	0	0	0
303-6310-407.31-05	Other	13,700	14,000	790	
303-6310-407.39-08	Contracted Services	0	0	0	0
	Total	13,700	14,000	790	0

FUND 306 SANITATION CONNECTION FEE/EXPANSION FUND

SUMMARY

The Sanitation Connection Fee Fund was created prior to the 1960s to hold all sewer connection fees for permits for permits not within the corporate boundaries of the City of Quincy. These fees are held in a separate fund for the purpose of being used for future expansion of city sewer infrastructure. In FY 2018 we plan to spend \$350,000 to extend sewer at 36th & Harrison to serve development southeast of the intersection and \$130,000 for the Spring Lake lift station.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
306-0000-331.01-01	Interest Income	1,200	1,200	1,800	1,526
306-0000-372.04-00	Connection Charges	30,000	24,000	106,865	29,580
	Totals	31,200	25,200	108,665	31,106
Expenses					
306-3158-412.39-08	Contracted Services	0	0	0	0
306-3158-412.53-03	Capital/Infrastructure	0	0	0	0
306-3158-412.53-09	Infrastructure/Other	480,000	350,000	159,452	0
306-3158-412.61-06	Misc-Refunds	5,000	10,000	0	2,643
	Totals	485,000	360,000	159,452	2,643

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 the Washington Theatre are tracked separately within this fund to make sure revenues are sufficient to cover expenses.

Revenues are generated from two tenants: Heimer Accounting and Elite Dance Studio. The expenses of the fund include basic maintenance, utilities, and taxes.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
309-0000-321.00-00	Donations		0		
309-0000-331.01-01	Interest Income	200	200	92	68
309-0000-341.04-00	Rent-Washington Theatre	15,000	15,000	12,855	14,655
309-0000-342.09-00	Other	0	0	0	860
	Totals	15,200	15,200	12,947	15,583
Expenses					
Contractual Services					
309-1899-401.33-01	Utility Svcs-Water/Sewer	1,000	1,000	240	
309-1899-401.35-01	Repair & Maint/Buildings	8,600	8,600	1,911	4,584
309-1899-401.39-08	Contracted Services		0		
	Subtotal	9,600	9,600	2,151	4,584
Commodities					
309-1899-401.42-02	Electricity	5,000	4,000	4,809	4,459
Miscellaneous					
309-1899-401.61-02	Taxes	1,600	1,600	1,526	1,456
	Totals	16,200	15,200	8,486	10,499

FUND 312 SPECIAL TAX ALLOCATION TIF #2

SUMMARY

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
312-0000-311.01-00	General Levy	415,000	390,000	414,768	393,798
312-0000-331.01-01	Interest Income	2,000	1,500	4,177	2,693
312-0000-331.01-02	Tax Payments	0	0	111	108
312-0000-342.09-00	Other	0	0	298	0
312-0000-383.01-03	Econ Dev/Rehab Grant	12,000	0	0	12,447
312-0000-383.02-03	Econ Dev/Rehab Grant	0	0	0	0
	Totals	429,000	391,500	419,354	409,046
Expenses					
Interfund Transfers					
312-1801-491.62-02	Planning & Development	0	40,000	40,000	0
Contractual Services					
312-3712-408.31-04	Engineering/Architectural	80,000	17,000	0	2,879
312-3712-408.31-05	Prof Services/Other	0	0	0	0
312-3712-408.39-02	Advertising/Publishing	750	0	704	0
312-3712-408.39-04	Travel	1,000	1,000	868	
312-3712-408.39-07	Regist, Schools, Meetings	1,500	1,500	1,050	1,050
312-3712-408.39-08	Contracted-Other	0	150,000	0	0
	Subtotal	83,250	169,500	2,622	3,929
Capital Outlay					
312-3712-408.53-02	Streets-Replacement	880,000	566,500	250,969	12,187
312-3712-408.53-06	Infrastructure-Lighting	0	0		0
312-3712-408.53-07	Rental Rehab	0	0	0	0
312-3712-408.53-09	Infrastructure-Other	75,000	75,000		0
	Subtotal	955,000	641,500	250,969	12,187
Miscellaneous					
312-3712-408.61-01	Dues	900	0	850	0
312-3712-408.61-04	Other	0	4,000	2,494	6,585
312-3712-408.62-87	Rental Rehab Grants	131,500	130,000	20,196	
		132,400	134,000	23,540	6,585
	Totals	1,170,650	985,000	317,131	22,701

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
313-0000-311.01-00	General Levy	26,000	20,000	26,368	18,915
313-0000-331.01-01	Interest Income	200	0	196	161
313-0000-331.01-02	Tax Payments		0	7	5
	Totals	26,200	20,000	26,571	19,081
Expenses					
Contractual Services					
313-3712-408.31-04	Engineering/Architectural	0	0	0	0
313-3712-408.39-08	Contracted Services	15,000	0		
Capital Outlay					
313-3712-408.53-09	Infrastructure-Other	11,200	64,447	58,951	0
	Totals	26,200	64,447	58,951	0

FUND 316 CDAP CAPITAL GRANT

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
316-0000-331.01-01	Deposit Accounts	0	0	128	142
316-0000-391.01-39	Trnsfr from CDAP RLF	300,000	300,000	81,818	0
	Totals	300,000	300,000	81,946	142
Expenses					
Capital Outlay					
316-6310-408.53-09	Infrastructure-Other	300,000	300,000	117,685	0
	Totals	300,000	300,000	117,685	0

FUND 321 2009 G/O OLC PROJECT

SUMMARY

This fund was created in FY 2010 (October 2009) when the \$1,202,681 in General Obligation Bonds were issued for the OLC improvements. The OLC Bond project fund still has approximately \$55,000 of unspent bond funds.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
321-0000-331.01-01	Interest Income	500	500	640	782
321-0000-392.01-00	General Obligation Bonds	0	0	0	0
Totals		500	500	640	782
Expenses					
Contractual Services					
321-1899-401.31-04	Engineering/Architectural	0	0	0	0
321-1899-401.31-05	Prof Svcs/Other	0	0	0	0
Subtotal		0	0	0	0
Capital Outlay					
321-1899-401.52-01	Land	0	0	0	0
321-1899-401.52-02	Buildings	0	0	0	0
321-1899-401.52-03	Improv other than Building	55,000	155,075	100,477	12,722
321-1899-401.52-04	Office Equipment	0	0	0	0
321-1899-401.52-07	Furniture/Fixtures	0	0	0	0
Totals		55,000	155,075	100,477	12,722

FUND 394 SEWER EQUIPMENT REPLACEMENT FUND

SUMMARY

The Sewer Equipment Replacement Fund was created to hold funds for the specific purpose of replacing sewer equipment. Some of the past expenses have included:

- \$584,000 for WWTP jet aeration retrofit (FY 2000-FY 2001)
- \$48,000 for a new electrical control panel on primary clarifier (FY 2003-2004)
- \$93,000 for replacement/installation of gorman rupp pumps at WWTP (FY 2007)
- \$48,000 to replace hoffman blower at WWTP (FY 2010)
- \$43,000 to replace electric motor on highwater pump, clarifier valves (FY 2011)
- \$20,000 to replace a solids handling pump (FY 2012)
- \$59,000 to replace clarifier drive assembly (FY 2013)

In FY 2018, we are planning \$130,000 for a vactor truck replacement and \$35,000 for the Spring Lake Estates Lift Station,

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
394-0000-331.01-01	Interest Income	800	800	1,059	947
	Totals	800	800	1,059	947
Expenses					
394-3322-412.39-08	Contracted Services	0	0		
394-3322-412.52-06	Capital Outlay/Vehicles	130,000			
394-3322-412.53-09	Infrastructure-Other	35,000	200,000	34,978	0
	Totals	165,000	200,000	34,978	0

FUND 395 QMEA CAPITAL RESERVE FUND

SUMMARY

The QMEA Capital Reserve Fund was created to use excess hotel/motel tax collections for capital needs at the Oakley-Lindsey Center. Previously, the OLC received operational funds up to \$500,000 of the net disbursement. The excess collections up to \$40,000 was transferred to this fund for future capital needs. In FY 2015, the agreement was changed allowing the OLC to increase the maximum limit of disbursements from \$500,000 to \$750,000. This new agreement included the OLC forfeiture of these funds to the City of Quincy 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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
395-0000-331.01-01	Interest Income	900	700	889	794
395-0000-391.01-50	From Tourism Tax Fund	20,000	20,000	0	0
	Totals	20,900	20,700	889	794
Expenses					
395-1899-401.35-05	Repair & Maint- Other	0	0	0	0
395-1899-401.52-02	Capital Outlay-building	50,000	0	0	0
395-1899-401.52-03	Improv other than Bldgs		50,000		
395-1899-401.62-01	General Fund Transfer	0	0	0	0
	Totals	50,000	50,000	0	0

FUND 397 FIRE EQUIPMENT/IMPROVEMENT FUND

SUMMARY

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

The FY 2018 budget includes appropriation of the full fund balance to replace a pumper truck, if needed.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
397-0000-331.01-01	Interest Income	2,000	1,300	2,110	1,691
397-0000-362.02-01	Veteran's Home Protection	90,000	94,500	89,179	93,444
397-0000-362.02-09	Sale of Service	2,869	2,850	2,869	2,869
397-0000-391.01-15	Transfer from Capital Fund	0	0		
	Totals	94,869	98,650	94,158	98,004
Expenses					
397-1801-491.62-15	Transfer to Capital Fund	0	0	0	0
397-2210-402-52-02	Capital Outlay/Buildings	0	0	0	0
397-2210-402-52-05	Machinery & Equip	619,000	0	0	0
397-2210-402-52-06	Vehicles	0	0	0	0
	Totals	619,000	0	0	0

This page is left blank intentionally.

**CITY OF QUINCY
DEBT SERVICE FUNDS**

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

	2013B HVAC Proj 406	1999 G/O Bond 407	2005 G/O Bond 409	2009 OLC G/O Bond 411	2009 Library G/O Fund 412	2014 G&R G/O Bond 414	2017 G/O Bond 415
Beginning Balance, May	10	72,000	67,000	131,000	145,000	-	204,000
REVENUES							
Taxes		97,380	1,174,426		389,562		
Licenses & Permits							
Charges for Services							
Rent & Other Income							
Interest Income		400	1,000	100	1,000	-	-
Debt Proceeds							
Grants					107,838		
Transfers In	139,493	-	107,624	222,960		149,520	95,000
Inter-Gov. Revenues							
TOTAL REVENUE	139,493	97,780	1,283,050	223,060	498,400	149,520	95,000
Total Funds Available	139,503	169,780	1,350,050	354,060	643,400	149,520	299,000
EXPENDITURES							
Salaries & Benefits							
Contracted Services						-	
Commodities							
Capital Outlay							
Miscellaneous		1,000	1,000	500	600	-	600
Debt Service	139,493	97,380	1,282,050	241,215	497,400	149,520	93,617
Transfers							
TOTAL EXPENDITURES	139,493	98,380	1,283,050	241,715	498,000	149,520	94,217
Ending Balance, Apr 30	\$ 10	\$ 71,400	\$ 67,000	\$ 112,345	\$ 145,400	\$ -	\$ 204,783

FUND 403 1996 G/O BOND FUND

SUMMARY

PURPOSE

These bonds were originally issued in 1996 and are funded in full by the City's Hotel/Motel Tax. The Tourism Tax Fund 743 transfers funds to make the payments. Following a refinance in April 2013, (Series 2013A-\$825,000), the final bond payment was made in October 2016.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
403-0000-331.01-01	Interest Income	0	1,000	634	946
403-0000-391.01-50	From Tourism Tax Fund	0	68,000	99,980	216,000
403-0000-392.03-00	Loan Proceeds		0		
	Totals	0	69,000	100,614	216,946
Expenses					
Miscellaneous					
403-1899-409.61-04	Other	0	0	0	0
Debt Service					
403-1899-409.71-01	Bond Pymnts-Pricipal	0	211,294	245,609	207,886
403-1899-409.71-02	Bond Pymnts-Interest	0	1,866	1,999	5,274
403-1899-409.72-00	Loan/Lease Pymnts		0		
	Subtotals	0	213,160	247,608	213,160
	Totals	0	213,160	247,608	213,160

FUND 406 2013B HVAC PROJECT PAYMENT FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
406-0000-391.01-01	General Fund	116,493	116,493	116,493	116,493
406-0000-391.01-09	Franchise Fee "Green" fnd	23,000	23,000	23,000	23,000
	Totals	139,493	139,493	139,493	139,493
Debt Service					
406-1899-409.71-01	Bond Pymnts-Principal	131,297	129,461	135,965	124,119
406-1899-409.71-02	Bond Pymnts-Interest	8,196	10,032	15,152	15,373
	Subtotal	139,493	139,493	151,117	139,492
	Totals	139,493	139,493	151,117	139,492

FUND 407 2010/1999 G/O BOND FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
407-0000-311.01-00	General Levy	97,380	90,200	91,067	97,612
407-0000-331.01-01	Interest Income	400	500	342	398
	Totals	97,780	90,700	91,409	98,010
Expenses					
Miscellaneous					
407-1899-409.61-04	Other	1,000	1,000	500	500
	Subtotal	1,000	1,000	500	500
Debt Service					
407-1899-409.71-01	Principal	90,000	80,000	80,000	85,000
407-1899-409.71-02	Interest	7,380	10,200	10,200	12,675
	Subtotal	97,380	90,200	90,200	97,675
	Totals	98,380	91,200	90,700	98,175

FUND 409 2005 G/O BOND FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
409-0000-311.01-00	General Levy	1,174,426	971,476	980,817	1,171,019
409-0000-331.01-01	Interest Income	1,000	1,000	837	1,036
409-0000-342.09-00	Other	0	0	0	914
409-0000-391.01-28	From Utilities-Water	53,812	53,812	53,812	53,812
409-0000-391.01-29	From Utilities-Sewer	53,812	53,812	53,812	53,812
	Totals	1,283,050	1,080,100	1,089,278	1,280,593
Expenses					
Miscellaneous					
409-1899-409.61-04	Other	1,000	1,000	500	792
Debt Service					
409-1899-409.71-01	Principal	1,215,000	990,000	990,000	1,180,000
409-1899-409.71-02	Interest	67,050	89,100	89,100	97,021
	Subtotal	1,282,050	1,079,100	1,079,100	1,277,021
	Totals	1,283,050	1,080,100	1,079,600	1,277,813

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

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
411-0000-331.01-01	Interest Income	100	50	162	58
411-0000-391.01-50	From Tourism Tax Fund	222,960	168,000	142,300	45,600
	Totals	223,060	168,050	142,462	45,658
Expenses					
Debt Service					
411-1899-409.61-04	Misc-Other	500	500	500	500
411-1899-409.71-01	Principal	200,000	0		
411-1899-409.71-02	Interest	41,215	44,215	44,215	44,215
	Totals	241,715	44,715	44,715	44,715

FUND 412 2009C LIBRARY G/O FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
412-0000-311.01-00	General Levy	389,562	370,376	373,937	355,528
412-0000-331.01-01	Interest Income	1,000	1,000	903	971
412-0000-342.09-00	Misc-Other	0	0	0	0
412-0000-381.03-03	Stimulus Rebate	107,838	112,237	112,176	115,443
	Totals	498,400	483,613	487,016	471,942
Expenses					
Debt Service					
412-1899-409.61-04	Misc-Other	600	600	600	600
412-1899-409.71-01	Principal	240,000	215,000	215,000	195,000
412-1899-409.71-02	Interest	257,400	267,613	267,613	275,998
	Totals	498,000	483,213	483,213	471,598

FUND 414 2009 G/O Bond G & R Trucks

SUMMARY

The Series 2014 G/O Note was issued December 2014 (Ord 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 transfers the funds to make debt payments.

The FY 2017 budget includes an additional transfer from the Central Service fund in the amount of \$149,513 which represents one additional annual payment of principal to be applied to the outstanding balance. This additional transfer is based on revenues hitting targets for the fiscal year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
414-0000-331.01-01	Interest Income	0	0	0	0
414-0000-391.01-09	Trnsf from Franch Fee Fnd	0	0	0	0
414-0000-391.01-15	Trnsf from Capital Proj Fund	0	0	0	0
414-0000-391.01-32	Central Services Fund	149,520	299,334	137,060	149,520
414-0000-391.01-33	Trnsfr from Vehicle Replace	0			
414-0000-391.01-66	Trnsfr from Cash Reserve	0			
414-0000-391.16-01	Trnsfr from 2009 G/O Hydro	0			
414-0000-392.03-00	Loan Proceeds	0	0		0
	Totals	149,520	299,334	137,060	149,520
Expenses					
Contractual Services					
414-1899-409.31-02	Legal	0	0	0	0
	Subtotal	0	0	0	0
Debt Service					
414-1899-409.71-01	Principal	137,053	283,760	145,048	131,412
414-1899-409.71-02	Interest	12,467	15,266	16,932	18,108
	Subtotal	149,520	299,026	161,980	149,520
Commodities					
414-1899-409.61-04	Misc-Other	0	0	0	0
414-1899-409.71-01	Principal	0	0	0	0
414-1899-409.71-02	Interest	0	0	0	0
414-1899-491.62-32	Central Services Fund	0	0	0	0
	Subtotal	0	0	0	0
	Totals	149,520	299,026	161,980	149,520

The Series 2017 G/O Note was issued February 2017 (Ord 2017- 7) 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 2018 budget includes a transfer from the Capital Projects Fund 301 fund in the amount of \$ 94,000. The interest payments will be transferred from internal sources until FY 2021 when the debt service will be placed on the tax levy.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
415-0000-331.01-01	Interest Income	0			
415-0000-391.01-09	Trnsf from Franch Fee Fnd	0			
415-0000-391.01-15	Trnsf from Capital Proj Fund	95,000			
415-0000-391.01-32	Central Services Fund	0			
415-0000-391.01-33	Trnsfr from Vehicle Replace	0			
415-0000-391.01-66	Trnsfr from Cash Reserve	0			
415-0000-391.16-01	Trnsfr from 2009 G/O Hydro	0			
415-0000-392.03-00	Loan Proceeds	0			
	Totals	95,000	0	0	0
Expenses					
Contractual Services					
415-1899-409.31-02	Legal	0	0	0	0
	Subtotal	0	0	0	0
Miscellaneous					
415-1899-409.61-04	Misc-Other	600	0	0	0
	Subtotal	600	0	0	0
Debt Service					
415-1899-409.71-01	Principal	0			
415-1899-409.71-02	Interest	93,617			
	Subtotal	93,617	0	0	0
	Totals	94,217	0	0	0

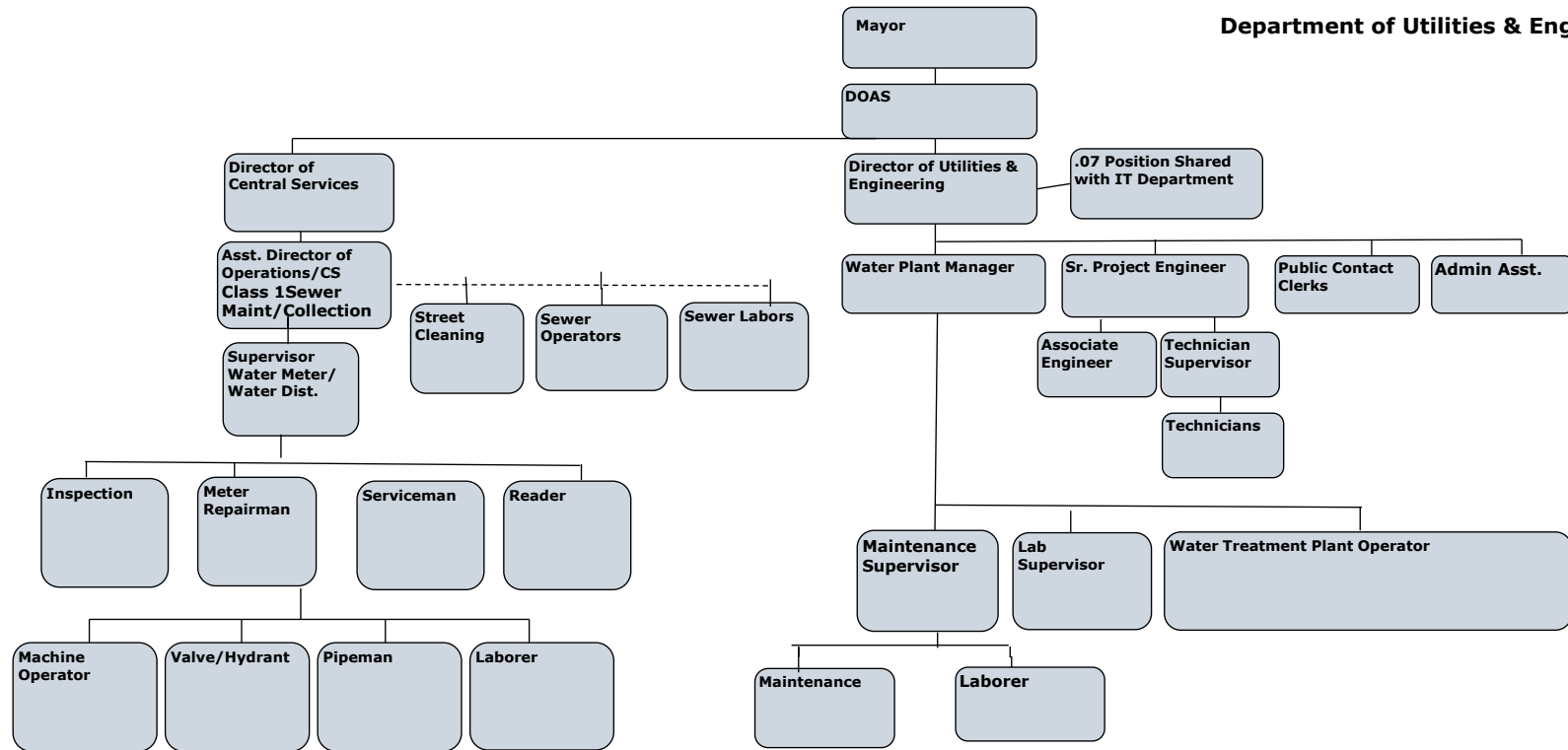
**CITY OF QUINCY
ENTERPRISE FUNDS**

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

	Water Fund 501	Sewer Fund 502	Airport Fund 511	Airport PFC 512	Airport Hangar 513
Beginning Balance, May 1	3,800,000	3,100,000	100	150,000	440,000
REVENUES					
Taxes	-	-	-	35,000	-
Licenses & Permits	-	-	-	-	-
Charges for Services	5,952,000	4,500,000	215,490	-	100,000
Rent & Other Income	34,000	-	-	-	600
Interest Income	10,000	10,000	50	800	-
Debt Proceeds	3,800,000	6,200,000	-	-	-
Grants	-	-	287,000	-	-
Transfers In	-	-	736,177	-	-
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	9,796,000	10,710,000	1,238,717	35,800	100,600
Total Funds Available	13,596,000	13,810,000	1,238,817	185,800	540,600
EXPENDITURES					
Salaries & Benefits	2,588,689	1,106,549	441,891	-	-
Contracted Services	856,892	2,381,860	239,296	-	8,500
Commodities	1,859,250	701,100	167,830	-	1,500
Capital Outlay	5,580,500	8,937,400	380,000	120,000	-
Miscellaneous	217,194	252,491	9,700	-	8,300
Debt Service	53,812	53,812	-	-	-
Transfers	-	-	-	-	-
TOTAL EXPENDITURES	11,156,337	13,433,212	1,238,717	120,000	18,300
Ending Balance, April 30	\$ 2,439,663	\$ 376,788	\$ 100	\$ 65,800	\$ 522,300

	Municipal Barge Dock 514	Reg Trng Facility 531	Total
Beginning Balance, May 1	410,000	100	7,900,200
REVENUES			
Taxes	-	-	35,000
Licenses & Permits	-	-	-
Charges for Services	200,000	12,000	10,979,490
Rent & Other Income	-	1,000	35,600
Interest Income	1,200	-	22,050
Debt Proceeds	-	-	10,000,000
Grants	-	10,100	297,100
Transfers In	-	62,068	798,245
Inter-Gov. Revenues	-	-	-
TOTAL REVENUE	201,200	85,168	22,167,485
Total Funds Available	611,200	85,268	30,067,685
EXPENDITURES			
Salaries & Benefits	-	4,465	4,141,594
Contracted Services	2,992	24,553	3,514,093
Commodities	5,150	6,150	2,740,980
Capital Outlay	42,092	-	15,059,992
Miscellaneous	-	-	487,685
Debt Service	-	50,000	157,624
Transfers	150,000	-	150,000
TOTAL EXPENDITURES	200,234	85,168	26,251,968
Ending Balance, April 30	\$ 410,966	\$ 100	\$ 3,815,717

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 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 charges include fixed quarterly meter charges, fire protection charges and other miscellaneous charges; 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 FY18:

- Continue major capital improvement program at the water treatment plant and pump stations to improve reliability and reduce operating labor
- Reduce water losses through a leak detection and repair program
- Reduce water losses through a commercial meter replacement program
- Reduce operating expenses through improved process control

The proposed budget of \$11.2 million is a 30% increase from the previous budget. This increase is due to a \$3 million increase in capital outlays in the coming fiscal year.

PAST FISCAL YEAR HIGHLIGHTS

In the previous fiscal, the Water Enterprise Fund:

- Had a net operating profit projected to be in excess of \$800K (13% of operating revenues)
- Invested more than \$2.5 million in capital improvements in the public water supply
- Cut operating expenses through the automated application of treatment chemicals

BUDGET SUMMARY

Revenue projections for FY18 are based upon revenues generated in the preceding fiscal year. The volume of water sold in FY18 is not expected to vary appreciably from the preceding year. Operating revenues for FY18 are projected to be \$6.0 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$5.58 million, which will result in a net operating income of approximately \$420k in FY18. Operating expenses are projected to be flat compared to FY17 expenses.

A total capital expense budget of \$5.58 million is proposed. Proposed capital improvements include:

- Construction of a new solids contact clarifier at the WTP (\$2.7 million)
- Replacement of electrical switchgear & motor controls at the WTP (\$1.4 million)
- Rehabilitation of the Chestnut Pump Station (\$1.2 million)
- Water main extensions and replacements (\$850k)
- Vehicle and equipment replacement (\$285k)

A low interest loan through the Illinois EPA is proposed to fund the WTP and pumping station improvement. Current interest rate through this program is 1.64%, with a maximum 20 year term. Annual debt service on \$5.25 million loan through this program would be roughly \$310,000, which would not begin until FY19. Cash reserves and operating profits totaling \$1.14 million will be used to fund the balance of capital projects. With a projected beginning cash reserve of \$3.80 million on May 1, 2017, the cash reserve balance on April 30, 2018 is projected to be approximately \$2.43 million.

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	44,000	12.82%	39,000	52,118	59,404
Charges for Services	5,952,000	0.29%	5,935,000	6,038,970	5,970,622
Debt Proceeds	3,800,000		-	-	-
Grants	-	0.00%	-	3,418	-
Transfers	-	0.00%	-	-	-
Total	9,796,000	63.98%	5,974,000	6,094,506	6,030,026

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	1,712,724	0.36%	1,706,607	1,661,396	1,703,225
Benefits	875,965	-7.28%	944,743	879,450	1,039,074
Contractual Services	856,892	-11.59%	969,274	876,322	687,231
Commodities	1,859,250	0.57%	1,848,673	1,520,831	1,386,613
Capital Outlay	5,580,500	95.60%	2,853,052	2,528,858	4,377,126
Miscellaneous	217,194	3.80%	209,244	362,723	331,188
Debt Service	53,812	0.00%	53,812	53,812	53,812
Totals	11,156,337	29.95%	8,585,405	7,883,392	9,578,269

Totals by Division

3155 Utilities	2,401,133	21.47%	1,976,673	1,785,292	1,262,263
3156 Water Meter	827,256	11.16%	744,194	616,710	644,702
3310 Admin	528,699	-2.92%	544,627	689,711	711,282
3312 Commercial	264,188	-14.14%	307,691	300,854	296,065
3313 Pump Stations	1,632,000	19.67%	1,363,785	1,293,503	345,392
3314 Purification	5,503,061	50.57%	3,654,935	3,200,620	6,365,069
Totals	11,156,337	29.85%	8,591,905	7,886,690	9,624,773

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	32.44	32.37	35	35.191

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

SUMMARY

The proposed budget includes the following Water Department staff:

Water Distribution -3155

1.00 Supervisor
0.50 Clerical (non-union)
10.37 822 union laborers/operators
11.87

Water Metering -3156

5.00 822 union laborers/operators
5.00

Utilities Admin -3310

0.75 Director
0.75 Administrator
0.07 (Megan's Position)
1.57

Commercial – 3312

3.00 822 union laborers/operators
3.00

Purification - 3314

5.00 Non-union
6.00 822 union laborers/operators
11.00

32.44 Total FTEs

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
501-0000-331.01-01	Interest Income	10,000	5,000	17,822	24,995
501-0000-341.04-00	Rent-Equipment/Facilities	34,000	34,000	34,256	34,012
501-0000-342.03-00	Jury Duty Reimb	0	0	0	0
501-0000-342.09-00	Other	0	0	40	397
501-0000-371.01-00	Metered Water Sales	4,372,000	5,849,500	5,982,394	5,871,189
501-0000-371.01-01	Water Base Revenues	1,500,000			
501-0000-371.02-00	Fire Protection Fees	20,000	26,000	26,651	24,758
501-0000-371.03-04	Misc Water Sales	0	0	1,175	1,511
501-0000-371.04-00	Service Connection Fees	0	500	0	0
501-0000-371.05-00	Miscellaneous	0	0	0	0
501-0000-371.05-01	Penalties - Past Due	90,000	90,000	95,664	92,275
501-0000-371.05-02	Consumer Service Chg	18,000	16,000	20,631	16,400
501-0000-371.05-03	Mdse Sales/Services	10,000	9,000	16,405	10,213
501-0000-371.05-04	Laboratory Fees	0	0	59	84
501-0000-371.05-06	Forfeited Deposits		0	0	
501-0000-371.05-07	Water Services In Kind	-60,000	-58,000	-120,745	-56,804
501-0000-371.05-08	Salvage Scrap Sales	1,000	1,000	15,396	9,955
501-0000-371.05-09	NSF Check Reimbursement	1,000	1,000	1,340	1,041
501-0000-371.05-10	Collect Uncollectable	0	0	0	0
501-0000-371.05-11	Consumer Main Deposits	0	0	0	0
501-0000-381.03-01	FEMA Reimbursements	0	0	0	0
501-0000-391.01-01	General Fund	0	0	0	3,418
501-0000-392.03-00	Loan Proceeds	3,800,000	0	0	0
Totals		9,796,000	5,974,000	6,091,088	6,033,444

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
501-3155-411.11-01	Regular Salary/Wages	470,978	492,965	430,194	370,793
501-3155-411.11-02	Overtime	47,316	46,713	68,901	52,159
501-3155-411.11-03	Sick Pay	10,852	11,857	13,682	12,080
501-3155-411.11-04	Holiday Pay	28,704	31,611	27,288	22,880
501-3155-411.11-15	Vacation	26,737	31,316	20,379	25,940
501-3155-411.11-16	Major Medical	0	0	4,781	0
501-3155-411.11-17	Sick Pay buyback	4,253	3,790	4,139	15,448
501-3155-411.11-18	Vacation Pay buyback	0	0	0	12,024
501-3155-411.21-01	Group Insurance	126,462	145,999	100,722	109,273
501-3155-411.21-02	Retirees Insurance	0	0	0	0
501-3155-411.21-03	Board Pd Life Insurance	852	756	707	335
501-3155-411.21-04	Workers' Compensation	53,979	65,035	65,035	78,356
501-3155-411.22-01	Social Security	37,990	39,816	33,971	30,976
501-3155-411.22-02	Medicare	8,885	9,312	7,945	7,244
501-3155-411.22-03	Unemployment Comp.	1,234	1,234	1,234	1,375
501-3155-411.23-01	IMRF	69,117	72,953	64,608	73,521
501-3155-411.23-02	IMRF ERI - Employer Cont.	0	0	0	0
501-3155-411.24-03	CDL Reimbursements	120	120	30	30
	Subtotal	887,479	953,477	843,616	812,434
Contractual Services					
501-3155-411.31-04	Engineering/Architectural	25,000	25,000	19,381	35,613
501-3155-411.35-02	Rep & Maint-Mach&Equip	5,000	5,000	5,364	15,294
501-3155-411.35-05	Rep & Maint-Other	200	200	0	0
501-3155-411.35-06	Rep & Maint-Infrastructure	60,000	103,000	105,074	12,886
501-3155-411.36-01	Fleet Maintenance	65,000	60,000	70,186	55,143
501-3155-411.36-02	Land	0	1,084	1,084	1,052
501-3155-411.36-03	Equipment & Vehicle	0	11,011	8,646	0
501-3155-411.36-05	Vehicle Replacement	13,429	28,441	21,382	11,983
501-3155-411.38-05	Boiler & Machinery Ins.	5,000	5,000	5,000	5,000
501-3155-411.39-01	Communications	5,000	6,100	5,600	2,306
501-3155-411.39-02	Advertising/Publishing	750	750	516	1,005
501-3155-411.39-03	Printing & Binding	0	0	423	566
501-3155-411.39-05	Mileage Reimbursement	0	0	0	0
501-3155-411.39-06	JULIE Location Requests	4,525	4,526	4,525	3,465
501-3155-411.39-07	Regist, Schools, Meetings	0	0	0	0
501-3155-411.39-08	Contracted Services	2,000	1,500	1698	485
	Subtotal	185,904	251,612	248,879	144,798
Commodities					
501-3155-411.41-02	Office Supplies	750	750	452	624
501-3155-411.42-02	Electricity	1,500	3,700	1,360	2,370
501-3155-411.45-02	Custodial Supplies	3,000	4,500	2,652	377
501-3155-411.45-03	Equipment Consumable	2,500	2,500	3,092	2,159
501-3155-411.45-04	Equip Replacement Parts	4,000	3,750	3,658	1,921
501-3155-411.45-05	Small Tools/Small Equip.	5,000	12,500	11,586	4,290
501-3155-411.46-01	Concrete	50,000	60,000	58,320	39,976
501-3155-411.46-02	Asphalt	2,500	2,500	0	0
501-3155-411.46-03	Sand, Stone & Gravel	22,000	23,000	25,419	21,364
501-3155-411.46-08	Paint	1,000	1,850	1,956	1,596
501-3155-411.46-09	Pipe	10,000	1,500	1,443	270
501-3155-411.46-10	Lumber	1,500	2,000	2,076	1,404
501-3155-411.46-11	Operational Supplies-Other	185,000	147,500	159,150	118,589

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

501-3155-411.46-12	Gasoline/Diesel	0	250	224	
501-3155-411.47-01	Clothing/Uniforms	1,000	750	1,053	1,123
501-3155-411.47-02	Safety Equipment	2,500	4,500	2,157	4,154
501-3155-411.47-03	Training Supplies	0	0	139	0
	Subtotal	292,250	271,550	274,737	200,217
	Capital Outlay				
501-3155-411.52-05	Machinery & Equipment	125,000	65,000	0	0
501-3155-411.52-06	Vehicles	160,000	81,852	132,779	0
501-3155-411.52-08	Controllable	500	500	14,573	4,525
501-3155-411.53-03	Utility Piping, meters, etc	750,000	292,122	210,148	100,289
501-3155-411.53-09	Other	-	60,560	60,560	0
	Subtotal	1,035,500	500,034	418,060	104,814
	Totals	2,401,133	1,976,673	1,785,292	1,262,263

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER METERING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
501-3156-411.11-01	Regular Salary/Wages	195,490	157,107	148,636	164,737
501-3156-411.11-02	Overtime	19,192	18,615	14,443	16,363
501-3156-411.11-03	Sick Pay	2,945	2,867	3,921	4,712
501-3156-411.11-04	Holiday Pay	11,693	11,801	10,357	10,485
501-3156-411.11-15	Vacation	18,186	17,699	17,090	16,427
501-3156-411.11-16	Major Medical	0	0	0	1,803
501-3156-411.11-17	Sick Pay buyback	5,717	4,727	5,564	9,590
501-3156-411.11-18	Vacation Pay buyback	0	0	0	4,741
501-3156-411.21-01	Group Insurance	58,008	51,873	47,265	57,433
501-3156-411.21-02	Retirees Insurance		0		
501-3156-411.21-03	Board Pd Life Insurance	341	286	253	153
501-3156-411.21-04	Workers' Compensation	38,157	45,972	45,972	55,388
501-3156-411.22-01	Social Security	15,645	13,139	11,526	13,260
501-3156-411.22-02	Medicare	3,659	3,073	2,696	3,101
501-3156-411.22-03	Unemployment Comp.	522	522	522	584
501-3156-411.23-01	IMRF	28,563	24,075	22,697	29,715
501-3156-411.24-03	CDL Reimbursements	90	90	60	30
	Subtotal	398,208	351,846	331,002	388,522
Contractual Services					
501-3156-411.35-01	Repair & Maint -Buildings	0	0	0	75
501-3156-411.35-02	Rep & Maint-Mach & Equip	750	750	778	679
501-3156-411.35-03	Office Furniture & Equip	0		0	0
501-3156-411.35-05	Rep & Maint-Other	3,000	9,200	8,657	1,886
501-3156-411.36-01	Fleet Maintenance	20,000	25,000	13,509	17,942
501-3156-411.36-05	Vehicle Replacement	7,048	7,048	8,059	5,988
501-3156-411.38-05	Boiler & Machinery Ins.	10,000	10,000	10,000	10,000
501-3156-411.39-01	Communications	800	800	2,621	2,745
501-3156-411.39-03	Printing & Binding	500	500	165	408
501-3156-411.39-08	Contracted Services	1,300	1,300	1,324	1,467
	Subtotal	43,398	54,598	45,113	41,190
Commodities					
501-3156-411.41-01	Postage	0	0	0	0
501-3156-411.41-02	Office Supplies	750	750	670	589
501-3156-411.45-01	Building Supplies	0	300	221	0
501-3156-411.45-02	Custodial Supplies	700	950	1,023	944
501-3156-411.45-03	Equipment Consumable	700	700	312	1,188
501-3156-411.45-04	Equip Replacement Parts	500	600	611	669
501-3156-411.45-05	Small Tools/Small Equip.	2,500	1,200	1,647	1,294
501-3156-411.46-08	Paint	0	0	0	0
501-3156-411.46-09	Pipe	500	100	66	247
501-3156-411.46-11	Other	250,000	249,350	180,961	210,059
	Subtotal	255,650	253,950	185,511	214,990
Capital Outlay					
501-3156-411.52-06	Vehicles	30,000	50,000	47,584	0
501-3156-411.53-03	Infrastructure-Meters	100,000	33,800	7,500	0
	Subtotal	130,000	83,800	55,084	0
	Totals	827,256	744,194	616,710	644,702

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**UTILITIES-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Wages					
501-3310-411.11-01	Regular Salary/Wages	97,618	95,592	96,464	93,004
501-3310-411.11-03	Sick Pay	-	-	139	-
501-3310-411.11-04	Holiday Pay	5,650	5,568	5,083	4,850
501-3310-411.11-15	Vacation	5,162	4,875	5,451	5,022
501-3310-411.11-17	Sick Pay buyback	-	-	1,572	618
501-3310-411.21-01	Group Insurance	22,044	22,116	22,940	26,751
501-3310-411.21-03	Board Pd Life Insurance	107	102	96	50
501-3310-411.21-04	Workers' Compensation	8,110	9,771	9,771	11,772
501-3310-411.22-01	Social Security	6,755	6,597	6,033	5,870
501-3310-411.22-02	Medicare	1,580	1,543	1,411	1,373
501-3310-411.22-03	Unemployment Comp.	188	188	188	188
501-3310-411.23-01	IMRF	12,289	12,087	12,336	11,834
	Subtotal	159,503	158,439	161,484	161,332
Contractual Services					
501-3310-411.31-01	Audit	8,000	7,032	7,039	6,845
501-3310-411.31-05	Prof Svc-Other	1,500	1,500	-	-
501-3310-411.32-02	Technical Svc-Computer	15,000	15,000	11,961	9,887
501-3310-411.38-01	MICA	63,190	76,132	76,132	91,725
501-3310-411.39-01	Communications	500	500	78	-
501-3310-411.39-03	Printing & Binding	5,000	5,000	1,575	2,870
501-3310-411.39-04	Travel	-	-	945	-
501-3310-411.39-05	Mileage Reimbursement	250	250	-	-
501-3310-411.39-07	Regist, Schools, Meetings	250	250	233	-
501-3310-411.39-08	Contracted Services	-	-	-	-
	Subtotal	93,690	105,664	97,963	111,327
Commodities					
501-3310-411.41-01	Postage	500	2,500	123	5,419
501-3310-411.41-02	Office Supplies	500	500	524	580
	Subtotal	1,000	3,000	647	5,999
Capital Outlay					
501-3310-411.52-04	Office Equipment	5,000	14,468	12,757	1,120
501-3310-411.52-08	Controllable			325	
	Subtotal	5,000	14,468	13,082	1,120
Miscellaneous					
501-3310-411.61-01	Dues	500	50	215	-
501-3310-411.61-04	Other	-	-	-	653
501-3310-411.61-08	Bad Debt Expense	35,000	29,000	45,882	21,863
501-3310-411.61-89	Over & Short		-	132,995	133,727
501-3310-411.65-01	Administrative cost share	169,585	169,585	169,173	164,645
501-3310-411.65-02	Space cost share	10,609	10,609	10,583	10,300
501-3310-491.62-26	1998 G/O Bond Fund	53,812	53,812	53,812	53,812
501-3310-491.62-32	Central Services Fund	-	-	3,875	46,504
	Subtotal	269,506	263,056	416,535	431,504
	Totals	528,699	544,627	689,711	711,282

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**COMMERCIAL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
501-3312-411.11-01	Regular Salary/Wages	114,293	146,136	152,009	141,121
501-3312-411.11-02	Overtime	2,355	547	475	2,081
501-3312-411.11-03	Sick Pay	3,229	3,143	1,919	2,963
501-3312-411.11-04	Holiday Pay	6,738	6,802	6,172	6,047
501-3312-411.11-15	Vacation	5,511	5,365	5,731	8,691
501-3312-411.11-16	Major Medical	-	-	-	-
501-3312-411.11-17	Sick Pay buyback	1,934	1,700	1,882	2,785
501-3312-411.11-18	Vacation Pay buyback		-	0	1,449
501-3312-411.21-01	Group Insurance	26,834	38,155	38,381	41,598
501-3312-411.21-03	Board Pd Life Insurance	204	262	239	129
501-3312-411.21-04	Workers' Compensation	984	1,186	1,186	1,429
501-3312-411.22-01	Social Security	8,312	10,149	9,807	9,664
501-3312-411.22-02	Medicare	1,944	2,374	2,293	2,260
501-3312-411.22-03	Unemployment Comp.	478	478	478	478
501-3312-411.23-01	IMRF	15,122	18,595	19,086	18,884
	Subtotal	187,938	234,892	239,658	239,579
Contractual Services					
501-3312-411.35-02	R&M-Machinery & Equip	1500	1500	1253	1347
501-3312-411.35-03	R&M-Office Furn & Equip	500	500	0	282
501-3312-411.36-03	Equipment & Vehicle	1,500	2,250	2,414	1,434
501-3312-411.38-05	Boiler & Machinery Ins.	5,000	5,000	5,000	5,000
501-3312-411.39-02	Advertising/Publishing	0	0	0	0
501-3312-411.39-03	Printing & Binding	0	0	2,270	375
501-3312-411.39-04	Travel	500	500	0	0
501-3312-411.39-05	Mileage Reimbursement	250	250	0	0
501-3312-411.39-07	Regist, Schools, Meetings	0	0	0	0
501-3312-411.39-08	Contracted Services	22,000	22,000	24,756	20,894
	Subtotal	31,250	32,000	35,693	29,332
Commodities					
501-3312-411.41-01	Postage	30,000	27,232	21,565	18,680
501-3312-411.41-02	Office Supplies	5,000	3,600	3,938	4,470
	Subtotal	35,000	30,832	25,503	23,150
Capital Outlay					
501-3312-411.52-04	Office Equipment	10,000	9,967	0	2,127
501-3312-411.52-05	Machinery & Equipment	0	0	0	0
501-3312-411.52-08	Conrollable				1,877
		10,000	9,967	0	4,004
Miscellaneous					
501-3312-411.61-04	Other	0	0	0	0
	Totals	264,188	307,691	300,854	296,065

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PUMP STATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
501-3313-411.12-01	Regular Salary/Wages	0	2,469	2,469	
501-3313-411.12-02	Overtime	0	0	0	
501-3313-411.22-01	Social Security	0	154	153	
501-3313-411.22-02	Medicare	0	36	36	
	Subtotals	0	2,659	2,658	0
Contractual Services					
501-3313-411.35-01	Repair & Maint-Buildings	5,000	25,000	320	757
501-3313-411.35-02	R&M-Mach & Equipment	5,000	5,000	4,637	9,368
501-3313-411.35-05	Repair & Maint-Other	1,000	1,000	-	-
501-3313-411.38-05	Boiler & Machinery Ins.	20,000	20,000	20,000	20,000
501-3313-411.39-01	Communications		-	-	-
	Subtotals	31,000	51,000	24,957	30,125
Commodities					
501-3313-411.42-01	Natural Gas	1,000	1,000	1,473	1,510
501-3313-411.42-02	Electricity	400,000	397,341	352,630	313,757
	Subtotals	401,000	398,341	354,103	315,267
Capital Outlay					
501-3313-411.52-05	Machinery & Equipment		0	0	0
501-3313-411.53-09	Other	1,200,000	911,785	911,785	0
	Subtotals	1,200,000	911,785	911,785	0
	Totals	1,632,000	1,363,785	1,293,503	345,392

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
501-3314-411.11-01	Regular Salary/Wages	483,840	504,500	503,817	584,910
501-3314-411.11-02	Overtime	15,318	7,712	21,888	17,963
501-3314-411.11-03	Sick Pay	46,846	13,673	9,624	9,253
501-3314-411.11-04	Holiday Pay	29,337	27,255	25,699	26,014
501-3314-411.11-15	Vacation	38,516	35,739	31,891	41,024
501-3314-411.11-17	Sick Pay buyback	14,314	14,463	15,801	15,248
501-3314-411.11-18	Vacation buyback	0	0	3,935	0
501-3314-411.12-01	Temp Emp Reg Salary/Wages	0	5,000	3,057	0
501-3314-411.21-01	Group Insurance	109,039	118,595	108,304	163,677
501-3314-411.21-03	Board Pd Life Insurance	749	960	695	484
501-3314-411.21-04	Workers' Compensation	102,877	123,948	123,948	149,335
501-3314-411.22-01	Social Security	36,972	33,360	36,915	41,578
501-3314-411.22-02	Medicare	8,647	7,785	8,633	9,724
501-3314-411.22-03	Unemployment Comp.	1,750	1,750	1,750	1,750
501-3314-411.23-01	IMRF	67,266	60,207	69,528	79,412
501-3314-411.24-03	CDL Reimbursements	90	90	0	60
	Subtotal	955,561	955,037	965,485	1,140,432
Contractual Services					
501-3314-411.31-04	Engineering/Architectural	75,000	75,000	50,105	31,551
501-3314-411.31-05	Prof Svc-Other	0	0	2,075	2,221
501-3314-411.34-01	Cleaning Svc-Disposal	7,500	5,000	5,281	5,690
501-3314-411.34-03	Custodial	2,000	1,750	1,668	640
501-3314-411.35-01	Repair & Maint-Buildings	20,000	20,000	16,927	5,462
501-3314-411.35-02	R & M-Machinery & Equip	50,000	47,000	55,460	38,388
501-3314-411.35-03	Office Furniture & Equip	250	250	0	0
501-3314-411.35-05	Repair & Maint - Other	0	0	26	26
501-3314-411.36-01	Fleet Maintenance	5,000	6,000	3,013	5,309
501-3314-411.36-03	Equipment & Vehicle	500	500	480	388
501-3314-411.36-05	Vehicle Replacement	0	0	801	0
501-3314-411.38-05	Boiler & Machinery Ins.	76,400	76,400	47,486	40,000
501-3314-411.39-01	Communications	3,750	3,750	3,893	3,450
501-3314-411.39-02	Advertising/Publishing	1,000	1,000	532	958
501-3314-411.39-07	Regist, Schools, Meetings	250	250	75	200
501-3314-411.39-08	Contracted Services	230,000	237,500	235,895	196,176
	Subtotal	471,650	474,400	423,717	330,459

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

Commodities					
501-3314-411.41-01	Postage	100	250	85	72
501-3314-411.41-02	Office Supplies	750	750	789	388
501-3314-411.42-01	Natural Gas	8,500	8,500	8,972	7,638
501-3314-411.42-02	Electricity	145,000	145,000	121,565	111,127
501-3314-411.45-01	Building Supplies	2,500	4,500	4,237	1,027
501-3314-411.45-02	Custodial Supplies	4,000	25,000	23,534	3,770
501-3314-411.45-03	Equipment Consumable	1,500	1,500	943	1,673
501-3314-411.45-04	Equip Replacement Parts	6,000	6,000	758	1,703
501-3314-411.45-05	Small Tools/Small Equip.	10,000	10,500	9,322	7,209
501-3314-411.46-05	Chemicals	635,000	628,000	461,059	440,977
501-3314-411.46-11	Operational supplies-Other	6,000	6,000	4,627	2,691
501-3314-411.46-12	Gasoline/Diesel	2,000	2,000	0	0
501-3314-411.46-14	Laboratory	50,000	50,000	40,711	44,222
501-3314-411.47-02	Safety Equipment	3,000	3,000	3,728	4,493
	Subtotal	874,350	891,000	680,330	626,990
Capital Outlay					
501-3314-411.52-05	Machinery & Equipment	0	253,034	822,088	4,091,605
501-3314-411.52-06	Vehicles	0	30,000	0	0
501-3314-411.53-09	Other	3,200,000	1,049,964	308,759	175,583
	Subtotal	3,200,000	1,332,998	1,130,847	4,267,188
Miscellaneous					
501-3314-411.61-04	Other	1,500	1,500	241	0
	Totals	5,503,061	3,654,935	3,200,620	6,365,069

PURPOSE

The Sewer Department is responsible for the collection, treatment and disposal of sanitary and combined (sanitary + storm water) sewage 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 charges are 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 FY18:

- Submit the CSO Long Term Control Plan to satisfy EPA mandate and to plan for long term sewer replacement.
- Exted trunk sewer east of 36th and Harrison to permit additional development
- Replace the wet weather pumping system and secondary clarifiers at the WWTP
- Replace the activated sludge aeration system at the WWTP to improve performance and reduce energy expenses
- Replace the grit collection system to reduce wear on equipment and lower disposal expenses

The proposed budget is a \$7.62 million increase over projected actual expenses for FY17. The increased cost is largely due to a \$7.20 million increase in capital spending for FY18.

PAST FISCAL YEAR HIGHLIGHTS

In the past fiscal year, the Sewer Enterprise Fund:

- Had net operating profit projected to be \$621,000
- Invested over \$1.3 million in capital improvements to the wastewater collection & treatment systems
- Added SCADA to WWTP and CSO structures to provide remote monitoring and alarms for unattended operation of these facilities.

BUDGET SUMMARY

Revenue projections for FY18 are based upon billed units of sewer usage for the previous fiscal year, with little variation expected. Operating revenues for FY18 are projected to be \$4.5 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$4.49 million.

A total capital expense budget of \$8.80 million is proposed. Capital improvements include the following projects:

- Rollover of wet weather screw pumps replacement project (\$1.67 million)
- Rollover of the secondary clarifier replacement project \$0.53 million)
- Replacement of the WWTP activated sludge aeration system (\$2.60 million)
- Replacement of the WWTP primary clarification system (\$1.10 million)
- Replacement of the WWTP grit removal system (\$2.50 million)
- Replacement and extension of sewer pipes and appurtenances (\$0.35 million)
- Purchase of a new sewer maintenance service truck (\$40k)

A low interest loan through the Illinois EPA is proposed to fund the WTP and pumping station improvement. Current interest rate through this program is 1.75%, with a maximum 20 year term. Annual debt service on a \$6.2 million loan through this program would be roughly \$370,000, which would not begin until FY19. Cash reserves and operating profits totaling \$2.73 million will be used to fund the balance of capital projects and the operating loss. With a projected beginning cash reserve balance of \$3.1 million on May 1, 2017, the cash reserve balance on April 30, 2018 is projected to be approximately \$376,000.

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY					
ACCOUNT NUMBER	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	10,000	0.00%	10,000	21,282	14,319
Charges for Services	4,500,000	6.13%	4,240,000	4,319,679	4,126,674
Debt Proceeds	6,200,000		-	-	-
Grants	-	0.00%	-	-	1,108,709
Transfers	-	0.00%	-	25,014	-
Total	10,710,000	152.00%	4,250,000	4,365,975	5,249,702

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	636,978	15.01%	553,842	448,437	498,942
Benefits	469,571	5.79%	443,874	389,625	451,506
Contractual Services	2,381,860	-8.65%	2,607,388	2,390,384	1,933,620
Commodities	701,100	-3.44%	726,040	661,569	596,187
Capital Outlay	8,937,400	263.58%	2,458,173	2,310,697	639,634
Miscellaneous	306,403	-0.13%	306,798	320,574	315,763
Totals	13,433,312	89.31%	7,096,115	6,521,286	4,435,652

Totals by Division					
3150 Administration	284,141	1.79%	279,141	292,703	283,028
3153 Street Cleaning	145,493		-	-	-
3157 Sewer Maintenance	2,297,562	-33.00%	3,429,238	3,240,431	1,757,772
3321 Pretreatment	8,716	-17.00%	10,501	10,501	13,804
3322 Waste Water	10,697,400	216.75%	3,377,235	2,977,651	2,381,048
Totals	13,433,312	89.31%	7,096,115	6,521,286	4,435,652

STAFFING				
	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	13.00	14.05	13.55	12.3

The proposed budget includes the following Sewer Department staff:

- 0.75 Asst. Director
- 0.50 Safety Coordinator
- 11.20 822 union laborers/operators
- 1.00 822 Street Cleaner Operator
- .45 822 laborer transfer to Garbage
- 13.00 Total FTEs

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
502-0000-331.01-01	Interest Income	10,000	10,000	17,034	14,319
502-0000-342.09-00	Other	0	0	248	0
502-0000-350.00-00	Sale of Property			4,000	
502-0000-372.01-00	User Charges	4,200,000	4,000,000	4,152,859	3,938,796
502-0000-372.01-01	User Charges/Improv surcharge	0			
502-0000-372.02-00	Surcharges	300,000	240,000	326,846	251,311
502-0000-372.03-00	Miscellaneous	0	0	0	0
502-0000-372.03-01	Sewer Services In Kind		0	-160,026	-63,433
502-0000-381.03-01	FEMA Reimbursements		0	0	1,108,709
502-0000-391.01-01	General Fund	0	0	0	25,014
502-0000-392.03-00	Loan Proceeds	6,200,000	0	0	0
	Totals	10,710,000	4,250,000	4,340,961	5,274,716

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**ADMINISTRATION/FIELD OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
502-3150-412.31-01	Audit	4,538	4,538	4,543	4,417
502-3150-412.31-02	Contracted Legal	5,000	5	0	0
502-3150-412.31-04	Engineering/Architectural	0	0	0	0
502-3150-412.31-05	Professional/Other	0	0	0	0
502-3150-412.32-02	Computer	10,000	10,000	9,211	6,737
502-3150-412.35-02	Machinery & Equipment	1,500	1,500	1,253	1,139
502-3150-412.39-01	Communications	4,000	4,000	4,250	3,849
502-3150-412.39-02	Advertising/Publishing	200	100	0	0
502-3150-412.39-04	Travel	0	100	0	0
502-3150-412.39-06	JULIE Location Requests	0	0	0	3,465
502-3150-412.39-08	Contracted Services	0	0	0	0
	Subtotal	25,238	20,243	19,257	19,607
Commodities					
502-3150-412.41-01	Postage	50	50	40	69
502-3150-412.41-02	Office Supplies	50	50	0	37
502-3150-412.41-03	Shared Billing Expense	27,500	27,500	25,407	22,020
	Subtotal	27,600	27,600	25,447	22,126
Capital Outlay					
502-3150-412.52-04	Office Equipment	0	0	0	0
502-3150-412.52-05	Machinery & Equipment	0	0	0	0
	Subtotal	0	0	0	0
Miscellaneous					
502-3150-412.61-06	Refunds	0	0	0	0
502-3150-412.61-08	Bad Debt Expense	20,000	19,995	34,448	16,503
502-3150-412.65-01	Administrative cost share	151,126	151,126	150,392	146,723
502-3150-412.65-02	Space cost share	6,365	6,365	6,334	6,180
502-3150-491.62-26	2005 G/O Bond Fund	53,812	53,812	53,812	53,812
502-3150-491.62-32	Central Services Fund		0	3,013	18,077
	Subtotal	231,303	231,298	247,999	241,295
Debt Service					
502-3150-409.72-00	Loan/Lease Payments	0	0	0	0
	Totals	284,141	279,141	292,703	283,028

FUND 502 SEWER FUND

STREET CLEANING
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
502-3153-412.11-01	Regular Salary/Wages	38,242			
502-3153-412.11-02	Overtime	1,309			
502-3153-412.11-03	Sick Pay	-			
502-3153-412.11-04	Holiday Pay	2,279			
502-3153-412.11-15	Vacation Pay	3,377			
502-3153-412.11-16	Major Medical Pay	-			
502-3153-412.11-17	Sick Pay Buy Back	2,026			
502-3153-412.21-01	Group Insurance	19,107			
502-3153-412.21-03	Board Paid Life Insurance	68			
502-3153-412.21-04	Workers' Compensation	14,522			
502-3153-412.22-01	Social Security	2,928			
502-3153-412.22-02	Medicare	685			
502-3153-412.22-03	Unemployment Comp.	344			
502-3153-412.23-01	IMRF	5,328			
502-3153-412.24-03	CDL Reimbursements	35			
	Subtotal	90,250			
Contractual Services					
502-3153-412.36-01	Fleet Maintenance	5,000			
502-3153-412.36-05	Vehicle Replacement	40,000			
502-3153-412.38-01	MICA	10,243			
502-3153-412.38-02	Deductible	-			
	Subtotal	55,243			
Commodities					
502-3153-412.45-05	Small Tools/Small Equip.	-			
502-3153-412.47-02	Safety Equipment	-			
	Subtotal	-			
	Totals	145,493			

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
502-3157-412.11-01	Regular Salary/Wages	458,948	428,508	338,426	357,994
502-3157-412.11-02	Overtime	55,785	57,488	37,545	47,213
502-3157-412.11-03	Sick Pay	14,122	12,172	14,169	14,996
502-3157-412.11-04	Holiday Pay	28,514	27,594	22,957	21,759
502-3157-412.11-15	Vacation	29,596	26,882	25,497	24,524
502-3157-412.11-16	Major Medical	-	-	8,428	666
502-3157-412.11-17	Sick Pay Buyback	2,780	1,198	1,415	8,262
502-3157-412.11-18	Vacation Pay buyback	-	-	-	6,096
502-3157-412.21-01	Group Insurance	148,837	142,255	106,060	116,484
502-3157-412.21-03	Board Paid Life Ins.	848	652	577	329
502-3157-412.21-04	Workers' Compensation	159,080	191,663	191,663	150,426
502-3157-412.22-01	Social Security	36,816	31,909	26,173	28,169
502-3157-412.22-02	Medicare	13,136	10,129	6,121	6,588
502-3157-412.22-03	Unemployment Comp.	1,288	1,288	1,288	1,319
502-3157-412.23-01	IMRF	66,449	59,089	50,884	55,060
502-3157-412.24-03	CDL Reimbursements	100	160	130	60
	Subtotal	1,016,299	990,987	831,333	839,945
Contractual Services					
502-3157-412.31-04	Engineering/Architectural	200,000	500,827	500,827	55,797
502-3157-412.35-02	Rep & Maint-Mach & Equip	20,000	20,000	13,539	15,144
502-3157-412.35-05	Repair & Maint-Other	2,000	2,000	-	-
502-3157-412.35-06	Repair & Maint - Infrastr	150,000	130,000	139,252	111,614
502-3157-412.36-01	Fleet Maintenance	135,000	135,000	131,893	118,130
502-3157-412.36-03	Equipment & Vehicle	-	-	3,795	187
502-3157-412.36-05	Vehicle Replacement	59,098	59,098	51,535	48,866
502-3157-412.38-01	MICA	21,140	25,470	25,470	30,687
502-3157-412.39-01	Communications	500	1,500	94	464
502-3157-412.39-02	Advertising/Publishing	1,500	1,000	1,272	990
502-3157-412.39-03	Printing & Binding	2,500	2,500	150	535
502-3157-412.39-04	Travel	100	100	40	-
502-3157-412.39-05	Mileage Reimbursement	100	100	-	-
502-3157-412.39-06	JULIE Location Requests	4,525	3,500	4,525	-
502-3157-412.39-07	Regist, Schools, Meetings	200	200	-	-
502-3157-412.39-08	Contracted Services	5,000	5,000	1,125	1,311
	Subtotal	601,663	886,295	873,517	383,725
Commodities					
502-3157-412.42-02	Electricity	45,000	35,000	39,836	30,061
502-3157-412.45-02	Custodial Supplies	-	500	724	86
502-3157-412.45-03	Equipment Consumable	1,000	1,000	374	503
502-3157-412.45-04	Equip Replacement Parts	2,000	6,500	4,056	894
502-3157-412.45-05	Small Tools/Small Equip.	2,000	2,000	1,836	2,231
502-3157-412.46-01	Concrete	60,000	60,000	49,745	61,697
502-3157-412.46-02	Asphalt	1,000	1,000	-	-
502-3157-412.46-03	Sand, Stone & Gravel	15,000	15,000	8,167	11,572
502-3157-412.46-07	Barricades	500	500	-	-
502-3157-412.46-08	Paint	500	500	912	644
502-3157-412.46-09	Pipe	6,000	3,000	869	2,376
502-3157-412.46-10	Lumber	2,000	2,000	1,735	2,002
502-3157-412.46-11	Other	10,000	10,000	14,757	6,790
502-3157-412.46-12	Gasoline/Diesel	-	-	274	-
502-3157-412.47-01	Clothing/Uniforms	500	440	-	342

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
502-3157-412.47-02	Safety Equipment	4,000	4,000	2,280	2,708
502-3157-412.47-03	Training Supplies		-		
	Subtotal	149,500	141,440	125,565	121,906
Capital Outlay					
502-3157-412.52-03	Improv other than Bldgs	350,000	1,189,173	1,246,741	393,708
502-3157-412.52-04	Office Equipment	-	-		-
502-3157-412.52-05	Machinery & Equipment	130,000	125,000	-	18,240
502-3157-412.52-06	Vehicles	50,000	95,843	160,159	-
502-3157-412.52-08	Controllable	-	-	3,116	-
502-3157-412.53-03	Infrastructure	-	-	-	-
	Subtotal	530,000	1,410,016	1,410,016	411,948
Miscellaneous					
502-3157-412.61-01	Dues	100	-	-	-
502-3157-412.61-04	Other	-	500	-	248
		100	500	-	248
	Totals	2,297,562	3,429,238	3,240,431	1,757,772

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

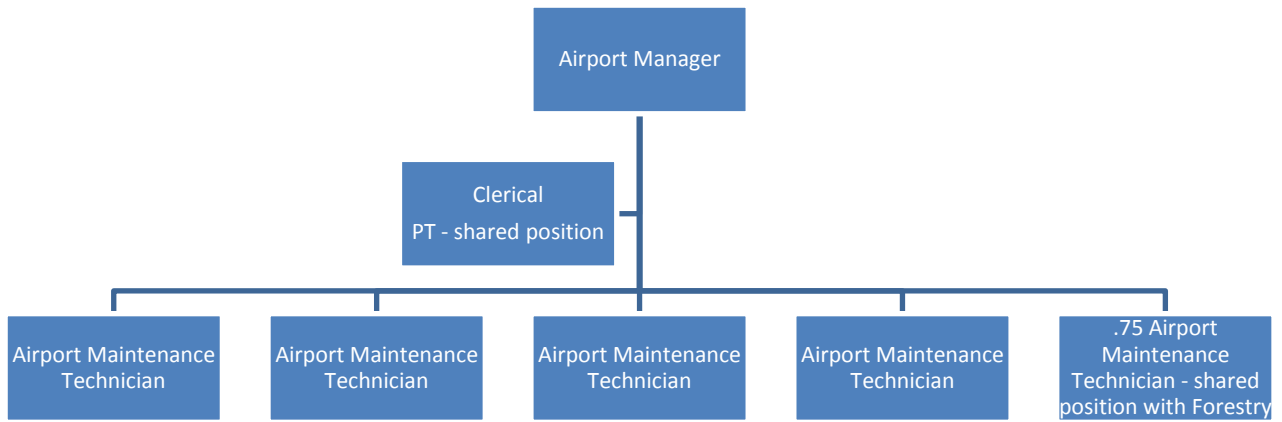
**PRETREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
502-3321-412.11-01	Regular Salary/Wages	0	0	0	640
502-3321-412.11-02	Overtime	0	0	0	0
502-3321-412.11-03	Sick Pay	0	0	0	160
502-3321-412.11-04	Holiday Pay	0	0	0	0
502-3321-412.11-15	Vacation	0	0	0	0
502-3321-412.21-01	Group Insurance	0	0	0	202
502-3321-412.21-03	Board Paid Life Ins.	0	0	0	1
502-3321-412.21-04	Workers' Compensation	0	6,729	6,729	8,107
502-3321-412.22-01	Social Security	0	0	0	47
502-3321-412.22-02	Medicare	0	0	0	11
502-3321-412.22-03	Unemployment Comp.	0	0	0	0
502-3321-412.23-01	IMRF	0	0	0	92
502-3321-412.24-03	CDL Reimbursements	0	0	0	0
	Subtotal	0	6,729	6,729	9,260
Contractual Services					
502-3321-412.38-01	MICA	8,716	3,772	3,772	4,544
502-3321-412.38-02	Deductible	0	0	0	0
	Subtotal	8,716	3,772	3,772	4,544
	Totals	8,716	10,501	10,501	13,804

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**WASTE WATER TREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
502-3322-412.11-01	Regular Salary/Wages	0	0	0	4,478
502-3322-412.11-02	Overtime	0	0	0	270
502-3322-412.11-03	Sick Pay	0	0	0	160
502-3322-412.11-04	Holiday Pay	0	0	0	1,324
502-3322-412.11-15	Vacation	0	0	0	160
502-3322-412.11-17	Sick Pay Buyback	0	0	0	6,654
502-3322-412.11-18	Vacation Pay Buyback	0	0	0	3,586
502-3322-412.21-01	Group Insurance	0	0	0	948
502-3322-412.21-03	Board Paid Life Ins.	0	0	0	3
502-3322-412.21-04	Workers' Compensation	0	0	0	80,493
502-3322-412.22-01	Social Security	0	0	0	1,020
502-3322-412.22-02	Medicare	0	0	0	239
502-3322-412.22-03	Unemployment Comp.	0	0	0	0
502-3322-412.23-01	IMRF	0	0	0	1,908
	Subtotal	0	0	0	101,243
Contractual Services					
502-3322-412.31-04	Engineering/Architectural	100,000	150,000	156,808	0
502-3322-412.31-05	Other	795,000	780,000	716,892	812,915
502-3322-412.34-01	Disposal	4,000	3,000	2,828	2,771
502-3322-412.35-01	Buildings	50,000	29,500	14,670	13,459
502-3322-412.35-02	R&M/Machinery & Equip	150,000	150,000	141,013	106,393
502-3322-412.35-05	Other	0	0	1,620	
502-3322-412.36-01	Fleet Maintenance	1,500	1,500	439	1,347
502-3322-412.36-03	Equipment & Vehicle	500	500	0	421
502-3322-412.36-05	Vehicle Replacement	0	0	0	202
502-3322-412.38-01	MICA	37,000	44,578	44,578	53,708
502-3322-412.38-05	Boiler & Machinery Ins.	175,000	175,000	218,727	200,844
502-3322-412.39-01	Communications	2,000	2,000	1,598	1,397
502-3322-412.39-02	Advertising/Publishing	1,000	1,000	1,615	1,053
502-3322-412.39-08	Contracted Services	375,000	360,000	193,050	331,234
	Subtotal	1,691,000	1,697,078	1,493,838	1,525,744
Commodities					
502-3322-412.42-01	Natural Gas	6,500	6,500	13,481	5,829
502-3322-412.42-02	Electricity	450,000	450,000	416,032	367,311
502-3322-412.45-02	Custodial Supplies	0	25,000	14,444	0
502-3322-412.46-05	Chemicals	5,000	5,000	4,308	4,834
502-3322-412.46-11	Other	10,000	15,000	12,007	9,166
502-3322-412.46-12	Gasoline/Diesel	50,000	50,000	50,285	57,579
502-3322-412.46-14	Laboratory	2,000	5,000	0	7,436
502-3322-412.47-02	Safety Equipment	500	500	0	0
	Subtotal	524,000	557,000	510,557	452,155
Capital Outlay					
502-3322-412.52-02	Buildings	0	0	0	0
502-3322-412.52-03	Improv other than Bldgs	8,407,400	1,048,157	900,681	181,150
502-3322-412.52-05	Machinery & Equipment	0	0	0	46,536
	Subtotal	8,407,400	1,048,157	900,681	227,686
Miscellaneous					
502-3322-412.61-01	Dues	72,500	72,500	72,500	72,500
502-3322-412.61-04	Other	2,500	2,500	75	1,720
	Subtotal	75,000	75,000	72,575	74,220
	Totals	10,697,400	3,377,235	2,977,651	2,381,048



PURPOSE

The Quincy Regional Airport-Baldwin Field is owned and operated by the City of Quincy. The purpose is to provide a safe and secure infrastructure for air travel that supports our local economic, personal, and recreational travelers. The airfield is open and available 24 hours per day, 365 days per year for general aviation; with the exception of any severe weather event that inhibits runways. Baldwin Field hosts its own snow removal capabilities and supports an ARFF apparatus specialized for aviation response. The commercial operations are a partnership with Cape Air who offers 72 essential air service routes a week to and from St. Louis, MO. The number of commercial passengers to and from Quincy Regional airport totals more than 23,000 annually. The main passenger terminal is open every day of the year approximately 16 hours a day. The private aviation side of our airfield houses more than 50 aircraft. Our general aviation sector provides long range travel needs for the business leaders of our community that supports the growth and development of our city's local economy. The City maintains all the city-owned buildings and infrastructure on the 1,100-acre facility, performs upkeep on over 1,000 visual indicators, and meets all scheduled Part 139 requirements of airfield systems. Quincy Regional Airport's impact to our economy was measured in 2012 and labeled as \$13.8 million dollars.

GOALS/OBJECTIVES

- Provide safety and security for aviation operations
- Meet and exceed FAA part 139 requirements and TSA 49CFR 1542 regulations

Projects for 2018:

- As part of the Wildlife Mitigation measures, fence skirting will be installed around the entire perimeter of the airport. This has been another major concern for the FAA. Project Funding is 90% Federal, 5% State and 5% Local. Total Project cost \$1,055,796.
- Taxiway E needs to have paint removed and reapplied; our staff will not be able to complete this type of project because we do not have the right type of equipment; it will need to be completed by a contractor in order to comply with FAA regulations. Total projected cost \$28,170.
- Pavement issues will need to be addressed to meet 139 standards.
- Runway 13/31 rehabilitation
- Taxilane Reconstruction

PAST FISCAL YEAR HIGHLIGHTS

- Runway 4/22 repainted
- Taxiway D realignment completed
- Purchased new Ford F250 extended cab truck
- Taxiway A repair completed

BUDGET SUMMARY

The proposed budget for Quincy Regional Airport is an increase of \$139,318 over FY 2017 budget. One of the major challenges at the airport is the maintenance and improvement of a depreciating facility and aging infrastructure. One of the major concerns the FAA has had with the airport over the past several years is the maintenance and repair of the airfield. There are several areas on runways in need of repair due to the condition of the pavement. This will be addressed in the coming fiscal year by pavement rehabilitation and pavement tarring and crack sealing. There is \$25,000 in capital outlay to purchase a new mower.

<u>Federal Projects</u>	<u>FY18 Rev</u>	<u>FY 18 Exp</u>	
UN3841 Airport Layout Plan	15,000	3,750	
UN4418 Wildlife Assessment Project	7,850	6,500	
UN4332 Realign Taxiway D	87,100	82,000	
UN4486 Fence Skirting	64,000	67,000	(assuming \$50,722 is paid in FY 2017)
UN4615 Runway 13/31 reconstruction	-	130,000	local match due (funded by transfer from Capital)
UN____Taxiway reconstruction	-	60,000	local match due (funded by transfer from Capital)
Contingency	113,050	-	
	287,000	349,250	

FUND 511 AIRPORT FUND

SUMMARY

REVENUE SUMMARY					
ACCOUNT NUMBER	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	50	0.00%	50	60	55
Charges for Services	215,490	-18.08%	263,040	246,066	258,270
Grants	287,000	-29.89%	409,352	271,014	72,040
Transfers In	736,177	25.57%	586,272	513,169	516,531
Total	1,238,717	-1.59%	1,258,714	1,030,309	846,896

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	315,065	9.06%	288,882	267,235	215,681
Benefits	126,826	-3.62%	131,588	111,542	105,434
Contractual Services	239,296	0.73%	237,572	207,514	144,535
Commodities	167,830	-4.69%	176,080	142,892	120,564
Capital Outlay	380,000	-12.21%	432,827	468,740	197,899
Miscellaneous	9,700	2.65%	9,450	10,361	9,591
Totals	1,238,717	-2.95%	1,276,399	1,208,284	793,704

Totals by Division					
4310 Administration	137,823	15.89%	118,926	88,707	73,802
4313 Maintenance	304,068	0.84%	301,544	290,070	247,313
4314 Operations	796,176	-6.65%	852,929	828,841	471,958
4315 Fire Protection	650	-78.33%	3,000	666	631
Totals	1,238,717	-2.95%	1,276,399	1,208,284	793,704

STAFFING				
	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	5.65	5.25	4.25	4.25

The proposed budget includes the following staff:

Position	Full Time Equivalents (FTE)
Airport Manager	1.00
Clerical	.40
Airport Maintenance Technician	4.25
Total	5.65

FUND 511 AIRPORT FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
511-0000-331.01-01	Deposit Accounts	50	50	60	55
511-0000-350.00-00	Sale of Property	0	0	0	0
511-0000-373.01-00	Farm Income	113,750	161,000	144,990	161,100
511-0000-373.03-00	Landing Fees	7,000	7,000	7,291	7,484
511-0000-373.04-00	Use of Equip/Facilities	0	0	0	0
511-0000-373.05-02	Rents/Leases-Airline	10,080	10,080	12,067	11,845
511-0000-373.05-03	Rents/Leases-FBO	18,360	18,360	18,330	18,030
511-0000-373.05-04	Rents/Leases-Tiedowns	0	300	0	0
511-0000-373.05-05	Rents/Leases-Cargo & Han	15,750	15,750	15,730	15,730
511-0000-373.05-06	Rents/Leases-Terminal	38,000	38,000	36,569	32,856
511-0000-373.05-09	Rents/Leases-Parking	350	350	429	132
511-0000-373.05-10	Rents/Leases-AARF Bldg	1,800	1,800	1,838	1,825
511-0000-373.06-00	Trash Disposal Fees	1,000	1,000	1,030	940
511-0000-373.07-00	Other	2,000	2,000	1,634	1,884
511-0000-373.08-00	Concessions	1,000	1,000	0	545
511-0000-373.09-00	Utility Fees	5,500	5,500	5,320	5,123
511-0000-373.10-00	Vending	900	900	838	776
511-0000-373.12-00	Special Permit Fees	0	0	0	0
511-0000-382.01-10	Restricted Contributions	0	0	0	0
511-0000-381.03-01	FEMA Reimbursements	0	0	0	0
511-0000-382.02-03	State Gov-Dept.of Transpor	287,000	409,352	271,014	72,040
511-0000-391.01-01	From General Fund	546,177	556,272	483,169	361,869
511-0000-391.01-15	From Capital Projects Fund	190,000	30,000	30,000	154,662
511-0000-391.01-31	From Airport Hangar Fund		0		
Totals		1,238,717	1,258,714	1,030,309	846,896

FUND 511 AIRPORT FUND

AIRPORT-ADMINISTRATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Wages					
511-4310-413.11-01	Regular Salary/Wages	96,848	74,431	62,179	44,443
511-4310-413.11-03	Sick Pay	0	0	260	95
511-4310-413.11-04	Holiday Pay	5,408	4,415	3,715	2,009
511-4310-413.11-15	Vacation Pay	4,334	3,154	2,020	1,169
511-4310-413.11-17	Sick Pay Buy Back	0	2,111	20	2,858
511-4310-413.11-18	Vacation Pay Buy Back	0	0	0	2,967
511-4310-413.12-01	Regular Salary/Wages	0	0	0	0
511-4310-413.21-01	Group Insurance	8,945	17,319	7,303	9,950
511-4310-413.21-03	Board Paid Life Ins.	95	68	52	20
511-4310-413.21-04	Workers' Compensation	229	276	276	332
511-4310-413.22-01	Social Security	7,153	5,553	4,069	3,005
511-4310-413.22-02	Medicare	1,673	1,299	952	703
511-4310-413.22-03	Unemployment Comp.	125	125	125	125
511-4310-413.23-01	IMRF	13,013	10,175	7,736	6,126
	Subtotal	137,823	118,926	88,707	73,802
	Totals	137,823	118,926	88,707	73,802

FUND 511 AIRPORT FUND

MAINTENANCE/OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
511-4313-413.11-01	Regular Salary/Wages	160,295	162,718	150,660	125,274
511-4313-413.11-02	Overtime	15,878	12,140	20,771	16,063
511-4313-413.11-03	Sick Pay	4,469	4,350	2,478	1,502
511-4313-413.11-04	Holiday Pay	8,980	9,065	6,762	5,279
511-4313-413.11-15	Vacation Pay	10,809	8,093	10,818	7,675
511-4313-413.11-16	Major Medical Pay	0	0	0	0
511-4313-413.11-17	Sick Pay Buy Back	4,044	4,343	3,490	3,474
511-4313-413.11-08	Vacation Pay Buy Back	0	0	0	0
511-4313-413.12-01	Temporary Employees	4,000	4,062	4,062	2,873
511-4313-413.12-02	Temporary Overtime		0		
511-4313-413.21-01	Group Insurance	46,317	46,317	43,058	42,140
511-4313-413.21-02	Retirees Insurance	0	0	0	0
511-4313-413.21-03	Board Paid Life Ins.	289	274	253	111
511-4313-413.21-04	Workers' Compensation	8,762	10,557	10,557	12,719
511-4313-413.22-01	Social Security	12,961	12,711	11,730	9,342
511-4313-413.22-02	Medicare	3,031	2,973	2,743	2,185
511-4313-413.22-03	Unemployment Comp.	532	532	532	407
511-4313-413.23-01	IMRF	23,581	23,289	22,126	18,209
511-4313-413.24-03	CDL Reimbursements	120	120	30	60
	Totals	304,068	301,544	290,070	247,313

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
511-4314-413.31-01	Audit	1,356	1,356	1,221	1,187
511-4314-413.31-04	Engineering/Architectural	1,200	1,500	0	1,439
511-4314-413.31-05	Other	2,000	1,800		0
511-4314-413.33-01	Water/Sewerage	1,600	1,600	1,388	1,298
511-4314-413.34-01	Disposal	1,350	1,350	1,350	1,266
511-4314-413.34-03	Custodial	2,200	2,200	770	1,871
511-4314-413.34-05	Uniforms	800	800	737	402
511-4314-413.35-01	Repair & Maint-Buildings	15,000	6,500	23,422	8,315
511-4314-413.35-02	R&M-Mach & Equip	9,500	9,500	9,279	16,648
511-4314-413.35-03	R&M-Office Furn & Equip.	0	0	199	514
511-4314-413.35-05	Repair & Maint -Other	0	0	275	300
511-4314-413.35-06	Repair & Maint -Infrastructur	87,258	83,914	42,300	11,569
511-4314-413.35-08	Repair & Maint-Restaurant	500	500	246	285
511-4314-413.36-01	Fleet Maintenance	25,000	22,500	29,381	11,888
511-4314-413.36-05	Vehicle Replacement	10,000	7,000	5,750	3,000
511-4314-413.38-01	MICA	45,632	54,978	54,978	66,238
511-4314-413.38-02	Deductible	0	0	0	0
511-4314-413.38-06	Airport Liability	16,000	14,774	14,774	8,211
511-4314-413.39-01	Communications	3,000	6,000	5,950	4,852
511-4314-413.39-02	Advertising/Publishing	1,000	9,000	1,777	1,029
511-4314-413.39-03	Printing & Binding	300	300	20	49
511-4314-413.39-04	Travel	5,000	2,400	1,950	566
511-4314-413.39-05	Mileage Reimbursement	600	600	158	242
511-4314-413.39-07	Regist, Schools, Meetings	5,000	4,000	3,585	790
511-4314-413.39-08	Contracted Services	5,000	5,000	8,004	2,576
	Subtotal	239,296	237,572	207,514	144,535
Supplies					
511-4314-413.41-01	Postage	130	130	86	55
511-4314-413.41-02	Office Supplies	600	600	823	760
511-4314-413.42-01	Natural Gas	4,000	4,000	4,754	3,737
511-4314-413.42-02	Electricity	90,000	90,000	82,198	80,976
511-4314-413.44-00	Books & Periodicals	0	0	0	0
511-4314-413.45-01	Building Supplies	1,350	1,350	2,026	439
511-4314-413.45-02	Custodial Supplies	2,200	3,200	1,421	1,262
511-4314-413.45-03	Equipment Consumable	1,500	1,500	1,672	404
511-4314-413.45-04	Equip Replacement Parts	3,000	3,000	4,930	4,025
511-4314-413.45-05	Small Tools/Small Equip.	4,000	2,000	1,060	496
511-4314-413.46-01	Concrete	13,000	13,000	7,274	136
511-4314-413.46-02	Asphalt	0	0	0	0
511-4314-413.46-03	Sand, Stone & Gravel	2,500	2,500	2,172	560
511-4314-413.46-04	Salt & Cinders	350	350	255	119
511-4314-413.46-05	Chemicals	5,000	7,000	3,406	265
511-4314-413.46-06	Signs & Posts	250	250	38	1,480
511-4314-413.46-08	Paint	20,000	25,000	11,847	14,324
511-4314-413.46-11	Other	2,800	0	2,922	1,305
511-4314-413.46-12	Gasoline/Diesel	16,000	16,000	13,089	9,879
511-4314-413.47-01	Clothing/Uniforms	200	200	92	32
511-4314-413.47-02	Safety Equipment	300	3000	2827	310
	Subtotal	167,180	173,080	142,892	120,564

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Capital Outlay					
511-4314-413.52-02	Buildings	0	0	0	0
511-4314-413.52-03	Improv other than Bldgs	160,000	37,329	71,849	179,750
511-4314-413.52-04	Office Equipment		0		
511-4314-413.52-05	Machinery & Equipment	25,000	25,000	30,100	17,475
511-4314-413.52-07	Furniture & Fixtures				
511-4314-413.52-08	Controllable	5,000	5,000	452	674
511-4314-413.53-09	Infrastructure-Other	190,000	365,498	366,339	0
	Subtotal	380,000	432,827	468,740	197,899
Miscellaneous					
511-4314-413.61-01	Dues	1,000	1,350	725	725
511-4314-413.61-02	Taxes	7,700	7,100	7,636	7,080
511-4314-413.61-04	Other	1,000	1,000	1,334	1,155
511-8101-491.62-42	transfers Airport HangerFund				
	Subtotal	9,700	9,450	9,695	8,960
	Totals	796,176	852,929	828,841	471,958

FUND 511 AIRPORT FUND

FIRE PROTECTION SERVICES
SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
511-4315-413.11-01	Regular Salary/Wages	0	0	0	0
511-4315-413.11-02	Overtime	0	0	0	0
511-4315-413.21-01	Group Insurance	0	0	0	0
511-4315-413.21-03	Board Paid Life Ins.	0	0	0	0
511-4315-413.22-02	Medicare	0	0	0	0
511-4315-413.22-03	Unemployment Comp	0	0	0	0
	Subtotal	0	0	0	0
Contractual Services					
511-4315-413.39-04	Travel	0	0	0	0
511-4315-413.39-07	Regist, Schools, Meetings	0	0	0	0
511-4315-413.39-08	Other Contracted Svcs	0	0	0	0
	Subtotal	0	0	0	0
Commodities					
511-4315-413.47-01	Clothing/Uniforms	0	0	0	0
511-4315-413.47-02	Safety Equipment	0	0	0	0
511-4315-413.47-03	Training Supplies	650	3,000	666	631
	Subtotal	650	3,000	666	631
	Totals	650	3,000	666	631

PURPOSE

The Airport's PFC Fund collects passenger facility charge fees from airline ticket sales. The airport typically receives \$4.50 per ticketed passenger that originates from our airport. We also receive smaller amounts from other airlines as well which are very difficult to calculate so we do not include them here. These funds are used to cover the local share of capital improvement projects from state or federal grants as the fund balance allows.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
512-0000-314.03-01	Airport PFC Charge	35,000	40,000	33,624	34,735
512-0000-331.01-01	Deposit Accounts	800	850	807	767
512-0000-342.09-00	Other	-	-	-	-
512-0000-382.02-03	Dept. of Transportation	-	-	-	-
512-0000-382.03-06	Federal Dept of Transport	-	-	-	-
	Totals	35,800	40,850	34,431	35,502
Expenses					
Contractual Services					
512-4310-413.31-04	Engineering/Architectural	-	-	-	-
512-4310-413.31-05	Other	-	-	-	-
	Subtotal	-	-	-	-
Capital Outlay					
512-4310-413.52-02	Buildings	-	-	-	-
512-4310-413.52-03	Improv other than Bldgs	120,000	113,022	52,319	87,205
512-4310-413.53-09	Other	-	-	-	-
	Subtotal	120,000	113,022	52,319	87,205
Transfers					
512-1801-491.62-15	Interfund Transfers	-	-	-	-
	Totals	120,000	113,022	52,319	87,205

FUND 513 AIRPORT HANGAR FUND

SUMMARY

PURPOSE

The Airport Hangar Fund collects lease revenues from tenants to cover current loan payments. The current goal of this fund is to finance the construction of new T-hangars with fees collected from airport users to avoid any expenditure of city funds to build new hangars. A continuous cycle of funding replacement and repair cost on city owned structures will help ensure a viable airport for growth and development.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
513-0000-331.01-01	Deposit Accounts	600	600	1,642	1,116
513-0000-341.02-00	Airport Hangar Rent	100,000	100,000	123,415	127,185
513-0000-342.09-00	Other	0	0	0	195
513-0000-391.01-31	Airport Hangar Fund	0	0	0	4392
513-0000-392.03-00	Loan Proceeds	0	0	0	0
	Totals	100,600	100,600	125,057	132,888
Expenses					
Contractual Services					
513-4310-413.31-04	Engineering/Architectural	0	0	0	0
513-4310-413.35-01	Buildings	8,500	8,500	0	0
513-4310-413.35-05	Other	0	0	0	0
513-4310-413.35-06	Infrastructure	0	0	0	551
513-4310-413.39-02	Advertising/Publishing	0	0	0	0
	Subtotal	8,500	8,500	0	551
Commodities					
513-4310-413.45-01	Building Supplies	1,500	1,500	0	131
Capital Outlay					
513-4310-413.52-02	Buildings	0	0	0	0
513-4310-413.52-03	Improv other than Bldgs	0	0	0	0
	Subtotal	0	0	0	0
Miscellaneous					
513-4310-413.61-02	Taxes	8,300	8,300	5,862	7,733
513-1801-491-62-30	Transfer to Qcy Reg Aiport	0	0	0	0
	Subtotal	8,300	8,300	5,862	7,733
Debt Service					
513-4310-409.72-00	Loan/Lease Payments	0	0	0	0
	Totals	18,300	18,300	5,862	8,415

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 thru increased barge traffic
- Consider increasing dock fees by 10 cents a ton
- Keep parking drive up with gravel
- Capital outlay to replace manual access gate with automated slide gate to increase security

PAST FISCAL YEAR HIGHLIGHTS

BUDGET SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	1,200	0.00%	1,200	1,295	1,388
Charges for Services	200,000	0.00%	200,000	217,971	246,089
Grants	-	0.00%	-	-	-
Total	201,200	0.00%	201,200	219,266	247,477

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Contractual Services	2,992	-5.79%	3,176	2,077	2,114
Commodities	5,150	-8.85%	5,650	1,822	2,555
Capital Outlay	42,092	0.00%	42,092	0	0
Transfers	150,000	0.00%	150,000	150,000	125,000
Totals	200,234	-0.34%	200,918	153,899	129,669

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	0	0	0	0

FUND 514 MUNICIPAL BARGE DOCK FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
514-0000-331.01-01	Deposit Accounts	1,200	1,200	1,813	1,388
514-0000-374.01-00	Dock Fees	200,000	200,000	217,971	246,089
514-0000-381.03-01	FEMA Reimbursement			-	-
	Totals	201,200	201,200	219,784	247,477
Expenses					
Contractual Services					
514-4410-414.31-01	Audit	600	600	470	456
514-4410-414.31-04	Engineering/Architectural	-	-	-	-
514-4410-414.33-01	Water/Sewerage	250	300	231	-
514-4410-414.35-02	R&M - Mach & Equipment	-	-	-	-
514-4410-414.35-06	Infrastructure	1,000	900	-	-
514-4410-414.38-01	MICA	1,142	1,376	1,376	1,658
514-4410-414.39-01	Communications	-	-	-	-
514-4410-414.39-02	Advertising/Publishing	-	-	-	-
514-4410-414.39-05	Mileage Reimbursement	-	-	-	-
514-4410-414.39-08	Contracted Services	-	-	-	-
	Subtotal	2,992	3,176	2,077	2,114
Commodities					
514-4410-414.42-02	Electricity	1,150	1,150	1,160	960
514-4410-414.46-03	Sand, Stone & Gravel	2,500	3,000	-	933
514-4410-414.46-11	Other	1,500	1,500	662	662
	Subtotal	5,150	5,650	1,822	2,555
Capital Outlay					
514-4410-414.52-03	Improv other than Bldgs	42,092	42,092	-	-
514-4410-414.52-08	Controllable	-	-	-	-
	Subtotal	42,092	42,092	-	-
Transfers					
514-4410-491.62-01	Trnsfr to General Fund	150,000	150,000	150,000	125,000
	Totals	200,234	200,918	153,899	129,669

PURPOSE

The Quincy Regional Training Facility will begin its 12th year of operation in May of 2017. The facility continues to be used by emergency services organizations in and around the Quincy Area. It is the site for the annual Fire College which is hosted over a two day period in March. 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.

The budget again includes dollars that are generated through a partnership with Western Illinois Univeristy (WIU). In the spring and fall semesters of each year the facility plays host to "skills days" where WIU students have a chance to put into practice concepts that have been learned in the classroom. The facility receives \$150 per day for each student that participates in this program. The program has proven to be successful and the hope is that it will continue to grow.

PAST FISCAL YEAR HIGHLIGHTS

- Conducted the 10th Annual Fire College which hosted firefighters from the tri-state area.
- Construction of a new outdoor classroom/shelter complex funded through the Foreign Fire Insurance Fire Insurance Board and built by Miles Klusmeyer as an Eagle Scout Project
- Began hosting Western Illinois University (WIU) skills days during spring and fall semesters of the school year.
- Hosted a firefighter boot camp class for volunteer firefighters, in addition to the normal course offering at the annual Fire College event.

BUDGET SUMMARY

This budget again plans for a \$10,000 grant for roof repairs on the vertical rescue prop that were not allocated as expected last year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
531-0000-321.00-00	Donations-Not Restricted	100	100	164	164
531-0000-331.01-01	Interest Income	0	0	6	3
531-0000-341.07-02	Rent/Fire Services	1,000	1,000	0	1,750
531-0000-342.05-00	Refunds/Reimbursements			150	
531-0000-342.09-00	Other	0	0	0	150
531-0000-375.01-02	Tuition/Fire Services	12,000	18,050	15,985	4,315
531-0000-375.02-02	Room & Board/Fire Svcs	0	0	0	0
531-0000-382.01-10	Restricted Contributions	0	0	0	0
531-0000-382.02-01	State Grants	10,000	0	0	0
531-0000-391.01-01	Trnsfr from General Fund	62,068	60,774	102,275	75,475
	Totals	85,168	79,924	118,580	81,857
Expenses					
	Salaries & Benefits	4,465	5,183	3,239	3,079
	Contractual Services	24,553	16,091	9,982	24,433
	Commodities	6,150	8,650	5,443	4,837
	Capital Outlay	0	0	0	0
	Miscellaneous	0	0	0	0
	Debt Service	50,000	50,000	50,000	50,000
	Totals	85,168	79,924	68,664	82,349

FUND 531 REGIONAL TRAINING FACILITY

**POLICE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
531-2110-402.31-03	Instructional	0	0	0	5,250
531-2110-402.35-02	R&M -Machinery & Equip	0	0	0	0
	Subtotal	0	0	0	5,250
Debt Service					
531-2110-402.72-00	Loan/Lease Payments	25,000	25,000	25,000	25,000
	Totals	25,000	25,000	25,000	30,250

**FIRE
DETAIL**

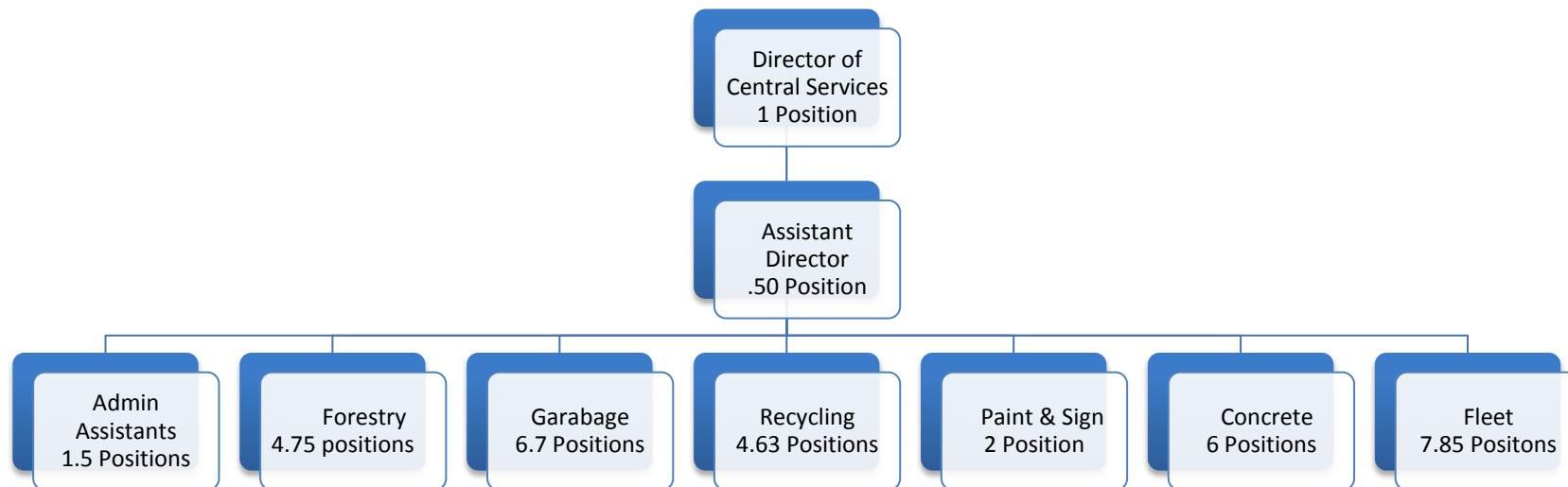
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
531-2210-402.11-01	Regular Salary/Wages	4,000	4,700	2,640	2,528
531-2210-402.21-01	Group Insurance	387	387	562	516
531-2210-402.21-03	Board Paid Life Ins	20	20	2	1
531-2210-402.22-02	Medicare	58	76	35	34
	Subtotal	4,465	5,183	3,239	3,079
Contractual Services					
531-2210-402.31-03	Instructional	0	0	400	400
531-2210-402.31-04	Engineering/Architectural	1,000	1,000	0	0
531-2210-402.31-05	Other	0	0	0	0
531-2210-402.34-03	Custodial	1,880	1,880	973	1,304
531-2210-402.35-01	R&M/Buildings	1,300	1,800	294	1,266
531-2210-402.35-02	R&M/Mach & Equip	1,000	1,000	933	263
531-2210-402.35-03	Office Furniture & Equip	10,000			
531-2210-402.35-05	R&M/Other	0	0	326	0
531-2210-402.36-02	Rent/Land & Building				
531-2210-402.38-01	MICA	2,873	3,461	3,461	4,170
531-2210-402.38-02	Deductible	0	0	0	0
531-2210-403.39-02	Advertising/Publishing	500	500	0	0
531-2210-402.39-04	Travel/Lodging	0	1,250	95	4,892
531-2210-402.39-08	Contracted Services	6,000	5,200	3,500	6,888
	Subtotal	24,553	16,091	9,982	19,183
Commodities					
531-2210-402.42-01	Natural Gas	1,000	1,000	565	695
531-2210-402.42-02	Electricity	2,500	2,700	2,524	1,326
531-2210-402.43-03	Bottled Gas	0	0	164	164
531-2210-402.43-00	Food	500	2,000	1,444	1,444
531-2210-402.45-01	Building Supplies	450	250	16	129
531-2210-402.45-02	Custodial Supplies	250	250	0	0
531-2210-402.45-03	Equipment Consumable	100	100	0	0
531-2210-402.45-04	Equip Replacement Parts	200	200	0	0
531-2210-402.45-05	Small Tools/Small Equip	150	150	0	0
531-2210-402.46-11	Other	1,000	2,000	730	1,079
	Subtotal	6,150	8,650	5,443	4,837
Debt Service					
531-2210-402.72-00	Loan/Lease Payments	25,000	25,000	25,000	25,000
	Totals	60,168	54,924	43,664	52,099

This page is left blank intentionally.

CITY OF QUINCY
INTERNAL SERVICE FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	Central Garage 601	Central Services 602	Vehicle Replcmnt 603	Self Insurance 611	Health Insurance 612	Unemp. Comp 613	Total
Beginning Balance, May 1	100	100	1,700,000	3,125,000	1,250,000	100,000	6,175,200
REVENUES							
Taxes	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Charges for Services	-	976,152		2,047,477	5,761,071	42,000	8,826,700
Rent & Other Income	25,300	13,899		200			39,399
Interest Income	75	50	6,800	12,500	9,300	400	29,125
Debt Proceeds							-
Grants							-
Transfers In	340,663	2,641,703					2,982,366
Inter-Gov. Revenues	1,429,400		214,816	-	-	-	1,644,216
TOTAL REVENUE	1,795,438	3,631,804	221,616	2,060,177	5,770,371	42,400	13,521,806
Total Funds Available	1,795,538	3,631,904	1,921,616	5,185,177	7,020,371	142,400	19,697,006
EXPENDITURES							
Salaries & Benefits	611,968	1,938,071		270,241	6,062,927		8,883,207
Contracted Services	234,295	1,256,440		1,777,314			3,268,049
Commodities	940,175	183,550		13,050			1,136,775
Capital Outlay	9,000	102,225	572,600				683,825
Miscellaneous		1,995	-	40,400	1,000	65,000	108,395
Debt Service		149,523					149,523
Transfers				1,375			1,375
TOTAL EXPENDITURES	1,795,438	3,631,804	572,600	2,102,380	6,063,927	65,000	14,231,149
Ending Balance, April 30	\$ 100	\$ 100	\$ 1,349,016	\$ 3,082,797	\$ 956,444	\$ 77,400	\$ 5,465,857



PURPOSE

The Central Garage Fund provides for maintenance and repair of the entire City fleet. The City fleet consists of 300 vehicles / equipment pieces that are maintained by a staff of 6 mechanics and 1 utility person. We operate two shifts on the mechanic pool 6:00am to 2:00pm and 2:00pm to 10:00pm. Mechanics have one supervisor assigned to the garage. The fund generates revenues based upon billing labor, fuel, and parts charges to other City Departments. This fund purchases all fuel, parts, and

GOALS/OBJECTIVES

- Start a preventative maintenance program on all trucks and equipment for more efficient operations
- Replace old hydraulic hoist for added safety for mechanics
- Continue to keep adequate inventory of parts for better service

PAST FISCAL YEAR HIGHLIGHTS

The garage continued to work hard to keep the Fleet on the road. Supervisors are working closely with vendors and dealerships to ensure quality parts and service.

BUDGET SUMMARY

The Central Garage budget is up \$15,130 compared to last budget. The internal revenue charges from Departments is expected to decline due to new Transit buses and other newer vehicles. The General Fund subsidy is projected to increase. The capital outlay includes costs two diagnostic tools costing \$3,000 each and one fan at \$3,000.

REVENUE SUMMARY

ACCOUNT NUMBER	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	25,375	-29.32%	35,900	24,702	33,257
Charges for Services	1,429,400	-18.06%	1,744,408	1,500,238	1,508,753
Transfers from General Fund	340,663	42.02%	239,864	292,100	300,200
Total	1,795,438	0.85%	1,780,308	1,524,940	1,542,010

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	403,110	1.51%	397,129	377,580	382,515
Benefits	208,858	1.16%	206,473	207,729	226,071
Contractual Services	234,295	1.99%	229,724	255,192	200,900
Commodities	940,175	-0.30%	942,982	718,159	686,196
Capital Outlay	9,000	125.00%	4,000	3,473	-
Totals	1,795,438	0.85%	1,780,308	1,562,133	1,495,682

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	7.85	7.85	7.37	7.35

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

FUND 601 CENTRAL GARAGE FUND

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
601-0000-331.01-01	Deposit Accounts	75	100	74	71
601-0000-342.08-00	Postage	25,000	35,500	24,518	31,807
601-0000-342.09-00	Other	300	300	110	1,379
601-0000-350.00-00	Sale of Property	-	-	-	-
601-0000-350.00-00	Sale of Property	-	-	-	-
601-0000-363.02-01	City Hall	-	-	-	-
601-0000-363.02-02	Engineering Dept.	1,000	800	828	953
601-0000-363.02-03	Fire Dept.	5,500	5,500	5,742	6,032
601-0000-363.02-04	Police Dept.	8,000	8,000	6,708	8,274
601-0000-363.02-05	Transit Fund	225,200	300,000	237,636	301,876
601-0000-363.02-06	Water Fund	50,000	37,500	35,798	33,032
601-0000-363.02-07	Sewer Fund	52,000	56,000	50,898	58,615
601-0000-363.02-08	Airport Fund	1,200	1,200	3,200	1,199
601-0000-363.02-09	Central Services Fund	23,500	23,500	22,378	22,349
601-0000-363.02-90	Summary Total Charges	1,053,000	1,052,544	834,416	765,345
601-0000-363.02-99	Outside Entities	10,000	18,000	10,534	10,854
601-0000-365.07-00	Sale of Recycle Materials	-	1,500	-	24
601-0000-382.02-01	State Grants	-	-	-	-
601-0000-391.01-01	General Fund	340,663	239,864	292,100	300,200
				-	
	Totals	1,795,438	1,780,308	1,524,940	1,542,010

FUND 601 CENTRAL GARAGE

**FLEET MAINTENANCE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
601-3115-403.11-01	Regular Salary/Wages	328,373	322,194	292,342	305,275
601-3115-403.11-02	Overtime	18,553	18,553	22,475	21,216
601-3115-403.11-03	Sick Pay	14,472	14,141	13,492	9,029
601-3115-403.11-04	Holiday Pay	19,761	19,976	15,257	16,480
601-3115-403.11-15	Vacation Pay	19,427	18,991	18,867	19,216
601-3115-403.11-16	Major Medical Pay	-	-	12,668	269
601-3115-403.11-17	Sick Pay Buy Back	2,524	3,274	2,479	8,856
601-3115-403.11-18	Vacation Pay Buy Back	-	-	-	2,174
601-3115-403.21-01	Group Insurance	91,502	80,262	86,916	93,858
601-3115-403.21-02	Retirees Insurance	-	-	-	-
601-3115-403.21-03	Board Paid Life Insurance	518	538	467	252
601-3115-403.21-04	Workers' Compensation	40,784	49,137	49,137	59,201
601-3115-403.22-01	Social Security	24,568	24,622	22,141	22,646
601-3115-403.22-02	Medicare	5,746	5,758	5,179	5,296
601-3115-403.22-03	Unemployment Comp.	982	982	982	1,000
601-3115-403.23-01	IMRF	44,698	45,114	42,847	43,758
601-3115-403.24-03	CDL Reimbursements	60	60	60	60
	Subtotal	611,968	603,602	585,309	608,586
Contractual Services					
601-3115-403.35-02	R & M - Machinery & Equip	13,500	3,000	3,972	6,297
601-3115-403.35-04	Repair & Maint - Vehicles	168,172	168,172	208,164	154,466
601-3115-403.35-05	Repair & Maint - Other	250	250	-	227
601-3115-403.35-07	Outside Entities	-	-	-	(38)
601-3115-403.36-01	Fleet Maintenance	4,000	5,000	3,387	2,762
601-3115-403.36-89	Short/Over	4,000	7,228	4,399	4,406
601-3115-403.36-90	Garage Default Expense	16,000	15,828	9,442	(337)
601-3115-403.38-01	MICA	17,076	20,573	20,573	24,787
601-3115-403.38-02	Deductible	-	-	-	-
601-3115-403.39-01	Communications	1,828	1,828	2,648	1,810
601-3115-403.39-02	Advertising/Publishing	200	115	363	115
601-3115-403.39-04	Travel	2,269	-	129	-
601-3115-403.39-05	Mileage Reimbursement	2,000	-	-	-
601-3115-403.39-07	Regist, Schools, Meetings	1,000	2,731	65	3,100
601-3115-403.39-08	Contracted Services	4,000	4,999	2,050	3,305
	Subtotal	234,295	229,724	255,192	200,900
Commodities					
601-3115-403.41-01	Postage	30,000	35,500	38,000	32,500
601-3115-403.41-02	Office Supplies	608	608	663	539
601-3115-403.44-00	Books & Periodicals	375	375	-	-
601-3115-403.45-03	Equip Consumable	-	-	-	-
601-3115-403.45-04	Equip Replacement Parts	240,000	237,201	266,052	237,842
601-3115-403.45-05	Small Tools/Small Equip.	9,500	9,606	19,839	9,067
601-3115-403.46-11	Other	12,551	12,551	14,300	11,967
601-3115-403.46-12	Gasoline/Diesel	647,141	647,141	379,305	394,281
601-3115-403.47-02	Safety Equipment	-	-	-	-
	Subtotal	940,175	942,982	718,159	686,196
Capital Outlay					
601-3115-403.52-08	Controllable	9,000	4,000	3,473	-
	Totals	1,795,438	1,780,308	1,562,133	1,495,682

PURPOSE

The Central Services Fund consists of several divisions; Administration, Forestry, Garbage, Recycling, Paint / Sign, Concrete, and Brush and compost. These divisions cover a large body of work for the entire City. Central Services is responsible for the cleanliness of the city, the repair of concrete and street issues, and the removal of trees and maintaining of Right of Way grass as well as nuisance abatement. Roadway striping and street signage are also the responsibility of this Department.

GOALS/OBJECTIVES

Central Services will continue to strive to make the service to the community more efficient and complete our tasks in a timely fashion. Recycling plans to get a new truck funded through the Capital Projects Fund so we can increase our revenue and reduce costs of pickup. Forestry will continue to work with Aldermen and the Tree Commission to remove unhealthy trees and trim to save healthy trees. The concrete division will concentrate on removing and replacing sidewalks that create safety hazards. We will also continue to respond to pothole and Nuisance Abatement concerns. The Street Cleaning Division is being moved to the Sewer Department.

PAST FISCAL YEAR HIGHLIGHTS

With the very mild winter we have had this year we were able to maintain a higher than average reserve of salt and have had less wear and tear on our equipment. We were able to complete the backlog of Nuisance Abatements and address the pothole situation. The Forestry Department worked with a local tree service to remove 19 ash trees that were not treated for Emerald Ash Borer disease. Central Services was able to put together an equipment auction to get rid of old and unused equipment so we could clean up the property around Central Services.

BUDGET SUMMARY

One of the major revenue sources for the Central Services fund is the garbage service and sale of recycled material. The FY 2018 budget plans for over \$976,000 to be generated through our fees, which is down \$23,480 from previous year budget. The General Fund subsidy is also down over \$190,000. The overall budgeted expenses are down due to the shift of the Street Cleaning division from Central Services Fund to the Sewer Fund. The planned capital expenditures are as follows: Admin \$1,000, Forestry \$8,000 for a mower, \$2,025 for chain saw and \$1,200 for concrete saws, Concrete \$90,000 for a wheeled loader which will also be used in forestry and for nuisances.

REVENUE SUMMARY

ACCOUNT NUMBER	2016/2017		2015/2016	2015/2016	2014/2015
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	13,949	-3.46%	14,449	13,954	14,898
Charges for Services	976,152	-2.35%	999,632	1,037,870	1,061,171
Transfers	2,641,703	-4.71%	2,772,345	2,580,031	4,228,731
Total	3,631,804	-4.08%	3,786,426	3,631,855	5,304,800

FUND 602 CENTRAL SERVICES FUND

SUMMARY

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018	% Change	2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	1,264,428	-5.30%	1,335,216	1,323,041	1,303,538
Benefits	673,643	-14.00%	783,293	754,387	808,593
Contractual Services	1,256,440	-5.55%	1,330,337	1,288,719	2,628,076
Commodities	183,550	-23.09%	238,668	127,094	185,655
Capital Outlay	102,225	3394.87%	2,925	1,916	176,072
Miscellaneous	1,995	523.44%	320	1,899	630
Debt Services	149,523	-0.10%	149,667	138,639	150,080
Totals	3,631,804	-5.43%	3,840,426	3,635,695	5,252,644

Totals by Division

3110 Admin	339,927	-2.96%	350,290	323,710	356,316
3112 Forestry	447,938	1.16%	442,811	428,121	1,799,922
3113 Garbage	947,799	-2.33%	970,404	880,063	948,506
3114 Recycling	547,609	-2.61%	562,300	567,182	567,149
3116 Paint & Sign	178,540	41.56%	126,127	102,457	119,068
3152 Concrete	608,145	9.44%	555,668	506,462	680,264
3153 St Cleaning	-	-100.00%	270,980	277,213	236,169
3154 Brush Compost	561,846	0.00%	561,846	552,861	544,690
Totals	3,631,804	-5.43%	3,840,426	3,638,069	5,252,084

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	26.58	24.83	24.83	24.58

The proposed budget includes the following Central Services Department staff:

Position	Full Time Equivalent (FTE)
Director of Central Services	1.00
Clerical	1.50
Forestry	4.75
Garbage (includes 0.25 Asst. Dir.)	6.70
Recycling	4.63
Paint & Sign	2.00
Concrete	6.00
Total	26.58

FUND 602 CENTRAL SERVICES FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
602-0000-331.01-01	Deposit Accounts	50	50	13	41
602-0000-341.04-00	Equipment/Facilities	13,899	13,899	13,341	14,857
602-0000-342.09-00	Other	-	500	600	-
602-0000-362.03-01	Demolition Reimb.	-	-	-	-
602-0000-362.03-02	Signs/Posts/Signals	-	-	326	326
602-0000-362.03-04	Weed Cleaning/Removal	15,000	15,000	87,460	43,324
602-0000-362.03-08	Other Reimbursements	1,000	2,000	151	-
602-0000-363.01-03	Personnel	-	3,600	3,600	3,600
602-0000-365.03-00	Garbage/Recycl. Stickers	1,152	1,152	1,692	1,152
602-0000-365.03-01	Garbage Sticker Sales	790,000	798,000	775,635	784,635
602-0000-365.03-02	Garbage Tote Service	126,000	120,000	128,805	124,373
602-0000-365.03-03	Garbage Tote Sales	7,000	5,760	9,720	49,260
602-0000-365.05-00	Private Hauler Licenses	3,000	4,000	4,333	3,000
602-0000-365.06-00	Disposal Fees	-	120	-	-
602-0000-365.07-00	Sale of Recycle Material	33,000	50,000	26,148	51,501
602-0000-365.08-01	Yard Waste Stickers	-	-	-	-
602-0000-381.03-01	FEMA Reimb.	-	-	-	-
602-0000-391.01-01	General Fund	2,391,703	2,522,345	2,324,650	3,914,150
602-0000-391.01-15	Capital Projects Fund	250,000	250,000	250,000	250,000
602-0000-391.01-21	2014 GO Note Fund - G&R	-	-	-	-
602-0000-391.01-28	Utilities - Water Fund	-	-	3,875	46,504
602-0000-391.01-29	Utilities - Sewer Fund	-	-	1,506	18,077
602-0000-391.01-66	Cash Reserve Fund	-	-	-	-
602-0000-392.03-00	Loan Proceeds	-	-	-	-
	Totals	3,631,804	3,786,426	3,631,855	5,304,800

FUND 602 CENTRAL SERVICES FUND

ADMINISTRATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3110-403.11-01	Regular Salary/Wages	120,440	113,017	105,477	109,689
602-3110-403.11-02	Overtime	-	-	-	-
602-3110-403.11-03	Sick Pay	650	636	3,313	1,468
602-3110-403.11-04	Holiday Pay	7,033	6,735	6,603	5,840
602-3110-403.11-15	Vacation Pay	7,330	6,972	6,410	3,247
602-3110-403.11-16	Major Medical Pay	-	-	6,133	-
602-3110-403.11-17	Sick Pay Buy Back	2,078	2,032	2,951	1,983
602-3110-403.11-18	Vacation Pay Buy Back	-	-	2,107	-
602-3110-403-12-01	Temp. Empl-Regular Salary	7,625	7,475	7,606	7,503
602-3110-403.21-01	Group Insurance	26,368	26,376	26,711	25,248
602-3110-403.21-03	Board Paid Life Insurance	170	172	161	81
602-3110-403.21-04	Workers' Compensation	9,115	10,982	10,982	13,231
602-3110-403.22-01	Social Security	9,024	8,430	8,345	7,752
602-3110-403.22-02	Medicare	2,111	2,010	1,952	1,813
602-3110-403.22-03	Unemployment Comp.	344	344	344	250
602-3110-403.23-01	IMRF	15,558	15,145	15,084	13,977
	Subtotals	207,846	200,326	204,179	192,082
Contractual Services					
602-3110-403.31-05	Prof Svcs - Other	2,200	2,175	2,175	2,175
602-3110-403.34-03	Custodial	6,500	720	215	377
602-3110-403.34-04	Lawn Care	-	-	-	-
602-3110-403.35-01	Buildings	6,000	6,100	5,044	2,770
602-3110-403.35-02	Machinery & Equipment	1,500	1,500	1,631	969
602-3110-403.35-03	R&M-Office Furn & Equip	-	-	-	-
602-3110-403.35-05	R&M-Other	100	100	150	250
602-3110-403.36-01	Fleet Maintenance	1,000	2,500	267	-
602-3110-403.36-03	Equipment & Vehicle	975	300	811	780
602-3110-403.38-01	MICA	9,511	11,459	11,459	13,806
602-3110-403.38-02	Deductible	-	-	-	-
602-3110-403.39-01	Communications	1,000	1,000	1,272	1,118
602-3110-403.39-02	Advertising/Publishing	300	200	162	112
602-3110-403.39-03	Printing & Binding	350	350	85	90
602-3110-403.39-04	Travel	-	-	913	-
602-3110-403.39-05	Mileage Reimb	-	-	108	414
602-3110-403.39-07	Regist, Schools, Meetings	600	500	530	100
602-3110-403.39-08	Contracted Services	4,000	5,000	3,164	4,152
	Subtotals	34,036	31,904	27,986	27,113
Commodities					
602-3110-403.41-01	Postage	100	100	46	34
602-3110-403.41-02	Office Supplies	1,100	1,600	1,033	1,487
602-3110-403.42-01	Natural Gas	4,800	7,693	4,466	5,342
602-3110-403.42-02	Electricity	17,500	17,500	19,364	16,840
602-3110-403.45-01	Building Supplies	425	500	109	421
602-3110-403.45-02	Custodial Supplies	700	1,000	697	785
602-3110-403.45-03	Equipment Consumable	650	1,000	436	694
602-3110-403.45-04	Equip Replacement Parts	100	200	-	76
602-3110-403.45-05	Small Tools/Small Equip.	-	-	16	35
602-3110-403.46-04	Salt & Cinders	59,750	69,447	54,768	99,354
602-3110-403.46-05	Chemicals	5,000	10,000	2,850	4,892
602-3110-403.46-07	Barricades	-	1,500	-	1,269
602-3110-403.46-11	Other	300	300	594	(115)

FUND 602 CENTRAL SERVICES FUND

ADMINISTRATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
602-3110-403.47-02	Safety Equipment	6,200	6,000	5,946	5,937
	Subtotals	96,625	116,840	90,325	137,051
Capital Outlay					
602-3110-403.52-02	Buildings	-	-	-	-
602-3110-403.52-04	Office Equipment	-	-	-	-
602-3110-403.52-08	Controllable	1,000	900	900	-
	Subtotals	1,000	900	900	-
Miscellaneous					
602-3110-403.61-01	Dues	350	250	320	-
602-3110-403.61-04	Other	70	70	-	70
	Subtotals	420	320	320	70
	Totals	339,927	350,290	323,710	356,316

FUND 602 CENTRAL SERVICES FUND

FORESTRY
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3112-403.11-01	Regular Salary/Wages	178,398	179,059	168,515	168,835
602-3112-403.11-02	Overtime	15,941	11,737	10,972	16,343
602-3112-403.11-03	Sick Pay	3,314	3,247	11,018	2,125
602-3112-403.11-04	Holiday Pay	11,348	9,230	9,587	7,244
602-3112-403.11-15	Vacation Pay	16,042	13,231	12,264	10,093
602-3112-403.11-16	Major Medical Pay			822	
602-3112-403.11-17	Sick Pay Buy Back	4,009	1,907	3,902	4,891
602-3112-403.11-18	Vacation Pay Buy Back	-	-	-	-
602-3112-403.12-01	Part-Time Salary/Wages	14,438	14,438	12,600	11,680
602-3112-403.21-01	Group Insurance	47,468	51,385	51,041	49,435
602-3112-403.21-03	Board Paid Life Insurance	324	274	304	132
602-3112-403.21-04	Workers' Compensation	30,038	36,190	36,190	43,602
602-3112-403.22-01	Social Security	14,367	13,828	13,430	12,943
602-3112-403.22-02	Medicare	3,360	2,956	3,141	3,027
602-3112-403.22-03	Unemployment Comp.	594	500	500	500
602-3112-403.23-01	IMRF	26,138	25,756	24,625	23,949
602-3112-403.24-03	CDL Reimbursements	30	30	30	30
	Subtotal	365,809	363,768	358,941	354,829
Contractual Services					
602-3112-403.35-02	Machinery & Equipment	500	460	579	267
602-3112-403.35-05	Other	150	50	49	92
602-3112-403.36-01	Fleet Maintenance	43,000	46,000	40,903	39,015
602-3112-403.36-03	Equipment & Vehicle	-	-	-	4,652
602-3112-403.36-05	Vehicle Replacement	9,468	9,485	9,792	-
602-3112-403.38-01	MICA	8,771	10,568	10,568	12,732
602-3112-403.39-01	Communications	-	-	-	-
602-3112-403.39-02	Advertising/Publishing	150	230	-	345
602-3112-403.39-05	Mileage Reimbursement	-	-	-	-
602-3112-403.39-07	Regist, Schools, Meetngs	-	-	-	-
602-3112-403.39-08	Contracted Services	2,725	2,725	98	1,361,046
	Subtotal	64,764	69,518	61,989	1,418,149
Commodities					
602-3112-403.45-03	Equipment Consumable	1,500	2,000	1,080	2,016
602-3112-403.45-04	Equip Replacement Parts	1,500	1,000	1,178	647
602-3112-403.45-05	Small Tools/Small Equip.	2,200	1,520	2,467	1,256
602-3112-403.46-05	Chemicals	100	250	-	17
602-3112-403.46-07	Barricades	150	-	-	-
602-3112-403.46-11	Other	1,500	2,430	1,163	1,514
602-3112-403.47-01	Clothing/Uniforms	180	90	130	90
602-3112-403.47-02	Safety Equipment	210	210	157	-
	Subtotal	7,340	7,500	6,175	5,540
Capital Outlay					
602-3112-403.52-05	Machinery & Equipment	8,000	-	-	20,000
602-3112-403.52-08	Controllable	2,025	2,025	1,016	1,404
	Subtotal	10,025	2,025	1,016	21,404
	Totals	447,938	442,811	428,121	1,799,922

FUND 602 CENTRAL SERVICES FUND

GARBAGE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3113-403.11-01	Regular Salary/Wages	263,209	257,327	254,262	257,135
602-3113-403.11-02	Overtime	8,884	3,665	6,462	11,653
602-3113-403.11-03	Sick Pay	1,143	1,112	5,527	3,817
602-3113-403.11-04	Holiday Pay	13,915	14,177	12,790	9,760
602-3113-403.11-14	Extra Pick-up	650	650	320	310
602-3113-403.11-15	Vacation Pay	13,876	13,508	11,008	11,995
602-3113-403.11-16	Major Medical Pay		-	-	12,718
602-3113-403.11-17	Sick Pay Buy Back	2,673	7,300	2,443	11,056
602-3113-403.11-18	Vacation Pay Buy Back	-	-	-	4,439
602-3113-403.21-01	Group Insurance	77,863	77,203	69,769	84,382
602-3113-403.21-03	Board Paid Life Insurance	456	460	432	236
602-3113-403.21-04	Workers' Compensation	33,871	40,809	40,809	49,168
602-3113-403.22-01	Social Security	18,856	18,453	16,902	18,624
602-3113-403.22-02	Medicare	4,410	4,316	3,953	4,356
602-3113-403.22-03	Unemployment Comp.	838	838	838	838
602-3113-403.23-01	IMRF	34,303	33,811	33,210	36,922
602-3113-403.24-03	CDL Reimbursements	30	30	-	-
	Subtotal	474,977	473,659	458,725	517,409
Contractual Services					
602-3113-403.33-02	Landfill Fees	200,000	200,000	191,043	181,474
602-3113-403.33-03	Taxes	25,000	25,000	22,957	22,576
602-3113-403.36-01	Fleet Maintenance	60,000	60,000	69,512	60,555
602-3113-403.36-05	Vehicle Replacement	50,000	50,000	45,833	50,000
602-3113-403.37-02	Nuisance Abatements	-	-	-	-
602-3113-403.38-01	MICA	20,711	24,953	24,953	30,064
602-3113-403.38-02	Deductible	-	-	-	-
602-3113-403.39-03	Printing & Binding	14,813	1,000	600	15,133
	Subtotal	370,524	360,953	354,898	359,802
Commodities					
602-3113-403.46-11	Operational Supplies-Other	30,000	65,000	197	131
602-3113-403.47-01	Clothing/Uniforms	60	60	-	61
602-3113-403.47-02	Safety Equipment	120	120	-	-
	Subtotal	30,180	65,180	197	192
Miscellaneous					
602-3113-403.61-08	Bad Debt Expense	1,575	-	1,579	560
602-3113-409.72-00	Loan/Lease Payments	-	-	-	-
	Subtotal	1,575	-	1,579	560
Transfers					
602-3113-491.62-22	2014 GO Note Fund	70,543	70,612	64,664	70,543
	Totals	947,799	970,404	880,063	948,506

FUND 602 CENTRAL SERVICES FUND

RECYCLE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3114-403.11-01	Regular Salary/Wages	174,830	179,215	175,352	180,972
602-3114-403.11-02	Overtime	4,193	4,997	12,970	10,886
602-3114-403.11-03	Sick Pay	5,720	4,290	5,374	2,026
602-3114-403.11-04	Holiday Pay	8,580	8,897	5,064	2,529
602-3114-403.11-14	Extra Pick-up	-	360	315	210
602-3114-403.11-15	Vacation Pay	6,355	-	1,819	4,928
602-3114-403.11-17	Sick Pay Buy Back	-	-	-	-
602-3114-403.11-18	Vacation Pay Buy Back	-	-	-	-
602-3114-403.21-01	Group Insurance	41,413	47,670	32,722	30,674
602-3114-403.21-03	Board Paid Life Insurance	315	318	290	159
602-3114-403.21-04	Workers' Compensation	35,809	43,143	43,143	51,979
602-3114-403.22-01	Social Security	12,421	12,206	12,327	12,303
602-3114-403.22-02	Medicare	2,905	2,820	2,883	2,877
602-3114-403.22-03	Unemployment Comp.	579	579	579	610
602-3114-403.23-01	IMRF	22,598	22,827	22,782	23,050
602-3114-403.24-03	CDL Reimbursements	30	30	30	
	Subtotal	315,748	327,352	315,650	323,203
Contractual Services					
602-3114-403.36-01	Fleet Maintenance	55,642	55,642	83,691	58,154
602-3114-403.36-05	Vehicle Replacement	50,000	50,000	45,833	50,000
602-3114-403.38-01	MICA	31,659	38,143	38,143	45,955
602-3114-403.39-01	Communications	-	-	-	-
602-3114-403.39-02	Advertising/Publishing	200	320	111	230
602-3114-403.39-03	Printing & Binding		-		
	Subtotal	137,501	144,105	167,778	154,339
Commodities					
602-3114-403.46-11	Other	15,000	11,358	11,358	10,544
602-3114-403.47-01	Clothing/Uniforms	300	350	-	86
602-3114-403.47-02	Safety Equipment	80	80	-	-
	Subtotal	15,380	11,788	11,358	10,630
Transfers					
602-3114-491.62.22	Trnsfr to 2014 GO Note Fund	78,980	79,055	72,396	78,977
	Totals	547,609	562,300	567,182	567,149

FUND 602 CENTRAL SERVICES FUND

PAINT & SIGN SHOP
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Wages					
602-3116-403.11-01	Regular Salary/Wages	74,210	39,223	37,600	38,340
602-3116-403.11-02	Overtime	3,885	2,981	1,858	2,788
602-3116-403.11-03	Sick Pay	4,105	2,188	2,276	2,404
602-3116-403.11-04	Holiday Pay	4,483	2,301	2,214	1,996
602-3116-403.11-15	Vacation Pay	6,642	3,287	3,689	3,613
602-3116-403.21-01	Group Insurance	24,532	8,944	9,796	10,264
602-3116-403.21-03	Board Paid Life Insurance	136	70	70	35
602-3116-403.21-04	Workers' Compensation	9,112	10,978	10,978	13,227
602-3116-403.22-01	Social Security	5,786	3,099	2,887	3,008
602-3116-403.22-02	Medicare	1,353	725	675	704
602-3116-403.22-03	Unemployment Comp.	125	125	125	125
602-3116-403.23-01	IMRF	7,139	5,678	5,403	5,619
602-3116-403.24-03	CDL Reimbursements	30	30	30	
	Subtotal	141,538	79,629	77,601	82,123
Contractual Services					
602-3116-403.35-05	Repair & Maint Other	-	-	-	-
602-3116-403.36-01	Fleet Maintenance	4,000	8,000	3,860	3,236
602-3116-403.36-03	Equipment & Vehicle	-	-	-	-
602-3116-403.38-01	MICA	3,327	4,008	4,008	4,829
602-3116-403.39-03	Printing & Binding	-	-	-	195
	Subtotal	7,327	12,008	7,868	8,260
Commodities					
602-3116-403.45-03	Equipment Consumable	175	150	123	105
602-3116-403.45-05	Small Tools/Small Equip.	300	300	-	179
602-3116-403.46-06	Signs & Posts	7,800	9,970	1,056	7,274
602-3116-403.46-07	Barricades	-	-	-	-
602-3116-403.46-08	Paint	21,000	23,500	15,780	21,091
602-3116-403.46-11	Other	400	570	29	36
	Subtotal	29,675	34,490	16,988	28,685
	Totals	178,540	126,127	102,457	119,068

FUND 602 CENTRAL SERVICES FUND

CONCRETE (STREET MAINTENANCE)
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3152-403.11-01	Regular Salary/Wages	225,807	216,603	213,144	192,545
602-3152-403.11-02	Overtime	11,924	17,164	5,556	13,237
602-3152-403.11-03	Sick Pay	7,916	8,071	5,279	9,475
602-3152-403.11-04	Holiday Pay	13,340	13,425	14,045	11,435
602-3152-403.11-15	Vacation Pay	14,835	16,000	16,835	16,491
602-3152-403.11-16	Major Medical Pay	-	-	1,112	4,897
602-3152-403.11-17	Sick Pay Buy Back	4,607	3,019	6,468	7,011
602-3152-403.11-18	Vacation Pay Buy Back	-	2,384	666	3,050
602-3152-403.21-01	Group Insurance	68,228	66,997	69,510	85,991
602-3152-403.21-02	Retiree Insurance	-	-	-	-
602-3152-403.21-03	Board Paid Life Insurance	409	412	384	209
602-3152-403.21-04	Workers' Compensation	31,600	38,072	38,072	45,870
602-3152-403.22-01	Social Security	17,263	17,016	15,486	14,860
602-3152-403.22-02	Medicare	4,037	3,980	3,622	3,475
602-3152-403.22-03	Unemployment Comp.	750	750	750	750
602-3152-403.23-01	IMRF	31,407	31,178	29,843	29,487
602-3152-403.24-03	CDL Reimbursements	30	60	60	30
	Subtotal	432,153	435,131	420,832	438,813
Contractual Services					
602-3152-403.35-02	Machinery & Equipment	-	-	-	-
602-3152-403.35-05	Other	-	-	-	-
602-3152-403.36-01	Fleet Maintenance	50,000	75,000	46,108	58,598
602-3152-403.36-05	Vehicle Replacement	13,476	22,226	17,030	-
602-3152-403.38-01	MICA	16,966	20,441	20,441	24,628
602-3152-403.38-02	Deductible	-	-	-	-
602-3152-403.39-08	Contracted Services	-	-	-	-
	Subtotal	80,442	117,667	83,579	83,226
Commodities					
602-3152-403.45-03	Equipment Consumable	200	200	233	134
602-3152-403.45-04	Equip Replacement Parts	200	200	14	171
602-3152-403.45-05	Small Tools/Small Equip.	1,000	600	904	1,053
602-3152-403.46-01	Concrete	1,700	970	41	1,138
602-3152-403.46-03	Sand, Stone & Gravel	-	-	-	-
602-3152-403.46-07	Barricades	200	-	-	-
602-3152-403.46-10	Lumber	300	-	57	7
602-3152-403.46-11	Other	500	600	802	798
602-3152-403.47-01	Clothing/Uniforms	250	-	-	256
602-3152-403.47-02	Safety Equipment	-	300	-	-
	Subtotal	4,350	2,870	2,051	3,557
Capital Outlay					
602-3152-403.52-05	Machinery & Equipment	90,000	-	-	-
602-3152-403.52-08	Controllable	1,200	-	-	-
602-3152-403.53-09	Other	-	0	-	154,668
	Subtotal	91,200	-	-	154,668
	Totals	608,145	555,668	506,462	680,264

FUND 602 CENTRAL SERVICES FUND

**STREET CLEANING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
602-3153-403.11-01	Regular Salary/Wages	-	117,941	87,570	77,779
602-3153-403.11-02	Overtime	-	5,264	1,630	4,522
602-3153-403.11-03	Sick Pay	-	2,301	15,777	4,574
602-3153-403.11-04	Holiday Pay	-	6,750	3,875	5,559
602-3153-403.11-15	Vacation Pay	-	9,670	9,051	8,041
602-3153-403.11-16	Major Medical Pay	-	-	30,345	19,011
602-3153-403.11-17	Sick Pay Buy Back	-	1,430	65	1,395
602-3153-403.11-18	Vacation Pay Buy Back	-	-	3,953	-
602-3153-403.21-01	Group Insurance	-	50,221	47,720	39,340
602-3153-403.21-03	Board Paid Life Insurance	-	188	224	95
602-3153-403.21-04	Workers' Compensation	-	17,496	17,496	21,079
602-3153-403.22-01	Social Security	-	8,160	8,184	6,547
602-3153-403.22-02	Medicare	-	1,768	1,914	1,531
602-3153-403.22-03	Unemployment Comp.	-	344	344	344
602-3153-403.23-01	IMRF	-	17,076	17,270	13,825
602-3153-403.24-03	CDL Reimbursements	-	35	35	30
	Subtotal	-	238,644	245,453	203,672
Contractual Services					
602-3153-403.36-01	Fleet Maintenance	-	19,995	19,419	17,628
602-3153-403.38-01	MICA	-	12,341	12,341	14,869
	Subtotal	-	32,336	31,760	32,497
Commodities					
602-3153-403.45-05	Small Tools/Small Equip.	-	-	-	-
602-3153-403.47-02	Safety Equipment	-	-	-	-
	Subtotal	-	-	-	-
	Totals	-	270,980	277,213	236,169

FUND 602 CENTRAL SERVICES FUND

**BRUSH/COMPOST
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Contractual Services					
602-3154-403.39-08	Contracted Services	561,846	561,846	552,861	544,690
	Totals	561,846	561,846	552,861	544,690

FUND 603 VEHICLE REPLACEMENT FUND

SUMMARY

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.

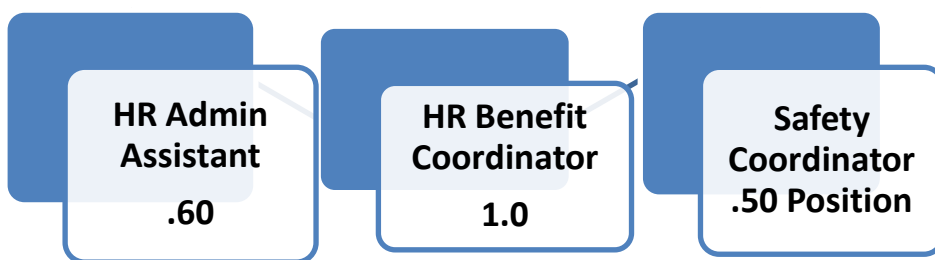
In FY 2017 these funds were used to purchase the following:

- Fire - \$42,800 to replace 2002 Ford Excursion - Incident Command Vehicle
- Fire - \$16,000 to replace 2004 Chevy Impala - Fire Chief's car

The FY 2018 budget plans for the following replacements:

- Concrete- use Street Cleaning funding \$114,750 towards purchase of new backhoe
- Fire - use \$3,600 to replace 2007 Ford Taurus (will also utilize Foreign Fire Tax funds)
- Sewer Maintenance - replace 2003 vactor truck (also utilize sewer equip fund 394) \$254,000
- Contingency - \$200,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
603-0000-331.01-01	Deposit Accounts	6,800	5,000	6,815	6,070
603-0000-363.03-03	Fire Department		-		
603-0000-363.03-06	Water Fund	48,552	20,477	29,808	17,971
603-0000-363.03-07	Sewer Fund	24,912	59,098	51,535	49,068
603-0000-363.03-08	Airport Fund	7,000	7,000	5,750	3,000
603-0000-363.03-09	Central Services Fund	134,352	113,358	115,626	100,000
603-0000-391.01-15	From Capital Proj Fund		-	-	-
	Totals	221,616	204,933	209,534	176,109
Expenses					
Contractual Services					
603-3115-403.31-05	Professional Services	-	-	-	-
Capital Outlay					
603-3115-403.52-05	Machinery & Equipment	200,000	115,000	-	64,844
603-3115-403.52-06	Vehicles	372,600	258,800	59,548	50,943
Miscellaneous					
603-3115-403.61-04	Other	-	-	-	-
Tranfers					
603-1801-491.62-19	To Hydro Bond Pymnt Fund	-	-	-	-
	Totals	572,600	373,800	59,548	115,787



**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, which consists of a human resources administrator, provides support 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 five Collective Bargaining Units.

-The Risk Management division consists of a benefits coordinator who processes worker compensation claims and liability coverage claims and a safety coordinator who investigates claims and inspects all City property for safety concerns.

GOALS/OBJECTIVES

- Research transitioning weekly payrolls to bi-weekly payrolls
- Research classification and compensation strategy and plan

PAST FISCAL YEAR HIGHLIGHTS

- Reviewed and updated job descriptions for all administrative City personnel
- Developed performance review program and began implementation of a merit-based system
- Evaluated current safety training program in an effort to reduce work-related injuries

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	12,700	41.11%	9,000	12,352	11,648
Charges for Services	2,047,477	-15.83%	2,432,406	2,447,881	2,916,335
Total	2,060,177	-15.62%	2,441,406	2,460,233	2,927,983

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2018		2016/2017	2016/2017	2015/2016
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	98,582	-9.00%	108,336	107,707	121,095
Benefits	76,659	-12.62%	87,726	67,412	72,313
Contractual Services	1,777,314	-14.29%	2,073,708	1,884,579	2,405,672
Commodities	13,050	-4.40%	13,650	13,116	13,724
Miscellaneous	40,400	-0.05%	40,421	40,421	40,421
Transfers	1,375	0.81%	1,364	1,551	3,476
Insurance Claims	95,000	211.48%	30,500	24,078	20,707
Totals	2,102,380	-10.75%	2,355,705	2,138,864	2,677,408

STAFFING

	FY 2018 PROPOSED	FY 2017 ACTUAL	FY 2016 ACTUAL	FY 2015 ACTUAL
Authorized Full Time Positions	2.10	2.5	3.5	3.4165

FUND 611 SELF INSURANCE FUND

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
<p>The Self Insurance Fund revenues are the MICA (38-01) and Workers Compensation (21-04) charges in the other city budgets. These amounts are transferred over a four month period (May through August). The Outside Entities include Quincy Public Library, Woodland Cemetery, and Quincy Township. The City Treasurer will bill them each fiscal year for their portion.</p>					
Revenues					
611-0000-331.01-01	Interest Income	12,500	9,000	12,047	9,661
611-0000-342.06-00	Restitution	200	-	305	1,987
611-0000-361.04-01	Freedom of Info copies	-	-	-	-
611-0000-361.05-04	Premiums	1,953,943	2,341,284	2,353,743	2,820,824
611-0000-361.05-05	Premium Rebates	-	-	-	-
611-0000-361.05-08	Premiums-Outside Entities	68,534	68,534	68,534	82,570
611-0000-361.05-10	Premiums - Life Insurance	25,000	22,588	25,604	12,941
	Totals	2,060,177	2,441,406	2,460,233	2,927,983

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
611-3810-401.11-01	Regular Salary/Wages	26,397	36,911	36,931	48,180
611-3810-401.11-03	Sick Pay	-	-	200	817
611-3810-401.11-04	Holiday Pay	1,327	2,152	2,030	2,213
611-3810-401.11-15	Vacation Pay	1,474	2,392	2,302	1,844
611-3810-401.11-16	Major Medical Pay	-	-	-	-
611-3810-401.11-17	Sick Pay Buy Back	1,348	342	137	444
611-3810-401.11-18	Vacation Pay Buy Back				
611-3810-401.12-01	Temp. Emp. Regular Wages				
611-3810-401.11-18	Vacation Pay Buy Back	-	-	-	2,683
611-3810-401.21-01	Group Insurance	-	8,944	-	1,713
611-3810-401.21-03	Board Paid Life Ins.	41	68	60	40
611-3810-401.21-04	Workers' Compensation	803	967	967	1,165
611-3810-401.22-01	Social Security	1,894	2,591	2,549	3,434
611-3810-401.22-02	Medicare	443	606	596	803
611-3810-401.22-03	Unemployment Comp.	125	125	125	188
611-3810-401.23-01	IMRF	3,446	4,748	4,720	6,430
	Subtotal	37,298	59,846	50,617	69,954
Contractual Services					
611-3810-401.31-01	Audit	4,500	4,556	4,032	3,920
611-3810-401.31-02	Contracted Legal	40,000	96,770	2,604	22,019
611-3810-401.31-05	Prof Svc - Other	400	200	307	365
611-3810-401.32-01	Medical	4,000	4,000	4,230	3,905
611-3810-401.35-03	R&M-Office Furn & Equip	-	100	-	-
611-3810-401.36-03	Equipment and Vehicle	-	100	-	-
611-3810-401.38-01	MICA	2,833	3,413	3,413	4,112
611-3810-401.39-01	Communications	1,200	600	1,351	582
611-3810-401.39-02	Advertising/Publishing	200	300	139	136
611-3810-401.39-03	Printing & Binding	-	100	-	-
611-3810-401.39-04	Travel	500	500	122	-
611-3810-401.39-05	Mileage Reimbursement	250	500	350	-
611-3810-401.39-07	Regist, Schools, Meetings	400	1,000	554	12
611-3810-401.39-08	Contracted Services	-	-	-	-
	Subtotal	54,283	112,139	17,102	35,051
611-3810-401.41-01	Postage	500	500	334	343
611-3810-401.41-02	Office Supplies	300	400	251	137
	Subtotal	800	900	585	480
Miscellaneous					
611-3810-401.61-03	Employee Awards	-	-	-	-
611-3810-401.61-04	Other	-	-	-	-
611-3810-401.65-01	Administrative Cost Share	36,000	36,050	36,050	36,050
611-3810-401.65-02	Space Cost Share	4,400	4,371	4,371	4,371
	Subtotal	40,400	40,421	40,421	40,421
Transfers					
611-1802-401.62-86	Retiree Insurance Subsidy	1,375	1,364	1,364	2,727
611-1802-402.62-85	Qcy Area Safety Council	-	-	187	749
	Subtotal	1,375	1,364	1,551	3,476
	Totals	134,156	214,670	110,276	149,382

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**RISK MANAGEMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries & Benefits					
611-3811-401.11-01	Regular Salary/Wages	56,654	55,359	52,905	53,581
611-3811-401.11-04	Holiday Pay	3,377	3,351	3,045	2,983
611-3811-401.11-15	Vacation Pay	5,003	4,893	5,126	4,820
611-3811-401.11-16	Major Medical Pay	-	-	2,103	666
611-3811-401.11-17	Sick Pay Buy Back	3,002	2,936	2,928	2,864
611-3811-401.21-01	Group Insurance	16,738	16,738	17,296	19,408
611-3811-401.21-03	Board Paid Life Ins.	102	102	92	50
611-3811-401.21-04	Workers' Compensation	-	-	-	-
611-3811-401.22-01	Social Security	4,218	4,125	3,736	3,788
611-3811-401.22-02	Medicare	987	965	874	886
611-3811-401.22-03	Unemployment Comp.	188	188	188	188
611-3811-401.23-01	IMRF	7,674	7,559	7,502	7,425
	Subtotal	97,943	96,216	95,795	96,659
Contractual Services					
611-3811-401.36-01	Fleet Maintenance	-	-	-	430
611-3811-401.39-01	Communications	-	-	-	-
611-3811-401.39-04	Travel	500	500	392	291
611-3811-401.39-05	Mileage Reimbursement	150	150	-	-
611-3811-401.39-07	Regist, Schools, Meetings	150	150	-	-
	Subtotal	800	800	392	721
Commodities					
611-3811-401.41-02	Office Supplies	150	150	15	75
611-3811-401.47-01	Clothing/Uniforms	12,000	12,500	12,416	13,169
611-3811-401.47-03	Training Supplies	100	100	100	-
	Subtotal	12,250	12,750	12,531	13,244
	Totals	110,993	109,766	108,718	110,624

FUND 611 SELF INSURANCE FUND

**PREMIUMS & BENEFITS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Insurance Premiums/Claims					
611-3812-401.21-03	Board Paid Life Ins.	40,000	40,000	28,707	26,795
611-3812-401.25-01	Claims-Vehicles	50,000	12,000	17,036	5,787
611-3812-401.25-02	Claims-Property Liability	25,000	10,000	2,781	4,463
611-3812-401.25-03	Claims-Equipment	10,000	5,000	1,764	6,051
611-3812-401.25-04	Claims-Casualty	5,000	2,500	-	3,000
611-3812-401.25-05	Claims-Other	5,000	1,000	2,497	1,406
	Subtotal	135,000	70,500	52,785	47,502
Contractual Services					
611-3812-401.38-01	Insurance-MICA	1,722,231	1,960,769	1,867,085	2,369,900
	Total	1,857,231	2,031,269	1,919,870	2,417,402

PURPOSE

The City's health insurance coverage is a self-funded plan administered by a Third Party Administrator and utilizes a local network for accessing discounts for health care. The funding of the plan comes from City and employee contributions. Our plan year coincides with the fiscal year.

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

GOALS/OBJECTIVES

- Educate employees regarding best use of benefits and health clinic options
- Review use and need of supplemental (voluntary) benefits
- Continue to monitor effectiveness of city health clinic
- Implement at least one wellness initiative
- Research prescription management/cost savings programs

PAST FISCAL YEAR HIGHLIGHTS

- Continue to explore health insurance options, looking for ways to reduce costs
- Monitored Blue Cross Blue Shield savings and discounts

BUDGET SUMMARY

There is no premium increase to the city departments; therefore revenues will remain relatively flat. The outside entity premiums are expected to decrease slightly with GREDF choosing to leave the plan. Based on past claims experience, we are planning for an increase in expenditures. The Health Clinic contract will expire and a slight increase is anticipated.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
612-0000-331.01-01	Interest Income	9,300	5,500	8,865	7,877
612-0000-342.09-00	Other	2,400	-	2,403	277,889
612-0000-361.05-04	Premiums	-	-	35,054	27,436
612-0000-361.05-06	Premiums-City	3,590,569	3,614,851	3,594,716	4,004,345
612-0000-361.05-07	Premiums-Employee	1,028,832	869,691	909,129	846,838
612-0000-361.05-08	Premiums-Outside Entities	731,677	761,515	736,500	737,207
612-0000-361.05-09	Premiums-Retirees	407,593	446,358	447,284	488,402
	Totals	5,770,371	5,697,915	5,733,951	6,389,994
Expenses					
Salaries & Benefits					
612-3812-401.21-05	Health Clinic	150,000	120,000	120,000	110,000
612-3812-401.21-06	Group Health-Claims	5,175,786	4,776,179	5,452,000	4,297,613
612-3812-401.21-07	Group Health-Fixed Cost	720,551	751,331	751,000	641,109
612-3812-401.21-09	ACA Costs	16,590	32,000	21,770	29,854
Miscellaneous					
612-3812-401.61-01	Dues	750	750	750	750
612-3812-401.61-04	Other	250	3,000	53	-
	Totals	6,063,927	5,683,260	6,345,573	5,079,326

**FUND 613 UNEMPLOYMENT COMPENSATION FUND
HUMAN RESOURCES**

SUMMARY

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 possible claims

BUDGET SUMMARY

Each department with employees recognized a \$150 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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
613-0000-331.01-01	Interest Income	400	400	437	404
613-0000-361.05-04	Premiums	42,000	42,000	41,425	40,602
	Totals	42,400	42,400	41,862	41,006
Expenses					
Salaries & Benefits					
613-3812-401.25-06	Claims-Unemplymnt Comp.	65,000	130,000	29,555	46,225
	Totals	65,000	130,000	29,555	46,225

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

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

	Economic Dev RLF 701	CDAP RLF 702	CBD RLF 703	Nghbrhd Hsg Rehab 704	DOE Loan 705	Sister City 712
Beginning Balance, May 1	820,000	960,000	801,000	54,000	63,000	13,000
REVENUES						
Taxes						
Licenses & Permits						
Charges for Services						
Rent & Other Income	140,000	107,500	100,000	22,000	-	17,500
Interest Income	12,700	25,900	22,000	100	100	30
Debt Proceeds						
Grants						
Transfers In			-			5,000
Inter-Gov. Revenues						
TOTAL REVENUE	152,700	133,400	122,000	22,100	100	22,530
Total Funds Available	972,700	1,093,400	923,000	76,100	63,100	35,530
EXPENDITURES						
Salaries & Benefits						
Contracted Services	5,800		2,000	1,500	-	6,000
Commodities						-
Capital Outlay						
Miscellaneous	500,000	501,000	250,000	-	62,700	19,000
Debt Service						
Transfers	92,800	325,000	25,000			
TOTAL EXPENDITURES	598,600	826,000	277,000	1,500	62,700	25,000
Ending Balance, April 30	\$ 374,100	\$ 267,400	\$ 646,000	\$ 74,600	\$ 400	\$ 10,530

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

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

	Lincoln Bicentennial 719	Human Rights 720	Landfill L/C 721	Quincy City Tree Bd 722	Bridge Lighting 723	Tourism Tax 743
Beginning Balance, May 1	400	645	331	150	78,000	109,000
REVENUES						
Taxes						1,050,000
Licenses & Permits						
Charges for Services						
Rent & Other Income	-	-		-		
Interest Income	3	-		-	-	500
Debt Proceeds						
Grants	2,500				2,400	
Transfers In						
Inter-Gov. Revenues			76,000		-	-
TOTAL REVENUE	2,503	-	76,000	-	2,400	1,050,500
Total Funds Available	2,903	645	76,331	150	80,400	1,159,500
EXPENDITURES						
Salaries & Benefits					-	-
Contracted Services	2,500	642	76,000	-	2,400	-
Commodities				-	2,400	-
Capital Outlay					50,000	-
Miscellaneous					-	-
Debt Service					-	-
Transfers						1,016,960
TOTAL EXPENDITURES	2,500	642	76,000	-	54,800	1,016,960
Ending Cash Balance	\$ 403	\$ 3	\$ 331	\$ 150	\$ 25,600	\$ 142,540

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

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

	Purchase Tax 744	Incremental Sales Tax 745	Total
Beginning Balance, May 1	-	-	2,899,526
REVENUES			
Taxes	9,666,090	-	10,716,090
Licenses & Permits			-
Charges for Services			-
Rent & Other Income			387,000
Interest Income		-	61,333
Debt Proceeds			-
Grants			4,900
Transfers In		505,000	510,000
Inter-Gov. Revenues	-	-	76,000
TOTAL REVENUE	9,666,090	505,000	11,755,323
Total Funds Available	9,666,090	505,000	14,654,849
EXPENDITURES			
Salaries & Benefits	-	-	-
Contracted Services	-	-	96,842
Commodities	-	-	2,400
Capital Outlay	-	-	50,000
Miscellaneous	-	-	1,332,700
Debt Service	-	-	-
Transfers	9,666,090	505,000	11,630,850
TOTAL EXPENDITURES	9,666,090	505,000	13,112,792
Ending Cash Balance	\$ -	\$ -	\$ 1,542,057

FUND 701 ECONOMIC DEVELOPMENT FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
701-0000-331.01-01	Interest Income	3,800	2,000	3,534	3,188
701-0000-331.01-04	Interest/Income Loans	8,900	11,000	7,132	8,484
701-0000-331.09-00	Revolving Loan Principal	140,000	76,000	172,299	117,953
701-0000-342.09-00	Other	-	-	-	6,840
701-0000-363.09-01	Cost Share Revenue/Admin	-	-	-	-
	Totals	152,700	89,000	182,965	136,465
Expenses					
Contractual Services					
701-6319-408.31-02	Contracted Legal	3,000	3,000	565	3,845
701-6319-408.31-05	Other	-	-	-	-
701-6319-408.39-08	Contracted Services	2,800	2,880	2,880	10,000
	Subtotal	5,800	5,880	3,445	13,845
Miscellaneous					
701-6319-408.61-04	Miscellaneous Other	-	-	-	-
701-6319-408.63-01	Loan Disb.-Econ. Dev.	500,000	500,000	-	-
701-6319-408.63-02	Uncollectible Loans	-	-	-	410,323
	Subtotal	500,000	500,000	-	410,323
Transfers					
701-1801-491.62-02	Planning & Development	12,800	69,620	69,620	62,500
701-1801-491.62-15	Capital Projects Fund	-	-	-	-
701-1801-491.62-38	CBD Revolving Loan Fund	-	-	-	-
701-1802-408.62-83	GREDF	50,000	50,000	66,250	50,000
701-1802-408.62-84	Hist. Business District	15,000	15,000	15,000	15,000
701-1802-408.62-85	GREDF Economic Incentive	15,000	15,000	-	-
	Subtotal	92,800	149,620	150,870	127,500
	Totals	598,600	655,500	154,315	551,668

FUND 702 CDAP REVOLVING LOAN FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
702-0000-331.01-01	Interest Income	4,600	2,400	4,422	4,700
702-0000-331.01-04	Interest Income/Loans	21,300	25,000	15,086	21,457
702-0000-331.09-00	Revolving Loan Principal	107,500	92,000	88,524	96,835
	Totals	133,400	119,400	108,032	122,992
Expenses					
Miscellaneous					
702-6319-408.63-01	Misc Other	1,000			
702-6319-408.63-01	Loan Disb.-Econ. Dev.	500,000	557,000	-	-
702-6319-408.63-02	Uncollectible Loans	-	-	-	438,582
Transfers					
702-1801-491.62-02	Planning & Development	25,000	5,500	5,500	62,500
702-1801-491.62-20	CDAP Capital Grant Fund	300,000	300,000	81,818	-
	Totals	826,000	862,500	87,318	501,082

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
703-0000-331.01-01	Interest Income	3,000	2,000	3,346	2,351
703-0000-331.01-04	Interest Income/Loans	19,000	21,500	15,625	21,285
703-0000-331.09-00	Revolving Loan Principal	100,000	71,000	236,021	193,490
703-0000-342.09-00	Other	-	-	-	-
703-0000-391.01-36	Econ Dev Rev Loan Fund	-	-	-	-
	Totals	122,000	94,500	254,992	217,126
Expenses					
Contractual Services					
703-6319-408.31-02	Contracted Legal	2,000	3,000	-	-
703-6319-408.31-05	Professional Svc - Other		-		
Miscellaneous					
703-6319-408.63-01	Loan Disb.-Econ. Dev.	250,000	300,000	71,000	38,500
703-6319-408.63-02	Uncollectible Loans		-		
Transfers					
703-1801-491.62-02	Planning & Development	25,000	27,000	27,000	27,000
	Totals	277,000	330,000	98,000	65,500

FUND 704 NEIGHBORHOOD HOUSING REV LOAN FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
704-0000-331.01-01	Interest Income	100	100	238	203
704-0000-331.01-04	Interest Income/Loans		-	10,436	9,867
704-0000-331.09-00	Revolving Loan Principal	22,000	1,400	2,535	2,560
704-0000-341-08-00	Housing			-	-
704-0000-342.09-00	Other		-	75	75
704-0000-363.09-01	Administrative	-		-	-
	Totals	22,100	1,500	13,284	12,705
Expenses					
Contractual Services					
704-6319-408.31-02	Contracted Legal	500	500	-	-
704-6319-408.31-05	Professional Svc - Other	500	500	-	-
704-6319-408.35-01	Repair & Maint - Building	500	500	-	-
704-6319-408.38-09	Insurance-Liability	-	-	-	-
		1,500	1,500	-	-
Miscellaneous					
704-6319-408.61-02	Taxes		-	-	-
704-6319-408.63-01	Loan Disb.-Econ. Dev.		-	-	-
	Totals	1,500	1,500	-	-

FUND 705 ENERGY LOAN FUND (DOE)

SUMMARY

Funds are used to offer low interest loans for energy efficient improvements to existing buildings.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
705-0000-331.01-01	Interest Income	100	200	279	249
705-0000-331.01-04	Interest Income/Loans	-	-	-	61
705-0000-331.09-00	Revolving Loan Principal	-	-	-	1,030
705-0000-342.09-00	Other		-	-	-
705-0000-391.01-14	Trnsfr from DOE Grant Fund		-	-	-
	Totals	100	200	279	1,340
Expenses					
Contractual Services					
705-6319-408.31-02	Contracted Legal	-	-	-	-
Miscellaneous					
705-6319-408.63-01	Loan Disbursement	62,700	62,700	-	-
	Totals	62,700	62,700	-	-

FUND 712 SISTER CITY COMMISSION

SUMMARY

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 mainly related to the Hereford, Germany exchange.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
712-0000-321.00-00	Donations-Not Restricted	2,500	-	2,500	75
712-0000-331.01-01	Interest Income	30	-	33	15
712-0000-342.09-00	Other	15,000	11,248	11,314	3,618
712-0000-361.05-03	Public Reimbursements	-	-	-	-
712-0000-391.01-01	General Fund	5,000	5,000	5,000	5,000
	Totals	22,530	16,248	18,847	8,708
Expenses					
Contractual Services					
712-1705-407.39-04	Travel	6,000	4,000	5,570	4,626
Commodities					
712-1705-407.41-01	Postage	-	-	-	36
Miscellaneous					
712-1705-407.61-01	Dues	700	600	680	735
712-1705-407.61-04	Other	18,300	16,248	8,712	3,351
	Subtotal	19,000	16,848	9,392	4,086
	Totals	25,000	20,848	14,962	8,748

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
719-0000-321.00-00	Donations-Not Restricted	-	-	-	-
719-0000-331.01-01	Interest Income	3	3	3	3
719-0000-342.09-00	Miscellaneous Other	-	-	-	-
719-0000-361-05-03	Public Reimbursements	-	-	-	-
719-0000-382.01-10	Local Source Restricted Cor	2,500	3,000	2,127	1,375
719-0000-382.02-01	State Grant	-	-	-	-
	Totals	2,503	3,003	2,130	1,378
Expenses					
Contractual Services					
719-1707-407.31-03	Instructional	-	-	-	-
719-1707-407.31-05	Prof Svc - Other	-	-	-	65
719-1707-407.35-01	Repair & Maint - Building	-	-	-	-
719-1707-407.39-02	Advertising/Publishing	-	-	-	-
719-1707-407.39-08	Contracted Services	2,500	4,358	2,331	1,531
	Subtotal	2,500	4,358	2,331	1,596
Commodities					
719-1707-407.41-01	Postage	-	-	-	-
719-1707-407.41-02	Office Supplies	-	-	-	-
	Subtotal	-	-	-	-
Miscellaneous					
719-1707-407.61-04	Other	-	-	-	-
719-1707-407.62-90	Non-Dept. Disbursements	-	-	-	-
	Totals	2,500	4,358	2,331	1,596

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	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
720-0000-321.00-00	Donations	-	-	-	-
720-0000-331.01-01	Interest	-	-	3	2
720-0000-349.09-00	Other	-	-	-	-
	Totals	-	-	3	2
Expenses					
Contractual Services					
720-1706-407.31-03	Instructional	-	-	-	-
720-1706-407.31-05	Other	-	-	-	-
720-1706-407.39-08	Contracted Services	642	642	-	-
	Subtotal	642	642	-	-
Commodities					
720-1706-407.41-01	Postage	-	-	-	-
720-1706-407.41-02	Office Supplies	-	-	-	-
	Subtotal	-	-	-	-
Miscellaneous					
720-1706-407.61-04	Other	-	-	-	-
	Totals	642	642	-	-

FUND 721 LANDFILL SUPER FUND

SUMMARY

The Landfill Superfund was created to collect/disburse costs related to the remedial action at Landfills 2 & 3. The city entered into a Site Participation agreement in 1995 with other participating defendants to share expenses and obligations. The site participation agreement established the Quincy Landfill Remedial Design/Remedial Action "RD/RA" group. Historically, the group requests a cash call. The annual request is \$76,000; however, in FY 2013 there were two cash calls that totalled \$152,000. We have been budgeting for two cash calls; and now only plan for one.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenue					
721-0000-331.01-01	Interest Income	-	-	2	1
721-0000-391.01-01	From General Fund	76,000	152,000	76,000	76,000
	Totals	76,000	152,000	76,002	76,001
Expenses					
Contractual Services					
721-3716-405.39-08	Contracted Services	76,000	152,000	76,000	76,000
	Totals	76,000	152,000	76,000	76,000

FUND 722 QUINCY CITY TREE BOARD

SUMMARY

The City Tree Board fund was established in FY 2007 when Ameren started awarding us the Tree Replacement Grant (Right Tree, Right Place). Over the past ten years, the city has recieved nearly \$40,000 in funding:

- FY 2007 \$2,500
- FY 2008 \$10,000
- FY 2009 \$10,000
- FY 2010 \$10,000
- FY 2011 \$8,000
- FY 2012 \$6,000
- FY 2015 \$2,500

These funds are used for replanting of dead/damaged trees as well as occassional tree removal.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
722-0000-321.00-00	Donations	-	2,500	-	-
722-0000-331.01-01	Interest	-	30	35	30
	Totals	-	2,530	35	30
Expenses					
Contractual Services					
722-1704-407.39-08	Contracted Services	-	7,700	7,545	-
Commodities					
722-1704-407.46-11	Oper. Supplies-Other	-	-	-	132
	Subtotal	-	-	-	132
	Totals	-	7,700	7,545	132

FUND 723 BRIDGE LIGHTING FUND

SUMMARY

The Bridge Lighting Fund was created in FY 2013 to hold 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 city has paid \$85,059 to IDOT towards the cost of project.

		IDOT portion	City Portion	City's Balance
Construction Cost:	\$531,620			-
Change Order (not approved)	(\$8,703)			
Total Construction Cost	\$522,917	418,334	104,583	19,524
Engineering cost:	\$55,000	33,880	21,120	-
Total Project Cost:	\$577,917	452,214	125,703	

REVENUES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
723-0000-331.01-01	Interest	-	-	-	-
723-0000-382.01-10	Local-Restricted Contribution	2,400	-	8,000	3,200
723-0000-383.02-02	Cap Exp/Infrast. Grant	-	-	7,920	
	Totals	2,400	-	15,920	3,200

EXPENSES

Contractual Services					
723-6313-407.31-04	Engineering/Architectural	-	-	-	-
723-6313-407.35-06	Infrastructure	2,400			
Commodities					
723-6313-407-42-02	Electricity	2,400		(3,439)	3,439
Infrastructure					
723-6313-407.53-06	Lighting	50,000	446,561	34,941	85,059
Miscellaneous					
723-6313-407.61-04	Other				50
	Totals	54,800	446,561	31,502	88,548

FUND 743 TOURISM TAX FUND

SUMMARY

The Tourism Tax Fund receives all City Hotel/Motel Tax revenues. These revenues are re-distributed based on the inter-governmental agreement with the Oakley-Lindsay Center.

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 allowed based on the current agreement.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
743-0000-314.01-02	Hotel/Motel Tax	1,050,000	1,050,000	990,574	1,034,660
743-0000-314.01-08	Penalties on Delinq.Taxes	-	-	168	303
743-0000-331.01-01	Interest Income	500	500	570	435
743-0000-331.01-02	Interest Tax Payments	-	-	-	-
	Totals	1,050,500	1,050,500	991,312	1,035,398

Expenses

Transfers

743-1803-401.62-56	Oakley-Lindsay Center	750,000	750,000	748,212	729,955
743-1803-491.62-01	General Fund	20,000	20,000	-	-
743-1803-491.62-23	2009 OLC G/O Bond Fund	222,960	168,000	142,300	45,600
743-1803-491.62-25	1996 G/O (H/M) Bond Fund	-	68,000	99,980	216,000
743-1803-491.62-96	QMEA Capital Reserve Fun	-	20,000	-	-
743-1899-401.61-04	Other	3,000	3,000	-	-
743-1899-401.65-01	Cost Share Administrative	21,000	21,000	20,214	20,236
	Totals	1,016,960	1,050,000	1,010,706	1,011,791

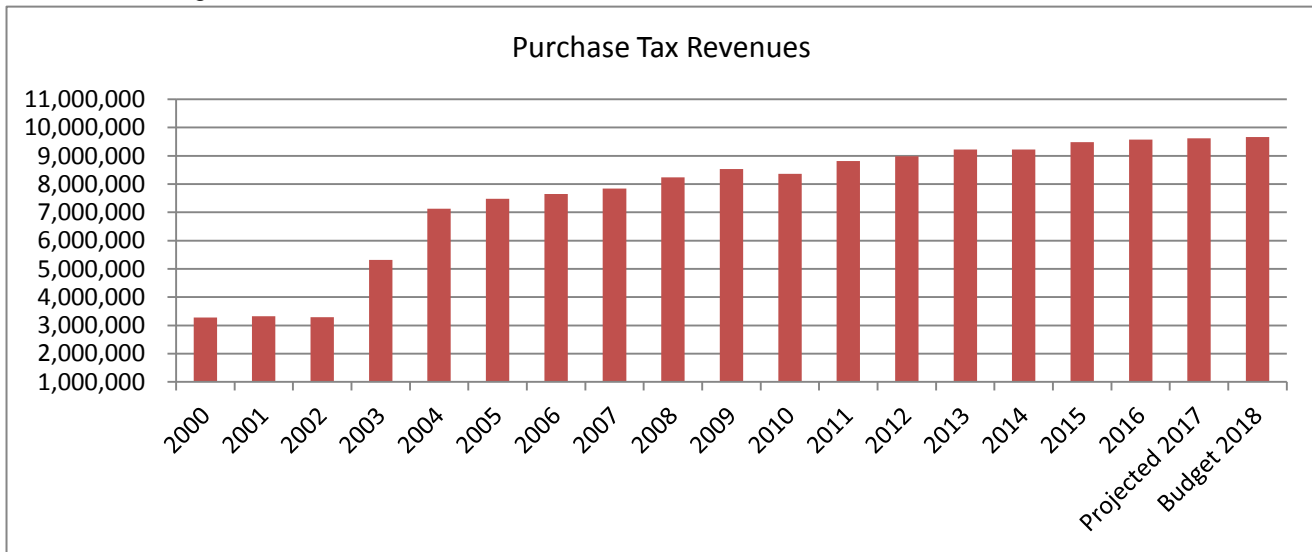
FUND 744 PURCHASE TAX FUND

SUMMARY

The Purchase Tax Fund accounts for all of the 1.5% of the home rule sales tax collected in the City. Since the City initially implemented the Purchase Tax in 1991, changes have occurred over the years that have allowed for the purchase tax to be used for operational needs as well as for the original intended use of capital infrastructure and debt service.

The purchase tax rate increased from .75% to 1.5% effective June 1, 2002 (FY 2003). Each year a percentage is determined for General Fund operational and for Capital Projects. For FY 2018, the purchase tax split will be 75% General Fund and 25% Capital Projects.

Fiscal Year Ending	Annual Revenues	Increase (Decrease) over previous year	Capital Fund 301	General Fund 001
2000	3,280,366		63.00%	37.00%
2001	3,331,069	1.55%	58.00%	42.00%
2002	3,296,711	-1.03%	50.38%	49.62%
2003	5,313,395	61.17%	43.50%	56.50%
2004	7,126,242	34.12%	19.52%	80.48%
2005	7,478,281	4.94%	10.44%	89.56%
2006	7,653,179	2.34%	13.01%	86.99%
2007	7,842,630	2.48%	28.69%	71.31%
2008	8,237,377	5.03%	38.49%	61.51%
2009	8,535,349	3.62%	35.60%	64.40%
2010	8,363,649	-2.01%	27.35%	72.65%
2011	8,813,517	5.38%	1.50%	98.50%
2012	8,985,969	1.96%	25.60%	74.40%
2013	9,221,596	2.62%	22.52%	77.48%
2014	9,219,345	-0.02%	22.81%	77.19%
2015	9,479,769	2.82%	23.00%	77.00%
2016	9,572,958	0.98%	23.00%	77.00%
Projected 2017	9,618,499	0.48%	25.00%	75.00%
Budget 2018	9,666,590	0.50%	23.00%	77.00%



FUND 744 PURCHASE TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
744-0000-314.01-01	Home Rule(Purchase)Tax	9,666,090	9,695,769	9,618,000	9,572,958
744-0000-331.01-01	Interest Income	-	-	86	174
	Totals	9,666,090	9,695,769	9,618,086	9,573,132
Expenses					
Transfers					
744-1803-491.62-01	To General Fund	7,442,890	7,271,827	7,283,155	7,371,339
744-1803-491.62-15	To Capital Projects Fund	2,223,200	2,423,942	2,380,583	2,201,817
	Totals	9,666,090	9,695,769	9,663,738	9,573,156

FUND 745 INCREMENTAL SALES TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
----------------	---------------------	---------------------------------	--------------------------------	----------------------------------	----------------------------

The Incremental Sales Tax Fund was set up to account for the Prairie Crossing Incremental Sales Tax per agreement. Every November, February, and June the State of Illinois sends the sales tax data and we calculate the rebate to transfer into this fund from the General Fund. All transfers are made directly to the project developer, Orix Sansone Quincy Venture Group.

Revenues

745-0000-331.01-01	Interest Income	-	-		
745-0000-391.01-01	From General Fund	505,000	500,000	304,102	438,782
	Totals	505,000	500,000	304,102	438,782

Expenses

Transfers

745-1803-401.61-04	Other	505,000	500,000	458,586	438,782
	Totals	505,000	500,000	458,586	438,782

Goals and Objectives

QPL will offer a variety of high-quality services and programs to the community on-site, off-site, and electronically. The Library will maintain and improve the quality of its existing programs and services while exploring potential expansion.

QPL will offer its facility as a meeting place for the community, and will maintain and improve the experiences of community members, both at the Library and in its electronic offerings.

QPL will ensure that the community and surroundings area are well informed of everything the Library has to offer, and of opportunities to become more involved in a variety of ways.

QPL will identify and promote efficiency in operations. The Library will seek appropriate financing through taxes, grants, and other sources, in order to maintain the quality and number of services and programs offered.

QPL will employ, maintain, and develop the highest quality staff available, in order to offer the best

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
City of Quincy Funding	1,845,617	2.00%	1,809,428	1,809,428	1,802,743
TQAPLD Funding	319,478	-16.17%	381,088	381,088	296,225
Grants	40,322	-1.22%	40,822	40,822	4,285
Sales	3,000	0.00%	3,000	3,900	2,575
Fees and Services	44,000	0.00%	44,000	43,705	41,820
Donations	41,500	-24.55%	55,000	49,000	81,478
Interest	800	0.00%	800	735	889
Rebates & Refunds	-	0.00%	-	665	6,958
Miscellaneous	-	0.00%	-	390	125
Total Revenues	2,294,717	-1.69%	2,334,138	2,329,733	2,237,098

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2017/2016 PROPOSED BUDGET	% Change	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Salaries	1,147,000	0.92%	1,136,600	1,099,306	1,094,479
Benefits	513,650	5.35%	487,550	472,524	478,838
Contractual Services	581,551	-8.56%	636,019	259,428	282,456
Commodities	494,696	-4.19%	516,310	421,714	394,108
Capital Outlay	5,350	-74.22%	20,750	20,750	5,963
Grant Expenses	9,000	-83.68%	55,159	55,159	40,190
Totals	2,751,247	-3.55%	2,852,388	2,273,722	2,255,844

Totals by Division

0101 Administration	2,127,376	-3.95%	2,214,828	1,862,855	1,789,865
0103 Marketing & Events	30,000	-16.14%	35,774	35,324	19,182
0104 Childrens	36,750	-5.83%	39,025	39,025	42,215
0105 Adult/Circulation	139,000	-1.61%	141,280	122,600	140,401
0106 Outreach	41,000	-0.75%	41,310	42,885	52,098
0107 Young Adult	9,200	0.00%	9,200	9,200	8,703
0108 Reference	139,346	-0.18%	139,596	56,060	50,970
0109 Audio Visual	74,700	-2.61%	76,700	76,700	68,949
0110 Tech Services	35,375	0.00%	35,375	34,507	6,703
0111 Maintenance	118,500	-0.67%	119,300	49,725	116,948
Totals	2,751,247	-3.55%	2,852,388	2,328,881	2,296,034

Quincy Public Library

Revenue

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Revenues					
001-0000-311.00-00	Quincy Tax Funds	1,845,617	1,809,428	1,809,428	1,802,743
001-0000-311.10-00	PPRT Funds		(44,520)		
001-0000-312.00-00	QPL Per Capita	31,322	31,322	31,322	-
001-0000-313.00-00	TQAPLD Contract Receipts	260,655	253,355	253,355	245,975
001-0000-314.00-00	TQ Per Capita	8,573	8,573	8,573	-
001-0000-315.02-00	TQAPLD	50,250	119,160	119,160	50,250
001-0000-321.00-00	Grants	-	500	500	4,285
001-0000-321.02-00	LLSAP Membership	-	-	-	68,276
001-0000-321.05-00	Big Read	9,000	9,000	9,000	-
001-0000-321.12-00	Back to Books	-	-	-	-
001-0000-321.13-00	ILEAD USA	-	-	-	-
001-0000-321.14-00	CFQA	-	-	-	-
001-0000-321.15-00	Arts Quincy	-	-	-	-
001-0000-331.00-00	Lost/Damaged	3,000	3,000	3,900	2,575
001-0000-332.00-00	Used Book Sales	-	-	-	-
001-0000-338.00-00	Landrum Book Sales	-	-	-	-
001-0000-341.01-00	Copier Fees	-	-	1,800	2,009
001-0000-341.02-00	Fax Machines	-	-	305	6
001-0000-341.03-00	Fines and Fees	36,000	36,000	26,000	25,232
001-0000-341.04-00	LAN Printers	-	-	6,800	7,386
001-0000-341.05-00	Genealogy Research	-	-	1,000	587
001-0000-341.06-00	Non Resident Cards	8,000	8,000	7,800	6,600
001-0000-341.07-00	Reader Printer	-	-	-	-
001-0000-341.09-00	Other	-	-	-	-
001-0000-351.00-00	Donations & Memorials	11,500	30,000	32,000	45,806
001-0000-351.04-00	Weems Barton Foundation	5,000	5,000		5,652
001-0000-351.05-00	Friends of the Library	25,000	20,000	17,000	30,020
001-0000-351.07-00	IL Preservation Fund	-	-		
001-0000-360.01-00	Miscellaneous	-	-	390	419
001-0000-361.00-00	Interest	800	800	735	889
001-0000-362.00-00	Rebates and Refunds	-	-	665	6,958
001-0000-363.00-00	Miscellaneous	-	-	-	125
001-0000-370.00-00	Fund Raising	-	-	-	-
		2,294,717	2,289,618	2,329,733	2,305,793

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017/2018 PROPOSED BUDGET	2016/2017 REVISED BUDGET	2016/2017 PROJECTED ACTUAL	2015/2016 YTD ACTUAL
Administration					
Salaries & Benefits					
001-0101-451.11-01	Salary/Wages	1,147,000	1,136,600	1,099,050	1,094,270
001-0101-451.11-02	Overtime		-	256	209
001-0101-451.21-01	Health/Life	293,500	273,200	268,200	273,394
001-0101-451.22-01	FICA	87,750	86,950	80,504	80,304
001-0101-451.22-03	Unemployment	3,000	3,000	2,750	2,700
001-0101-451.23-01	IMRF	129,400	124,400	121,070	122,440
Total Salaries and Benefits		1,660,650	1,624,150	1,571,830	1,573,317
Contract Services					
001-0101-451.31.01	Accounting	6,000	6,000	3,000	5,091
001-0101-451.31.02	Legal	6,800	1,800	1,610	570
001-0101-451.31.03	Collections	1,500	1,500	925	859
001-0101-451.31.04	Other	1,800	1,800	1,800	1,800
001-0101-451.31.06	Computer Technician	8,000	8,000	9,200	4,395
001-0101-451.32-03	Other Equipment Contracts	23,000	22,000	23,500	24,707
001-0101-451.32-04	RSA	-	-	-	-
001-0101-451.32-05	YSB Lease	286,328	340,436	54,108	4,279
001-0101-451.34-02	Meetings	1,000	1,000	250	1,025
001-0101-451.34-03	Conferences	5,500	5,500	4,500	4,654
001-010-451.34-04	QPL Day	1,000	1,000	1,000	849
001-0101-451.35-02	Computers	2,000	2,000	2,000	1,890
001-0101-451.37-01	Telephone	6,000	3,500	4,300	3,030
001-0101-451.38-01	MICA	42,648	51,383	51,383	61,907
001-0101-451.38-03	Surety Bond	1,650	-	-	-
001-0101-451.39-01	Legal Advertising	500	500	250	238
001-0101-451.39-03	Travel (Local)	500	1,000	1,000	483
001-0101-451.39-04	Staff Recruitment & Mntr	300	800	880	339
001-0101-451.39-07	Dues & Memberships	1,800	1,800	1,800	2,416
001-0101-451.39-08	Banking & Finance Fees	600	600	600	486
001-0101-451.39-11	Directors Expense		-	-	-
001-0101-451.39-12	Credit Card Fees	150	150	-	78
Total Contracted Services		397,076	450,769	162,106	119,096
Commodities					
0					
001-0101-451.41-01	Department	7,900	7,900	7,900	9,139
001-0101-451.41-02	Board	200	200	200	175
001-0101-451.41-03	Specialty Supplies	1,500	1,500	500	1,386
001-0101-451.41-07	Postage	3,000	3,000	3,000	5,114
001-0101-451.41-08	Donor Relations Supplies	1,000	1,000	1,000	969
001-0101-451.43-00	Books	200	400	410	236
001-0101-451.46-00	Programs	-	-	-	-
001-0101-451.48.00	Donations & Memorials	41,500	50,000	40,000	34,280
Total Commodities		55,300	64,000	53,010	51,299

Quincy Public Library

Expenses

Grant Expenses

001-0101-451.50-01	Big Read Grant	9,000	19,521	19,521	3,517
001-0101-451.50-07	LLSAP Membership	-	35,638	35,638	32,638
001-0101-451.50-08	Rails CE	-	-	-	3,035
001-0101-451.50-12	Back to Books	-	-	-	-
001-0101-451.50-13	ILEAD USA	-	-	-	-
001-0101-451.50-14	CFQA	-	-	-	-
001-0101-451.50-15	Arts Quincy	-	-	-	500
001-0101-451.50-19	Miscellaneous	-	-	-	500
Total Grant Expenses		9,000	55,159	55,159	40,190

Capital

001-0101-451.52-01	Equipment Capital Outlay		11,960	11,960	
001-0101-451.52-02	Computers	5,350	8,790	8,790	5,963
001-0101-451.52-10	Vehicles	-	-	-	-
Total Capital		5,350	20,750	20,750	5,963

Marketing & Events

Commodities

001-0103-451.46-00	Programs	12,000	14,050	14,050	13,093
001-0103-451.47-00	Public Relations	18,000	21,724	21,274	6,089
001-0103-451.48-00	Donations & Memorials	-	-	-	-
Total Commodities		30,000	35,774	35,324	19,182

Childrens

Commodities

001-0104-451.43-00	Books	29,000	31,000	31,000	28,964
001-0104-451.43-02	Purchased From Donations		-		
001-0104-451.44-00	Periodicals	950	975	975	1,043
001-0104-451.45-00	AV Materials	6,800	6,800	6,800	10,579
001-0104-451.48-00	Donations & Memorials	-	250	250	1,629
Total Commodities		36,750	39,025	39,025	42,215

Adult/Circulation

Contract Services

001-0105-451.32-02	Automation Sys. Serv Cont	-	44,475	27,477	50,455
001-0105-451.32-03	Other Equipment Contracts	4,500	4,500	4,013	4,054
001-0105-451.32-04	RSA	45,000	500	500	500
Total Contract Services		49,500	49,475	31,990	55,009

Quincy Public Library

Expenses

Commodities

001-0105-451.41-05	Dynix Supplies	6,500	7,555	7,555	6,424
001-0105-451.43-00	Books	78,000	79,000	79,000	73,759
001-0105-451.43-02	Purchased From Donations	-	-	-	-
001-0105-451.44-00	Periodicals	5,000	5,000	4,055	4,937
001-0105-451.48-00	Donations & Memorials	-	250	-	272
Total Commodities		89,500	91,805	90,610	85,392

Outreach

Commodities

001-0106-451.43-00	Books	24,750	24,925	25,000	24,391
001-0106-451.43-02	Purchased From Donations	-	-	-	-
001-0106-451.43-30	School Books	10,000	10,000	10,000	16,830
001-0106-451.44-00	Periodicals	400	535	535	351
001-0106-451.45-00	AV Materials	5,850	5,850	5,850	5,649
001-0106-451.48-00	Donations & Memorials	-	-	1,500	4,877
Total Commodities		41,000	41,310	42,885	52,098

Young Adult

Commodities

001-0107-451.43-00	Books	6,500	6,500	6,500	5,753
001-0107-451.44-00	Periodicals	500	500	500	407
001-0107-451.45-00	AV Materials	2,200	2,200	2,200	2,543
001-0107-451.48-00	Donations & Memorials	-	-	-	-
Total Commodities		9,200	9,200	9,200	8,703

Reference

Commodities

001-0108-451.41-01	Department	500	500	103	238
001-0108-451.43-00	Books	12,100	12,100	12,100	13,531
001-0108-451.43-02	Purchased from Donations	-	-	-	-
001-0108-451.44-00	Periodicals	9,750	9,750	9,750	8,079
001-0108-451.45-01	Digital/Electronic	113,396	113,396	29,740	25,533
001-0108-451.45-06	Microfilm	3,600	3,600	3,600	2,812
001-0108-451.48-00	Donations & Memorials	-	250	767	777
Total Commodities		139,346	139,596	56,060	50,970

Capital

001-0108-451.52-01	Equipment Capital Outlay	-	-	-	-
Total Capital		-	-	-	-

Audio Visual

Commodities

001-0109-451.41-01	Department	1,000	1,000	1,000	497
001-0109-451.45-00	AV Materials	34,900	36,900	36,900	34,080
001-0109-451.45-03	Digital/Electronic	38,800	38,800	38,800	34,372
001-0109-451.45-04	Playaway	-	-	-	-
001-0109-451.48-00	Donations & Memorials	-	-	-	-
Total Commodities		74,700	76,700	76,700	68,949

Quincy Public Library

Expenses

Technical Services

Contracted Services

001-0110-451.37-04 OCLC	26,475	26,475	25,607	-
Total Contracted Services	<u>26,475</u>	<u>26,475</u>	<u>25,607</u>	<u>-</u>

Commodities

001-0110-451.41-01 Department	8,900	8,900	8,900	6,703
Total Commodities	<u>8,900</u>	<u>8,900</u>	<u>8,900</u>	<u>6,703</u>

Maintenance

Contracted Services

001-0111-451.32-01 Building Service Contract	14,500	14,500	14,500	13,771
001-0111-451.33-01 Electricity	76,000	76,000	7,600	73,306
001-0111-451.33-02 Water	2,000	2,000	1,825	1,856
001-0111-451.35-01 Building Repair Maintenance	6,000	6,000	4,000	12,708
001-0111-451.35-03 Equipment Repair	6,000	6,800	8,800	3,791
001-0111-451.35-05 Vehicles	4,000	4,000	3,000	2,919
Total Contracted Services	<u>108,500</u>	<u>109,300</u>	<u>39,725</u>	<u>108,351</u>

Commodities

001-0111-451.41-03 Specialty Supplies	10,000	10,000	10,000	8,597
Total Commodities	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>8,597</u>

	<u>2,751,247</u>	<u>2,852,388</u>	<u>2,328,881</u>	<u>2,296,034</u>
--	-------------------------	-------------------------	-------------------------	-------------------------

**Woodland Cemetery
Budget
FY 2017-2018**

Income:	
Appropriations	\$233,000.00
Burials	\$1,200.00
Div. Income	\$6,500.00
Sale of Lots	\$3,000.00

Total Income	\$243,700.00
---------------------	---------------------

Expenses:		
Audit	\$1,500.00	
Capital Improvements	\$11,655.00	Stone resetting, landscaping and repair plumbing in house
Gas	\$4,000.00	
Insurance	\$16,800.00	Insurance 2 FT EES at 80% of \$10,500
Labor	\$85,640.00	Detail below
Licenses & Permits	\$100.00	
Maintenance	\$3,000.00	
MICA	\$11,699.00	17% reduction
Miscellaneous	\$1,000.00	
Mowers	\$24,000.00	2 new mowers and an utility cart
Office	\$3,700.00	Laptop, Printer & Software
Postage	\$98.00	
Salaries	\$53,372.00	Superintendent \$48,000
Tax:		Secretary \$5,372
	Soc Sec. \$8,620.00	
	Medicare \$2,016.00	
	SDI \$5,000.00	
Total Tax		
Truck	\$3,000.00	
Utilities:		
	Gas & Electric \$5,000.00	
	Telephone \$1,500.00	
	Water \$2,000.00	
Total Utilities		
Total Expenses	\$243,700.00	

Labor Detail:

1 FT - 52 weeks 40 hrs @\$14.25 (\$29,640)
4 PT - 35 weeks 40 hrs @ \$10.00 (\$56,000)