

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

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

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

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

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

301 Capital Projects Fund	303 Arts Corridor Fund
306 Sanitation Connection Fee Fund	312 TIF #2 Fund
313 TIF #3 Fund	316 CDAP Capital Proj Fund
394 Sewer Equip Rep Fund	395 QMEA Capital Reserve Fund
397 Fire Equip Rep Fund	

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

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

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

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

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

Basis of Accounting & Budgeting

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

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

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

Amendment of Budget

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

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

Adoption of Budget

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

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

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

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

March - Updated Review. The revenue estimates are updated based on the past ten months actual data (May - February) and compared to the staff reviewed expense projections and presented to City Council on March 18, 2019.

March 31, 2019 - Notice of Public Hearing is published in local newspaper.

April 1, 2019 - 21 days prior to Adoption - Budget document is available to public.

April 8, 2019 - Public Hearing & 1st Reading of Budget Ordinance

April 10, 2019 - Town Hall Meeting

April 15, 2019 - 2nd Reading of Budget Ordinance

April 22, 2019 3rd Reading and Adoption of Budget Ordinance

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

**FY 2020 Budget
Strategic Plan Implementation Projects**

Strategic Goals

Economic Development

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

Downtown and Riverfront

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

Transportation/Infrastructure

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

Art/Recreation/Tourism

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

SUMMARY OF PAST YEAR HIGHLIGHTS

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

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

Mayor engages citizens through Town Hall meetings. City continued to use technology to engage citizens by using a part-time intern to maintain a Facebook social media site to inform citizens.

Fiscally Responsible

- Fully funded the police and fire pensions at the highest actuarial recommendation
- Adopted a Cash Reserve Policy for the General Fund and the Water and Sewer funds
- Created a Sustainability Committee to ensure future long-term financial success
- Implemented a Capital Projects Fund Budget Policy which promotes fiscal transparency
- Engaged Azavar to conduct a sales tax audit to ensure proper sales tax receipts
- Partnered with Adams County and the Tri-Township Fire District on a consolidation study of QFD, Adams County EMS, and the Tri Township Fire Department

Provide quality city services

- Public Safety In FY 2019 the City made a significant investment in public safety through a single year public safety fee which was used to fund two fire fighter positions and add back one police officers to keep our streets safe. This fee also increased Central Services laborers by 2 positions.
- Invested \$200,000 in the Fix/Flatten program reducing blighted property.
- Entered into a 5-year lease for Police Body Cameras which will ensure both officer and civilian accountability and help reduce potential liability.
- Implemented Police Digital Ticketing program (Digiticket)
- Implemented the City of Quincy Housing Reinvestment Revolving Loan Program

Economic Development

- Invested \$141,000 in the Downtown Rental Rehab Program funding the rehab of 5 market rate apartments

Invest in City Wide Infrastructure

- Invested \$751,000 in Phase 2 of the Curtis Creek project
- Started work related to the Water Treatment Plant utilizing the EPA loan
- Invested \$886,000 in the rehabilitation of the Chestnut Street plumbing station and water treatment pump system
- Invested \$3,100,000 for construction of a second solids contract clarifier, replacement of lime slaker, construction of a new lime-sludge pumping station, and rehabilitation of the lime building at the Water Treatment Plant
- Invested \$1,040,218 for the North 18th, Chestnut to Maple streets, water main and sewer replacement

FISCAL YEAR 2020 GENERAL FINANCIAL GOALS

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

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

- The City should maintain a balanced budget under normal conditions. A balanced budget is defined as a budget where 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. The current budget plans an operating surplus of \$2,746.

Video Gaming Revenues FY 2017	\$	330,187
Tax Levy 2018 Committed	\$	600,000
Beginning Fund Balance	\$	930,187
FY 2020 GF revenues	+	\$ 34,295,696
FY 2020 GF expenses	-	\$ 35,223,137
Ending Balance	=	\$ 2,746

- The City is fully funding pension costs. Each year the Illinois Department of Insurance provides an actuarial minimum required contribution for each pension plan. Additionally, the City hires a private actuarial firm to provide the annual contribution amount. The city is funding the higher of the two recommended contribution amounts. The Fire Pension will be funded to the private firm's amount of \$3.39M, an increase of \$139,630 over last year's contribution. The Police Pension will be funded to the private firm's recommendation of \$3.24M, which is an increase of \$395,865 over last year.

-Set a minimum level of funding for capital spending. Revenues derived from the City's Purchase Tax are used to fund the Capital Projects. The City goal is to set aside 22% of revenues derived from the Purchase Tax to ensure long-term investment in the City's infrastructure. This year's budget allocates 25% of purchase tax revenues which is over the minimum.

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

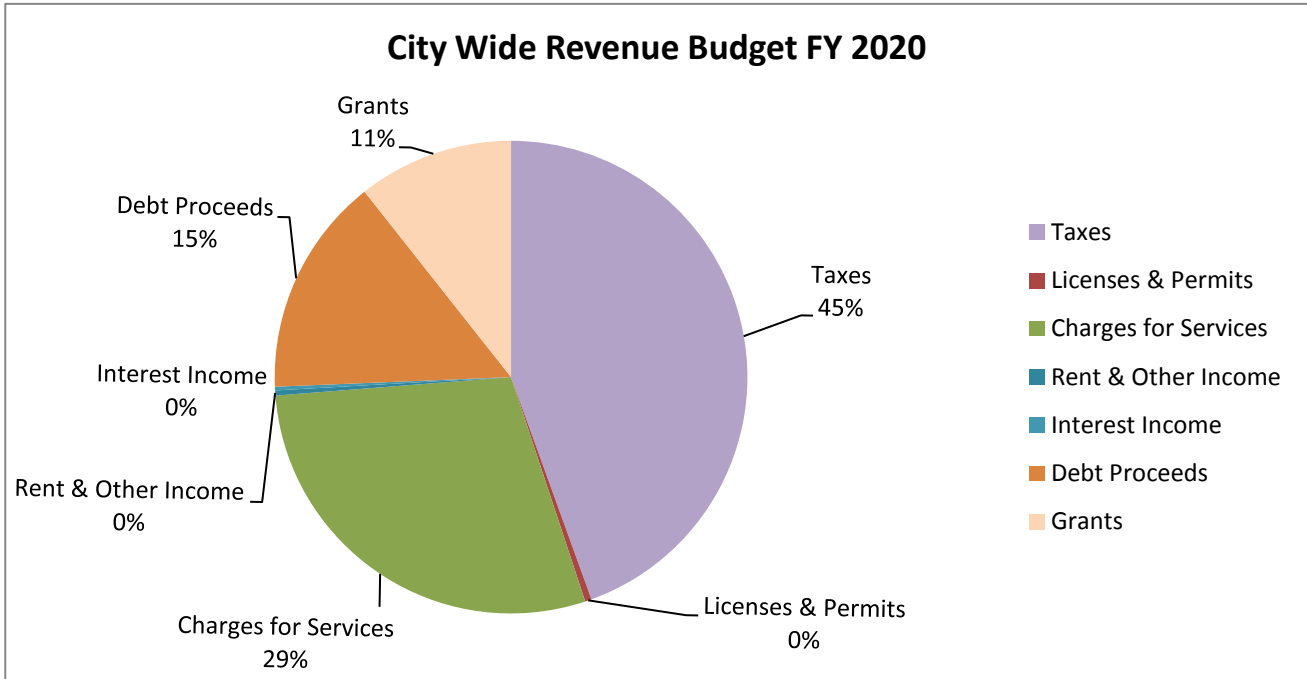
	4/30/19 Estimated Fund Balance	FY 2020 Plus: Revenues	FY 2020 Less: Expenses	4/30/20 Estimated Fund Balance
<u>General Fund</u>				
001-General Fund	1,962,000	34,295,696	35,373,137	884,559
011-Cash Reserve Fund	3,446,395	188,000	-	3,634,395
	5,408,395	34,483,696	35,373,137	4,518,954
<u>Special Revenue Funds</u>				
201-Planning & Development Fund	151,000	880,393	1,031,393	-
202-9-1-1 System Fund	100	1,316,300	1,316,256	144
203-Housing Resource Fund	65,000	9,600	63,600	11,000
204-9-1-1 Surcharge Fund	1,386,000	852,000	1,595,577	642,423
205-Franchise Fee "Green" Fund	118,000	453,459	451,959	119,500
210-Motor Fuel Tax Fund	1,200,000	1,032,000	1,756,341	475,659
211-Traffic Signal Fund	195,000	18,500	33,300	180,200
212-Town Road Tax Fund	93,000	4,300	83,900	13,400
240-Police Dept. Grants Fund	4,600	16,100	20,600	100
241-Police Donations Fund	32,000	10,000	30,000	12,000
242-State Forfeiture Fund	13,000	20,800	17,750	16,050
243-Federal Forfeiture Fund	3,500	10,000	9,000	4,500
244-Crime Lab Fund	32,000	10,800	32,250	10,550
245-Fire Dept. Education Fund	9,700	1,000	2,000	8,700
246-Fire Donations Fund	7,400	1,500	3,500	5,400
247-Fire Department Grant Fund	200	15,000	-	15,200
248-Police Criminal Reg Fee Fund	13,700	7,000	7,000	13,700
249-Police DUI Fund	139,000	40,000	132,300	46,700
250-Transit Fund	100	5,340,826	5,290,826	50,100
252-DCCA Grants Fund	2,900	150,000	150,000	2,900
253-IHDA Grants Fund	-	113,670	113,670	-
257-Bridge Lighting Fund	58,000	2,400	53,900	6,500
	3,524,200	10,305,648	12,195,122	1,634,726
<u>Capital Projects Funds</u>				
301-Capital Projects Fund	2,570,000	2,378,696	4,911,778	36,918
303-Arts Corridor Projects Fund	13,800	-	13,000	800
306-Sanitation Conn./Expans Fund	345,000	32,500	377,500	-
309-Special Capital Projects Fund	23,000	16,400	14,527	24,873
312-Special Tax Allocation TIF #2	1,350,000	458,000	1,496,150	311,850
313-Special Tax Allocation TIF #3	95,000	65,500	30,000	130,500
314-Water EPA 2019 Proj Fund	-	7,320,000	7,320,000	-
315-Sewer EPA 2019 Proj Fund	-	6,250,000	6,250,000	-
316-CDAP Capital Grant Fund	1,240	-	-	1,240
394-Wastewater Equip. Rep Fund	103,000	1,000	103,832	168
395-QMEA Capital Reserve Fund	116,000	22,000		138,000
397- Fire Equip Replacement Fund	2,700	93,869	90,000	6,569
	4,619,740	16,637,965	20,606,787	650,918

	4/30/19 Estimated Fund Balance	FY 2020 Plus: Revenues	FY 2020 Less: Expenses	4/30/20 Estimated Fund Balance
<u>Debt Service Funds</u>				
406-2013B HVAC Proj Pymt Fund	11,000	139,493	139,493	11,000
407-2010/1999 G/O Bond Fund	75,000	51,300	51,000	75,300
409-2005 G/O Bond Fund	92,400	1,345,300	1,344,300	93,400
411-2009 OLC G/O Bond Fund	91,000	223,460	242,053	72,407
412-2009 Library G/O Bond Fund	154,000	517,880	517,480	154,400
414-2014 GO Note Fund (G&R trk)	100	149,523	149,523	100
415-2017 GO Bond (Jail)	207,000	124,000	123,950	207,050
	630,500	2,550,956	2,567,799	613,657
<u>Enterprise Funds</u>				
501-Water Fund	4,000,000	7,920,000	10,571,715	1,348,285
502-Sewer Fund	2,000,000	6,200,000	6,956,921	1,243,079
511-Quincy Regional Airport Fund	100	4,173,497	4,273,497	(99,900)
512-Airport PFC Fund	229,000	47,000	90,000	186,000
513-Airport Hangar Fund	645,000	103,118	116,500	631,618
514-Municipal Dock Fund	550,000	256,000	251,035	554,965
531-Regional Training Facility	1,700	75,636	73,117	4,219
	7,425,800	18,775,251	22,332,785	3,868,266
<u>Internal Service Funds</u>				
601-Central Garage Fund	100	1,807,476	1,807,476	100
602-Central Services Fund	100	4,217,194	4,437,019	(219,725)
603-Vehicle Replacement Fund	1,800,000	430,620	1,150,000	1,080,620
611-Self Insurance Fund	2,625,000	1,968,506	2,481,713	2,111,793
612-Health Insurance Fund	290,000	5,457,782	5,091,112	656,670
613-Unemployment Comp. Fund	175,000	35,113	60,000	150,113
	4,890,200	13,916,691	15,027,320	3,779,571
<u>Trust & Agency Funds</u>				
701-Econ Dev. Rev Loan Fund	980,000	54,758	380,800	653,958
702-CDAP Revolving Loan Fund	822,000	92,640	624,000	290,640
703-CBD Revolving Loan Fund	970,000	61,700	227,000	804,700
704-Nghbrhd Hsg Rev. Loan Fund	197,000	1,500	180,500	18,000
712-Sister City Commission Fund	37,500	25,050	27,900	34,650
719-Lincoln Bicentennial Commissior	6,000	7,250	9,750	3,500
720-Human Right Commission	558	-	558	-
721-Landfill L/C Fund	300	76,000	76,000	300
724-Animal Rescue Trust	51,800	400	52,100	100
743-Tourism Tax Fund	105,000	1,051,600	1,112,553	44,047
	3,170,158	1,370,898	2,691,161	1,849,895
TOTALS	29,668,993	98,041,105	110,794,111	16,915,987

	General Fund/ Cash Reserve Fund	Special Revenue Funds	Capital Projects Funds	Debt Service Funds	Enterprise Funds	Internal Service Funds	Total
Beg Balance, May 1	5,408,395	3,531,200	4,619,740	630,500	7,425,800	4,890,200	26,505,835
REVENUES							-
Taxes	31,745,147	2,315,759	2,871,696	1,705,579	45,000	-	38,683,181
Licenses & Permits	292,900	-	90,000	-	-	-	382,900
Charges for Services	666,300	471,800	30,000	-	14,664,948	9,248,361	25,081,409
Rent & Other Income	11,050	81,550	19,069	-	137,226	54,654	303,549
Interest Income	60,000	28,400	37,200	5,900	40,500	46,250	218,250
Debt Proceeds	-	-	13,050,000	-	-	-	13,050,000
Grants	73,000	6,084,763	120,000	97,877	2,880,967	-	9,256,607
Total before Transfers	32,848,397	8,982,272	16,217,965	1,809,356	17,768,641	9,349,265	86,975,896
Transfers In	753,959	1,574,976	1,040,000	762,193	1,106,610	2,811,606	8,049,344
Inter-Gov. Revenues	731,340	-	-	-	-	1,976,320	2,707,660
TOTAL REVENUE	34,333,696	10,557,248	17,257,965	2,571,549	18,875,251	14,137,191	97,732,900
Total Funds Available	39,742,091	14,088,448	21,877,705	3,202,049	26,301,051	19,027,391	124,238,735
EXPENDITURES							
Salaries & Benefits	23,336,369	4,121,074	-	-	4,176,409	7,745,178	39,379,030
Contracted Services	2,279,417	2,431,876	256,077	-	4,645,992	4,340,566	13,953,928
Commodities	798,907	453,715	5,000	-	2,806,800	1,099,988	5,164,410
Capital Outlay	494,240	4,541,082	20,469,310	-	9,192,491	1,486,320	36,183,443
Miscellaneous	79,049	524,866	133,600	3,600	1,249,921	131,420	2,122,456
Debt Service	88,751	-	-	2,564,199	266,331	149,523	3,068,804
Transfers to Outside Entities	2,883,719						2,883,719
Total before Transfers	29,960,452	12,072,613	20,863,987	2,567,799	22,337,944	14,952,995	102,755,790
Interfund Transfers	5,407,685	474,959	397,000	-	260,000	150,000	6,689,644
TOTAL EXPENDITURES	35,368,137	12,547,572	21,260,987	2,567,799	22,597,944	15,102,995	109,445,434
Ending Balance, April 30	4,373,954	1,540,876	616,718	634,250	3,703,107	3,924,396	14,793,301

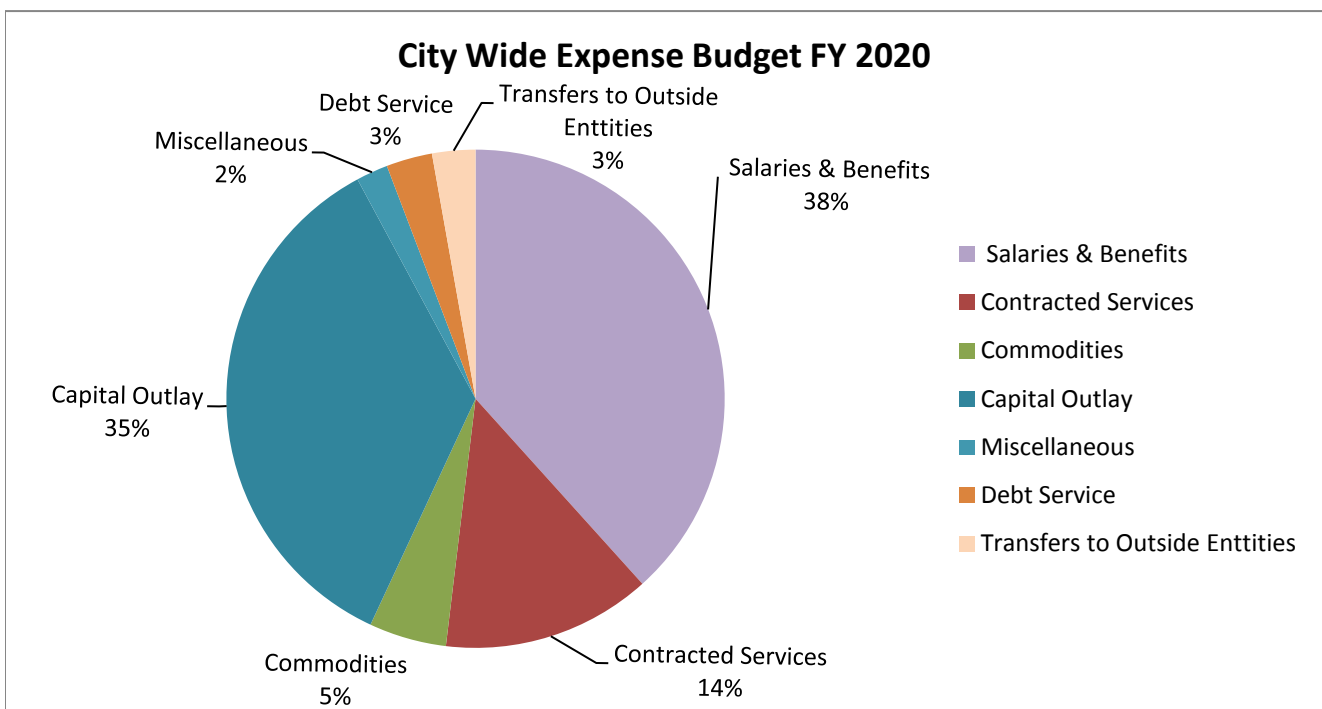
Revenue Budget by Source

The pie chart below depicts City Wide revenue by source. This chart shows all revenue types from all funds (excluding inter-fund transfers and administrative cost share transfers so as not to double count available resources). Over half of the total revenues are in the tax category which consists of sales tax, purchase tax, income tax, PPRT, property taxes, motor fuel taxes, and other state and local taxes. The second largest category is charges for services, which is 60% enterprise fund charges for water and sewer service and nearly 40% for the health insurance internal service fund.



Expenses by Source

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



DEPARTMENT/DIVISION	FY 16 Budget		FY 17 Budget		FY 18 Budget		FY 19 Budget		Projected FY 20	
	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
1101 City Council		14		14		14		14		14
1301 Mayor	2		2		2		2		2	
1302 Treasurer	4		4		4		4		3.4	
1303 City Clerk	3		3		3		3		3	
1401 Dir of Admin	1		1		1		1		1	
1402 Purchasing	1		1		1		1		1	
1403 Build Maint	1		1		1		1		1	
1501 Comptroller	4		4		4		4		4	
1701 Fire/Police Comm		3		3		3		3		3
1901 MIS	6	0	5	0	5	0	4	0	4	
Legal										
1601 Legal-Corp Counsel		1		1		1		1		1
1602 Asst Corp Counsel		1		1		1		1		1
1603 City Attorney		1		1		1		1		1
1604 Asst Corp Attny		0		0		0		0		0
		3		3		3		3		3
Police										
2110 Police Admin	3		3		3		3		3	
2111 Police-Civilian	9	1	10	1	11	1	11	1	11.6	1
2112 Police-Patrol	67		70		70		70		71	
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	
	81	2	85	2	86	2	86	2	87.6	2
Fire										
2210 Fire Dept-Admin	2		2		2		2		2	
2211 Fire - Civilian	2		2		2		2		2	
2212 Fire Fighters	55.3		57		57		57		57	
2214 Fire Training	1		1		1		1		1	
	60.3	0	62	0	62	0	62	0	62	0
Engineering										
3712 Engineering	5.5		6		7		4.85		5.1	
3716 Engineering - Landfill	0		0		0		0		0	
	5.5	0	6	0	7	0	4.85	0	5.1	
Planning & Development										
2411 Protective Inspections	4		4		3	1	4	1	4	1
6310 Comm Dev-Admin	3.4		3.4		4		3.4		3.4	
	7.4	0	7.4	0	7	1	7.4	1	7.4	1
9-1-1										
2310 911 Admin	20	1	20	1	20	2	21	2	21	2
	20	1	20	1	20	2	21	2	21	2
Transit										
3410 Administration	1.1		1.6		1		1.6		1.6	
3412 Clerical	2.5		2.5		3		2.5		3.5	

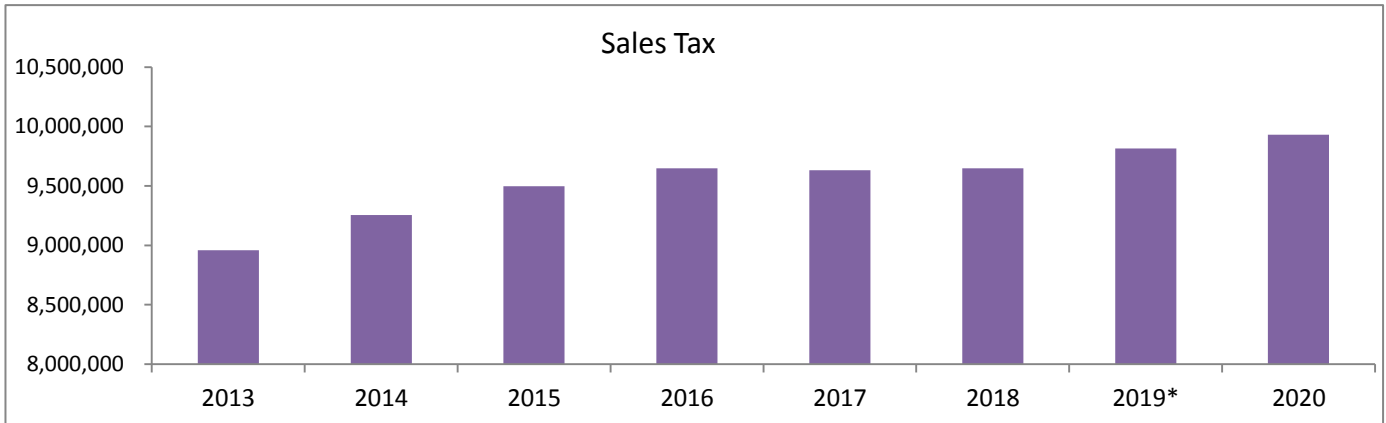
DEPARTMENT/DIVISION	FY 16 Budget		FY 17 Budget		FY 18 Budget		FY 19 Budget		Projected FY 20	
	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
3413 Drivers	15	17	14	21	15	20	15	20	16	17
3415 Maint Supervision	1.15		1.65		1		2.15		2.15	
	19.75	17	19.75	21	20	20	21.25	20	23.25	17
Water										
3155 Water Distribution	10.5		12.87		13		12.75		15.75	
3156 Water Metering	5.17		4.17		5		5		5	
3310 Utilities Administration	1.5		1.5		1		1.5		2.1	
3312 Commercial	3.825		3.825		3		3		3	
3314 Purification	14		10		12		11		11	
	35.00	0	32.37	0	34.00	0	33.25	0	36.85	0
Sewer										
3153 Street Cleaning	2.75		2.75		1		1.5		1.5	
3157 Sewer Maint	10.8		11.3		11		11.15		7.9	
3321 Pretreatment	0		0		0		0.25		0.25	
3322 Waste water treatment	0		0		0		0			
	13.55	0	14.05	0	12	0	12.9	0	9.65	0
Airport										
4310 Administration	1		1	0	1	0	1.4	0	1.4	0
4313 Maintenance	3.25		4.25		4		4.25		5	
	4.25	0	5.25	0	5	0	5.65	0	6.4	0
Central Garage/Services										
3115 Central Garage	7.37		7.85		8		7.85		7.85	
3110 Administration	2.25		2.5		2		2.5		2.5	
3112 Forestry	4		4		5		4.75		4	
3113 Garbage	6.7		6.7		6		6.75		6.75	
3114 Recycling	4.88		4.63		3		4.75		4.75	
3116 Paint & Sign Shop	1		1		2		2		2	
3152 Concrete	6		6		6		6		6	
3154 Brush/Compost	0		0		0		0		0	
	32.20	0	32.68	0	32.00	0	34.60	0	33.85	0
Self Insurance										
3810 Self Insurance	2		1		1		1.6		1	
3811 Risk Management	1.5		1.5		1		1.5		1.5	
	3.5		2.5		2		3.1		2.5	
TOTALS	304.45	37.00	308.00	41.00	308.00	44.00	312.00	44.00	315.00	41.00
TOTALS without 9-1-1	284.45	36.00	288.00	40.00	288.00	42.00	291.00	42.00	294.00	39.00

FY 2020 Budget Changes:

- Transit added 1.0 Dispatcher
- Transit added 1.0 Driver (moved PT position to FT position)
- Police added 1.0 to fill military vacancy

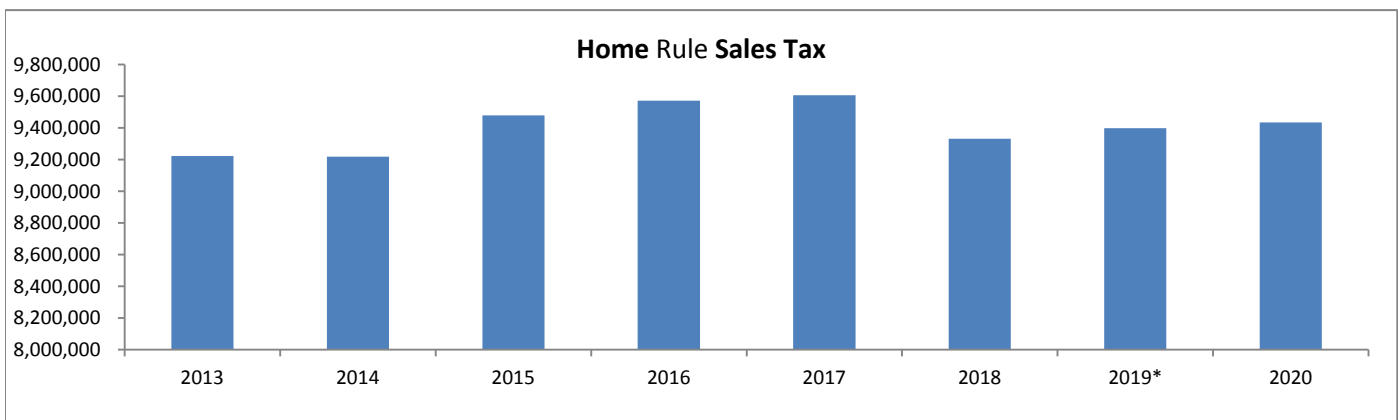
SALES TAX

The State of Illinois collects sales tax from retailers operating within the City limits. The State keeps 5% and distributes 1% back to the City. All of the Sales Tax is used for General Fund and this collection represents 29% of General Fund Revenues. The City reviews the past 5-year trend to project the future 5-year trend, adjusted for any national or local economic factors. Sales Tax Revenues rarely show negative growth. The growing trend has slowed likely due to on-line shopping ("Amazon effect"). FY 2019 was projected to decline half a percent (-0.50%) but has outpaced the budget, mainly because of local liquidation sales. The FY 2020 budget is projecting growth of 1.19% which is approximately a \$117,000 increase over the FY



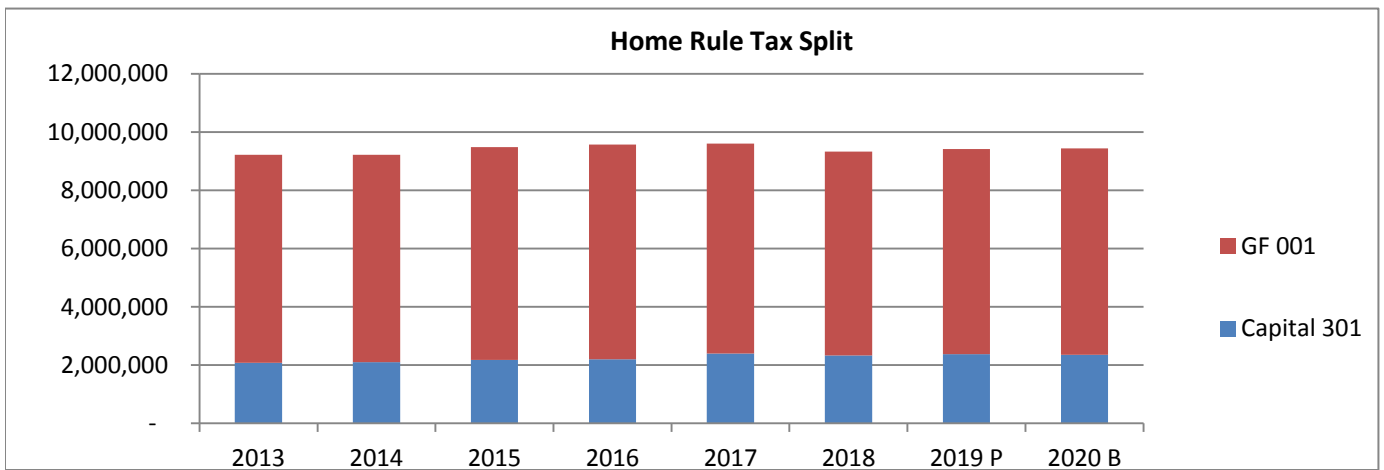
HOME RULE "PURCHASE" TAX

Home Rule units of government (cities with elected officials and more than 25,000 people) have the authority to impose a tax on those in the business of selling tangible personal property at retail in their jurisdiction. The Home Rule Sales Tax rate is decided by the City; however, the actual revenue is collected by the State. The City's Home Rule rate of 1.5% does not apply to groceries, drugs, and personal property licensed through the Secretary of State's office (vehicles, campers, trailers, motorcycles, etc). The City's current rate took effect on June 1, 2002 when the rate increased from 0.75% to 1.50%. Ordinance 9315, adopted September 18, 2017, maintains the rate of 1.5% and requires an annual review of the rate during the budget process. On January 14, 2019, Council passed a Resolution that maintains the rate for another year. The Home Rule tax is used for General Fund operations and for capital spending in the Capital Projects Fund #301. The funding split is approved during the budget process. The FYE 2019 split was 74.78% GF and 25.22% Capital Projects Fund. The split for FYE 2020 is planned at 75% General Fund and 25% Capital Fund. The State imposed a 2% collection fee in FY 2018 which has since been reduced to 1.5%. This fee along with slowing local sales due to on-line shopping has impacted collections. FY 2020 is budgeted to increase at 0.40% over FY 2019 projections, nearly a \$38,000 increase. Home Rule "Purchase" Tax represents 26% of the revenue and FY 19 Operating revenue and 21% of General Fund revenue.



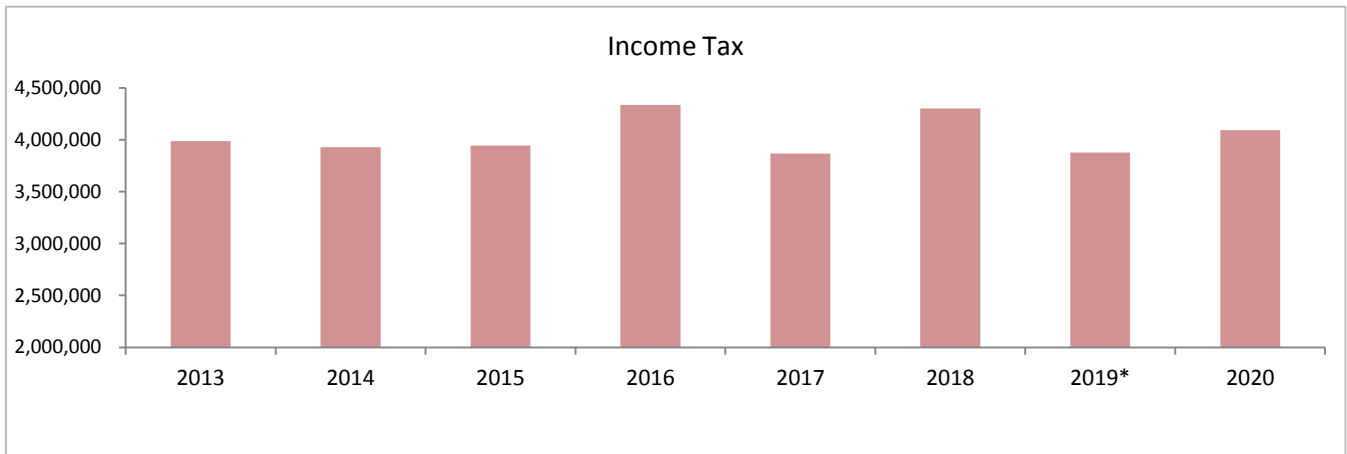
HOME RULE SPLIT

FYE	Purchae Tax Revenue	Increase (Decrease)	Capital 301	GF 001	Capital 301	GF 001
2012	8,985,969	1.96%	25.60%	74.40%	2,300,408	6,685,561
2013	9,221,596	2.62%	22.52%	77.48%	2,076,703	7,144,893
2014	9,219,345	-0.02%	22.81%	77.19%	2,102,933	7,116,412
2015	9,479,769	2.82%	23.00%	77.00%	2,180,347	7,299,422
2016	9,572,958	0.98%	23.00%	77.00%	2,201,780	7,371,178
2017	9,606,524	0.35%	25.00%	75.00%	2,401,631	7,204,893
2018	9,331,575	-2.86%	25.00%	75.00%	2,332,894	6,998,681
2019 P	9,420,000	0.95%	25.22%	74.78%	2,375,724	7,044,276
2020 B	9,434,784	0.16%	25.00%	75.00%	2,358,696	7,076,088



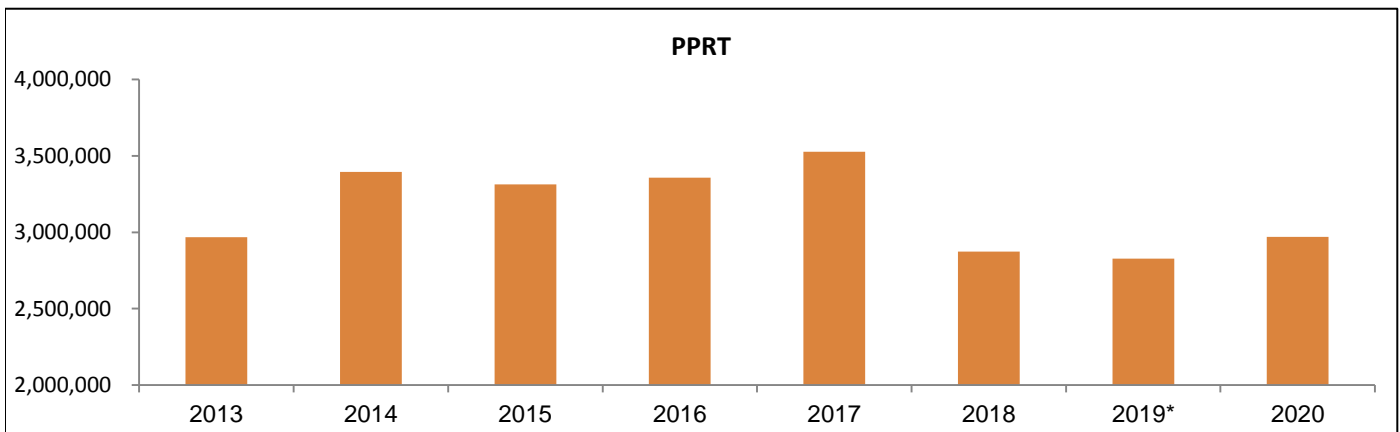
INCOME TAX

The State of Illinois taxes the income of individuals and corporations at the rate of 4.95% (individuals) and 7% (corporations). The State uses a Local Government Distributive Fund (LGDF) to distribute the respective amounts to each city/county within the state. The amount each locality receives is based on its population in proportion to the total state population. The funding formula for distributions was changed in the State's last budget passage. Public Act 100-23 reduced the income tax distribution to local governments by 10% for the State's Fiscal year 2018. This 10% reduction was intended to be a one-year adjustment. The Governor's proposed FY 2019 budget included continuation of the 10% reduction for another year. All Income Tax is received by the General Fund and represents 12% of the FY2020 General Fund revenue. The change in LGDF distributions created two additional payments for FY 2018. FY 2020 is projected at the IML estimate of \$100.75 per capita. This equates to approximately a 5.5% increase over FY 2019 projections, or an additional \$215,000 in revenue.



PERSONAL PROPERTY REPLACEMENT TAX

The State of Illinois enacted this tax in August, 1979. Replacement Taxes are revenues collected by the State and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes were taken away. The law was enacted to provide for statewide taxes to replace monies lost to local governments. Corporations, partnerships, S corporations, and public utilities pay these taxes along with their state income tax payments. The total collections are divided to Cook County (51.65%) and Downstate (48.35%). The City's PPRT funds are distributed as follows: Police Pension 9.32%, Fire Pension 13.42%, Library 10.969%. The General Fund receives the remaining 66.29% for operations. The IML has projected overall PPRT collections to increase approximately 6.66%. However, we were making a more conservative estimate at 5% growth over FY 2019 projections, which represents an increase of \$140,000. PPRT revenues make up 9% of the General Fund total revenues.

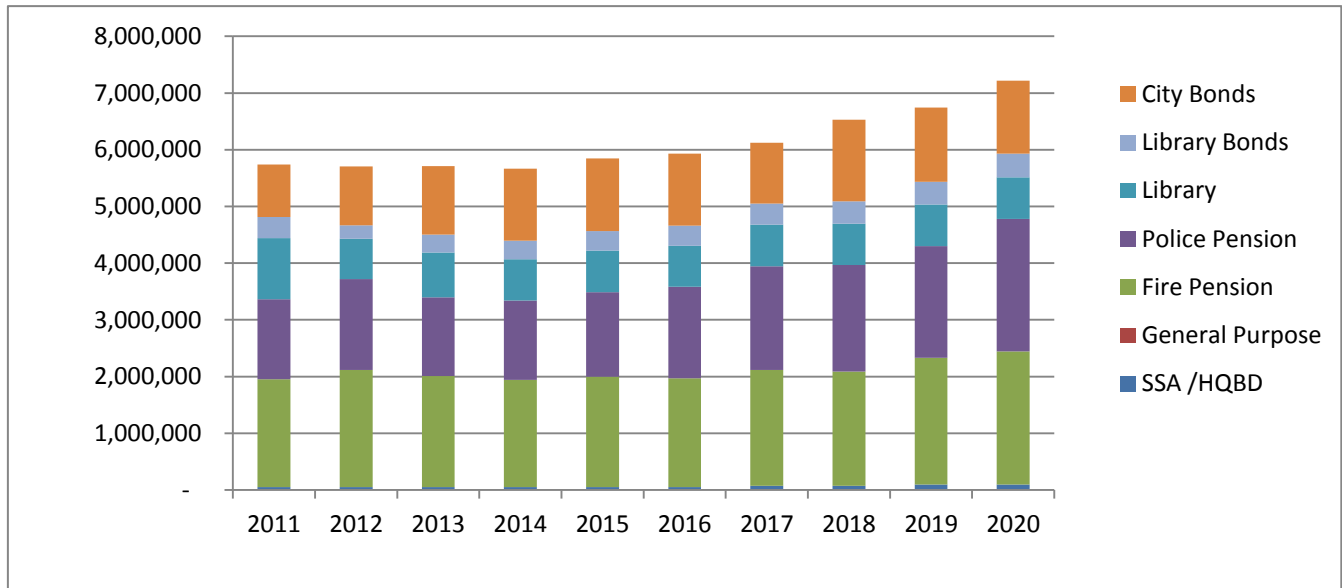


PROPERTY TAX

The City's property tax levy passed in December 2018 will be billed, collected, and disbursed by the County during fiscal year 2019/2020. The property tax levy consists of pensions obligations, library funding, and city and library bond debt. The bond portion of the levy is receipted into the appropriate bond funds. The Special Service Area (Historic Business District) levy is receipted by the General Fund and is also re-distributed back to the HQBD as an interfund transfer. The General Fund portion of the property tax levy makes up nearly 16% of total General Fund revenues.

The changes in property assessments have significant impact upon the General Fund. Property is assessed at 1/3 of market value less a homestead exemption for those who qualify. The tax rate is applied to each one hundred dollars of assessed valuation to determine the amount of property tax. The City projects a 2018 total tax of \$1.08254 per \$100 of assessed property value. While the City would have needed approximately \$1.178 rate to fully fund the levy, the City Council chose to commit unrestricted fund balance of \$600,000 toward the pension in an effort to maintain a flat property tax rate. This attempt to maintain a low rate is only good for the short term, as fund balance cannot sustain this each year.

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



OPERATING EXPENDITURES**Salaries & Benefits**

The City now has seven labor unions with contracts: 822/Machinists, Police Patrol, Police Lieutenants, Police Supervisors, Fire, 9-1-1, and Transit. The Fire assistant chiefs have filed to unionize under the Machinists; but have not ratified a contract. The Fire Union contract is effective May 1, 2017-April 30, 2020 calls for 2.75% increase effective May 1, 2019. All of the Police contracts are effective May 1, 2018-April 30, 2021 and call for a 2.5% increase effective May 1, 2019. The 822/Machinists contract effective May 1, 2018-April 30, 2021 calls for a 2.5% increase effective May 1, 2019. The Transit Contract expired 4/30/2018 and is still being negotiated. The 9-1-1 contract will expire on 4/30/2019 and the budget is planning for a 2% increase. The non-unionized positions are budgeted at a 2% increase.

The group health insurance premiums are unchanged with the City funding 100% of their portion. All departmental contributions for health insurance are paid to the Health Insurance Fund #612 which pays claims as a self-insured plan. Citywide worker's compensation was listed as an employee benefit in past budgets. This year we consolidated this cost into the MICA expense in contracted services.

The Police Pension contribution increased \$395,865 or 14%. The Fire Pension contribution increased \$139,630 or 4.29%. The increases were less than expected due to good stock market performances in calendar 2018. The IMRF employer rate for the 2019 calendar year is 7.63%, which is down 29% to the calendar 2018 rate of 10.69%.

Contracted Services

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

Commodities

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

Capital Outlay

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

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

Debt Service

The majority of our debt service is represented in our Debt Service Funds. This includes the debt payments for the city issued General Obligation bonds.

Transfers

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

FY	Tax Levy	Sales Tax		PPRT		Income Tax		Use Tax	
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	9,630,497	-0.19%	3,525,816	5.05%	3,868,781	-10.83%	992,766	6.17%
2018	4,697,510	9,648,771	0.19%	2,873,888	-18.49%	4,304,065	11.25%	1,054,067	6.17%
2019*	5,008,924	9,814,661	1.72%	2,827,668	-1.61%	3,878,253	-9.89%	1,146,000	8.72%

* projected

5 yr avg			1.19%		-3.23%		0.18%		10.68%
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Projected						\$100.75/capita		\$31.70/capita	
2020	5,512,039	9,931,455	1.19%	2,969,000	5.00%	4,093,775	5.56%	1,288,066	12.40%
2021	5,596,924	10,049,639	1.19%	3,028,380	2.00%	4,175,650	2.00%	1,313,827	2.00%
2022	5,683,117	10,169,230	1.19%	3,088,948	2.00%	4,259,163	2.00%	1,340,104	2.00%
2023	5,770,637	10,290,244	1.19%	3,150,727	2.00%	4,344,347	2.00%	1,366,906	2.00%
2024	5,859,505	10,412,698	1.19%	3,213,741	2.00%	4,431,233	2.00%	1,394,244	2.00%
2025	5,949,741	10,536,609	1.19%	3,278,016	2.00%	4,519,858	2.00%	1,422,129	2.00%

Assumptions:

- Tax Levy revenue based 2019 Levy growing 1.54% based on average EAV growth
- Sales Tax is projected to grow at 1.19%, which is our current 5-yr average
- PPRT is projected at 5% growth followed by 2%, IML projected increase of 6.66% per IML
- Income Tax projected at \$100.75 per capita (based on Feb 2019 IML estimates) @ 40,633 pop
- Use Tax projected at \$31.70 per capital (based on Feb 2019 IML estimate) @ 40,633
- Home Rule (purchase tax) projected at 0.40% based on 5 yr average
- Home Rule/Purchase Tax split remains 75% GF, 25% Capital Projects Fund

FY	Home Rule		General Fund Home Rule	% Split	Capital Fund Home Rule	Other GF revenues		Total Revenues (GF&Capital)	
2013	9,221,596	2.62%	7,144,900	77.48%	2,076,706	2,322,220	-1.14%	32,489,248	2.11%
2014	9,219,345	-0.02%	7,116,455	77.19%	2,102,890	2,483,710	6.95%	33,687,195	3.69%
2015	9,479,769	2.82%	7,299,483	77.00%	2,180,286	2,812,184	13.23%	34,279,005	1.76%
2016	9,572,958	0.98%	7,371,339	77.00%	2,201,619	3,281,851	16.70%	35,450,003	3.42%
2017	9,606,524	0.35%	7,204,594	75.00%	2,401,930	3,228,732	-1.62%	35,792,782	0.97%
2018	9,331,575	-2.86%	6,998,681	75.00%	2,332,894	3,284,694	0.09%	35,209,570	-1.63%
2019*	9,397,203	0.70%	7,027,228	74.78%	2,369,975	4,150,821	28.56%	36,238,530	2.92%
* projected									
5 yr avg		0.40%					5.70%		1.58%
Projected									
2020	9,434,784	0.40%	7,076,088	75.00%	2,358,696	3,425,273	-17.48%	36,674,392	1.20%
2021	9,472,523	0.40%	7,104,393	75.00%	2,368,131	3,493,778	2.00%	37,135,723	1.26%
2022	9,510,414	0.40%	7,132,810	75.00%	2,377,603	3,563,654	2.00%	37,619,629	1.30%
2023	9,548,455	0.40%	7,161,341	75.00%	2,387,114	3,634,927	2.00%	38,111,242	1.31%
2024	9,586,649	0.40%	7,189,987	75.00%	2,396,662	3,707,626	2.00%	38,610,696	1.31%
2025	9,624,996	0.40%	7,218,747	75.00%	2,406,249	3,781,778	2.00%	39,118,127	1.31%

Assumptions:

- Tax Levy revenue based 2019 Levy growing 1.54% based on average EAV growth
- Sales Tax is projected to grow at 1.19%, which is our current 5-yr average
- PPRT is projected at 5% growth followed by 2%, IML projected increase of 6.66% per IML
- Income Tax projected at \$100.75 per capita (based on Feb 2019 IML estimates) @ 40,633 pop
- Use Tax projected at \$31.70 per capital (based on Feb 2019 IML estimate) @ 40,633
- Home Rule (purchase tax) projected at 0.40% based on 5 yr average
- Home Rule/Purchase Tax split remains 75% GF, 25% Capital Projects Fund

General Fund Expenses

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Projected*	5 yr avg
Salaries/Benefits	13,114,836	12,921,639	13,164,483	14,348,582	13,930,079	1.79%
Health Insurance	2,596,569	2,425,882	2,174,071	2,206,382	2,315,214	-1.23%
MICA	1,190,697	1,226,522	1,030,332	855,904	897,924	-5.80%
Police Pension	1,889,460	2,126,444	2,404,422	2,822,719	2,842,997	11.53%
Fire Pension	2,517,256	2,569,115	2,762,859	3,116,182	3,248,945	6.19%
IMRF	263,053	239,475	258,848	261,640	233,797	-7.40%
Services	1,037,639	951,002	1,180,557	1,256,324	1,140,801	8.24%
Supplies	644,797	723,141	825,446	774,549	712,465	5.53%
Capital	78,687	74,041	122,270	122,316	123,618	77.69%
Misc	65,185	62,961	69,929	71,545	69,770	5.85%
Non-Dept Trnsfr	8,388,836	9,026,328	8,742,949	8,014,367	7,894,239	-0.62%
Debt Service	15,415	15,415	11,471	7,513	7,034	
	<u>31,802,430</u>	<u>32,361,965</u>	<u>32,747,637</u>	<u>33,858,023</u>	<u>33,416,883</u>	
<i>Increase over previous year</i>		1.76%	1.19%	3.39%	-1.30%	

* Prior to Supplemental Budget Ordinance approved 3/18/19 for sick pay buydown

	FY 2020 Budget	Proj Factor	PROJECTIONS				
			FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Salaries/Benefits	14,130,770	2.50%	14,484,039	14,846,140	15,217,294	15,597,726	15,987,669
Health Insurance	2,407,006	2.00%	2,455,146	2,504,249	2,554,334	2,605,421	2,657,529
Work Comp/MICA	861,970	2.00%	879,209	896,794	914,729	933,024	951,685
Police Pension	3,238,862	6.00%	3,433,194	3,639,185	3,857,536	4,088,989	4,334,328
Fire Pension	3,388,575	6.00%	3,591,890	3,807,403	4,035,847	4,277,998	4,534,678
IMRF	171,156	0.00%	171,156	171,156	171,156	171,156	171,156
Services	1,417,447	2.00%	1,445,796	1,474,712	1,504,206	1,534,290	1,564,976
Supplies	798,007	2.00%	813,967	830,246	846,851	863,788	881,064
Capital	494,240	4.00%	250,000	260,000	270,400	281,216	292,465
Misc	84,949	0.00%	84,949	84,949	84,949	84,949	84,949
Non-Dept Transfers	8,291,404	1.00%	8,374,318	8,458,061	8,542,642	8,628,068	8,714,349
Debt Service	88,751	1.00%	89,639	0	0	0	0
	35,373,137		36,073,303	36,972,896	37,999,945	39,066,625	40,174,847
			1.98%	2.49%	2.78%	2.81%	2.84%

Assumptions for 5-year projections:

Salaries/Benefits assumed a 2.5% increase based on average contract increase over past five years

Health Insurance 5-year average is negative growth; however, we want to project for health care industry increases

Work Comp/MICA is based on past claims and level of risk, projecting a 2% increase

The Police and Fire pension amounts are projecting an average of 6% increase per year (below 5 yr avg),

the actual annual contribution is based on market performance and actuarial assumptions

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

Capital outlay is projected to at \$250K per year with a 4% growth

Non-Dept Transfers adjusted for transfer to reserve of \$150,000

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

Operating Cash Balance Projections

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

Fiscal Year Ending April 30:	2020	2021	2022	2023	2024	2025
	Projection	Projection	Projection	Projection	Projection	Projection
Beg Balance:						
General Fund	1,962,000					
Cash Reserve Fund	3,446,395					
Capital Fund	2,570,000					
Total Beg Balance	7,978,395	6,086,994	4,776,284	3,040,414	759,598	(2,097,994)
Revenues:						
General Fund	34,295,696	34,762,592	35,237,026	35,719,128	36,209,034	36,706,878
Capital Fund	2,378,696	2,373,131	2,382,603	2,392,114	2,401,662	2,411,249
Total Revenues	36,674,392	37,135,723	37,619,629	38,111,242	38,610,696	39,118,127
Funds Available	44,652,787	43,222,718	42,395,913	41,151,657	39,370,294	37,020,133
General Fund	(35,373,137)	(36,073,303)	(36,972,896)	(37,999,945)	(39,066,625)	(40,174,847)
Capital Fund [^]	(3,192,656)	(2,373,131)	(2,382,603)	(2,392,114)	(2,401,662)	(2,411,249)
Total Expenses	(38,565,793)	(38,446,433)	(39,355,499)	(40,392,059)	(41,468,288)	(42,586,096)
Year End Cash Balance	6,086,994	4,776,284	3,040,414	759,598	(2,097,994)	(5,565,963)

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

	General Fund	Cash Reserve	Total
Beginning Balance, May 1	1,962,000	3,446,395	5,408,395
REVENUES			
Taxes	31,745,147	-	31,745,147
Licenses & Permits	292,900	-	292,900
Charges for Services	666,300	-	666,300
Rent & Other Income	11,050	-	11,050
Interest Income	22,000	38,000	60,000
Grants	73,000	-	73,000
Transfers In	753,959	150,000	753,959
Inter-Gov. Revenues	731,340	-	731,340
TOTAL REVENUE	34,295,696	188,000	34,333,696
Total Funds Available	36,257,696	3,634,395	39,742,091
EXPENDITURES			
City Council	249,216	-	249,216
Mayor	209,710	-	209,710
Treasurer	244,123	-	244,123
City Clerk	207,632	-	207,632
Director of Administrative Services	112,396	-	112,396
Purchasing	73,312	-	73,312
Building Maintenance	379,727	-	379,727
Comptroller	326,723	-	326,723
Legal	240,263	-	240,263
Commissions	59,070	-	59,070
Information Technology	603,547	-	603,547
Police	12,834,536	-	12,834,536
Fire	10,308,235	-	10,308,235
Engineering	1,228,243	-	1,228,243
Subtotal	27,076,733	-	27,076,733
<u>Transfers:</u>			
Planning & Development	350,033	-	350,033
9-1-1	789,800	-	789,800
Transit Lines	285,143	-	285,143
Airport	802,194	-	802,194
2013B HVAC pymt fund	116,493	-	116,493
Central Garage	203,976	-	203,976
Central Services	2,607,630	-	2,607,630
Regional Training Facility	21,416	-	21,416
Landfill	76,000	-	76,000
Cash Reserve Fund	150,000	(150,000) *	-
Sister City Fund	5,000	-	5,000
Other Subsidies/tax distributions	1,095,079	-	1,095,079
Library	1,793,640	-	1,793,640
TOTAL EXPENDITURES	35,373,137	(150,000)	35,223,137
Ending Balance, April 30	\$ 884,559	\$ 3,634,395	\$ 4,518,954

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

PURPOSE

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

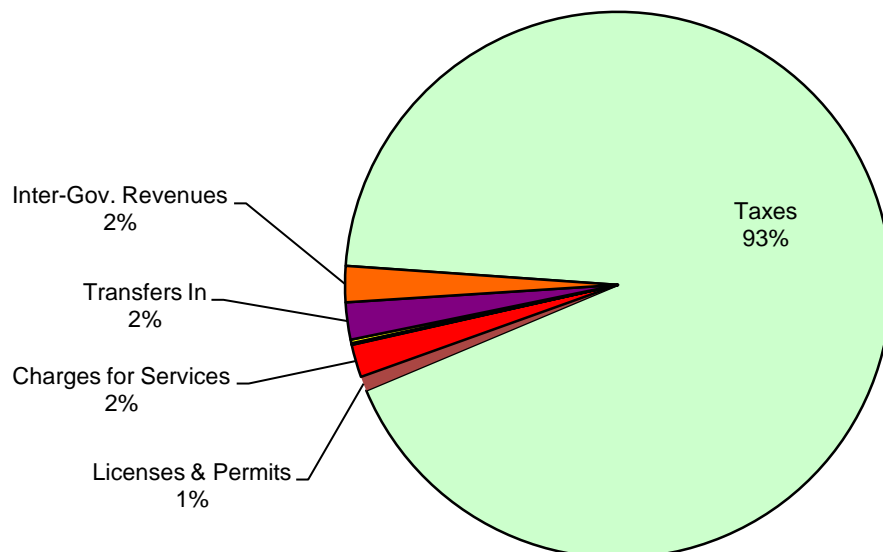
The General Fund's primary revenue source is Taxation. Sales tax 29%, Purchase Tax 21%, Income tax 12%, and PPRT 9% account for nearly three-fourths of the the total revenue. Property taxes are approximately 16% of the total revenues and fund the Library and pensions.

The Home Rule/Purchase Tax was previously a "Transfer In" from the Purchase Tax Fund. However, in FY 2019 the Purchase Tax was receipted into the General Fund and the Capital Fund based on the budgeted split. This year the General Fund will recieved 75% of the home rule/ purchase tax fund rather than the previous split of 74.78%.

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

GENERAL FUND REVENUES BY SOURCE

ACCOUNT DESCRIPTION	% of Total	2019/2020	2018/2019	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	YTD PROJ ACTUAL	YTD ACTUAL
Taxes	92.56%	31,745,147	31,593,824	31,558,901	23,391,792
Licenses & Permits	0.85%	292,900	331,800	281,421	193,393
Charges for Services	1.94%	666,300	635,250	657,031	504,988
Rent & Other Income	0.03%	11,050	14,050	25,488	20,892
Interest Income	0.06%	22,000	15,000	23,269	22,811
Grants	0.21%	73,000	33,000	51,458	81,687
Transfers In	2.20%	753,959	653,249	688,662	7,998,451
Inter-Gov. Revenues	2.13%	731,340	593,000	708,255	647,659
	100.00%	34,295,696	33,869,174	33,994,487	32,861,676



**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Property Taxes						
001-0000-311.01-00	General Levy	-	-	-	-	-
001-0000-312.03-00	Special Service Area #2	95,912	95,000	81,555	75,372	76,568
001-0000-312.04-00	Fire Pension Fund	2,348,205	2,236,336	2,231,354	2,013,460	2,042,068
001-0000-312.05-00	Police Pension Fund	2,335,877	1,969,335	1,964,938	1,878,099	1,828,188
001-0000-312.06-00	Public Library	732,045	732,045	731,077	730,578	731,763
Franchise Taxes						
001-0000-313.01-00	CATV Franchise	385,000	440,000	388,254	435,263	421,437
001-0000-313.02-00	Telephone Franchise	44,724	44,724	44,724	44,724	44,724
001-0000-313.03-00	Electric Utility Franchise	25,000	35,000	24,083	23,814	35,576
001-0000-313.04-00	Ameren Gas & Electric	-	-	-	-	-
Public Service Taxes						
001-0000-314.01-00	Home Rule (Purch) Tax	7,076,088	7,044,257	7,027,228	-	-
001-0000-314.01-03	Public Safety Fee	-	800,000	697,642	-	-
001-0000-314.02-01	Income Tax	4,093,775	3,923,253	4,093,775	4,304,065	3,868,781
001-0000-314.02-02	Personal Prop Replac. Tax	2,969,000	3,027,226	2,827,668	2,873,888	3,525,816
001-0000-314.02-03	General Sales Tax	9,931,455	9,870,000	9,814,661	9,648,771	9,630,497
001-0000-314.02-04	Use Tax	1,288,066	1,068,648	1,176,796	1,054,067	992,766
001-0000-314.02-07	Auto Rental Tax	20,000	20,000	19,654	19,504	20,932
001-0000-314.02-10	Video Gaming Tax	400,000	288,000	435,492	290,187	248,227
Interest Income						
001-0000-331.01-01	Deposit Accounts	22,000	15,000	23,269	22,811	15,652
Rent & Other Income						
001-0000-341.01-01	Parking Lot G	3,300	3,300	4,300	3,700	3,300
001-0000-341.01-03	Parking Lot I	1,700	700	1,825	1,638	600
001-0000-341.03-00	706 Maine St.	-	-	-	-	32,048
001-0000-341.04-00	Equipment/Facilities	1,500	1,500	2,292	1,500	1,570
001-0000-342.01-00	Sale of Maps	50	50	64	172	89
001-0000-342.03-00	Jury Duty Reimb	-	-	25	86	405
001-0000-342.04-00	Unclaimed Monies	-	-	-	-	10
001-0000-342.05-00	Refunds/Reimb	500	500	3,774	1,172	410
001-0000-342.09-00	Other	3,000	3,000	12,469	3,090	4,692
001-0000-342.10-00	Penalties-Past Due	-	-	-	(688)	(280)
001-0000-342.11-00	Donations/Contributions	-	-	-	8,816	61,800
Sale of Property						
001-0000-350.00-00	Sale of Property	1,000	5,000	739	1,406	13,142
Licenses & Permits						
001-0000-361.01-01	Liquor License	135,000	114,000	132,975	116,795	112,048
001-0000-361.01-03	Peddlers License(GT)	1,000	600	1,150	115	160
001-0000-361.01-05	Amusements/Mach (GV)	6,000	11,000	10,220	5,475	5,665
001-0000-361.01-06	Circus/Carn.Perm(GW)	100	500	100	500	700
001-0000-361.01-08	Charitable Raffles	-	-	-	-	-
001-0000-361.01-09	PullTab/Jars-State Money	-	-	1,769	-	1,852
001-0000-361.01-10	Other Lic & Perm.(GX)	30,000	27,600	28,159	21,635	20,600
001-0000-361.01-11	Elect Sign Messaging	1,500	1,500	1,500	1,500	3,000
001-0000-361.01-12	Video Gaming LL Class I	95,000	150,000	80,000	40,000	-

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
001-0000-361.01-13	Video Game Term Fee	17,200	18,500	17,500		-
001-0000-361.02-02	Street Opening Permits	-	-	34	12	42
001-0000-361.02-03	Driveway Permits	-	-	4	6	6
001-0000-361.02-04	Cat Tag Permits	7,000	8,000	7,860	7,310	7,315
Charges for Services						
001-0000-361.04-01	Freedom of Info Copies	200	300	226	197	427
001-0000-361.04-03	Bid Specs	200	500	275	350	670
001-0000-361.05-01	Issuing Fees	200	200	235	147	327
001-0000-361.05-11	NSF Check Fee	-	-	-		-
001-0000-361.07-01	Computer Services	3,000	5,000	6,405	6,705	23,816
001-0000-361.07-05	Report Fees	-	-	35	140	105
001-0000-361.07-08	Other Reimbursements	-	250	305	280	252
	<i>IT Services</i>	<i>3,000</i>	<i>5,250</i>	<i>6,745</i>	<i>7,125</i>	<i>24,173</i>
001-0000-362.01-01	Schl Dist.-QPD Liason	190,000	146,000	189,742	28,549	299,966
001-0000-362.01-02	Qcy Housing Auth Liason	54,000	52,000	54,657	53,296	52,923
001-0000-362.01-03	Special Job Assignments	15,000	24,300	12,198	16,769	17,952
001-0000-362.01-04	False Alarms	5,000	3,000	6,510	3,660	2,790
001-0000-362.01-05	Report Fees	5,000	5,000	5,475	5,399	5,709
001-0000-362.01-06	Training	-	-	-	-	49
001-0000-362.01-07	Temp. Use of Manpower	-	-	-	296	455
001-0000-362.01-08	Other Reimbursements	-	-	615	4,461	55
001-0000-362.01-09	Witness/Subpeona Fees	5,000	5,000	4,960	5,814	6,339
001-0000-362.01-11	Police Badges & Patches	-	-	307	275	298
001-0000-362.01-12	Agency Aging - Elder	40,000	30,000	34,376	30,000	30,000
001-0000-362.01-14	School Crossing Guards	-	-	-	-	-
	<i>Police Services</i>	<i>314,000</i>	<i>265,300</i>	<i>308,840</i>	<i>148,519</i>	<i>416,536</i>
001-0000-362.02-04	False Alarms	-	100	-		180
001-0000-362.02-05	Report Fees	200	100	136	161	137
001-0000-362.02-06	Training	5,000	5,000	200	265	7,548
001-0000-362.02-08	Other Reimbursements	-	-	-	796	22
	<i>Fire Services</i>	<i>5,200</i>	<i>5,200</i>	<i>336</i>	<i>1,222</i>	<i>7,887</i>
001-0000-362.03-03	Tree Sales	2,000	2,000	-	1,520	2,120
001-0000-362.03-05	Subdivision Street Lights	-	-	-	5,613	-
001-0000-362.03-08	Other Reimbursements	-	2,000	323	634	3,644
	<i>Streets & Hwy</i>	<i>2,000</i>	<i>4,000</i>	<i>323</i>	<i>7,767</i>	<i>5,764</i>
001-0000-362.04-01	Notice of Violations	10,000	10,000	15,885	9,830	10,529
001-0000-362.04-02	Parking Tickets	-	-	-	-	-
	<i>Motor Vehicles</i>	<i>10,000</i>	<i>10,000</i>	<i>15,885</i>	<i>9,830</i>	<i>10,529</i>
001-0000-362.05-00	Ordinance Fines	330,000	343,000	322,234	327,900	353,403
001-0000-362.05-01	Smoking Fines	-	-	-	100	-
001-0000-362.05-03	Failure to Appear Fines	1,500	1,500	1,932	1,831	2,009
	<i>Ordinances/Fines</i>	<i>331,500</i>	<i>344,500</i>	<i>324,166</i>	<i>329,831</i>	<i>355,412</i>

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

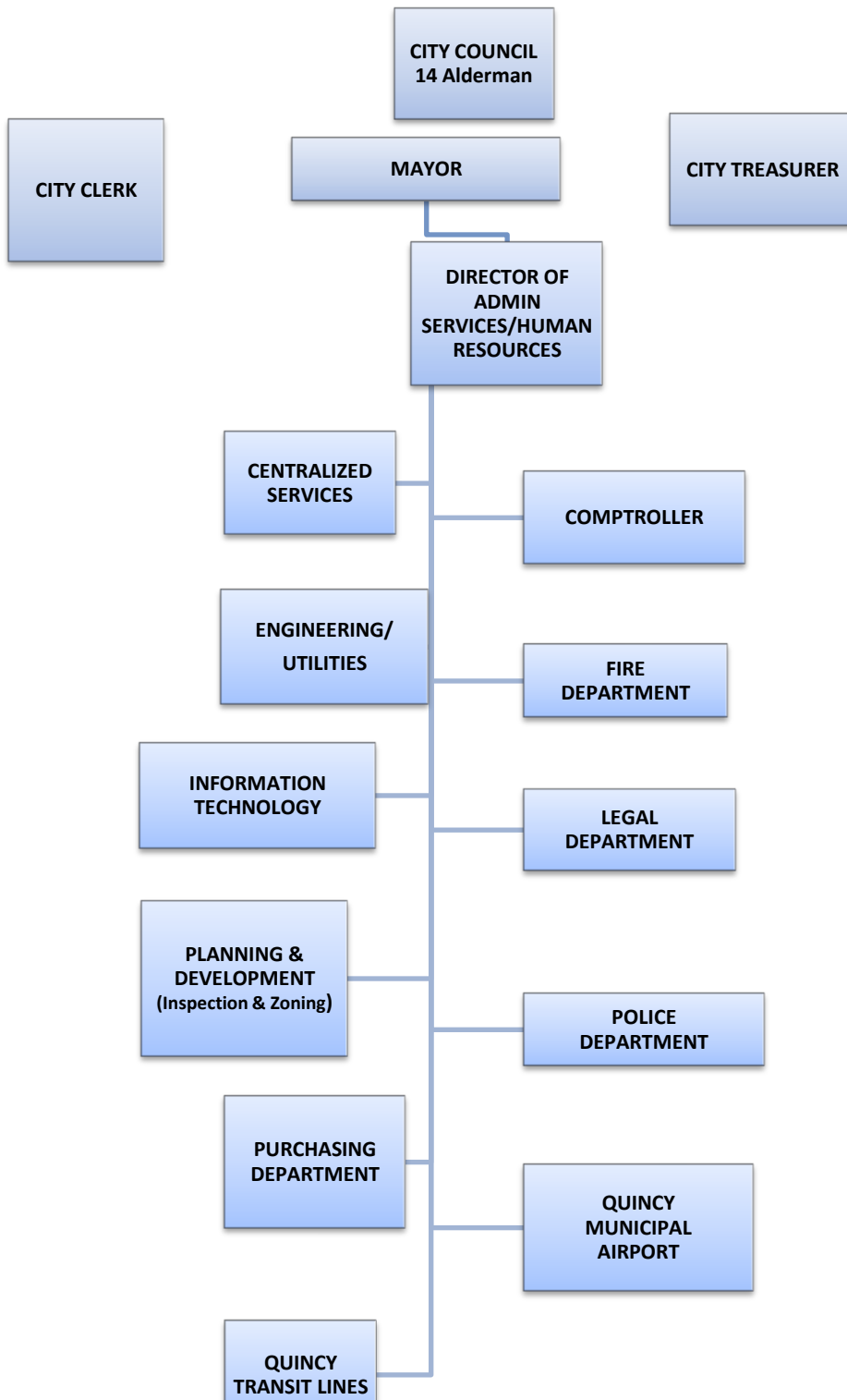
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Inter-Governmental Revenues						
001-0000-363.09-01	Admin Cost Share	518,340	551,000	666,682	606,538	387,110
001-0000-363.09-02	Space Cost Share	-	42,000	41,573	41,121	138,718
001-0000-363.09-03	Computer Cost Share	-	-	-	-	10,484
001-0000-363.09-04	Transit	213,000	-	-	-	-
	<i>Inter Gov Revenues</i>	<i>731,340</i>	<i>593,000</i>	<i>708,255</i>	<i>647,659</i>	<i>536,312</i>
Licenses & Permits						
001-0000-364.04-00	Revocable Lic/Permits	100	100	150	45	165
Grants						
001-0000-382.02-01	State Grants	-	-	1,296	102	-
001-0000-382.02-02	Attorney General	15,000	15,000	15,884	15,000	21,356
001-0000-382.03-04	Bureau of Justice	3,000	3,000	2,708	1,981	6,831
001-0000-382.03-06	Dept. of Transportation	40,000	-	23,578	29,362	40,100
001-0000-382.03-07	Homeland Security	15,000	15,000	7,992	35,242	11,915
Transfers In						
001-0000-391.01-00	Transfers from Bank "1"	75,000	-	-	-	-
001-0000-391.01-06	Police Dept Grant Fund	-	-	-	1,103	1,359
001-0000-391.01-09	Franchise "Green" Fnd	428,959	413,249	413,249	398,667	383,249
001-0000-391.01-12	CDAP Grant Fund	-	-	-	-	-
001-0000-391.01-15	Trnsfr from Capital Fund	-	-	-	450,000	200,000
001-0000-391.01-20	Trnsfr from Fire Fund 397	90,000	90,000	90,000	-	-
001-0000-391.01-50	Tourism Tax Fund	-	-	35,413	-	-
001-0000-391.01-51	From Purchase Tax Fund	-	-	-	6,998,681	7,204,594
001-0000-391.01-67	From Muncpl Dock Fund	160,000	150,000	150,000	150,000	150,000
	Totals	34,295,696	33,869,173	33,994,485	32,861,673	33,129,775

EXPENSE SUMMARY

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

ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
Salaries	13,753,360	-4.66%	14,425,808	14,283,686	13,976,059
Benefits	9,583,009	-1.06%	9,686,128	9,640,223	9,316,755
Contractual Services	2,279,417	51.11%	1,508,492	1,443,708	1,574,877
Commodities	798,907	3.28%	773,570	739,756	775,295
Capital Outlay	494,240	346.73%	110,634	124,709	121,966
Miscellaneous	79,049	6.38%	74,305	66,796	67,961
Debt Services	88,751	1081.14%	7,514	7,083	7,513
Transfers	8,296,404	-4.46%	8,683,371	8,413,445	8,017,785
Totals	35,373,137	0.29%	35,269,822	34,719,406	33,858,210

Totals by Dept/Division	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
City Council	249,216	3.79%	240,126	232,191	229,949
Mayor	209,710	-4.82%	220,320	213,672	218,001
Treasurer	244,123	-10.48%	272,713	225,149	258,019
City Clerk	207,632	-9.58%	229,624	220,489	222,641
Director of Admin Services	112,396	5.67%	106,364	91,966	106,503
Purchasing	73,312	-4.68%	76,912	75,207	74,883
Building Maintenance	379,727	104.81%	185,406	176,368	251,829
Comptroller	326,723	-2.11%	333,768	322,560	322,743
Legal	240,263	1.44%	236,858	230,773	233,057
Commissions	59,070	-1.50%	59,967	48,288	44,603
Information Technology	603,547	-0.53%	606,761	599,356	659,464
Police	12,834,536	0.37%	12,786,891	12,753,894	11,839,350
Fire	10,308,235	1.35%	10,171,059	10,091,093	10,186,859
Engineering	1,228,243	15.91%	1,059,682	1,024,985	1,192,553
Non Departmental Transfers	8,296,404	-4.46%	8,683,371	8,413,445	8,017,785
Totals	35,373,137	0.29%	35,269,822	34,719,436	33,858,240



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 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 I-pad communication services. Funding allocated for alderman travel to the annual Illinois Municipal League conference has been reinstated in the FY 2020 budget. Capital Outlay includes \$3,000 for Alderman ipad replacement based on elections in 3rd, 5th, 6th, and 7th wards. The City Council MICA change was an increase of \$306 over FY 2019.

EXPENSE SUMMARY

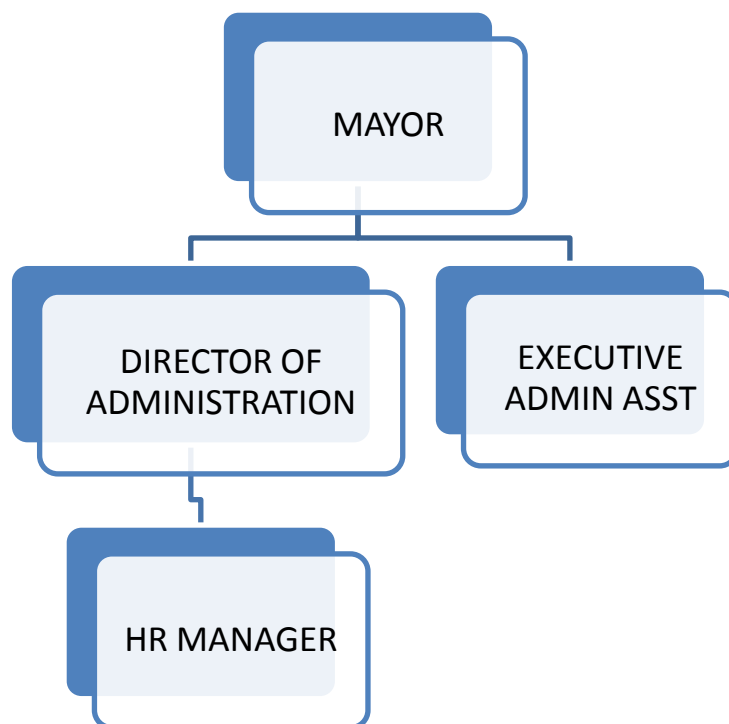
ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	75,600	0.00%	75,600	74,201	74,201
Benefits	126,409	-0.61%	127,189	124,224	113,604
Contractual Services	19,007	57.90%	12,037	8,566	15,668
Commodities	-	-100.00%	100	-	92
Capital Outlay	3,000	0.00%	-	-	898
Miscellaneous	25,200	0.00%	25,200	25,200	25,486
Totals	249,216	3.79%	240,126	232,191	229,949

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Positions	14	14	14	14

EXPENDITURE

Account	Description	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1101-401.11-01	Regular Salary/Wages	75,600	75,600	74,201	74,201	74,201
001-1101-401.21-01	Group Insurance	114,371	112,202	111,224	100,037	98,364
001-1101-401.21-03	Board Paid Life Ins.	1,030	954	954	954	935
001-1101-401.21-04	Workers' Comp	-	164	164	156	188
001-1101-401.22-01	Social Security	6,250	6,250	4,926	4,963	5,120
001-1101-401.22-02	Medicare	1,462	1,462	1,152	1,161	1,198
001-1101-401.23-01	IMRF	3,296	6,157	5,804	6,334	7,243
	Subtotal	202,009	202,789	198,425	187,805	187,249
Contractual Services						
001-1101-401.38-01	MICA	2,507	2,037	2,037	1,940	2,337
001-1101-401.39-01	Communications	10,000	10,000	6,529	8,000	9,180
001-1101-401.39-04	Travel	5,000	-	-	4,288	2,001
001-1101-401.39-07	Regist, Schools, Mtgs	1,500	-	-	1,440	670
	Subtotal	19,007	12,037	8,566	15,668	14,188
Commodities						
001-1101-401.41-02	Office Supplies		100	-	92	20
Capital Outlay						
001-1101-401.52-08	Controllable	3,000	-	-	898	1,250
Miscellaneous						
001-1101-401.61-04	Other		-			
001-1101-401.61-05	Alderman Expense	25,200	25,200	25,200	25,486	25,200
	Subtotal	25,200	25,200	25,200	25,486	25,200
	Totals	249,216	240,126	232,191	229,949	227,907



PURPOSE

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

GOALS/OBJECTIVES

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

PAST FISCAL YEAR HIGHLIGHTS

- Worked with the Quincy Veterans' Home Steering Committee to bring \$53 million of state and federal investment to modernize the Quincy Veterans' Home.
- Worked with the Governor, the Director of Illinois Environmental Protection Agency and the Utilities Director on a state grant award of \$3 million to enhance Quincy's water supply
- Assisted the Sustainability and Garbage/Recycle Ad-Hoc committees to meet their objectives
- Provided guidance and support to city staff and the banking community to form the Quincy Housing Reinvestment Loan Program
- Assisted in bringing Adams County, the Tri-Township Fire Department, Firefighters Local #63 and the Quincy Fire Department to fund and implement a consolidation study
- Worked with the Quincy Next advisory committee and other sub committees to work on the objectives suggested plan

BUDGET SUMMARY

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

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	136,701	2.76%	133,030	132,749	131,373
Benefits	40,371	-9.30%	44,509	43,599	43,636
Contractual Services	11,838	-46.14%	21,981	22,797	26,544
Commodities	2,100	0.00%	2,100	1,462	2,179
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	18,700	0.00%	18,700	13,065	14,270
Totals	209,710	-4.82%	220,320	213,672	218,001

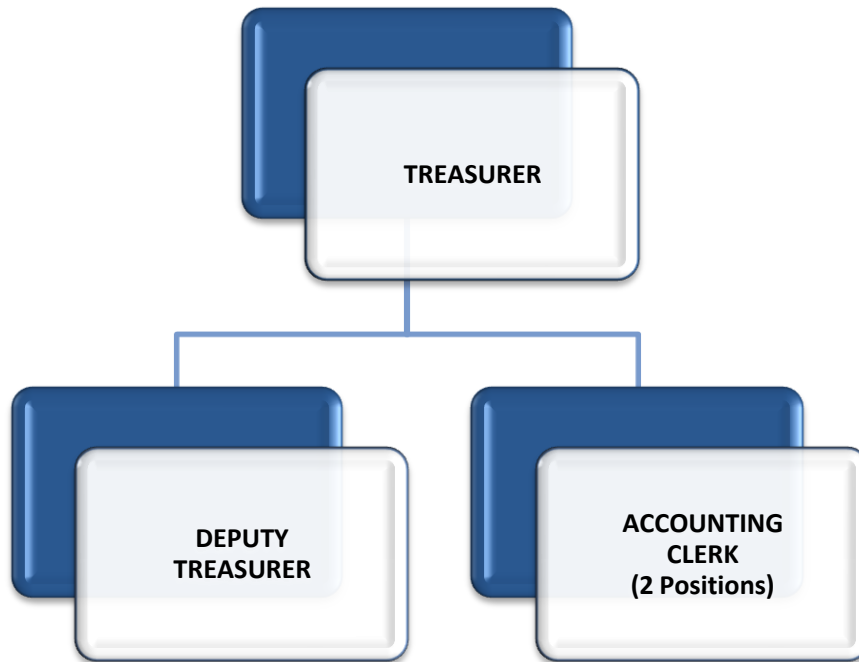
STAFFING

	FY 2019 PROPOSED	FY 2018 ACTUAL	FY 2017 ACTUAL	FY 2016 ACTUAL
Full Time Positions	2	2	2	2

The staffing is as follows:

- Mayor - 1
- Executive Assistant - 1

		EXPENDITURE				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1301-401.11-01	Regular Salary/Wages	132,847	128,831	127,926	127,678	126,959
001-1301-401.11-03	Sick Pay			210	137	
001-1301-401.11-04	Holiday Pay	1,784	1,889	1,884	1,715	1,941
001-1301-401.11-15	Vacation Pay	1,428	1,400	1,819	1,843	1,606
001-1301-401.11-16	Major Medical		-			
001-1301-401.11-17	Sick Pay Buy Back	642	910	910		
001-1301-401.21-01	Group Insurance	19,756	18,962	18,797	17,961	18,375
001-1301-401.21-03	Board Paid Life Ins.	148	136	136	136	134
001-1301-401.21-04	Workers' Comp	-	842	842	802	966
001-1301-401.22-01	Social Security	8,221	8,247	8,160	8,030	8,015
001-1301-401.22-02	Medicare	1,926	1,929	1,895	1,878	1,875
001-1301-401.22-03	Unemployment Comp	200	200	200	250	250
001-1301-401.23-01	IMRF	10,120	14,193	13,569	14,580	14,793
	Subtotal	177,072	177,539	176,348	175,009	174,914
Contractual Services						
001-1301-401.31-02	Contracted Legal	-	-	-		-
001-1301-401.31-05	Other	-				
001-1301-401.35-03	R&M-Office Furn & Equip	100	100			16
001-1301-401.35-04	R&M-Vehicles					
001-1301-401.36-01	Fleet Maintenance		-			
001-1301-401.36-03	Equipment and Vehicle					238
001-1301-401.38-01	MICA	2,838	12,981	12,981	12,363	14,895
001-1301-401.38-03	Employee Bonds		-	10	49	
001-1301-401.39-01	Communications	1,500	1,500	813	1,279	1,062
001-1301-401.39-02	Advertising/Publishing	2,500	2,500	2,226	3,261	2,958
001-1301-401.39-03	Printing & Binding	400	400	83	146	405
001-1301-401.39-04	Travel	3,000	3,000	4,364	7,215	2,910
001-1301-401.39-05	Mileage Reimb	500	500	242	415	963
001-1301-401.39-07	Regist, Schools, Mtgs	1,000	1,000	2,078	1,816	310
	Subtotal	11,838	21,981	22,797	26,544	23,757
Commodities						
001-1301-401.41-01	Postage	400	400	357	504	306
001-1301-401.41-02	Office Supplies	1,000	1,000	445	1,015	298
001-1301-401.44-00	Books & Periodicals	700	700	660	660	660
	Subtotal	2,100	2,100	1,462	2,179	1,264
Miscellaneous						
001-1301-401.61-01	Dues	7,000	7,000	6,069	6,919	6,067
001-1301-401.61-03	Employee Awards	10,000	10,000	4,371	5,034	4,154
001-1301-401.61-04	Other	1,700	1,700	2,625	2,317	1,730
	Subtotal	18,700	18,700	13,065	14,270	11,951
	Totals	209,710	220,320	213,672	218,001	211,886



PURPOSE

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

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

PAST FISCAL YEAR HIGHLIGHTS

An Accounts Receivable/Collections policy was presented to the Finance Committee in early 2019. All debts are now reconciled within 90 days and, if not paid, sent to a collection agency for processing. A claim is filed in the IL Local Debt Recovery Database when a match is found. If no match is found, a claim is sent to the collection agency. The collection agent has recovered 8.0% to date.

Azavar Government Solutions was engaged to conduct a tax audit for the City of Quincy. While there were no findings in the telecommunications audit, eight (8) businesses were miscoded to other jurisdictions by the IL Department of Revenue. These businesses have since been corrected and the City will receive the first distribution in February 2019. The hotel/motel tax audit and the cable franchise fee audit are still in process.

The City maintains nearly \$22 million in investments across all funds. Average interest rates on investments continues to rise slowly, from an average of .43 in September 2017 to an average of 1.93% in December 2018. Most recently, interest rates of 2.5% for one-year certificates of deposit were available at three local banks. This competitive environment helps the Treasurer's Office continue to increase interest revenue across all funds.

The City entered into an agreement with the IL Trust Fund, a local investment pool in the State of Illinois. The current interest rate is 2.52%. Funds are liquid on a 24 hour turnaround which allows for needed cash-flow in the short-term.

WHAT TO EXPECT IN 2020

- The proposed budget represents a 9% reduction to the 2019 budget for the Treasurer's Office. This reduction reflects the cost share allocation for the Deputy Treasurer (with Utilities), a 12% increase in first class postage, and a slight increase in contracted services for collection agency expenses.
- Interest income will flatten over the next 15 months. We should anticipate a drop in CD and CDAR interest rates by the end of the 2020 fiscal year.
- Review of collection methods will continue. The City Treasurer and the Utilities Department will work with Purchasing to develop an RFP for shared collection services across all city departments.
- The Treasurer will continue to work towards Certification requirements as a Municipal Treasurer. The anticipated certification date is scheduled for June 2021.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	154,610	-11.73%	175,147	149,525	167,900
Benefits	63,995	-12.46%	73,107	58,731	70,674
Contractual Services	20,314	5.48%	19,259	11,834	12,069
Commodities	4,004	0.10%	4,000	3,441	3,935
Capital Outlay	-	0.00%	-	866	2,596
Miscellaneous	1,200	0.00%	1,200	752	844
Totals	244,123	-10.48%	272,713	225,149	258,019

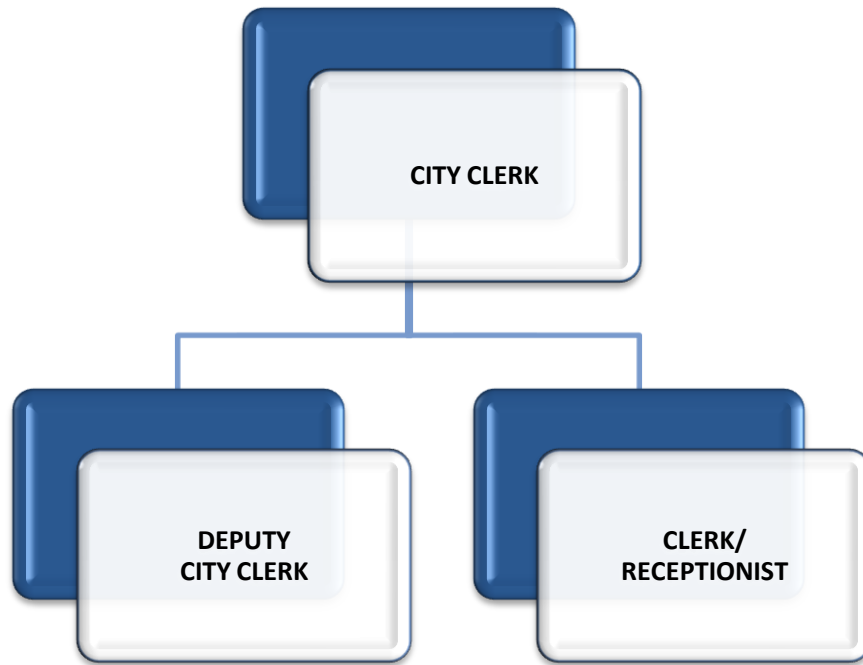
STAFFING

	FY 2019 PROPOSED	FY 2018 ACTUAL	FY 2017 ACTUAL	FY 2016 ACTUAL
Full Time Positions	3.4	4	4	4

**GENERAL FUND
EXECUTIVE BOARD**

**TREASURER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1302-401.11-01	Regular Salary/Wages	144,389	158,463	133,618	153,057	153,202
001-1302-401.11-03	Sick Pay	-	-	1,084	272	152
001-1302-401.11-04	Holiday Pay	4,383	5,492	4,257	4,138	5,658
001-1302-401.11-15	Vacation Pay	4,216	5,796	3,265	5,169	5,091
001-1302-401.11-17	Sick Pay Buy Back	1,622	5,396	4,436	5,264	3,339
001-1302-401.12-01	Regular Salary/Wages	-	-	2,865	-	-
001-1302-401.21-01	Group Insurance	44,271	46,419	37,995	42,846	48,308
001-1302-401.21-03	Board Paid Life Ins.	252	272	217	271	267
001-1302-401.21-04	Workers' Compensation	-	837	837	797	960
001-1302-401.22-01	Social Security	9,729	10,859	8,592	9,455	9,261
001-1302-401.22-02	Medicare	2,264	2,539	2,111	2,211	2,166
001-1302-401.22-03	Unemployment Comp	400	400	400	500	500
001-1302-401.23-01	IMRF	7,079	11,781	8,579	14,594	18,981
	Subtotal	218,605	248,254	208,256	238,574	247,884
Contractual Services						
001-1302-401.35-03	R&M - Furniture & Equip	500	500	-	-	-
001-1302-401.35-05	R&M - Other	200	200	110	-	85
001-1302-401.36-03	Rental - Equip & Vehicle	1,050	1,050	937	954	966
001-1302-401.38-01	MICA	3,070	2,685	2,685	2,557	3,081
001-1302-401.38-03	Employee Bonds	424	424	-	488	130
001-1302-401.39-01	Communications	1,000	1,000	753	883	834
001-1302-401.39-02	Advertising/Publishing	3,000	3,000	2,374	2,499	2,516
001-1302-401.39-03	Printing & Binding	400	400	70	346	
001-1302-401.39-04	Travel	1,200	1,200	648	1,061	
001-1302-401.39-05	Mileage Reimb	500	500	370	108	249
001-1302-401.39-07	Regist, Schools, Mtgs	1,100	1,100	795	360	
001-1302-401.39-08	Contracted Services	7,870	7,200	3,092	2,815	1,185
	Subtotal	20,314	19,259	11,834	12,069	9,046
Commodities						
001-1302-401.41-01	Postage	1,344	1,200	825	841	823
001-1302-401.41-02	Office Supplies	2,500	2,500	2,456	2,846	1,610
001-1302-401.44-00	Books & Periodicals	160	300	160	249	160
	Subtotal	4,004	4,000	3,441	3,935	2,593
Capital Outlay						
001-1302-401.52-08	Controllables	-	-	866	2,596	2,135
	Subtotal	-	-	866	2,596	2,135
Miscellaneous						
001-1302-401.61-01	Dues	900	900	635	635	632
001-1302-401.61-04	Other	300	300	50	149	
001-1302-401.61-89	Over & Short	-	-	67	61	(31)
	Subtotal	1,200	1,200	752	844	601
	Totals	244,123	272,713	225,149	258,019	262,259



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

Developed a Five Year Strategic Plan for the City Clerk Office

PAST FISCAL YEAR HIGHLIGHTS

Developed a new application form for certain licenses

BUDGET SUMMARY

The major change in the Clerk's budget is the reduction of health benefits due to an employee coverage change. The budget will also see an increase of \$1,650 over 2019 due mainly to an increase in printing costs.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	134,732	-1.95%	137,417	136,653	136,094
Benefits	40,864	-35.02%	62,886	52,491	60,095
Contractual Services	30,036	9.94%	27,321	29,431	24,046
Commodities	1,450	0.00%	1,450	1,434	1,306
Capital Outlay	-	0.00%	-	-	524
Miscellaneous	550	0.00%	550	480	576
Totals	207,632	-9.58%	229,624	220,489	222,641

STAFFING

	FY 2020 Proposed	FY 2018 ACTUAL	FY 2017 ACTUAL	FY 2016 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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1303-401.11-01	Regular Salary/Wages	124,061	124,676	124,938	123,411	124,977
001-1303-401.11-03	Sick Pay	955	-	-	-	-
001-1303-401.11-04	Holiday Pay	3,339	3,600	3,029	3,268	3,696
001-1303-401.11-15	Vacation Pay	5,088	5,035	4,580	4,462	3,981
001-1303-401.11-17	Sick Pay Buy Back	1,289	4,106	4,106	4,954	6,594
001-1303-401.11-18	Vacation Pay buy back	-	-	-	-	3,647
001-1303-401.21-01	Group Insurance	19,756	36,938	27,151	34,681	32,573
001-1303-401.21-03	Board Paid Life Ins.	221	204	206	204	206
001-1303-401.21-04	Workers' Compensation	-	305	305	290	349
001-1303-401.22-01	Social Security	8,344	8,520	8,520	7,657	8,248
001-1303-401.22-02	Medicare	1,963	1,996	1,996	1,791	1,929
001-1303-401.22-03	Unemployment Comp	300	300	300	375	375
001-1303-401.23-01	IMRF	10,280	14,623	14,013	15,097	16,201
	Subtotals	175,596	200,303	189,144	196,189	202,776
Contractual Services						
001-1303-401.31-05	Prof Services - Other	400	-	-	-	-
001-1303-401.35-03	R&M Office Equip	400	400	71	272	270
001-1303-401.36-03	Equipment and Vehicle	800	800	736	-	-
001-1303-401.38-01	MICA	2,856	2,191	2,191	2,087	2,515
001-1303-401.38-03	Employee Bonds	80	80	-	49	-
001-1303-401.39-01	Communications	350	350	234	267	335
001-1303-401.39-02	Advertising/Publishing	400	400	305	305	312
001-1303-401.39-03	Printing & Binding	12,500	12,000	11,278	10,635	10,052
001-1303-401.39-04	Travel	2,500	2,500	1,676	2,613	1,769
001-1303-401.39-05	Mileage Reimb	1,350	1,300	719	1,335	795
001-1303-401.39-07	Regist, Schools, Mtgs	1,400	1,300	2,010	670	1,350
001-1303-401.39-08	Contracted Services	7,000	6,000	10,211	5,813	4,395
	Subtotals	30,036	27,321	29,431	24,046	21,792
Commodities						
001-1303-401.41-01	Postage	400	400	464	406	332
001-1303-401.41-02	Office Supplies	550	550	584	418	495
001-1303-401.44-00	Books & Periodicals	500	500	386	482	348
	Subtotals	1,450	1,450	1,434	1,306	1,175
Capital Outlay						
001-1303-401.52-08	Controllables	-	-	-	524	-
		-	-	-	524	-
Miscellaneous						
001-1303-401.61-01	Dues	550	550	480	480	470
001-1303-401.61-04	Other	-	-	-	96	73
		550	550	480	576	543
	Totals	207,632	229,624	220,489	222,641	226,286



PURPOSE

Working directly for the Mayor and under authority granted by the City Council, the Director oversees the daily operations of the City creating a collaborative and collegial workplace environment; recognizing the value and contribution of each employee and their respective roles in serving the community.

GOALS/OBJECTIVES

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

PAST FISCAL YEAR HIGHLIGHTS

- The current DOAS began his service to the city March 4, 2019.
- The previous DOAS assisted in labor contract negotiations with Fire, Police, and 822 Machinists.

BUDGET SUMMARY

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

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	76,500	2.00%	75,000	62,524	74,503
Benefits	26,193	7.46%	24,374	23,069	22,808
Contractual Services	9,103	56.30%	5,824	5,485	8,200
Commodities	100	0.00%	100	141	277
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	500	-53.10%	1,066	747	715
Totals	112,396	5.67%	106,364	91,966	106,503

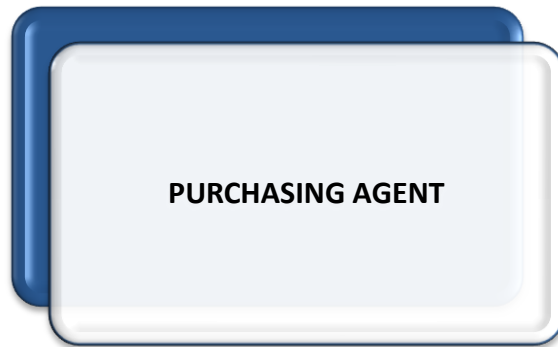
STAFFING

	FY 2020 Proposed	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1401-401.11-01	Regular Salaries	69,880	68,708	55,024	70,207	71,749
001-1401-401.11-03	Sick Pay	-	-	-	-	-
001-1401-401.11-04	Holiday Pay	3,678	3,407	3,173	3,317	4,162
001-1401-401.11-15	Vacation Pay	2,942	2,885	4,327	980	1,995
001-1401-401.11-16	Major Medical Pay	-	-	-	-	-
001-1401-401.11-17	Sick Pay Buy Back	-	-	-	-	4,428
001-1401-401.11-18	Vacation Buy Back	-	-	-	-	4,427
001-1401-401.21-01	Group Insurance	14,330	9,481	9,034	7,844	8,857
001-1401-401.21-03	Board Paid Life Ins.	74	68	66	68	72
001-1401-401.21-04	Workers' Comp	-	310	310	295	355
001-1401-401.22-01	Social Security	4,743	4,873	4,677	4,708	5,495
001-1401-401.22-02	Medicare	1,109	1,140	1,094	1,101	1,285
001-1401-401.22-03	Unemployment Comp	100	100	100	125	125
001-1401-401.23-01	IMRF	5,837	8,402	7,788	8,667	10,280
	Subtotal	102,693	99,374	85,593	97,311	113,230
Contractual Services						
001-1401-401.35-03	R&M- Furn & Equip					
001-1401-401.36-03	Rent Equip & Vehicle			96	585	200
001-1401-401.38-01	MICA	2,503	470	470	448	540
001-1401-401.38-03	Employee Bonds	50	-	-	49	
001-1401-401.39-01	Communications	1,000	1,000	970	1,785	889
001-1401-401.39-03	Printing & Binding	50	-	90	117	
001-1401-401.39-04	Travel	1,000	354	199	927	1,466
001-1401-401.39-05	Mileage Reimb	4,000	4,000	3,300	3,879	3,900
001-1401-401.39-07	Regist, Schools, Mtgs	500	-	360	410	310
001-1401-401.39-08	Contracted Services	-	-	-	-	-
	Subtotal	9,103	5,824	5,485	8,200	7,305
Commodities						
001-1401-401.41-01	Postage	25		16	9	
001-1401-401.41-02	Office Supplies	75	100	50	268	20
001-1401-401.44-00	Books & Periodicals	-	-	75		-
	Subtotal	100	100	141	277	20
Capital Outlay						
001-1401-401.52-04	Office Equipment	-	-			
001-1401-401.52-07	Furniture & Fixtures	-	-			
001-1401-401.52-08	Controllables	-	-			
	Subtotal	-	-	-	-	-
Miscellaneous						
001-1401-401.61-01	Dues	-	900	640	600	
001-1401-401.61-04	Other	500	166	107	115	10
	Subtotal	500	1,066	747	715	10
	Totals	112,396	106,364	91,966	106,503	120,565



PURPOSE

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

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

GOALS/OBJECTIVES

- Review the City of Quincy's Purchasing Manual and update it according to the City's current procurement process.
- Review and manage vendor relationships to maximize City benefit.

PAST FISCAL YEAR HIGHLIGHTS

- IN FY2019 the Purchasing Department issued 35 Bids, 18 RFP's and 2 Request for Qualifications
- There were 35 bids issued and the total bid award amount was \$7,678,509.
- There were 28 Requests for Proposals issued and the total RFP award amount was \$1,403,835.
- Vendors interested in the City of Quincy's bids and RFP's have continued to take advantage of our on-line bidding process. The Purchasing Department currently has 787 registered vendors to be notified as soon as a Bid and/or RFP is issued.

BUDGET SUMMARY

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

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	45,416	-4.42%	47,517	47,350	47,521
Benefits	24,372	-5.87%	25,892	24,704	24,643
Contractual Services	3,109	-0.92%	3,138	2,849	2,482
Commodities	215	30.30%	165	114	3
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	200	0.00%	200	190	235
Totals	73,312	-4.68%	76,912	75,207	74,883

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1402-401.11-01	Regular Salary/Wages	38,553	37,631	37,537	36,690	34,711
001-1402-401.11-04	Holiday Pay	2,118	2,243	2,236	2,036	2,304
001-1402-401.11-15	Vacation Pay	3,389	3,323	3,257	3,583	2,713
001-1402-401.11-17	Sick Pay Buy Back	1,356	4,320	4,320	5,212	1,907
001-1402-401.21-01	Group Insurance	17,259	16,522	16,378	15,651	14,921
001-1402-401.21-03	Board Paid Life Ins.	74	68	68	68	66
001-1402-401.21-04	Workers' Comp	-	559	559	532	641
001-1402-401.22-01	Social Security	2,806	2,946	2,420	2,434	2,092
001-1402-401.22-02	Medicare	668	689	569	569	489
001-1402-401.22-03	Unemployment Comp	100	100	100	125	125
001-1402-401.23-01	IMRF	3,465	5,008	4,610	5,264	4,719
	Subtotals	69,788	73,409	72,054	72,163	64,687
Contractual Services						
001-1402-401.38-01	MICA	2,329	2,378	2,378	2,265	2,729
001-1402-401.38-03	Employee Bonds	-	-	-	49	-
001-1402-401.39-01	Communications	380	360	218	(180)	(165)
001-1402-401.39-02	Advertising/Publishing	400	400	253	348	136
001-1402-401.39-04	Travel	-	-	-	-	-
001-1402-401.39-05	Mileage Reimb	-	-	-	-	-
001-1402-401.39-07	Regist, Schools, Mtgs	-	-	-	-	-
	Subtotals	3,109	3,138	2,849	2,482	2,700
Commodities						
001-1402-401.41-01	Postage	15	15	1	3	9
001-1402-401.41-02	Office Supplies	200	150	113	-	54
001-1402-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotals	215	165	114	3	64
Capital Outlay						
001-1402-401.52-08	Controllable	-	-	-	-	-
	Subtotals	-	-	-	-	-
Miscellaneous						
001-1402-401.61-01	Dues	200	200	190	235	235
001-1402-401.61-04	Other	-	-	-	-	-
	Subtotals	200	200	190	235	235
	Totals	73,312	76,912	75,207	74,883	67,686



PURPOSE

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

GOALS/OBJECTIVES

The following goals have been set for FY2020:

- Replace the City Hall roof and repair water-damaged surfaces
- Repair water leaks and water-damaged surfaces in City Hall Annex Building
- Upgrade City Hall HVAC control system to improve comfort and reduce operating expenses

PAST FISCAL YEAR HIGHLIGHTS

Highlights from FY2019 include:

- Replaced all lighting with LED technology
- Repaired inoperable boiler

BUDGET SUMMARY

The proposed FY2020 budget includes an increase of roughly \$270,000 over project FY2019 spending. The increase is largely due to a proposed increase of \$59,000 in City Hall repair & maintenance expenses and \$200,000 in capital spending for replacement of the City Hall roof.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	40,850	-5.80%	43,367	42,961	42,669
Benefits	16,266	-28.77%	22,836	22,096	21,914
Contractual Services	132,761	219.11%	41,603	36,988	43,461
Commodities	69,750	-10.00%	77,500	74,290	75,459
Capital Outlay	120,000	#DIV/0!	-	-	68,294
Miscellaneous	100	0.00%	100	33	32
Debt Service	-		-	-	-
Totals	379,727	104.81%	185,406	176,368	251,829

STAFFING

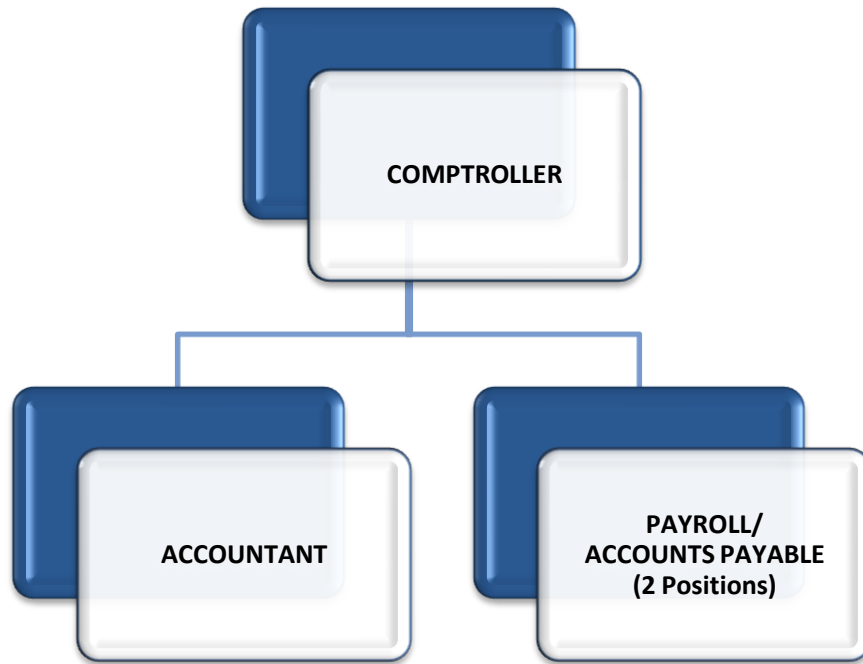
	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Positions	1	1	1	1

The Building Maintenance's staff is as follows:
1 - 822 Labor Grade 1

**GENERAL FUND
CITY HALL**

**BUILDING MAINTENANCE
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1403-401.11-01	Regular Salary/Wages	35,194	34,777	34,319	33,926	33,418
001-1403-401.11-02	Overtime	194	193	256	223	247
001-1403-401.11-03	Sick Pay	-	170			
001-1403-401.11-04	Holiday Pay	1,972	2,038	2,091	1,858	2,102
001-1403-401.11-15	Vacation Pay	2,276	2,264	2,395	1,926	2,595
001-1403-401.11-17	Sick Pay Buy Back	1,214	3,925	3,900	4,736	1,728
001-1403-401.21-01	Group Insurance	9,850	9,481	9,179	8,739	9,009
001-1403-401.21-03	Board Paid Life Ins.	74	68	67	66	68
001-1403-401.21-04	Workers' Comp	-	5,298	5,298	5,046	6,079
001-1403-401.22-01	Social Security	2,524	2,689	2,500	2,605	2,446
001-1403-401.22-02	Medicare	601	629	602	609	572
001-1403-401.22-03	Unemployment Comp	100	100	100	125	125
001-1403-401.23-01	IMRF	3,117	4,571	4,350	4,724	4,544
	Subtotals	57,116	66,203	65,057	64,583	62,933
Contractual Services						
001-1403-401.31-05	Prof Svc-Other	500	500			
001-1403-401.34-03	Custodial	1,000	1,000	481	869	355
001-1403-401.35-01	R&M - Buildings	75,000	18,319	14,845	20,063	25,298
001-1403-401.35-02	R&M - Mach & Equip	25,000	13,800	13,381	18,403	3,333
001-1403-401.35-05	R&M-Other	-	-	714	-	-
001-1403-401.36-03	Equipment and Vehicle	3,200	3,200	3,116	-	-
001-1403-401.38-01	MICA	27,461	4,184	4,184	3,985	4,801
001-1403-401.39-01	Communications	100	100	-		48
001-1403-401.39-02	Advertising/Publishing	500	500	267	141	415
	Subtotals	132,761	41,603	36,988	43,461	34,250
Commodities						
001-1403-401.42-01	Natural Gas	10,000	7,000	11,856	9,958	7,921
001-1403-401.42-02	Electricity	50,000	60,000	51,223	52,379	57,829
001-1403-401.45-01	Building Supplies	5,000	6,000	6,600	8,729	972
001-1403-401.45-02	Custodial Supplies	4,000	3,500	4,066	2,637	4,945
001-1403-401.45-03	Equipment Consumable	250	500	24	1,300	382
001-1403-401.45-05	Small Tools/Small Equip.	500	500	521	456	54
	Subtotals	69,750	77,500	74,290	75,459	72,104
Capital Outlay						
001-1403-401.52-02	Buildings	120,000	-	-	131,101	74,637
001-1403-401.52-03	Improv other than Bldgs	-	-	-	(63,206)	
001-1403-401.52-08	Controllable	-	-	-	399	
	Subtotals	120,000	-	-	68,294	74,637
Miscellaneous						
001-1403-401.61-02	Taxes	100	100	33	32	31
001-1403-401.61-04	Other	-	-	-		-
	Subtotals	100	100	33	32	31
	Totals	379,727	185,406	176,368	251,829	243,955



PURPOSE

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

GOALS/OBJECTIVES

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

- Continue to find ways to promote fiscal transparency
- Continue to research methods to cut costs in check processing
- Implement and train for GATA (Grant Accountability and Transparency Act)
- Seek proposals for the GASB 45 (post employment benefit actuarial)
- Seek proposals for the Police and Fire Pension Actuarials
- Re-negotiate audit term with Wade Stables (FYE 2019 audit is 3rd/final year of contract)
- Develop new accounting policies to support operations

PAST FISCAL YEAR ACCOMPLISHMENTS

- Issued over 11,000 payroll direct deposit advice statements and nearly 1,000 payroll checks
- Issued nearly 5,000 Accounts Payable checks and 1,500 EFT payments while processing nearly 15,000 invoices
- Issued approximately 500 W2s and 100 1099s for both the city and library
- Prepared a new MICA Cost Allocation based on experience/exposure and prepared a new GF Indirect Cost Share Plan
- Participated in the Sustainability Committee
- Assisted DOAS and HR with costing labor contracts during negotiations

BUDGET SUMMARY

The Comptroller's budget is predominantly salaries & benefits. We have reinstated \$1,000 in capital outlay which was cut from the FY 2019 budget for the replacement of a printer and chair.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	221,667	-0.72%	223,264	222,919	224,212
Benefits	58,738	-9.74%	65,077	63,374	64,508
Contractual Services	36,218	1.66%	35,627	28,509	25,732
Commodities	8,700	-7.45%	9,400	7,060	7,594
Capital Outlay	1,000		-	345	345
Miscellaneous	400	0.00%	400	353	353
Totals	326,723	-2.11%	333,768	322,560	322,743

STAFFING

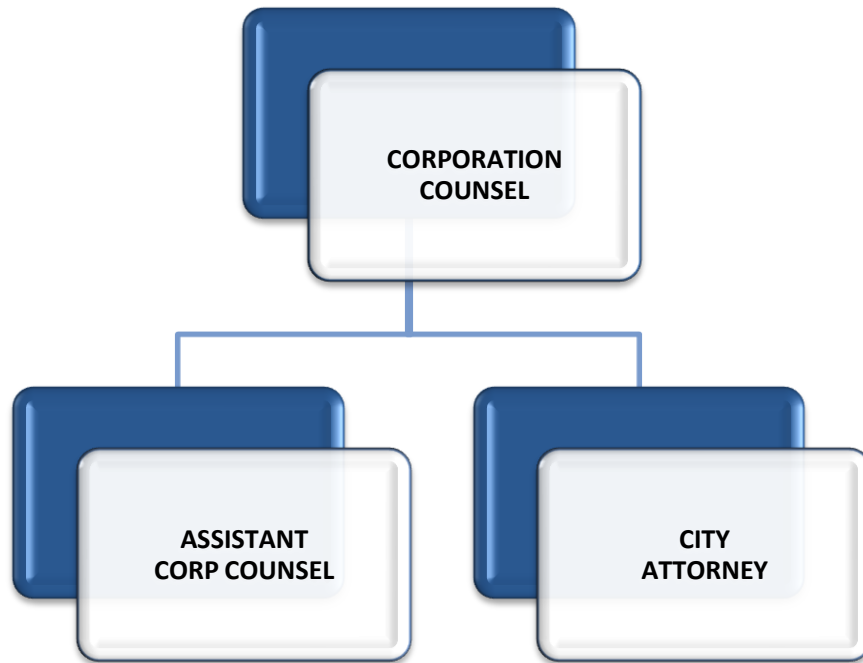
	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Positions	4.00	4.00	4.00	4.00

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

**GENERAL FUND
FINANCIAL ADMINISTRATION**

**COMPROLLER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1501-401.11-01	Regular Salary/Wages	190,543	181,111	180,080	179,409	160,261
001-1501-401.11-02	Overtime	-	-	-	-	19
001-1501-401.11-03	Sick Pay	-	-	1,115	138	292
001-1501-401.11-04	Holiday Pay	10,116	10,711	10,692	9,782	9,600
001-1501-401.11-15	Vacation Pay	14,754	14,464	14,054	14,201	12,099
001-1501-401.11-16	Major Medical	-	-	-	-	11,190
001-1501-401.11-17	Sick Pay Buy Back	6,254	16,978	16,978	20,682	9,474
001-1501-401.11-18	Vacation Pay Buy Back	-	-	-	-	2,064
001-1501-401.21-01	Group Insurance	24,208	23,209	23,007	21,985	19,212
001-1501-401.21-03	Board Paid Life Ins.	295	272	272	272	259
001-1501-401.21-04	Workers' Comp	-	530	530	505	608
001-1501-401.22-01	Social Security	13,700	13,843	13,484	13,293	12,050
001-1501-401.22-02	Medicare	3,239	3,235	3,199	3,109	2,818
001-1501-401.22-03	Unemployment Comp	400	400	400	500	500
001-1501-401.23-01	IMRF	16,896	23,588	22,482	24,844	23,240
	Subtotals	280,405	288,341	286,293	288,720	263,688
Contractual Services						
001-1501-401.31-01	Audit	23,000	23,000	16,552	14,306	18,477
001-1501-401.31-05	Other	6,000	6,000	5,954	5,669	5,496
001-1501-401.35-03	R&M- Furn & Equip	300	300	-	65	-
001-1501-401.36-03	Equipment and Vehicle	1,000	1,000	677	741	715
001-1501-401.38-01	MICA	3,318	2,627	2,627	2,502	3,015
001-1501-401.38-03	Employee Bonds	50	50	-	49	-
001-1501-401.39-01	Communications	750	750	885	747	788
001-1501-401.39-02	Advertising/Publishing	750	750	691	638	690
001-1501-401.39-03	Printing & Binding	-	-	-	-	-
001-1501-401.39-04	Travel	300	300	356	236	-
001-1501-401.39-05	Mileage Reimb	200	200	267	168	-
001-1501-401.39-07	Regist, Schools, Mtgs	500	500	500	460	125
001-1501-401.39-08	Contracted Services	50	150	-	151	28
	Subtotals	36,218	35,627	28,509	25,732	29,333
Commodities						
001-1501-401.41-01	Postage	3,000	2,900	1,966	2,437	2,741
001-1501-401.41-02	Office Supplies	5,700	6,500	5,094	5,157	6,437
001-1501-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotals	8,700	9,400	7,060	7,594	9,179
Capital Outlay						
001-1501-401.52-04	Office Equipment	-	-	-	-	-
001-1501-401.52-08	Controllable	1,000	-	345	345	1,791
	Subtotals	1,000	-	345	345	1,791
Miscellaneous						
001-1501-401.61-01	Dues	400	400	353	353	355
001-1501-401.61-04	Other	-	-	-	-	-
	Subtotals	400	400	353	353	355
	Totals	326,723	333,768	322,560	322,743	304,345



PURPOSE

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

GOALS/OBJECTIVES

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

PAST FISCAL YEAR HIGHLIGHTS

The Legal Department has worked with the Utility Dept to amend the water and sewer ordinance as well as worked with the Police Dept updating various policies and updating the Music Ordinance. The Legal Dept has also worked with the Administration to create a procedure to make sure all contracts, leases and agreements are reviewed and properly approved.

BUDGET SUMMARY

The significant changes to the Legal department budget are 2% salary increase, the MICA re-allocation increased the Legal budget by \$600 and re-assigned the costs to all three divisions causing a reduction to Corporation Council and an increase to the Assistant and City Attorney. The IMRF contribution rate change resulted in a \$1,600 reduction to Asst Corp Counsel benefits.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	187,916	1.98%	184,261	183,808	181,907
Benefits	36,476	-3.63%	37,851	36,769	36,347
Contractual Services	15,861	7.63%	14,736	9,333	13,939
Commodities	10	0.00%	10	863	864
Capital	-		-	-	-
Miscellaneous	-		-	-	-
Totals	240,263	1.44%	236,858	230,773	233,057
Totals by Division					
Corporation Counsel	108,064	-1.55%	109,761	105,044	108,033
Assistant Corp Counsel	72,030	2.63%	70,187	69,278	69,045
City Attorney	60,169	5.73%	56,910	56,451	55,979
	240,263	1.44%	236,858	230,773	233,057

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 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**

	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits					
001-1601-401.11-01 Regular Salary/Wages	75,932	74,443	74,443	74,373	72,567
001-1601-401.21-01 Group Insurance	17,259	16,522	16,378	15,651	15,587
001-1601-401.21-03 Board Paid Life Ins.	74	68	68	68	67
001-1601-401.21-04 Workers' Compensation	-	198	198	189	228
001-1601-401.22-01 Social Security	4,608	4,615	4,121	4,116	4,008
001-1601-401.22-02 Medicare	1,001	1,079	964	963	937
001-1601-401.22-03 Unemployment Comp	100	100	100	125	125
001-1601-401.23-01 IMRF	-	-	-	-	-
Subtotals	98,974	97,025	96,272	95,486	93,519
Contractual Services					
001-1601-401.31-02 Contracted Legal	4,700	4,700	250	3,448	1,236
001-1601-401.38-01 MICA	2,500	6,146	6,146	5,853	7,052
001-1601-401.38-03 Employee Bonds	50	50	-	49	-
001-1601-401.39-01 Communications	1,000	1,000	752	655	708
001-1601-401.39-03 Printing & Binding	-	-	20	-	-
001-1601-401.39-04 Travel	460	460	126	1,043	1,329
001-1601-401.39-05 Mileage Reimb	-	-	100	100	96
001-1601-401.39-07 Regist, Schools, Mtgs	370	370	515	535	485
001-1601-401.39-08 Contracted Services	-	-	-	-	-
Subtotals	9,080	12,726	7,909	11,683	10,906
Commodities					
001-1601-401.41-01 Postage	10	10	-	1	38
001-1601-401.41-02 Office Supplies	-	-	-	-	-
001-1601-401.44-00 Books & Periodicals	-	-	863	863	-
Subtotals	10	10	863	864	38
Miscellaneous					
001-1601-401.61-01 Dues	-	-	-	-	-
001-1601-401.61-04 Other	-	-	-	-	-
001-1601-401.61-07 Judgements/Court Costs	-	-	-	-	-
Subtotals	-	-	-	-	-
Totals	108,064	109,761	105,044	108,033	104,463

**GENERAL FUND
LEGAL SERVICES**

**ASSISTANT CORPORATION COUNSEL
DETAIL**

		2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Salaries & Benefits						
001-1602-401.11-01	Regular Salary/Wages	59,222	58,061	57,837	56,868	55,492
001-1602-401.21-01	Group Insurance	-	-	-	-	-
001-1602-401.21-03	Board Paid Life Ins.	74	68	68	68	67
001-1602-401.21-04	Workers' Compensation	-	129	129	123	148
001-1602-401.22-01	Social Security	3,672	3,600	3,586	3,526	3,441
001-1602-401.22-02	Medicare	859	842	839	824	805
001-1602-401.22-03	Unemployment Compensation	100	100	100	125	125
001-1602-401.23-01	IMRF	4,519	6,207	5,910	6,311	6,290
	Subtotals	68,446	69,007	68,469	67,845	66,367
Contractual Services						
001-1602-401.38-01	Insurance/MICA	2,404	-	-	-	-
001-1602-401.39-01	Communications	350	350	194	267	335
001-1602-401.39-04	Travel	460	460	100	398	390
001-1602-401.39-05	Mileage Reimbursement	-	-	-	-	-
001-1602-401.39-07	Regist, Schools, Meetings	370	370	515	535	340
	Subtotals	3,584	1,180	809	1,200	1,065
Miscellaneous						
001-1602-401.61-04	Other	-	-	-	-	-
	Subtotals	-	-	-	-	-
	Totals	72,030	70,187	69,278	69,045	67,431

**GENERAL FUND
LEGAL SERVICES**

**CITY ATTORNEY
DETAIL**

	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits					
001-1603-401.11-01 Regular Salary/Wages	52,762	51,757	51,528	50,665	49,438
001-1603-401.21-01 Group Insurance	-	-	-	-	-
001-1603-401.21-02 Retirees Insurance	-	-	-	-	-
001-1603-401.21-03 Board Paid Life Ins.	74	68	68	68	67
001-1603-401.21-04 Workers' Compensation	-	198	198	189	228
001-1603-401.22-01 Social Security	3,271	3,207	3,195	3,141	3,065
001-1603-401.22-02 Medicare	765	750	747	735	717
001-1603-401.22-03 Unemployment Compensation	100	100	100	125	125
001-1603-401.23-01 IMRF	-	-	-	-	-
Subtotals	56,972	56,080	55,836	54,923	53,640
Contractual Services					
001-1603-401.38-01 Insurance/MICA	2,367	-	-	-	-
001-1603-401.39-01 Communications	-	-	-	-	-
001-1603-401.39-04 Travel	460	460	100	696	680
001-1603-401.39-07 Regist, Schools, Meetings	370	370	515	360	485
Subtotals	3,197	830	615	1,056	1,165
001-1603-401.41-01 Postage	-	-	-	-	-
001-1603-401.41-02 Office Supplies	-	-	-	-	-
Subtotals	-	-	-	-	-
Totals	60,169	56,910	56,451	55,979	54,805

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	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
Salaries	17,533	1.59%	17,258	16,800	16,989
Benefits	1,587	-9.78%	1,759	1,706	1,749
Contractual Services	37,380	-5.08%	39,380	28,262	12,350
Commodities	2,070	31.85%	1,570	1,520	13,045
Capital	-		-	-	-
Miscellaneous	500	#DIV/0!	-	-	470
Totals	59,070	-1.50%	59,967	48,288	44,603

Totals by Division	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
Fire & Police Commission	51,450	-6.55%	55,056	43,447	27,373
Liquor Commission	6,620	34.80%	4,911	4,768	4,672
Tree Commission	500	#DIV/0!	-	73	12,323
Human Rights Commission	500	#DIV/0!	-	-	235
Totals	59,070	-1.50%	59,967	48,288	44,603

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Fire & Police Commissioners	3	3	3	3

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1701-401.11-01	Regular Salary/Wages	14,033	13,758	13,300	13,489	13,481
001-1701-401.21-04	Workers' Comp	-	44	44	42	51
001-1701-401.22-01	Social Security	853	853	824	836	836
001-1701-401.22-02	Medicare	199	199	193	196	195
	Subtotals	15,085	14,854	14,361	14,563	14,563
Contractual Services						
001-1701-401.31-02	Contracted Legal	2,000	2,000	-	3,669	1,982
001-1701-401.31-05	Prof Svcs - Other	22,750	25,750	25,332	4,421	19,563
001-1701-401.32-01	Medical	5,300	9,300	2,100	2,775	4,300
001-1701-401.38-01	MICA	2,145	582	582	554	668
001-1701-401.39-02	Advertising/Publishing	3,000	1,400	-	-	346
001-1701-401.39-04	Travel	-	-	-	165	-
001-1701-401.39-05	Mileage Reimb	-	-	-	156	-
001-1701-401.39-07	Regist,Schools, Mtgs	-	-	-	-	375
001-1701-401.39-08	Contracted Services	-	-	-	375	-
	Subtotals	35,195	39,032	28,014	12,114	27,234
Commodities						
001-1701-401.41-01	Postage	120	120	51	125	170
001-1701-401.41-02	Office Supplies	150	150	32	173	84
001-1701-401.61-01	Misc-Dues	800	800	772	397	768
001-1701-401.61-04	Misc-Other	100	100	217	-	96
	Subtotals	1,170	1,170	1,072	695	1,118
	Totals	51,450	55,056	43,447	27,373	42,915

**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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1702-401.11-01	Regular Salary/Wages	3,500	3,500	3,500	3,500	3,500
001-1702-401.21-04	Workers' Comp	-	21	21	20	24
001-1702-401.22-01	Social Security	217	217	216	216	217
001-1702-401.22-02	Medicare	51	51	50	50	51
001-1702-401.23-01	IMRF	267	374	358	389	397
	Subtotals	4,035	4,163	4,145	4,175	4,189
Contractual Services						
001-1702-401.38-01	MICA	2,085	248	248	236	284
001-1702-401.39-03	Printing & Binding	100	100			65
	Subtotals	2,185	348	248	236	349
Commodities						
001-1702-401.41-02	Office Supplies	400	400	375	261	384
Capital						
001-1702-401.52-04	Office Equipment	-	-	-	-	-
	Totals	6,620	4,911	4,768	4,672	4,922

BOARDS & COMMISSIONS

**TREE COMMISSION
Detail**

The Tree Commission's main expense is the trees purchased for the fall tree planting program. This program has been removed from the FYE 2019 budget due to revenue shortfall.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Commodities						
001-1704-401.46-11	Other	500	-	73	12,088	12,000
		-				
Miscellaneous						
001-1704-401.-61.04	Other	-	-	-	235	273
	Totals	500	-	73	12,323	12,273

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-1706-401.31-03	Instructional	-	-	-		-
001-1706-401.31-05	Other	-	-	-		-
001-1706-401.39-02	Advertising/Publishing	-	-	-		-
001-1706-401.39-04	Travel	-	-	-		-
Commodities						
001-1706-401.41-01	Postage	-	-			
Miscellaneous						
001-1706-401.61-04	Other	500	-	-	235	273
Totals		500	-	-	235	273

**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:

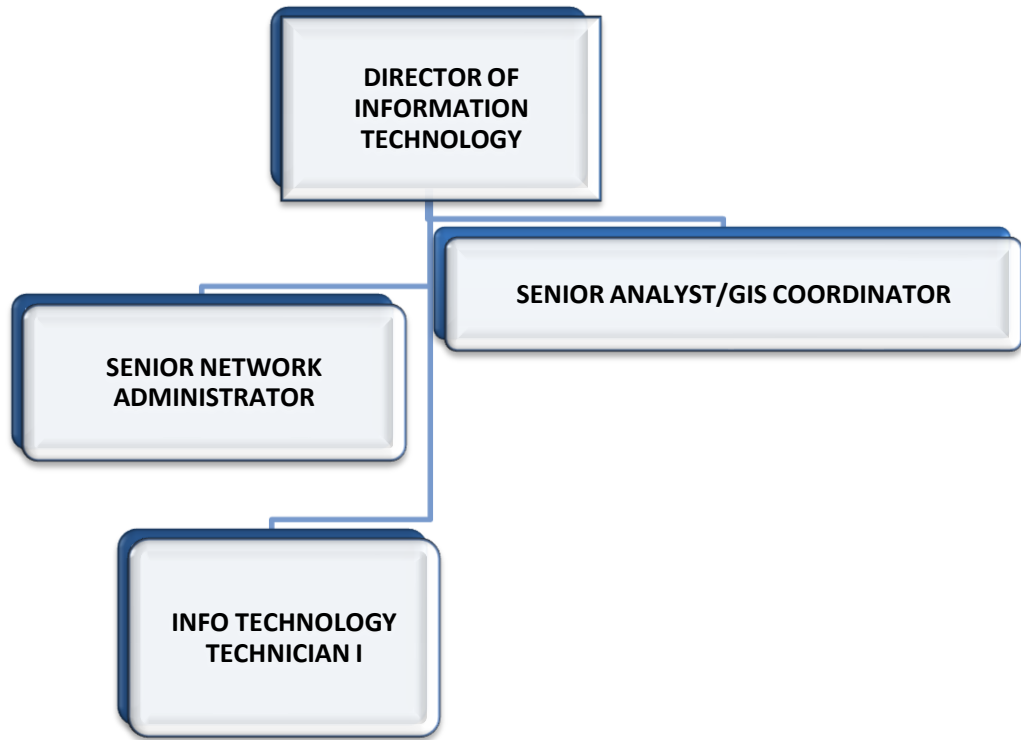
- 1) Subsidies to other City Departments to make up the shortage between their revenues and expenditures.
- 2) Subsidies to outside organizations, including the City's component unit, Woodland Cemetery.
- 3) Transfers of tax dollars collected that are owed to or have been levied for another entity (Library and Sales Tax rebate agreements).

BUDGET SUMMARY

The subsidy transfer to Woodland Cemetery and the Library reflects increases for the MICA increase plus 1%. The Prairie Crossing Sales Tax rebate was previously a transfer to the Ltd Incremental Sales Tax Fund 745 as required by the 2004 Sales Tax Revenue Bonds. Since this debt was restructured in 2015 and there is no requirement to use a bond trustee, the General Fund will now directly distribute the sales tax rebate instead of transferring the rebate to fund 745. The Prairie Crossing rebate is budgeted flat as we fell slightly below the budget in FY 2019. The Cullinan Sales Tax Rebate (Quincy Mall) agreement was amended in 2016 to include all stores and nearly tripled from FY 2017 to FY 2019. However, due to recent mall anchor store closings, we expect the rebate to decline by \$60,000. The SSA-Historic Business District distribution is tax levy pass-through with no significant change. We also have not budgeted for any home rule sales tax rebates.

EXPENDITURE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Inter-Fund Transfers						
001-1801-491.62-02	Planning & Development	350,033	616,167	514,500	423,100	265,040
001-1801-491.62-03	9-1-1	789,800	792,824	704,000	761,000	739,400
001-1801-491.62-04	Cash Reserve Fund	150,000	80,000			1,058,000
001-1801-491.62-10	Quincy Transit Lines	285,143	294,044	294,000	286,974	275,059
001-1801-491.62-15	Capital Projects Funds	-	175,000	175,000		-
001-1801-491.62-21	2013B HVAC Proj Fund	116,493	116,493	116,493	116,493	116,493
001-1801-491.62-30	Quincy Regional Airport	802,194	587,797	587,797	558,424	511,400
001-1801-491.62-31	Central Garage Fund	203,976	351,802	297,000	269,500	330,000
001-1801-491.62-32	Central Services Fund	2,607,630	2,637,701	2,860,000	2,301,000	2,353,500
001-1801-491.62-36	Reg. Training Facility	21,416	12,411	5,500	51,725	52,950
001-1801-491.62-41	Sister City Comm Fund	5,000	2,000	5,000	5,000	5,000
001-1801-491.62-60	Landfill Superfund	76,000	76,000	76,000	-	76,000
001-1801-491.62-90	Other	-	-	-	399,500	-
	Subtotals	5,407,685	5,742,239	5,635,290	5,172,716	5,782,842
Subsidies						
001-1802-406.62-82	Woodland Cemetery	235,167	228,340	171,255	233,000	203,300
	Subtotals	235,167	228,340	171,255	233,000	203,300
Tax Distributions						
001-1803-401.62-88	Cullinan Sale Tax Rebate	289,000	343,000	322,376	276,730	110,516
001-1803-401.62-89	Pr Cross SaleTax Rebate	470,000	-	-	-	-
001-1803-401.62-98	H/R Sales Tax Rebate	-	-	-	-	4,391
001-1803-407.62-91	Quincy Public Library	1,793,640	1,804,792	1,792,815	1,797,191	1,856,766
001-1803-408.62-53	Serv Area #2- Bus Dis	95,912	95,000	81,485	75,372	76,548
001-1803-491.62-89	Ltd Increm Sales Tax Fd	-	470,000	406,662	459,358	458,586
	Subtotals	2,648,552	2,712,792	2,603,338	2,608,651	2,506,807
Miscellaneous						
001-1805-401.61-08	Bad Debt Expense	5,000	-	3,562	3,419	-
	Totals	8,296,404	8,683,371	8,413,445	8,017,785	8,492,949



PURPOSE

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

DoIT is responsible for much of the technical infrastructure that makes city government run; telephones, radios, computer networks, desktop and server support, data center, web site, building and information security, INET and the municipal cable television channel. DoIT supports all city entities including public safety, Utilities, Central Services and Quincy Municipal Airport. DoIT also supports all computer and network services for the Quincy Public Library.

GOALS/OBJECTIVES

- Continue implementing information security controls in order to protect the City's computer systems and data.
- Work with Quincy Police Department on technology needs at the new Adams County Jail.
- Implement the City's Disaster Recovery strategy using the new QPD server room at the Adams County Jail.
- Continue implementing Criminal Justice Information Security and HIPPA guidelines including two-factor authentication.
- Replace the City's 10 yr old IBM AS/400 in order for the financial system to stay in compliance with federal and state regulations (funded through Capital Projects Fund 301).
- Provide business strategies and process management in order to enhance City operational efficiencies.

PAST FISCAL YEAR HIGHLIGHTS

- Replaced 25 Computer systems that were over 10 years old
- Revamped City's website for a more user friendly experience
- Implemented new radio telecommunication loop eliminating the high cost of AT&T circuits
- Moved all cellular and wireless internet communications to AT&T FirstNet saving the City over \$15,000 per year
- Continued configuration of security software in hopes of detecting and neutralizing any security threats

BUDGET SUMMARY

The biggest change in the Information Technology budget for FY 2019-2020 is an increase of \$13,000 in the capital outlay line item. This increase is a result of annual technology funds being transferred from Capital Fund 301 in to the Information Technology budget. The proposed budget will replace aging computers and network equipment.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	273,369	-3.92%	284,517	292,853	324,313
Benefits	96,739	-7.81%	104,939	104,776	118,124
Contractual Services	192,444	1.87%	188,910	182,299	194,209
Commodities	20,200	-1.94%	20,600	12,732	16,559
Capital Outlay	20,000	185.71%	7,000	6,216	5,779
Miscellaneous	795	0.00%	795	480	480
Debt Services	-	#DIV/0!	-	-	-
Totals	603,547	-0.53%	606,761	599,356	659,464

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	4.00	4.00	5	5

The Information Technology's staff is as follows:

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

**GENERAL FUND
TECHNOLOGY SERVICES**

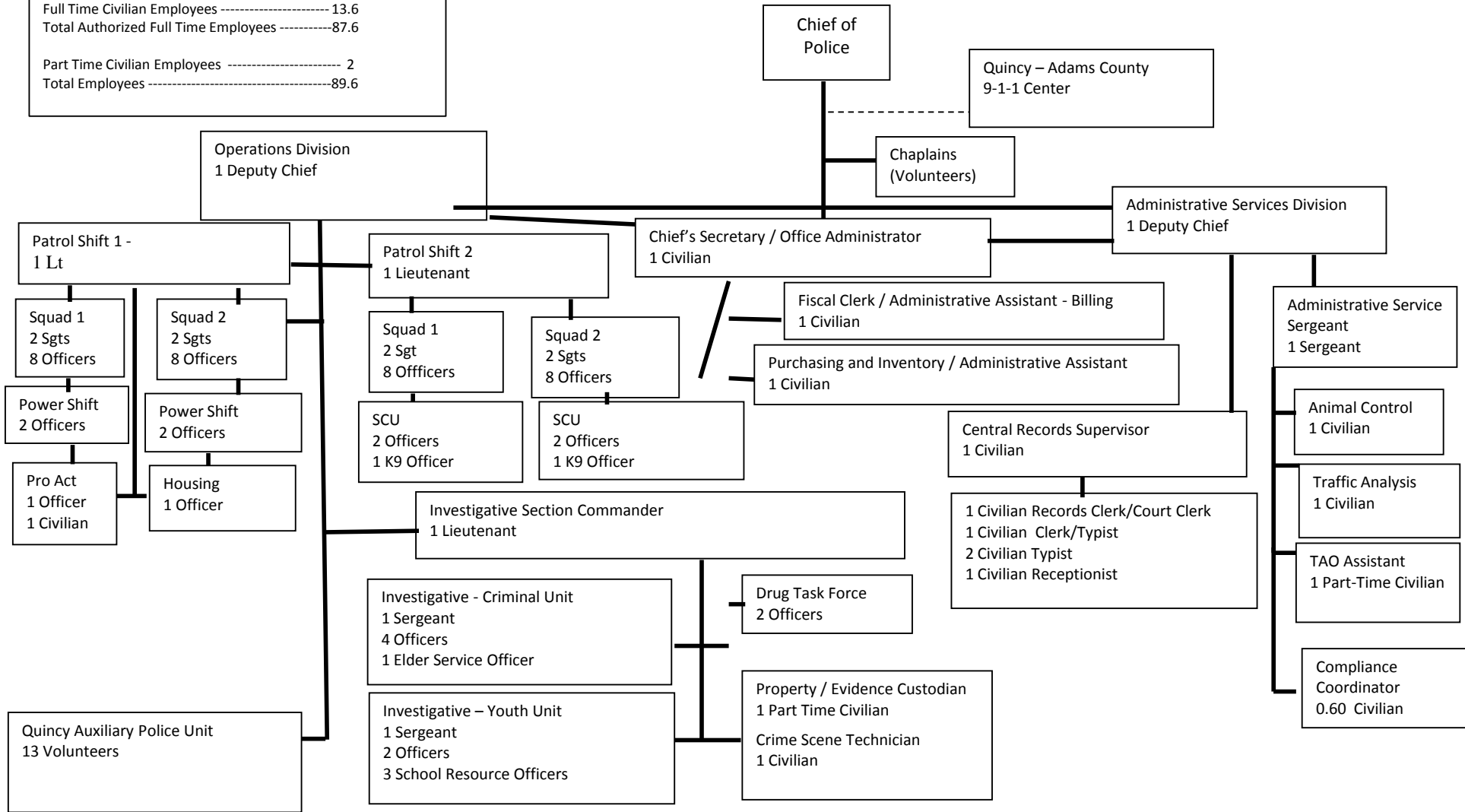
**INFORMATION TECHNOLOGY
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-1901-401.11-01	Regular Salary/Wages	234,840	230,849	235,587	264,982	251,807
001-1901-401.11-03	Sick Pay	-	-	-	-	412
001-1901-401.11-04	Holiday Pay	12,774	13,526	13,811	14,298	15,802
001-1901-401.11-15	Vacation Pay	18,087	16,117	19,430	17,313	16,638
001-1901-401.11-17	Sick Pay Buy Back	7,668	24,025	24,025	27,720	9,440
001-1901-401.21-01	Group Insurance	54,274	52,007	53,169	57,601	58,060
001-1901-401.21-03	Board Paid Life Ins.	295	272	285	336	331
001-1901-401.21-04	Workers' Comp	-	476	476	453	546
001-1901-401.22-01	Social Security	16,896	17,640	16,817	18,779	16,844
001-1901-401.22-02	Medicare	4,016	4,126	3,946	4,392	3,940
001-1901-401.22-03	Unemployment Comp	400	400	400	625	625
001-1901-401.23-01	IMRF	20,858	30,018	29,683	35,938	33,340
	Subtotals	370,108	389,456	397,629	442,437	407,785
Contractual Services						
001-1901-401.32-02	Computer		-			750
001-1901-401.35-02	R&M-Mach & Equip	47,000	43,000	43,622	43,870	44,335
001-1901-401.35-03	R&M- Furniture & Equip	43,090	38,477	26,948	29,200	36,161
001-1901-401.35-05	R&M-Other	-	-	12,515	5,200	
001-1901-401.36-03	Equipment & Vehicle	1,600	2,000	1,655	1,844	2,071
001-1901-401.38-01	MICA	3,654	1,733	1,733	1,650	1,988
001-1901-401.39-01	Communications	91,000	98,000	86,178	101,227	111,872
001-1901-401.39-04	Travel	500	500	174	1,049	357
001-1901-401.39-05	Mileage Reimb	600	600	314	813	651
001-1901-401.39-07	Regist, Schools, Mtgs	1,000	600	1,007	1,010	2,515
001-1901-401.39-08	Contracted Services	4,000	4,000	8,153	8,347	8,206
	Subtotals	192,444	188,910	182,299	194,209	208,905
Commodities						
001-1901-401.41-01	Postage	100	100	57	1	17
001-1901-401.41-02	Office Supplies	600	1,000	547	623	151
001-1901-401.44-00	Books & Periodicals					
001-1901-401.46-11	Other	19,500	19,500	12,128	15,935	13,027
	Subtotals	20,200	20,600	12,732	16,559	13,195
Capital Outlay						
001-1901-401.52-03	Improv other than Bldgs	-	-	-		-
001-1901-401.52-04	Office Equipment	-			1,204	
001-1901-401.52-08	Controllable	20,000	7,000	6,216	4,575	5,831
	Subtotals	20,000	7,000	6,216	5,779	5,831
Miscellaneous						
001-1901-401.61-01	Dues	795	795	480	480	625
001-1901-401.61-04	Other	-				
001-1901-409.72-00	Loan/Lease Payments					3,957
	Subtotals	795	795	480	480	4,582
		603,547	606,761	599,356	659,464	640,299

Quincy Police Department Organizational Chart FY 2020

Revised 3/18/19

Sworn Employees -----	74
Full Time Civilian Employees -----	13.6
Total Authorized Full Time Employees -----	87.6
Part Time Civilian Employees -----	2
Total Employees -----	89.6



PURPOSE

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

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

GOALS/OBJECTIVES

- Provide police service to the citizens of Quincy
- Continue policy changes and maintenance with Lexipol
- Enhance training by adding in the one-time cut from FY2018-2019
- Send third and final new lieutenant to the Northwestern University School of Police Staff and Command
- Replenish ammunition by adding in the one-time cut from FY2018-2019
- Replenish chemical munitions by adding in the one-time cut from FY2018-2019
- Replace half of Tasers (year one of two-year project)
- Officially move City FOIA Officer to Police Department (Compliance Coordinator)
- Move into new facility (Fall 2019)

PAST FISCAL YEAR HIGHLIGHTS

- YTD: Responded to more than 30,624 calls for service, 944 traffic crashes and conducted more than 3,655 vehicle stops
- YTD: Provided more than 9,630 hours of officer training and 367 hours of DARE instruction
- Of the total training hours above, 2,111 training hours were for training outside of Quincy, thus requiring travel costs
- Enhanced response to, and involvement with, persons suffering from mental health issues by partnering with Clarity
- Continued policy changes and maintenance with Lexipol
- Continued and enhance crime analysis and response with Accurint (formerly Bair Analytics)
- Enhanced our Digiticket efficiency by adding interface with our Records Management System
- City FOIA Officer began working with the department doing FOIA work and acting as a liaison with our defense team on our pending litigation.
- Sent second of three new lieutenants to the Northwestern University School of Police Staff and Command.
- Implemented body cameras with Body Worn by Utility.

BUDGET SUMMARY

The FY 2019-2020 Police Budget includes increases that we normally do not have that will skew the view of our budget this fiscal year. The return of the one-time cut items from the FY2019 budget increase our budget by \$66,000. The moving of items from the Capital (301) Account to the Operating Budget increases our budget by \$192,459. The redistribution of MICA and Workmen's Compensation to departments by use/responsibility increases our budget by \$38,055. There will be some costs as we move into our new facility in the Fall of 2019. We budgeted approximately \$40,000 in various areas to accomplish this. The move of the City FOIA Officer will increase our budget by \$42,528 for personnel costs and \$10,000 for legal service. The Police Pension payments have increased by \$395,865.

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
SUMMARY**

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	6,906,886	-8.58%	7,554,711	7,478,940	6,686,200
Benefits	4,528,333	3.49%	4,375,742	4,369,740	4,246,478
Contractual Services	1,049,627	56.20%	671,991	695,761	723,910
Commodities	135,873	15.14%	118,002	126,324	137,690
Capital Outlay	125,320	168.15%	46,735	65,403	28,300
Miscellaneous	19,760	0.25%	19,710	17,726	16,772
Debt Services	68,737	#DIV/0!	-	-	-
Totals	12,834,536	0.37%	12,786,891	12,753,894	11,839,350

Totals by Division		% Change			
2110 Administration	437,906	-7.68%	474,360	479,099	409,990
2111 Civilian	778,263	8.23%	719,055	695,530	675,112
2112 Patrol	11,157,334	-0.10%	11,168,835	11,165,843	10,291,368
2113 Training	92,349	46.22%	63,157	65,471	111,928
2115 Evidence Tech	103,733	-0.95%	104,724	100,557	108,163
2116 Humane Officers	253,146	2.93%	245,944	236,732	235,160
2117 Police Auxillary	11,805	9.14%	10,816	10,692	7,629
Totals	12,834,536	0.37%	12,786,891	12,753,924	11,839,350

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	87.6	86	86	85
Part Time Positions	2	2	2	2

Rank/Position	count	Dept	FT count	PT count
Chief of Police	1	2110 Admin	3	-
Deputy Chief	2	2111 Civilian	11.6	1
Lieutenant	3	2112 Patrol	71	-
Sergeant	12	2113 Training	-	-
Patrol Officer	56	2115 Evidence	1	1
Total Sworn	74	2116 Humane Off	1	-
Civilian (full-tim	13.6	2116 Auxillary	-	-
Total Full-time	87.6		87.6	2

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2110-402.11-01	Regular Salary/Wages	230,131	233,318	230,424	239,674	224,295
001-2110-402.11-02	Overtime	9,921	4,500	7,247	3,985	2,060
001-2110-402.11-03	Sick Pay	-	-	-	-	-
001-2110-402.11-04	Holiday Pay	13,863	13,755	9,927	9,539	10,051
001-2110-402.11-13	Training	3,000	3,000	7,496	2,309	2,997
001-2110-402.11-15	Vacation Pay	42,144	36,834	43,474	34,167	35,564
001-2110-402.11-17	Sick Pay Buy Back	8,873	68,523	68,915	12,816	12,504
001-2110-402.11-19	Personal Day Pay	2,218	2,201	1,146	2,494	2,143
001-2110-402.21-01	Group Insurance	44,396	42,124	42,752	46,870	47,799
001-2110-402.21-03	Board Paid Life Ins.	221	204	207	210	200
001-2110-402.21-04	Workers' Comp	-	17,181	17,181	16,363	19,715
001-2110-402.22-01	Social Security	-	-	-	-	-
001-2110-402.22-02	Medicare	3,342	4,015	3,820	2,558	2,374
001-2110-402.22-03	Unemployment Comp	300	300	300	375	375
	Subtotal	358,409	425,955	432,889	371,359	360,078
Contractual Services						
001-2110-402.31-02	Legal	10,000	-	-	-	-
001-2110-402.31-05	Other	10,250	10,250	9,934	-	196
001-2110-402.34-01	Disposal	2,200	2,350	1,143	1,417	1,327
001-2110-402.34-03	Custodial	10,000	-	-	-	-
001-2110-402.35-03	R&M- Furniture & Equip	-	-	-	-	93
001-2110-402.36-03	Equipment & Vehicle	5,600	5,420	5,516	4,879	3,541
001-2210-402.38-01	MICA	3,856	-	-	-	-
001-2110-402.39-01	Communications	1,100	1,100	538	566	139
001-2110-402.39-02	Advertising/Publishing	195	-	467	1,022	2,472
001-2110-402.39-03	Printing & Binding	950	1,050	280	-	1,068
001-2110-402.39-04	Travel	2,500	2,500	480	2,061	959
001-2110-402.39-05	Mileage Reimb	250	250	-	-	-
001-2110-402.39-07	Regist, Schools, Mtgs	950	550	884	384	400
001-2110-402.39-08	Contracted Services	-	-	165	311	-
	Subtotal	47,851	23,470	19,407	10,640	10,195
Commodities						
001-2110-402.41-01	Postage	2,700	2,700	3,623	2,841	3,173
001-2110-402.41-02	Office Supplies	22,726	16,810	18,637	20,071	16,513
001-2110-402.44-00	Books & Periodicals	565	370	610	408	511
001-2110-402.47-02	Safety Equipment	200	200	61	39	5
	Subtotal	26,191	20,080	22,931	23,359	20,201
Capital Outlay						
001-2110-402.52-08	Controllable	600	-	-	-	465
	Subtotal	600	-	-	-	465
Miscellaneous						
001-2110-402.61-01	Dues	3,905	3,905	3,060	3,395	3,190
001-2110-402.61-03	Employee Awards	950	950	752	775	758
001-2110-402.61-04	Other	-	-	60	462	4,007
	Subtotal	4,855	4,855	3,872	4,632	7,955
	Totals	437,906	474,360	479,099	409,990	398,894

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2111-402.11-01	Regular Salary/Wages	459,940	421,182	415,528	403,477	335,485
001-2111-402.11-02	Overtime	6,000	10,923	4,506	9,159	27,512
001-2111-402.11-03	Sick Pay	17,531	15,495	16,272	16,419	15,420
001-2111-402.11-04	Holiday Pay	26,293	25,596	25,939	23,198	22,162
001-2111-402.11-15	Vacation Pay	34,201	30,369	28,878	25,473	22,963
001-2111-402.11-16	Major Medical Pay	-	-	-	-	3,769
001-2111-402.11-17	Sick Pay Buy Back	5,101	12,088	11,770	10,503	3,542
001-2111-402.12-01	Regular Salary/Wages	19,720	19,450	14,050	15,396	16,179
001-2111-402.21-01	Group Insurance	88,078	83,548	83,730	76,179	69,913
001-2111-402.21-03	Board Paid Life Ins.	856	749	749	736	650
001-2111-402.21-04	Workers' Comp	-	982	982	935	1,127
001-2111-402.22-01	Social Security	35,526	33,200	31,109	29,858	26,259
001-2111-402.22-02	Medicare	8,314	7,764	7,278	6,983	6,141
001-2111-402.22-03	Unemployment Comp	1,100	1,100	1,100	1,250	1,125
001-2111-402.23-01	IMRF	42,217	54,907	52,084	54,143	48,838
	Subtotals	744,877	717,353	693,975	673,709	601,086
Contractual Services						
001-2111-402.38-01	Insurance/MICA	32,286	-	-	-	-
001-2111-402.39-01	Communications	1,100	1,100	958	1,104	(15)
001-2111-402.39-04	Travel	-	-	-	-	-
001-2111-402.39-05	Mileage Reimb	-	-	-	-	-
001-2111-402.39-07	Regist, Schools, Mtgs	-	602	597	299	199
	Subtotals	33,386	1,702	1,555	1,403	184
Capital Outlay						
001-2111-402.52-04	Office Equipment	-	-	-	-	-
	Totals	778,263	719,055	695,530	675,112	601,270

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2112-402.11-01	Regular Salary/Wages	4,571,013	4,332,631	4,256,403	4,220,453	4,017,382
001-2112-402.11-02	Overtime	385,700	375,700	416,581	412,932	410,664
001-2112-402.11-03	Sick Pay	46,125	45,000	58,278	37,195	37,903
001-2112-402.11-04	Holiday Pay	82,594	80,580	69,826	75,091	79,142
001-2112-402.11-09	Special Job Assignment	15,000	24,300	11,840	8,202	18,193
001-2112-402.11-10	Court	34,000	34,000	20,858	31,219	31,229
001-2112-402.11-12	Comp Hours Buy Back	-	9,871	15,212	13,973	19,436
001-2112-402.11-13	Training	110,000	110,000	101,551	104,017	96,702
001-2112-402.11-15	Vacation Pay	584,293	584,293	558,338	527,768	505,118
001-2112-402.11-17	Sick Pay Buy Back	-	844,389	865,000	202,186	198,711
001-2112-402.11-18	Vacation Pay Buy Back	-	17,659	30,813	48,026	52,726
001-2112-402.11-19	Personal Day Pay	46,000	46,000	42,717	45,890	41,041
001-2112-402.21-01	Group Insurance	851,742	803,349	785,251	752,420	736,798
001-2112-402.21-03	Board Paid Life Ins.	5,254	4,836	4,779	4,811	4,579
001-2112-402.21-04	Workers' Comp	-	225,645	225,645	214,900	258,916
001-2112-402.21-08	Group Health-Disability	75,720	75,720	75,718	75,718	75,718
001-2112-402.22-01	Social Security	-	-	16	1	3
001-2112-402.22-02	Medicare	79,337	88,203	89,240	78,042	74,944
001-2112-402.22-03	Unemployment Comp	6,900	7,000	7,000	8,875	8,625
001-2112-402.23-05	Police Pension	3,238,862	2,870,997	2,889,439	2,822,719	2,404,422
	Subtotals	10,132,540	10,580,173	10,524,505	9,684,438	9,072,251
Contractual Services						
001-2112-402.31-05	Other	5,600	14,100	14,070	4,671	40,077
001-2112-402.32-01	Medical	-	-	-	-	1,288
001-2112-402.34-05	Uniform Cleaning	5,500	4,390	4,420	5,136	5,826
001-2112-402.35-02	R&M-Mach & Equip	70,748	48,032	42,262	44,401	44,961
001-2112-402.35-03	R&M- Furniture & Equip	11,687	28	4,081	9,725	7,428
001-2112-402.35-04	Vehicles	4,000	2,500	2,787	4,408	7,082
001-2112-402.36-01	Fleet Maintenance	155,000	120,300	136,320	117,547	99,435
001-2112-402.36-03	Equipment & Vehicle	4,000	-	450	4,950	5,400
001-2112-402.38-01	MICA	379,610	130,517	130,517	124,302	149,761
001-2112-402.38-03	Employee Bonds	300	300	291	243	226
001-2112-402.39-01	Communications	62,228	110,596	116,339	99,916	75,974
001-2112-402.39-03	Printing & Binding	930	950	1,692	1,516	2,090
001-2112-402.39-04	Travel	-	-	8	8	8
001-2112-402.39-07	Regist, Schools, Mtgs	-	-	-	-	96
001-2112-402.39-08	Contracted Services	24,262	14,472	18,272	49,772	2,548
	Subtotals	723,865	446,185	471,509	466,595	442,200
Commodities						
001-2112-402.41-02	Office Supplies	-	-	-	-	249
001-2112-402.42-01	Natural Gas	30	30	-	-	-
001-2112-402.42-02	Electricity	700	700	641	768	715
001-2112-402.43-00	Food	200	200	108	150	72
001-2112-402.44-00	Books & Periodicals	2,192	1,800	1,392	2,132	1,794
001-2112-402.45-03	Equipment Consumable	44,900	31,037	27,714	37,783	47,239
001-2112-402.46-11	Other	4,610	7,685	8,525	12,960	17,410
001-2112-402.47-01	Clothing/Uniforms	40,650	40,150	45,410	46,551	55,221
001-2112-402.47-02	Safety Equipment	11,200	11,200	17,603	9,907	12,175
	Subtotals	104,482	92,802	101,393	110,251	134,875

**GENERAL FUND
POLICE DEPARTMENT**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Capital Outlay						
001-2112-402.52-04	Office Equipment	-	44,435	44,435	-	-
001-2112-402.52-05	Machinery & Equipment	-	-	-	-	520
001-2112-402.52-06	Vehicles	120,000	-	-	-	-
001-2112-402.52-08	Controllables	4,720	2,300	20,968	28,300	11,047
	Subtotals	124,720	46,735	65,403	28,300	11,567
Miscellaneous						
001-2112-402.61-01	Dues	1,990	2,140	2,713	1,765	1,055
001-2112-402.61-04	Other	1,000	800	320	20	800
	Subtotals	2,990	2,940	3,033	1,785	1,855
Debt Service						
001-2112-402.72-00	Loan/Lease Payments	68,737	-	-	-	-
	Totals	11,157,334	11,168,835	11,165,843	10,291,368	9,662,748

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-2113-402.31-05	Prof Services - Other	-	-	-	-	-
001-2113-402.35-05	R&M-Other	-	-	-	-	-
001-2113-402.36-02	Rentals - Land & Building	8,000	8,000	7,665	7,300	12,050
001-2113-402.39-04	Travel	30,409	29,309	33,568	58,123	42,344
001-2113-402.39-05	Mileage Reimb	800	1,600	1,002	904	2,520
001-2113-402.39-07	Regist, Schools, Mtgs	37,115	8,273	10,992	31,935	28,099
001-2113-402.39-08	Contracted Services	-	-	-	-	-
	Subtotals	76,324	47,182	53,227	98,262	85,012
Commodities						
001-2113-402.41-02	Office Supplies	-	-	-	-	-
001-2113-402.43-00	Food	950	950	360	690	1,004
001-2113-402.44-00	Books & Periodicals	600	600	320	222	222
001-2113-402.47-01	Clothing/Uniforms	-	-	-	-	-
001-2113-402.47-02	Safety Equipment	-	-	-	-	-
001-2113-402.47-03	Training Supplies	2,600	2,550	793	2,414	2,933
	Subtotals	4,150	4,100	1,473	3,326	4,159
Miscellaneous						
001-2113-402.61-01	Dues	9,125	9,125	9,125	9,125	9,125
001-2113-402.61-03	Employee Awards	750	750	684	574	675
001-2113-402.61-04	Other	2,000	2,000	962	641	802
	Subtotals	11,875	11,875	10,771	10,340	10,602
	Totals	92,349	63,157	65,471	111,928	99,773

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
EVIDENCE TECH**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2115-402.11-01	Regular Salary/Wages	68,520	68,062	59,346	65,465	67,233
001-2115-402.11-02	Overtime	3,829	3,754	1,791	5,261	1,460
001-2115-402.11-03	Sick Pay	1,150	1,150	5,050		173
001-2115-402.11-04	Holiday Pay	2,484	2,435	2,071	2,033	2,501
001-2115-402.11-15	Vacation Pay	2,760	1,804	2,525	2,652	1,941
001-2115-402.11-16	Major Medical Pay	-	-	5,481	3,536	-
001-2115-402.11-17	Sick Pay Buy Back	1,472	2,164	-	3,625	-
001-2115-402.21-01	Group Insurance	8,383	7,922	8,053	7,667	7,578
001-2115-402.21-03	Board Paid Life Ins.	148	136	137	137	122
001-2115-402.21-04	Workers' Comp	-	2,540	2,540	2,419	2,915
001-2115-402.22-01	Social Security	4,963	4,921	4,509	4,826	4,288
001-2115-402.22-02	Medicare	1,174	1,151	1,068	1,141	1,005
001-2115-402.22-03	Unemployment Comp	200	200	200	250	250
001-2115-402.23-01	IMRF	6,121	8,485	7,786	9,150	8,309
	Subtotals	101,204	104,724	100,557	108,163	97,775
Contractual Services						
001-2115-402.39-02	Advertising/Publishing	-	-	-	-	-
001-2115-402.38-01	Insurance/MICA	2,529	-	-	-	-
001-2115-402.39-08	Contracted Services	-	-	-	-	-
	Subtotals	2,529	-	-	-	-
Commodities						
001-2115-402.41-02	Office Supplies	-	-	-	-	-
001-2115-402.45-01	Building Supplies	-	-	-	-	-
001-2115-402.45-03	Equipment Consumable	-	-	-	-	-
001-2115-402.46-11	Other	-	-	-	-	-
001-2115-402.46-13	Photo	-	-	-	-	(7)
	Subtotals	-	-	-	-	(7)
	Totals	103,733	104,724	100,557	108,163	97,769

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
HUMANE OFFICER**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2116-402.11-01	Regular Salary/Wages	38,534	37,106	37,555	36,376	35,365
001-2116-402.11-02	Overtime	17,386	16,742	12,414	13,954	11,945
001-2116-402.11-04	Holiday Pay	2,349	2,262	2,321	2,053	2,318
001-2116-402.11-15	Vacation Pay	4,349	4,188	4,046	4,229	3,836
001-2116-402.11-17	Sick Pay Buy Back	1,392	4,387	4,351	5,256	1,918
001-2116-402.21-01	Group Insurance	14,536	13,599	13,779	13,004	12,951
001-2116-402.21-03	Board Paid Life Ins.	74	68	68	68	67
001-2116-402.21-04	Workers' Comp	-	1,161	1,161	1,106	1,332
001-2116-402.22-01	Social Security	3,959	4,010	3,463	3,523	3,124
001-2116-402.22-02	Medicare	938	937	825	824	731
001-2116-402.22-03	Unemployment Comp	100	100	100	125	125
001-2116-402.23-01	IMRF	4,884	6,842	5,979	6,863	6,279
001-2116-402.24-03	CDL Reimbursements	-	30	30	-	-
	Subtotals	88,501	91,432	86,092	87,380	79,992
Contractual Services						
001-2116-402.36-01	Fleet Maintenance	6,400	6,400	5,471	4,185	5,085
001-2116-402.38-01	MICA	2,630	3,827	3,827	3,645	4,392
001-2116-402.39-01	Communications	800	800	576	736	647
001-2116-402.39-04	Travel	600	600	554	541	-
001-2116-402.39-08	Contracted Services	153,125	141,825	139,635	137,904	108,995
	Subtotals	163,555	153,452	150,063	147,011	119,118
Commodities						
001-2116-402.45-03	Equipment Consumable	450	420	411	385	384
001-2116-402.46-11	Other	100	100	-	-	49
001-2116-402.47-01	Clothing/Uniforms	500	500	116	369	442
	Subtotals	1,050	1,020	527	754	875
Miscellaneous						
001-2116-402.61-01	Dues	40	40	50	15	50
	Totals	253,146	245,944	236,732	235,160	200,035

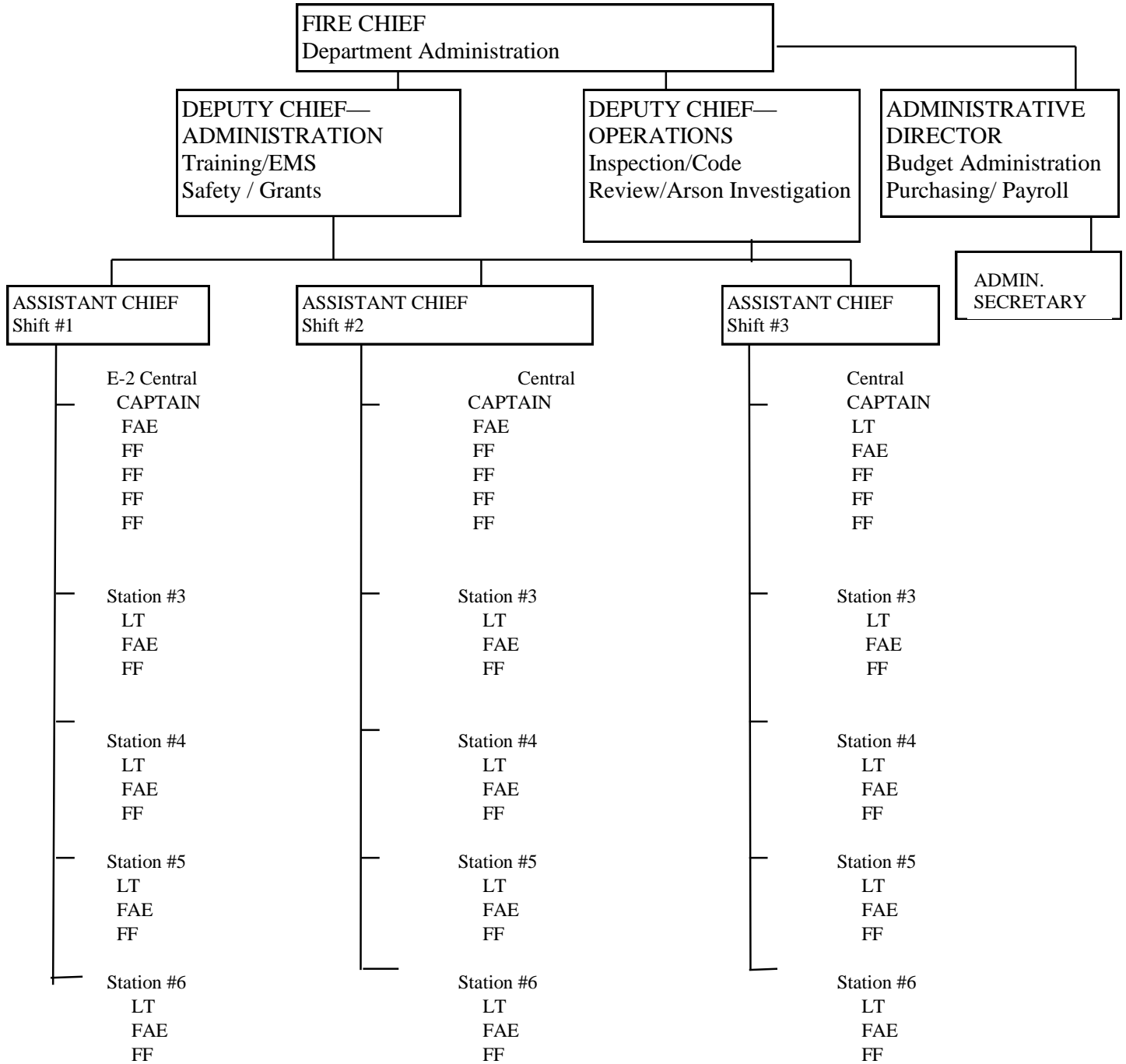
**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
AUXILLARY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2117-402.11-01	Regular Salary/Wages	9,000	9,000	9,000	6,200	6,000
001-2117-402.21-04	Workers' Comp	-	1,003	1,003	955	1,150
001-2117-402.22-01	Social Security	558	558	558	384	372
001-2117-402.22-02	Medicare	130	255	131	90	87
	Subtotals	9,688	10,816	10,692	7,629	7,609
Contractual Services						
Insurance/MICA	001-2117-402-38-01	2,117	-	-	-	-
	Totals	11,805	10,816	10,692	7,629	7,609

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

Quincy Fire Department Organizational Chart



PURPOSE

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

- 2210 Administrative Division – This contains the salaries and expenses associated with the positions of Fire Chief and Deputy Chief of Operations
- 2211 Civilian Division – This contains the salaries and expenses associated with the two civilian positions within the department, the Administrative Director and the Administrative Assistant.
- 2212 Suppression Division – This contains the salaries and expenses associated with the individuals assigned to suppression activities. Additionally, this division houses all of the costs associated with equipment and apparatus needed to conduct suppression activities
- 2213 Fire Prevention Division - This contains the expenses associated with code enforcement activities of the department.
- 2214 Training Division – This contains the salary of the Deputy Chief of Administration as well as expenses associated with training personnel .
- 2215 Building Maintenance Division – This contains the expenses associated with maintaining all five of the Quincy Fire Department Stations.

GOALS/OBJECTIVES

- Maintain a level of service that maximizes every available dollar to ensure the best possible fire protection for the citizens of Quincy.
- This year's budget for the fire department is based upon maintaining a manning level of 60 sworn officers and two civilian support staff. The budget will support operations that maintain five stations, 7 pumpers, 1 heavy rescue unit and 1 aerial platform unit. Additionally, there are a variety of vehicles that are maintained to support special operations of the department.
- To replace positions as quickly and effectively as possible.
- Place into service the new self-contained breathing apparatus that are due to be delivered late in the current fiscal year.
- Implement Training Solutions Software. This software will allow 24 hour access to mandatory training such as OSHA/IDOL courses and ARFF training. It also will allow for real time tracking of training and course completion. These are features that are desired by the Office of the State Fire Marshal and the Insurance Services Organization (ISO).
- Purchase a new bunker gear dryer that will be much less harsh on gear. This is necessary as fire department gear is being washed much more often now as a means to prevent exposure to carcinogens.

PAST FISCAL YEAR HIGHLIGHTS

- Delivery of two new fire apparatus to replace the oldest trucks in the fleet.
- Purchase of Diesel Exhaust Removal Systems for all QFD stations to reduce exposures of staff to carcinogens contained within Diesel Exhaust. 90% of these costs were covered by Assistance to Firefighter Grant.
- Purchase of all new Self-Contained Breathing Apparatus for all QFD units. These replaced units that were almost 15 years old and nearing the end of their useful service life. 90% of these costs were covered by Assistance to Firefighters Grant.
- A remodel of the shower and restroom areas took place in Central Fire station and created a new, non-gender specific bathroom area to allow for the inclusion of female staffing. This was paid for completely with Foreign Fire Ins Fund dollars.
- A new fitness facility was put into service at Central Fire Station and was paid for completely with Foreign Fire Ins dollars.
- Implemented the Compliance Engine, a third party vendor to assist with the tracking of mandatory testing of fire suppression and detection systems.

BUDGET SUMMARY

The proposed budget accounts for increases as directed by Administration for non-union personnel at 2% and for union personnel at 2-3/4%. This budget has reinstated all of the cuts that were put into place last year that were considered to be a "one time" cut. The return of these budgeted items is necessary to ensure that the department can continue to provide the equipment and training necessary to meet our stated mission and goals.

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

The Department has requested capital dollars to replace the roof over the garage portion of the Central Fire Station. The estimated cost of that project is approximately \$22,000.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	5,156,137	0.22%	5,144,752	5,101,303	5,469,895
Benefits	4,388,268	-3.65%	4,554,584	4,550,600	4,306,574
Contractual Services	538,981	102.86%	265,696	244,129	254,258
Commodities	181,285	22.02%	148,573	141,234	139,511
Capital Outlay	22,420	-57.75%	53,070	49,550	11,744
Miscellaneous	8,644	97.17%	4,384	4,277	4,877
Debt Service	12,500		-	-	-
Totals	10,308,235	1.35%	10,171,059	10,091,093	10,186,859

Totals by Division

2210 Administration	281,797	0.94%	279,186	276,385	308,419
2211 Civilian	137,110	1.72%	134,788	133,697	131,659
2212 Firefighters	9,616,047	0.65%	9,553,992	9,495,381	9,546,152
2213 Prevention	14,790	46.67%	10,084	3,096	9,136
2214 Training	168,991	9.73%	154,009	145,957	156,345
2215 Stations	89,500	129.49%	39,000	36,577	35,148
Totals	10,308,235	1.35%	10,171,059	10,091,093	10,186,859

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	62	62	62	62

Staffing for the proposed budget would be as follows:

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

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Wages						
001-2210-402.11-01	Regular Salary/Wages	161,377	158,213	156,863	156,872	150,589
001-2210-402.11-03	Sick Pay	-	-	1,409	1,690	-
001-2210-402.11-04	Holiday Pay	9,107	8,929	9,643	8,929	10,024
001-2210-402.11-15	Vacation Pay	9,962	18,571	17,799	18,164	18,356
001-2210-402.11-17	Sick Pay Buy Back	22,956	12,857	11,448	43,685	12,461
001-2210-402.11-18	Vacation Pay Buy Back	16,059	-	-	-	-
001-2210-402.11-19	Personal Day Pay	-	-	-	-	318
001-2210-402.21-01	Group Insurance	27,137	26,003	25,777	24,476	24,531
001-2210-402.21-02	Retirees Insurance	-	-	-	-	-
001-2210-402.21-03	Board Paid Life Ins.	148	136	136	136	134
001-2210-402.21-04	Workers' Comp	-	11,761	11,761	11,201	13,495
001-2210-402.22-02	Medicare	2,937	2,879	2,690	3,157	2,601
001-2210-402.22-03	Unemployment Comp	200	200	200	250	250
	Subtotals	249,883	239,549	237,726	268,560	232,759
Contractual Services						
001-2210-402.31-05	Prof Svc-Other	-	-	-	-	-
001-2210-402.31-05	Other	-	-	-	-	-
001-2210-402.35-02	R&M-Mach & Equip	-	270	248	158	421
001-2210-402.35-03	R&M- Furniture & Equip	-	-	-	251	944
001-2210-402.35-05	Other	-	-	-	-	-
001-2210-402.36-03	Equipment & Vehicle	1,500	1,200	1,264	901	-
001-2210-402.38-01	MICA	3,227	12,959	12,959	12,342	14,870
001-2210-402.39-01	Communications	10,400	10,400	10,101	9,392	8,170
001-2210-402.39-02	Advertising & Publishing	400	400	298	153	499
001-2210-402.39-03	Printing & Binding	-	-	-	72	220
001-2210-402.39-04	Travel	1,250	-	72	1,281	282
001-2210-402.39-05	Mileage Reimb	150	150	41	-	-
001-2210-402.39-07	Regist, Schools, Mtgs	1,000	-	-	200	350
001-2210-402.39-08	Contracted Services	-	-	23	23	(124)
	Subtotals	17,927	25,379	25,006	24,772	25,632
Commodities						
001-2210-402.41-01	Postage	350	350	243	255	148
001-2210-402.41-02	Office Supplies	3,200	3,200	2,734	3,744	2,563
001-2210-402.46-11	Other	8,708	9,229	9,229	7,313	9,115
001-2210-402.47-01	Clothing/Uniforms	-	-	-	-	381
	Subtotals	12,258	12,779	12,206	11,312	12,207
Capital Outlay						
001-2210-402.52-04	Office Equipment	-	-	-	-	-
001-2210-402.52-08	Controllable	-	-	-	2,586	-
	Subtotals	-	-	-	2,586	-
Miscellaneous						
001-2210-402.61-01	Dues	979	979	1,059	1,044	1,201
001-2210-402.61-04	Other	750	500	388	145	445
	Subtotals	1,729	1,479	1,447	1,189	1,645
	Totals	281,797	279,186	276,385	308,419	272,243

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMIN-CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2211-402.11-01	Regular Salary/Wages	81,143	80,743	76,508	78,180	75,818
001-2211-402.11-02	Overtime		-			
001-2211-402.11-03	Sick Pay	4,580	3,720	7,639	4,756	5,147
001-2211-402.11-04	Holiday Pay	4,770	5,051	5,036	4,585	5,189
001-2211-402.11-15	Vacation Pay	8,729	7,763	7,856	7,757	6,807
001-2211-402.21-01	Group Insurance	19,756	18,962	18,797	17,961	17,889
001-2211-402.21-03	Board Paid Life Ins.	136	136	136	136	134
001-2211-402.21-04	Workers' Comp	-	372	372	354	427
001-2211-402.22-01	Social Security	6,152	6,031	5,865	5,759	5,632
001-2211-402.22-02	Medicare	1,439	1,411	1,372	1,347	1,317
001-2211-402.22-03	Unemployment Comp	200	200	200	250	250
001-2211-402.23-01	IMRF	7,571	10,399	9,916	10,574	10,538
	Subtotals	134,476	134,788	133,697	131,659	129,148
Contractual Services						
001-2211-402-38-01	Insurance/MICA	2,634	-	-	-	-
001-2211-402.39-04	Travel	-	-	-	-	-
	Subtotals	2,634	-	-	-	-
	Totals	137,110	134,788	133,697	131,659	129,148

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2212-402.11-01	Regular Salary/Wages	3,174,805	3,142,015	3,106,772	3,074,891	2,978,852
001-2212-402.11-02	Overtime	300,000	328,581	373,211	332,391	202,885
001-2212-402.11-03	Sick Pay	34,169	32,781	41,188	43,030	56,151
001-2212-402.11-04	Holiday Pay	169,156	166,729	168,383	164,089	127,573
001-2212-402.11-06	Educational Incentive	118,464	118,595	114,034	118,877	114,975
001-2212-402.11-07	Call-in	15,427	15,427	2,467	6,895	13,864
001-2212-402.11-08	Acting Officers	25,000	23,500	19,787	22,437	17,804
001-2212-402.11-12	Comp Hours	79,320	79,320	73,160	74,686	40,689
001-2212-402.11-15	Vacation Pay	340,418	344,313	339,259	328,491	315,480
001-2212-402.11-17	Sick Pay Buy Back	166,838	205,799	206,759	593,379	165,590
001-2212-402.11-18	Vacation Pay Buy Back	30,944	30,944	13,763	20,828	5,576
001-2212-402.11-19	Personal Day Pay	-	-	-	-	2,810
001-2212-402.11-20	Personal Day Buy Back	-	-	-	-	-
001-2212-402.11-21	Kelly Days	287,241	266,766	254,184	255,999	247,483
001-2212-402.21-01	Group Insurance	751,310	741,420	716,974	693,274	691,884
001-2212-402.21-03	Board Paid Life Ins.	4,144	3,883	3,918	3,903	3,783
001-2212-402.21-04	Workers' Comp	-	265,211	265,211	252,582	304,316
001-2212-402.21-08	Group Health-Disability	79,094	57,866	55,099	55,588	56,564
001-2212-402.22-02	Medicare	65,944	65,912	66,385	69,697	58,304
001-2212-402.22-03	Unemployment Comp	5,700	5,700	5,700	7,500	7,125
001-2212-402.23-06	Firefighter's Pension	3,388,575	3,289,945	3,315,798	3,116,182	2,762,859
001-2212-402.24-01	Tuition	9,000	23,100	21,524	10,262	8,377
	Subtotal	9,045,549	9,207,807	9,163,576	9,244,981	8,182,945
Contractual Services						
001-2212-402.32-01	Medical	-	-	-	-	-
001-2212-402.34-05	Uniform Cleaning	10,800	10,800	8,518	9,120	9,277
001-2212-402.35-02	R&M-Mach & Equip	30,598	24,988	17,585	18,434	18,440
001-2212-402.35-04	Vehicles	-	-	974	-	-
001-2212-402.35-05	R&M-Other	600	1,350	499	752	1,600
001-2212-402.36-01	Fleet Maintenance	53,010	41,000	37,698	56,234	45,869
001-2212-402.36-05	Vehicle Replacement	6,936	-	6,936	6,936	-
001-2212-402.38-01	MICA	309,027	111,903	113,557	106,574	128,403
001-2212-402.39-01	Communications	2,832	2,832	1,320	1,575	1,441
001-2212-402.39-07	Regist, School, Mtgs	-	-	-	-	-
001-2212-402.39-08	Contracted Services	1,460	1,460	828	1,023	2,020
	Subtotal	415,263	194,333	187,915	200,648	207,050
Commodities						
001-2212-402.45-02	Custodial Supplies	3,668	2,748	3,121	3,314	3,825
001-2212-402.45-03	Equipment Consumable	6,016	6,006	6,076	6,252	5,949
001-2212-402.45-04	Equip Replace Parts	3,350	2,350	700	688	786
001-2212-402.45-05	Small Tools/ Equip	100	100	28	-	-
001-2212-402.45-06	Maint Supplies-Vehicle	1,350	1,350	2,034	836	1,299
001-2212-402.46-11	Operational Supp- Other	29,671	8,181	7,815	15,685	20,251
001-2212-402.46-12	Gasoline/Diesel	25,000	25,000	25,380	23,351	21,148
001-2212-402.47-01	Clothing/Uniforms	54,270	50,857	45,370	39,869	37,942
001-2212-402.47-02	Safety Equipment	4,290	5,290	3,816	4,271	4,239
	Subtotal	127,715	101,882	94,340	94,265	95,439

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Capital Outlay						
001-2212-402.52-05	Machinery & Equipment	10,500	43,000	-	-	-
001-2212-402.52-06	Vehicles	-	-	-	-	11,982
001-2212-402.52-07	Furniture & Fixtures	-	-	-	-	-
001-2212-402.52-08	Controllable	4,520	6,970	49,550	6,258	11,032
	Subtotal	15,020	49,970	49,550	6,258	23,014
Debt Service						
001-2212-402.72-00	Loan/Lease Payments	12,500	-	-	-	-
	Totals	9,616,047	9,553,992	9,495,381	9,546,152	8,508,448

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE PREVENTION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-2213-402.35-02	Mach & Equip	-	-	-	-	-
001-2213-402.38-01	MICA	-	1,654	-	1,575	1,897
001-2213-402.39-01	Communications	-	-	-	-	-
001-2213-402.39-04	Travel	1,900	1,900	-	241	726
001-2213-402.39-07	Regist, Schools, Mtgs	3,200	3,200	-	800	1,255
	Subtotals	5,100	6,754	-	2,616	3,878
Commodities						
001-2213-402.44-00	Books & Periodicals	2,150	2,100	1,743	1,346	1,346
001-2213-402.46-11	Other	-	-	(70)	2,334	1,656
001-2213-402.46-13	Photo	-	-	-	-	-
001-2213-402.47-01	Clothing/Uniforms	-	-	-	-	-
	Subtotals	2,150	2,100	1,673	3,679	3,002
Capital Outlay						
001-2213-402.52-08	Controllable	2,300	-	-	-	-
Miscellaneous						
001-2213-402.61-01	Dues	1,240	1,230	1,229	1,329	1,649
001-2213-402.61-04	Other	4,000	-	194	1,512	2,177
	Subtotals	5,240	1,230	1,423	2,841	3,826
	Totals	14,790	10,084	3,096	9,136	10,706

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
TRAINING**

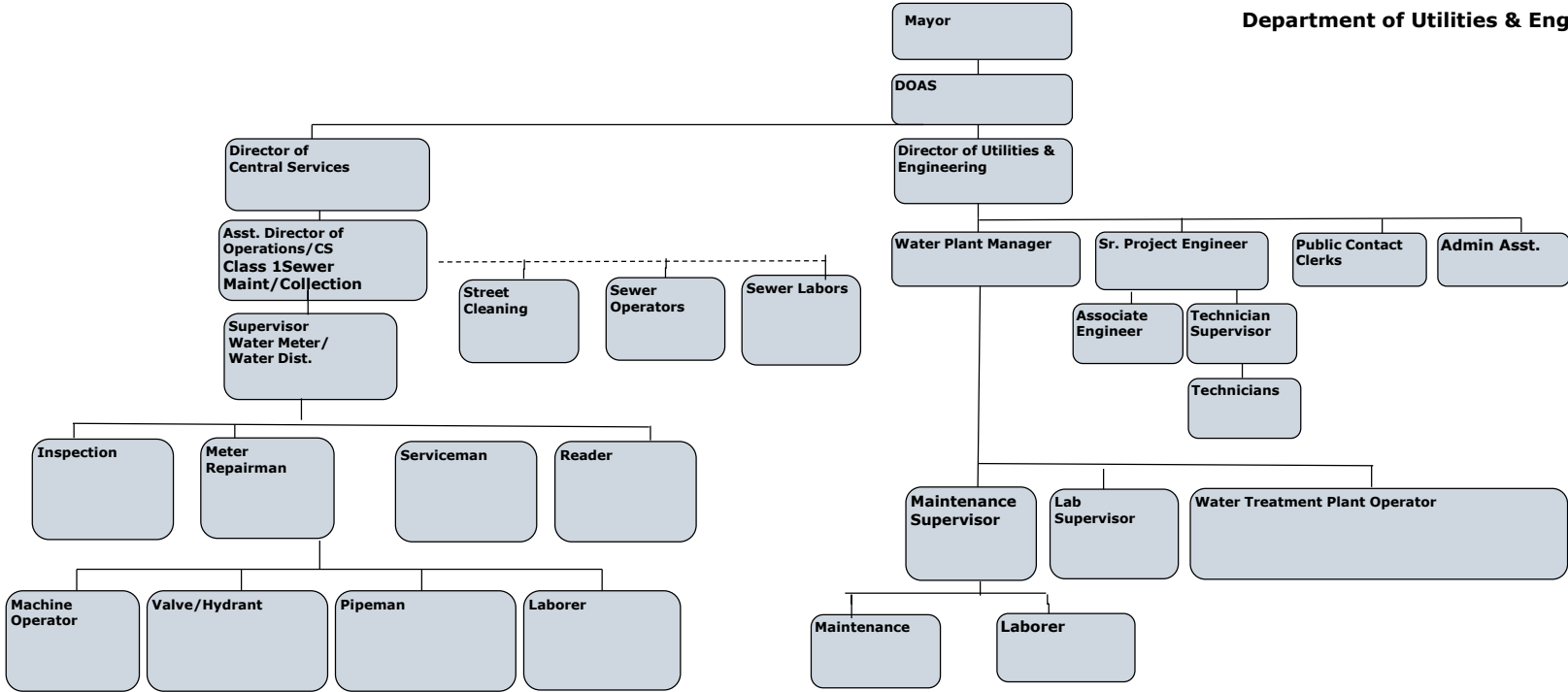
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
001-2214-402.11-01	Regular Salary/Wages	77,539	76,019	77,712	78,470	72,432
001-2214-402.11-04	Holiday Pay	4,317	4,571	4,571	4,233	4,790
001-2214-402.11-12	Comp Hours buyback	-	-	-	-	-
001-2214-402.11-15	Vacation Pay	7,599	7,450	5,757	5,249	8,589
001-2214-402.11-16	Major Medical Pay	-	-	-	-	-
001-2214-402.11-17	Sick Pay Buy Back	6,217	6,095	6,095	21,333	5,946
001-2214-402.11-19	Personal Day Pay	-	-	-	-	-
001-2214-402.21-01	Group Insurance	17,259	16,522	16,378	15,579	15,594
001-2214-402.21-03	Board Paid Life Ins.	74	68	68	68	67
001-2214-402.21-04	Workers' Comp	-	5,002	5,002	4,764	5,740
001-2214-402.22-02	Medicare	1,392	1,365	1,221	1,449	1,190
001-2214-402.22-03	Unemployment Comp	100	100	100	125	125
	Subtotal	114,497	117,192	116,904	131,270	114,474
Contractual Services						
001-2214-402.31-03	Instructional	1,200	1,200	-	-	1,200
001-2214-402.38-01	Insurance/MICA	2,775	-	-	-	-
001-2214-402.39-01	Communications	625	625	442	146	144
001-2214-402.39-04	Travel	20,987	12,155	9,768	11,605	4,370
001-2214-402.39-05	Mileage Reimb	550	550	461	668	-
001-2214-402.39-07	Regist, Schools, Mtgs	25,320	19,100	15,425	11,476	2,108
001-2214-402.39-08	Contracted Services	-	-	-	-	-
	Subtotal	51,457	33,630	26,096	23,895	7,822
Commodities						
001-2214-402.44-00	Books & Periodicals	1,140	1,245	1,245	-	4,418
001-2214-402.45-03	Equipment Consumable	500	395	260	-	-
001-2214-402.46-11	Operational Supply/Other	422	572	414	482	531
001-2214-402.47-03	Training Supplies	-	-	-	-	-
	Subtotal	2,062	2,212	1,919	482	4,949
Capital Outlay						
001-2214-402.52-08	Controllable	-	-	-	-	-
Miscellaneous						
001-2214-402.61-01	Dues	625	625	724	334	209
001-2214-402.61-04	Other	350	350	314	365	549
	Subtotal	975	975	1,038	699	758
	Totals	168,991	154,009	145,957	156,345	128,004

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE STATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-2215-402.35-01	R&M-Buildings	46,100	5,100	4,840	2,327	13,514
001-2215-402.35-05	R&M-Other	500	500	272	-	-
	Subtotals	46,600	5,600	5,112	2,327	13,514
Commodities						
001-2215-402.42-01	Natural Gas	13,600	13,600	11,904	11,145	7,803
001-2215-402.42-02	Electricity	20,500	13,000	18,302	17,274	20,024
001-2215-402.45-01	Building Supplies	3,000	3,000	890	1,353	2,262
001-2215-402.45-02	Custodial Supplies	-	-	-	-	-
	Subtotals	37,100	29,600	31,096	29,772	30,088
Capital Outlay						
001-2215-402.52-02	Buildings	-	-	-	-	-
001-2215-402.52-08	Controllable	5,100	3,100	-	2,900	880
	Subtotals	5,100	3,100	-	2,900	880
Miscellaneous						
001-2215-402.61-04	Other	700	700	369	149	274
	Totals	89,500	39,000	36,577	35,148	44,756

Department of Utilities & Engineering



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

PURPOSE

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

GOALS/OBJECTIVES

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

- Prepare design, bidding and construction documents for various infrastructure improvement projects totaling \$4 million in construction, saving the city approximately \$400,000 compared to hiring a consulting engineer
- Invest \$200,000 in gas collection infrastructure at Landfill #4 to shorten the remediation period and thereby reduce the City's future liabilities
- Identify additional opportunities for energy savings at City facilities and determine return on investments

PAST FISCAL YEAR ACCOMPLISHMENTS

In the previous fiscal year, the Engineering Department:

- Designed various infrastructure replacement projects totaling over \$3.9 million in construction, saving the city approximately \$400k compared to hiring a consulting engineer.
- Modified Landfill #4 operating & sampling procedures, which saved \$35k compared to FY18 and more than \$90k per year for prior fiscal years.
- Replaced City ornamental streetlights with LED lamps, which will reduce future electric costs approximately \$13,100 per year (return on investment 5.5 months)

BUDGET SUMMARY

The proposed budget represents an increase from the projected actual spending for FY19. The budget increase is due almost entirely to \$200,000 in planned capital improvements at Landfill #4 for the purpose of shortening the landfill remediation period.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	325,443	-1.37%	329,967	341,100	398,281
Benefits	134,398	-18.74%	165,383	164,344	185,601
Contractual Services	182,738	13.51%	160,989	137,465	218,010
Commodities	373,150	-4.32%	390,000	369,141	376,780
Capital Outlay	202,500	5188.59%	3,829	2,329	3,486
Miscellaneous	2,500	25.00%	2,000	3,493	2,852
Debt Services	7,514	0.00%	7,514	7,083	7,513
Totals	1,228,243	15.91%	1,059,682	1,024,955	1,192,523

Totals by Division

3712 Engineering	560,438	1.08%	554,455	549,034	681,892
3714 Amtrak	17,868	5.48%	16,939	14,006	15,179
3716 Landfill	304,337	149.69%	121,888	118,026	147,479
3717 Parking Lot Maint	9,100	1.11%	9,000	7,595	8,466
3718 Street Lights	336,500	-5.85%	357,400	336,324	339,536
Totals	1,228,243	15.91%	1,059,682	1,024,985	1,192,553

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	5.10	4.85	7.00	6.00

The proposed budget includes the following Engineering Department staff:

Position	Full Time Equivalents (FTE)
Director of Utilities & Engineering	.25
Project Engineer	1.25
Engineering Technicians	1.60
Enviromental Coordinator	.75
Traffic Signal Coordinator	1.00
Administrative assistant	.25
Total	5.10

**GENERAL FUND
ENGINEERING**

**ENGINEERING
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
001-3712-404.11-01	Regular Salary/Wages	274,613	282,139	284,736	330,472	317,559
001-3712-404.11-02	Overtime	5,009	4,898	8,203	7,413	6,999
001-3712-404.11-03	Sick Pay	9,255	4,939	6,556	5,348	5,456
001-3712-404.11-04	Holiday Pay	15,330	15,097	16,985	18,220	20,241
001-3712-404.11-15	Vacation Pay	16,709	13,575	15,932	18,746	16,281
001-3712-404.11-16	Major Medical Pay	-	-	-	4,250	7,014
001-3712-404.11-17	Sick Pay Buy Back	4,527	9,319	8,688	13,832	15,595
001-3712-404.11-18	Vac Pay Buy Back	-	-	-	-	6,618
001-3712-404.21-01	Group Insurance	80,145	81,372	81,700	91,423	80,871
001-3712-404.21-03	Board Paid Life Ins.	376	330	377	443	426
001-3712-404.21-04	Workers' Comp	-	23,441	23,441	22,325	26,897
001-3712-404.22-01	Social Security	20,199	18,881	18,723	21,471	21,791
001-3712-404.22-02	Medicare	8,249	7,885	4,567	5,021	5,096
001-3712-404.22-03	Unemployment Comp	800	800	800	750	825
001-3712-404.23-01	IMRF	24,629	32,674	34,736	44,167	44,856
001-3712-404.24-03	CDL Reimbursements	-	-	30	30	-
	Subtotals	459,841	495,350	505,474	583,912	576,524
Contractual Services						
001-3712-404.31-04	Prof Svcs-Eng/Architect	20,000	13,552	9,647	60,123	29,621
001-3712-404.31-05	Prof Svcs-Other	-	-	-	-	-
001-3712-404.35-02	R&M-Mach & Equip	4,500	4,500	3,100	3,447	9,605
001-3712-404.35-06	R&M- Infrastructure	-	-	-	-	-
001-3712-404.36-01	Fleet Maintenance	4,500	6,000	4,619	4,145	3,958
001-3712-404.36-03	Equipment	2,500	2,500	2,325	2,035	2,234
001-3712-404.38-01	MICA	51,597	15,553	15,553	14,812	17,846
001-3712-404.39-01	Communications	3,000	3,000	2,702	2,592	2,667
001-3712-404.39-02	Advertising/Publishing	1,500	1,500	541	894	2,600
001-3712-404.39-03	Printing & Binding	100	100	-	105	32
001-3712-404.39-04	Travel	1,000	1,000	90	90	782
001-3712-404.39-05	Mileage Reimb	500	500	673	418	265
001-3712-404.39-07	Regist, Schools, Mtgs	2,000	2,000	910	3,105	703
	Subtotals	91,197	50,205	40,160	91,765	70,314
Commodities						
001-3712-404.41-01	Postage	500	500	473	341	322
001-3712-404.41-02	Office Supplies	1,750	1,750	1,015	2,003	1,263
001-3712-404.44-00	Books & Periodicals	200	200	160	160	160
001-3712-404.45-03	Equip Consumable	200	150	120	382	60
001-3712-404.45-04	Equip Replace Parts	100	150	-	176	240
001-3712-404.45-05	Small Tools/ Equip	2,000	3,000	457	443	636
001-3712-404.46-08	Paint	300	300	210	420	-
001-3712-404.46-11	Operational Supplies	250	250	72	-	115
001-3712-404.47-02	Safety Equipment	100	100	50	46	-
	Subtotals	5,400	6,400	2,557	3,970	2,795
Capital Outlay						
001-3712-404.52-08	Controllable	2,500	1,500	-	2,067	-
	Subtotals	2,500	1,500	-	2,067	-
Miscellaneous						
001-3712-404.61-01	Dues	500	500	-	177	-
001-3712-404.61-04	Other	1,000	500	843	-	1,346
	Totals	1,500	1,000	843	177	1,346
	Totals	560,438	554,455	549,034	681,892	650,980

**GENERAL FUND
ENGINEERING**

AMTRAK STATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-3714-403.33-01	Water/Sewerage	150	175	80	93	53
001-3714-403.34-04	Lawn Care	-	-	-	-	-
001-3714-403.35-01	R&M-Buildings	1,500	1,850	3,675	3,815	50
001-3714-403.35-05	R&M-Other	2,000	3,500	-	-	-
001-3714-403.36-02	Land & Building	-	-	-	-	-
001-3714-403.38-01	Insurance/MICA	2,754	-	-	-	-
	Subtotal	6,404	5,525	3,755	3,908	103
Commodities						
001-3714-403.42-02	Electricity	3,500	3,500	2,841	3,709	3,096
001-3714-403.45-01	Building Supplies	250	300	327	2	
001-3714-403.45-02	Custodial Supplies	100	100	-	47	16
001-3714-403.45-03	Equipment Consumable	100	-	-	-	-
001-3714-403.46-11	Other	-	-	-	-	-
	Subtotal	3,950	3,900	3,168	3,758	3,112
Debt Service						
001-3714-409-72-00	Loan/Lease Payments	7,514	7,514	7,083	7,513	7,513
	Totals	17,868	16,939	14,006	15,179	10,729

**GENERAL FUND
ENGINEERING**

LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-3716-405.31-02	Contracted Legal	-	-	-	-	-
001-3716-405.31-04	Engineer/Architectural	5,000	-	10,143	5,660	5,537
001-3716-405.31-05	Prof Services - Other	40,000	49,000	31,360	65,169	121,819
001-3716-405.33-01	Utilities-Water/Sewer	500	500	284	290	309
001-3716-405.35-01	R&M - Building	250	250	427	-	610
001-3716-405.35-02	R&M - Mach & Equip	1,500	2,500	1,782	758	26,896
001-3716-405.36-01	Fleet Maintenance	-	-	-	-	92
001-3716-405.38-01	MICA	3,937	18,738	18,738	17,846	21,501
001-3716-405.39-01	Communications	750	500	882	886	746
001-3716-405.39-02	Advertising/Publishing	400	400	-	262	370
001-3716-405.39-04	Travel	200	200	-	-	950
001-3716-405.39-07	Regist, Schools, Mtgs	100	100	434	434	628
001-3716-405.39-08	Contracted Services	30,000	30,671	27,970	30,260	5,762
	Subtotal	82,637	102,859	92,020	121,565	185,220
Commodities						
001-3716-405.41-01	Postage	400	400	364	474	183
001-3716-405.42-01	Natural Gas	2,000	1,500	1,825	1,682	2,094
001-3716-405.42-02	Electricity	5,000	5,000	5,101	4,948	4,015
001-3716-405.42-03	Bottled Gas	200	200	135	247	
001-3716-405.45-01	Building Supplies	100	100	51	39	67
001-3716-405.45-02	Custodial Supplies	1,000	1,500	1,556	2,058	6,366
001-3716-405.45-03	Equip Consumable	1,000	2,000	804	322	11
001-3716-405.45-04	Equip Replace Parts	2,000	3,000	2,956	2,746	539
001-3716-405.45-05	Small Tools/ Equip	1,000	1,000	158	925	445
001-3716-405.46-11	Other	8,000	1,000	8,077	8,379	-
	Subtotal	20,700	15,700	21,027	21,820	13,720
Capital						
001-3716-405.52-03	Improv Other Than Build	200,000	-	-	-	-
001-3716-405.52-08	Controllable	-	2,329	2,329	1,419	699
	Subtotal	200,000	2,329	2,329	1,419	699
Miscellaneous						
001-3716-405.61-04	Other	1,000	1,000	2,650	2,675	929
	Totals	304,337	121,888	118,026	147,479	200,567

**GENERAL FUND
ENGINEERING**

PARKING LOT MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-3717-403.33-01	Water/Sewerage	500	400	423	196	177
001-3717-403.35-06	R&M-Infrastructure	500	500	296	255	
	Subtotals	1,000	900	719	451	177
Commodities						
001-3717-403.42-02	Electricity	8,100	8,100	6,876	8,016	8,267
001-3717-403.45-03	Equip Consumable	-	-			-
	Subtotals	8,100	8,100	6,876	8,016	8,267
	Totals	9,100	9,000	7,595	8,466	8,444

**GENERAL FUND
ENGINEERING**

STREET LIGHTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
001-3718-403.35-06	R&M-Infrastructure	1,500	1,500	811	321	1,085
Commodities						
001-3718-403.42-02	Electricity	325,000	343,155	329,101	337,421	377,379
001-3718-403.46-11	Other	10,000	12,745	6,412	1,795	2,097
	Subtotal	335,000	355,900	335,513	339,215	379,476
Miscellaneous						
001-3718-403.61-04	Other	-	-	-		-
	Totals	336,500	357,400	336,324	339,536	380,561

CASH RESERVE FUND

SUMMARY

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

In order to meet the 10%, the General Fund will transfer \$150,000 to the reserve.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
011-0000-331.01-01	Interest Income	38,000	15,000	37,440	20,409	14,846
011-0000-391.01-00	Transfers from Bank 01	150,000	-	-	-	1,058,000
	Totals	188,000	15,000	37,440	20,409	1,072,846

Expenses

Inter-Fund Transfers

011-1301-491.62-00	Non-Departmentl Trnsfr	-	-	-	-	-
011-1301-491.62-01	General Fund	-	-	-	-	-
011-1301-491.62-19	Hydro Bond pymt fd 413	-	-	-	-	-
011-1801-491-62-31	Central Garage Fund	-	-	-	-	-
011-1801-491-62-32	Central Services Fund	-	-	-	-	-
	Totals	-	-	-	-	-

CITY OF QUINCY
SPECIAL REVENUE FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	Planning & Devlpmnt 201	9-1-1 202	Housing Resource 203	9-1-1 Surcharge 204	Franchise Fee "Green" 205	Motor Fuel Tax 210
Beginning Balance, May 1	151,000	100	65,000	1,386,000	118,000	1,200,000
REVENUES						
Taxes	-	-	-	840,000	451,959	1,020,000
Licenses & Permits	-	-	-	-	-	-
Charges for Services	369,000	-	9,500	-	-	-
Rent & Other Income	5,700	-	-	-	-	-
Interest Income	-	-	100	12,000	1,500	12,000
Debt Proceeds	-	-	-	-	-	-
Grants	5,660	526,500	-	-	-	-
Transfers In	500,033	789,800	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	880,393	1,316,300	9,600	852,000	453,459	1,032,000
Total Funds Available	1,031,393	1,316,400	74,600	2,238,000	571,459	2,232,000
EXPENDITURES						
Salaries & Benefits	642,994	1,284,401	-	110,153	-	-
Contracted Services	333,787	31,855	47,400	215,403	-	233,000
Commodities	4,150	-	-	29,900	-	295,000
Capital Outlay	300	-	-	1,239,521	-	1,228,341
Miscellaneous	50,162	-	1,200	600	-	-
Debt Service	-	-	-	-	-	-
Transfers	-	-	15,000	-	451,959	-
TOTAL EXPENDITURES	1,031,393	1,316,256	63,600	1,595,577	451,959	1,756,341
Ending Balance, April 30	\$ -	\$ 144	\$ 11,000	\$ 642,423	\$ 119,500	\$ 475,659

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	195,000	93,000	4,600	32,000	13,000	3,500
REVENUES						
Taxes	-	3,800	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	-	-	-	-	2,500	-
Rent & Other Income	2,500	-	-	10,000	3,300	-
Interest Income	1,000	500	100	-	-	-
Debt Proceeds	-	-	-	-	-	-
Grants	15,000	-	16,000	-	15,000	10,000
Transfers In	-	-	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	18,500	4,300	16,100	10,000	20,800	10,000
Total Funds Available	213,500	97,300	20,700	42,000	33,800	13,500
EXPENDITURES						
Salaries & Benefits	-	-	-	-	-	-
Contracted Services	19,400	-	-	5,000	-	3,000
Commodities	13,600	-	8,000	25,000	13,500	-
Capital Outlay	120,000	83,900	4,600	-	16,750	6,000
Miscellaneous	300	-	-	-	1,000	4,000
Debt Service	-	-	-	-	-	-
Transfers	-	-	8,000	-	-	-
TOTAL EXPENDITURES	153,300	83,900	20,600	30,000	31,250	13,000
Ending Cash Balance	\$ 60,200	\$ 13,400	\$ 100	\$ 12,000	\$ 2,550	\$ 500

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

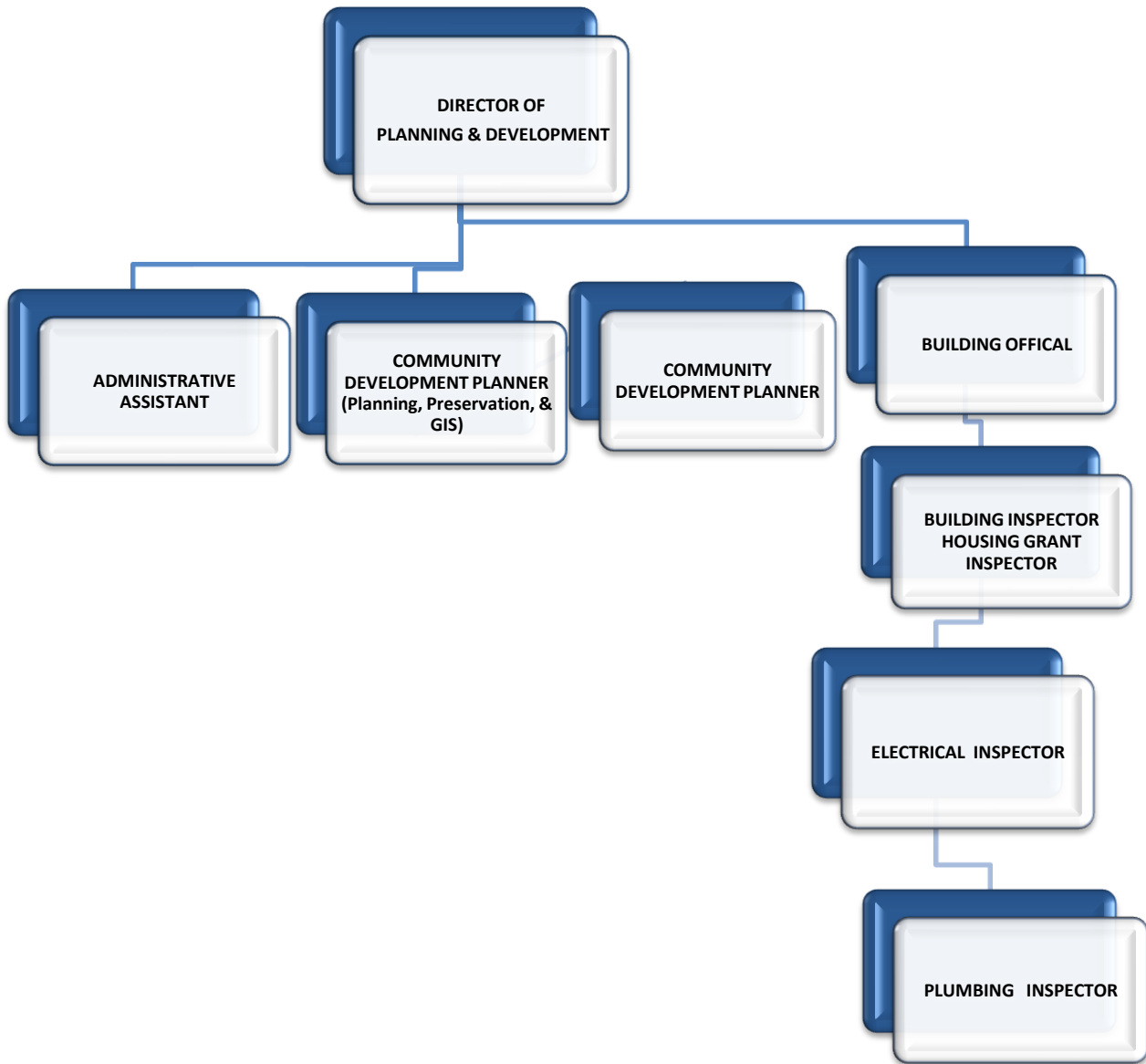
**Revenue/Expenditures & Change in Fund Balance
Summary**

	Crime Lab 244	Fire Educ. & Apparatus 245	Fire Donations 246	Fire Grant 247	Police Criminal Reg 248	Police DUI 249
Beginning Balance, May 1	32,000	9,700	7,400	200	13,700	139,000
REVENUES						
Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	10,800	-	-	-	-	-
Rent & Other Income	-	-	1,500	-	7,000	-
Interest Income	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Grants	-	1,000	-	269,000	-	40,000
Transfers In	-	-	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-
TOTAL REVENUE	10,800	1,000	1,500	269,000	7,000	40,000
Total Funds Available	42,800	10,700	8,900	269,200	20,700	179,000
EXPENDITURES						
Salaries & Benefits	-	-	-	-	-	-
Contracted Services	7,750	1,000	-	-	1,500	650
Commodities	17,000	1,000	2,500	-	1,500	11,000
Capital Outlay	3,000	-	1,000	269,000	4,000	120,000
Miscellaneous	4,500	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	32,250	2,000	3,500	269,000	7,000	131,650
Ending Cash Balance	\$ 10,550	\$ 8,700	\$ 5,400	\$ 200	\$ 13,700	\$ 47,350

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

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

	Transit Lines 250	DCCA Grant 252	IHDA Grant 253	HUD Grant 255	Bridge Lighting 257	Total
Beginning Balance, May	100	2,900	-	-	65,000	3,531,200
REVENUES						
Taxes		-	-	-		2,315,759
Licenses & Permits		-	-	-		-
Charges for Services	80,000	-	-	-		471,800
Rent & Other Income	51,550	-	-	-	2,400	81,550
Interest Income	1,200	-	-	-		28,400
Debt Proceeds		-	-	-		-
Grants	4,922,933	150,000	113,670	-		6,084,763
Transfers In	285,143	-	-	-		1,574,976
Inter-Gov. Revenues		-	-	-		-
TOTAL REVENUE	5,340,826	150,000	113,670	-	2,400	10,557,248
Total Funds Available	5,340,926	152,900	113,670	-	67,400	14,088,448
EXPENDITURES						
Salaries & Benefits	2,083,526					4,121,074
Contracted Services	1,407,611	100,000	24,520	-	1,500	2,431,876
Commodities	31,565				2,400	453,715
Capital Outlay	1,394,670	50,000		-	-	4,541,082
Miscellaneous	373,954		89,150	-		524,866
Debt Service						-
Transfers	-	-	-	-		474,959
TOTAL EXPENDITURES	5,291,326	150,000	113,670	-	3,900	12,547,572
Ending Cash Balance	\$ 49,600	\$ 2,900	\$ -	\$ -	\$ 63,500	\$ 1,540,876



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 (7) 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

1. Implementing Quincy Next Strategic Planning Program.
 - a. Developing the Riverfront - Riverfront Redevelopment Plan
 - b. Hospitality District - Quincy Regional Transportation Plan.
 - c. Encourage Infill Housing - Rewrite Riverside Housing RLF program.
 - d. Placemaking – Implement 2nd Phase of Downtown Wayfinding, Rebuild -Vermont St. Streetscape, 6th St. Streetscape and City Parking Lot D.
 - e. Foster Start Ups & Innovation – Support Entrepreneurship Programming.
 - f. Access and Connections - Quincy Regional Transportation Plan
 - g. Build a Greenways System - Work with Friends of the Trails.
2. Support Downtown Rental Rehab Program (DDRP).
3. Support GREDF to retain existing large industrial employer.
4. Support Complete Count Committee for 2020 Census.
5. Complete Fix or Flatten Program with SRNM of twenty derelict properties.

PAST FISCAL YEAR HIGHLIGHTS

1. Six Downtown Rental Rehab projects approved with private investment of \$450,000.
2. Code enforcement person hired for nuisance abatement.
3. Installed first phase of downtown wayfinding identification signs.
4. Council approved Quincy Next Strategic Plan Committee.
5. Assisted The District with SSA Renewal.
6. Implemented Barge Dock Lease Agreement.
7. Contracted with SRNM to address twenty Fix or Flatten properties.
8. Inspection issued 845 permits for electrical, plumbing and building activity and conducted 2,112 inspections.
9. Inspection received 1,349 nuisance complaints and issued 581 work orders.
- 10 Total inspection conducted last year - 3,461.

BUDGET SUMMARY

P&D revenues for FY 19/20 are projected to generate an additional \$57,000 over FY 19 budget. The FY 2019 fix/flatten subsidy will carryover approximately \$151,000 to be used for FY 2020 fix/flatten properties. The General Fund Subsidy is planned to decrease by over \$200,000. P&D also receives \$60,000 subsidy funding from the revolving loan funds.

Planned expenditures for FY 20 are down overall. Salaries are up due to the planned retirement buyouts for the Community Planners. The planned expenses for Fix or Flatten Program (Demolition and Landfill) for FY 2020 is \$75,000 in addition to the \$151,000 FY 2019 carryover.

REVENUE SUMMARY					
ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	5,700	-81.69%	31,130	6,453	5,459
Charges for Services	369,000	11.28%	331,600	341,274	303,156
Local Econ Dev/Rehab Grant	5,660		-	21,000	25,000
Transfers from Other Funds	500,033	-26.05%	676,167	402,500	485,980
Total	880,393	-15.26%	1,038,897	771,227	819,595

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	476,585	1.46%	469,721	451,649	429,386
Benefits	166,409	-15.26%	196,375	182,262	170,552
Contractual Services	333,787	5.01%	317,859	174,456	225,862
Commodities	4,150	10.99%	3,739	3,041	4,934
Capital Outlay	300		-	-	-
Miscellaneous	50,162	-2.03%	51,203	36,789	47,797
Totals	1,031,393	-0.72%	1,038,897	848,197	878,531

Totals by Division

2411 Protective Inspection	605,732	-3.63%	628,577	440,072	399,251
6310 Administration	403,311	2.55%	393,270	396,619	470,579
6315 Planning Commission	7,800	8.33%	7,200	6,196	7,681
6316 Historic Preservation	12,050	63.95%	7,350	4,356	(169)
6317 Board of Appeals	2,500	0.00%	2,500	954	1,189
Totals	1,031,393	-0.72%	1,038,897	848,197	878,531

STAFFING				
	FY 2020	FY 2019	FY 2018	FY 2017
	PROPOSED	ACTUAL	ACTUAL	ACTUAL
Full Time Positions	7.40	7.40	7.00	7.40
Part Time Positions	1.00	1.00	1.00	0.00

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	2.00 FT
Code Enforcement Officer	1.00 PT
Nuisance Abatement Officer	1.00 FT
Total	8.40

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
201-0000-321.00-00	Donations-Not Restricted	4,000	430	5,000		
201-0000-331.01-01	Interest Income	-	-	142	145	147
201-0000-331.04-00	Origination & Loan Fees	1,200	6,000	1,275	4,831	6,724
201-0000-342.01-00	Sale of Maps	-	-	2	2	-
201-0000-342.05-00	Refunds/Reimbursmnts	-	-	-	-	-
201-0000-342.09-00	Other	-	24,200	24	-	-
201-0000-350.00-00	Sale of Property	500	500	10	481	1,900
201-0000-361.04-01	Freedom of Info Copies	-	-	-	-	-
201-0000-364.01-00	Building Permits	200,000	174,000	190,450	138,056	164,857
201-0000-364.02-00	Electrical Lic./Permits	100,000	65,000	91,292	57,900	69,368
201-0000-364.03-00	Plumbing Lic./Permits	21,000	21,000	20,249	10,028	21,888
201-0000-364.04-00	Revocable Lic./Permits	-	-	-	-	-
201-0000-364.07-00	Special Zoning Permits	17,000	21,000	16,840	14,600	15,630
201-0000-364.09-00	Zoning/Sub-division Fees	1,000	600	900	800	-
201-0000-364.10-00	Waived Permit Fees	(5,000)	-	(11,606)	-	(325)
201-0000-364.11-00	Entrprs Zn Permit Fees	35,000	50,000	33,149	79,272	154,446
201-0000-365.02-00	Demolition Reimb	-	-	-	2,500	-
201-0000-381.02-01	State Grant	5,660	-	-	-	-
201-0000-383.01-03	Local ED/Rehab Grant	-	-	-	-	-
201-0000-383.01-04	Matching	-	-	21,000	25,000	30,000
201-0000-383.02-03	State ED/Rehab Grant	-	-	-	-	-
201-0000-391.01-00	Trsfr from Bank 01	75,000	-	-	-	-
201-0000-391.01-01	Trsfr from General Fund	350,033	616,167	342,500	423,100	265,040
201-0000-391.01-03	Trsfr from Hsg Rsr Fnd 203	15,000	-	-	-	-
201-0000-391.01-36	Trsfr from EconDev RLF 701	10,000	10,000	10,000	12,880	69,620
201-0000-391.01-37	Trsfr from CDAP RLF 702	25,000	25,000	25,000	25,000	5,500
201-0000-391.01-38	Trsfr from CBD RLF 703	25,000	25,000	25,000	25,000	27,000
201-0000-391.01-52	Spec. Tax Alloc-TIF	-	-	-	-	40,000
Total		880,393	1,038,897	771,227	819,595	871,795

**PLANNING & DEVELOPMENT FUND
PROTECTIVE INSPECTIONS**

INSPECTIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
201-2411-402.11-01	Regular Salary/Wages	199,893	183,814	166,682	146,352	187,079
201-2411-402.11-03	Sick Pay	3,303	-	1,689	404	198
201-2411-402.11-04	Holiday Pay	9,988	8,376	9,773	7,078	11,813
201-2411-402.11-15	Vacation Pay	10,162	7,391	5,951	4,189	12,537
201-2411-402.11-17	Sick Pay Buy Back	3,462	10,658	11,032	22,718	4,517
201-2411-402.11-18	Vac Pay Buy Back	-	-	-	6,884	-
201-2411-402.12-01	Temporary Wages	-	16,260	15,661	10,200	-
201-2411-402.21-01	Group Insurance	46,893	44,966	39,082	32,805	48,010
201-2411-402.21-03	Board Paid Life Ins.	295	272	204	210	267
201-2411-402.21-04	Workers' Comp	-	24,813	24,813	23,631	28,471
201-2411-402.22-01	Social Security	14,360	14,575	12,449	11,623	12,242
201-2411-402.22-02	Medicare	3,389	3,409	2,908	2,718	2,863
201-2411-402.22-03	Unemployment Comp	400	400	400	500	500
201-2411-402.23-01	IMRF	16,512	23,280	19,664	20,826	24,502
	Subtotals	308,657	338,214	310,308	290,137	332,999
Contracted Services						
201-2411-402.31-02	Contracted Legal	15,000	40,000	40,000	-	-
201-2411-402.31-05	Prof Svcs - Other	-	-	-	1,017	-
201-2411-402.33-02	Landfill Fees	61,000	43,000	7,415	4,309	2,898
201-2411-402.36-01	Fleet Maintenance	5,000	3,500	4,025	1,820	3,436
201-2411-402.37-01	Demolitions	145,000	134,000	23,793	40,850	22,350
201-2411-402.37-02	Nuisance Abatements	500	500	105	272	748
201-2411-402.38-01	MICA	6,094	8,742	8,742	8,326	10,031
201-2411-402.39-01	Communications	1,700	1,700	1,256	966	1,619
201-2411-402.39-02	Advertising/Publishing	2,800	2,800	504	2,450	730
201-2411-402.39-03	Printing & Binding	100	100	-	70	67
201-2411-402.39-04	Travel	3,500	300	843	236	242
201-2411-402.39-05	Mileage Reimb	1,500	1,000	1,255	399	-
201-2411-402.39-07	Regist, Schools, Mtgs	2,500	1,500	1,606	1,198	1,262
201-2411-402.39-08	Contracted Services	17,100	14,800	13,146	10,028	10,276
	Subtotals	261,794	251,942	102,690	71,941	53,658
Commodities						
201-2411-402.41-01	Postage	1,200	800	1,025	640	804
201-2411-402.41-02	Office Supplies	-	-	-	468	-
201-2411-402.44-00	Books & Periodicals	400	434	487	401	160
201-2411-402.46-11	Oper Supplies-Other	400	366	365	-	-
	Subtotals	2,000	1,600	1,877	1,508	964
Capital Outlay						
201-2411-402.52-08	Controllable	300	-	-	-	695
	Subtotals	300	-	-	-	695
Miscellaneous						
201-2411-402.61-01	Dues	1,000	500	679	499	465
201-2411-402.61-04	Other	20,000	15,000	2,794	11,447	9,321
201-2411-402.61-08	Bad Debt Expense	-	-	400	2,390	-
201-2411-402.65-01	Administrative	11,981	9,991	9,991	9,990	9,991
201-2411-402.65-02	Space	-	11,330	11,333	11,340	11,330
	Subtotals	32,981	36,821	25,197	35,665	31,107
	Totals	605,732	628,577	440,072	399,251	419,423

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

COMMUNITY DEVELOPMENT-ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
201-6310-408.11-01	Regular Salary/Wages	202,070	195,593	186,767	178,415	175,957
201-6310-408.11-03	Sick Pay	-	-	1,218	2,309	1,097
201-6310-408.11-04	Holiday Pay	9,960	11,193	11,175	9,901	11,080
201-6310-408.11-15	Vacation Pay	9,771	8,785	15,944	13,894	11,515
201-6310-408.11-16	Major Medical	-	-	-	2,065	-
201-6310-408.11-17	Sick Pay Buy Back	10,434	23,051	21,851	24,978	5,868
201-6310-408.11-18	Vac Pay Buy Back	13,542	-	-	-	-
201-6310-408.21-01	Group Insurance	43,171	39,277	38,934	33,090	27,932
201-6310-408.21-03	Board Paid Life Ins.	289	232	232	225	226
201-6310-408.21-04	Workers' Comp	-	979	979	932	1,123
201-6310-408.22-01	Social Security	16,331	14,794	14,225	14,210	12,852
201-6310-408.22-02	Medicare	4,046	3,461	3,363	3,323	3,006
201-6310-408.22-03	Unemployment Comp	400	400	400	425	425
201-6310-408.23-01	IMRF	20,323	25,117	24,310	26,035	23,705
	Subtotal	330,337	322,882	319,398	309,801	274,786
Contractual Services						
201-6310-408.31-01	Audit	3,850	5,957	5,358	5,288	5,293
201-6310-408.31-04	Engineer/Architectural	-	-	-	-	-
201-6310-408.31-05	Other	6,250	20,000	31,550	104,632	53,375
201-6310-408.35-03	R&M- Furn & Equip	-	400	700	300	-
201-6310-408.36-03	Equip & Vehicle Rental	4,500	3,741	3,242	2,914	3,254
201-6310-408.38-01	MICA	15,093	3,719	3,719	3,542	4,267
201-6310-408.38-03	Employee Bonds	-	-	-	49	-
201-6310-408.39-01	Communications	400	150	350	146	145
201-6310-408.39-02	Advertising/Publishing	2,100	400	429	345	521
201-6310-408.39-03	Printing & Binding	1,600	100	132	297	61
201-6310-408.39-04	Travel	1,100	1,100	334	1,665	1,016
201-6310-408.39-05	Mileage Reimb	5,000	5,000	4,406	4,802	4,475
201-6310-408.39-07	Regist, Schools, Mtgs	1,000	1,000	180	835	670
201-6310-408.39-08	Contracted Services	15,400	15,000	15,000	20,184	15,000
	Subtotal	56,293	56,567	65,400	144,998	88,078
Commodities						
201-6310-408.41-01	Postage	500	500	247	611	477
201-6310-408.41-02	Office Supplies	1,200	1,000	666	2,737	975
201-6310-408.44-00	Books & Periodicals	-	-	-	30	-
201-6310-408.45-01	Building Supplies	-	139	125	-	-
201-6310-408.46-11	Other	-	-	-	-	(24)
	Subtotal	1,700	1,639	1,038	3,378	1,428
Capital Outlay						
201-6310-408.52-08	Controllable	-	-	-	-	821
Miscellaneous						
201-6310-408.61-01	Dues	1,500	1,000	755	1,868	986
201-6310-408.61-04	Other	1,500	1,500	346	853	3,520
201-6310-408.65-01	Administrative	11,981	5,665	5,665	5,664	5,675
201-6310-408.65-02	Space	-	4,017	4,017	4,017	4,017
	Subtotal	14,981	12,182	10,783	12,402	14,198
	Totals	403,311	393,270	396,619	470,579	379,309

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

PLANNING COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
201-6315-408.31-05	Other	-	-			-
201-6315-408.39-02	Advertising/Publishing	6,000	5,500	4,870	7,133	5,275
201-6315-408.39-03	Printing/Binding	-	-	45	-	-
201-6315-408.39-08	Contracted Services	500	350	485	500	315
	Subtotal	6,500	5,850	5,400	7,633	5,590
Commodities						
201-6315-408.41-01	Postage	300	350	22	48	324
201-6315-408.41-02	Office Supplies	-	-			
		300	350	22	48	324
Miscellaneous						
201-6315-408-61-04	Other	1,000	1,000	774		
	Subtotal	1,000	1,000	774	-	-
	Totals	7,800	7,200	6,196	7,681	5,914

**PLANNING & DEVELOPMENT FUND
COMMUNITY DEVELOPMENT**

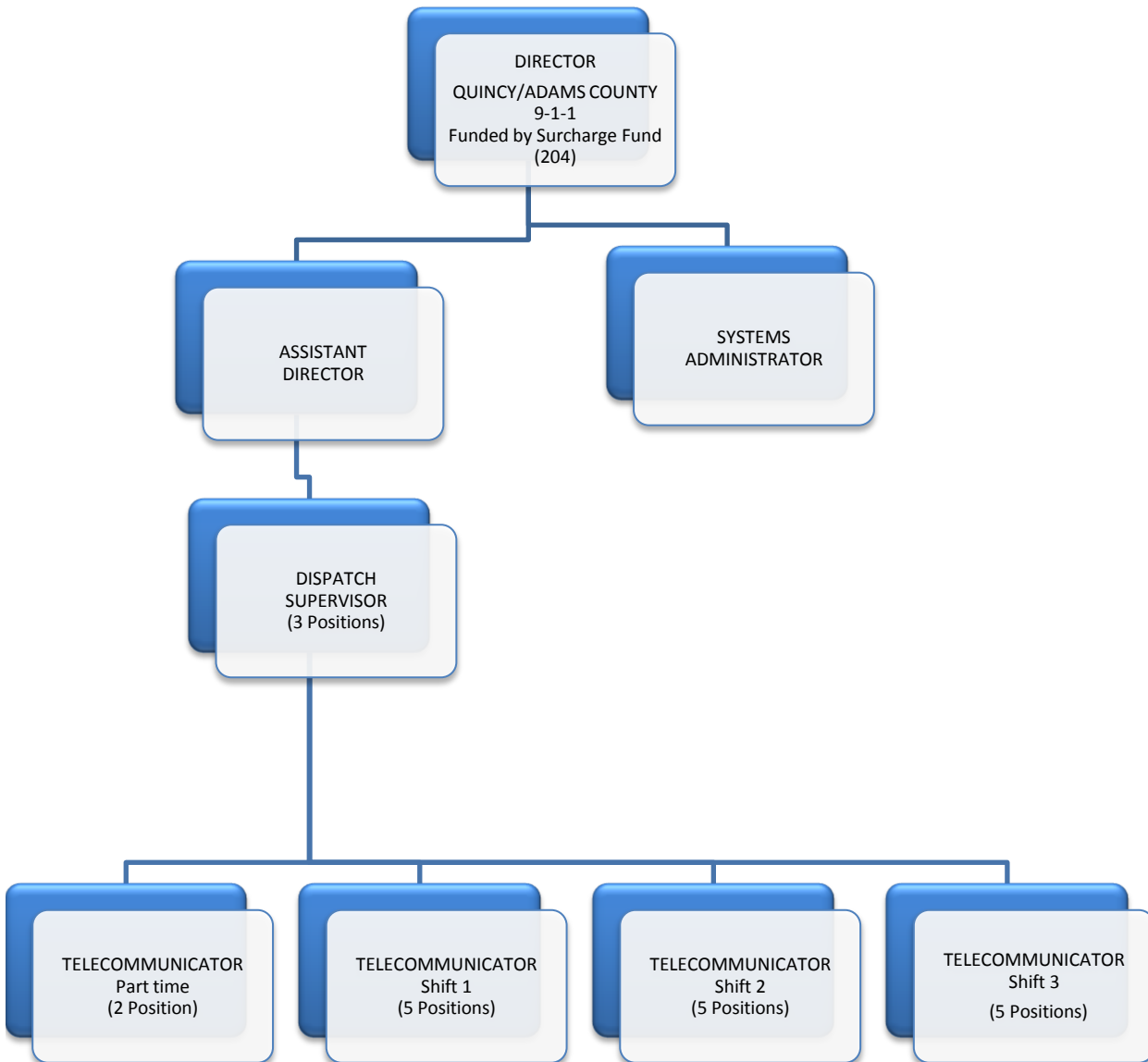
HISTORIC PRESERVATION COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
201-6316-408.12-01	Temporary Salary/Wages	4,000	4,600	3,906	-	-
201-6316-408.22-01	Social Security	-	330	242	-	-
201-6316-408.22-02	Medicare	-	70	57	-	-
		4,000	5,000	4,205		
Contractual Services						
201-6316-408.31-05	Other	-				
201-6316-408.39-02	Advertising/Publishing	200	200	47	-	194
201-6316-408.39-03	Printing & Binding	6,800	1,100	-	1	1,085
201-6316-408.39-04	Travel	-	-	-	-	-
201-6316-408.39-05	Mileage Reimb	-	-	-	-	-
201-6316-408.39-07	Regist, Schools, Mtgs	-	-	-	100	72
201-6316-408.39-08	Contracted Services	500	500	-	-	600
	Subtotals	7,500	1,800	47	101	1,952
Commodities						
201-6316-408.41-01	Postage	150	150	104	-	6
201-6316-408.44-00	Books/Periodicals	-	-	-	-	-
201-6316-408.46-11	Other	-	-	-	-	-
	Subtotals	150	150	104	-	6
Miscellaneous						
201-6316-408.61-01	Dues		-			
201-6316-408.61-04	Other	400	400		(270)	338
	Subtotals	400	400	-	(270)	338
	Totals	12,050	7,350	4,356	(169)	2,296

**PLANNING & DEVELOPMENT
COMMUNITY DEVELOPMENT**

BOARD OF APPEALS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
201-6317-408.39-02	Advertising/Publishing	1,700	1,700	919	1,189	2,674
Miscellaneous						
201-6317-408.61-04	Other	800	800	35	-	-
	Totals	2,500	2,500	954	1,189	2,674



PURPOSE

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

GOALS/OBJECTIVES

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

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

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

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

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

PAST FISCAL YEAR (2019) HIGHLIGHTS

Calls

Total 9-1-1 Calls:	31,168
Total Non-Emergency Calls:	65,863
Total Alarm Line Calls:	301

CAD Incidents

Quincy Police Department:	35,281
Quincy Fire Department:	3,790
Adams County Sheriff Dept:	10,674
Adams County Ambulance:	7,949
Tri-township Fire Department:	611
Rural Fire Departments:	359

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Reimb	-		-	-	157
Adams County	526,500	-0.39%	528,550	478,028	505,395
General Fund	789,800	-0.38%	792,824	704,000	761,000
Total	1,316,300	-0.38%	1,321,374	1,182,028	1,266,552

EXPENSE SUMMARY

ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	921,595	-0.05%	922,087	836,394	841,031
Benefits	362,806	-4.09%	378,287	310,996	331,033
Contractual Services	31,855	55.39%	20,500	31,329	69,860
Commodities	-	-100.00%	500	2,384	23,054
Miscellaneous	-	#DIV/0!	-	-	223
Totals	1,316,256	-0.39%	1,321,374	1,181,103	1,265,201

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	20	21	20	20
Part Time Positions	2	2	2	1

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
		PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
202-0000-342.09-00	Other Reimb	-		-	-	157
202-0000-382.01-01	Adams County	526,500		528,550	478,028	505,395
202-0000-391.01-01	General Fund	789,800		792,824	704,000	761,000
	Total	1,316,300	-	1,321,374	1,182,028	1,266,552

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
202-2310-402.11-01	Regular Salary/Wages	721,856	706,661	640,614	664,935	638,089
202-2310-402.11-02	Overtime	75,500	74,000	85,833	62,348	72,067
202-2310-402.11-03	Sick Pay	18,057	20,230	16,693	15,155	19,715
202-2310-402.11-04	Holiday Pay	38,002	38,715	36,196	37,171	33,664
202-2310-402.11-15	Vacation Pay	47,957	50,589	43,164	45,292	47,891
202-2310-402.11-17	Sick Pay Buy Back	11,067	18,427	7,401	11,158	8,978
202-2310-402.11-18	Vac Pay Buy Back	3,051	7,241	851	-	1,781
202-2310-402.11-19	Personal Day Pay	2,683	2,760	2,581	2,656	3,015
202-2310-402.11-20	Personal Day Buy Back	3,422	3,464	3,061	2,317	2,876
202-2310-402.21-01	Group Insurance	213,652	197,673	153,980	165,512	161,013
202-2310-402.21-03	Board Paid Life Ins.	1,554	1,368	1,279	1,326	1,262
202-2310-402.21-04	Workers' Comp	-	2,956	2,956	2,815	3,391
202-2310-402.22-01	Social Security	57,139	57,169	49,565	49,647	49,606
202-2310-402.22-02	Medicare	13,363	13,370	11,592	11,611	11,602
202-2310-402.22-03	Unemployment Comp	2,100	2,500	2,500	2,625	2,500
202-2310-402.23-01	IMRF	70,318	98,571	85,182	93,195	94,082
202-2310-402.23-07	911 IAM National Pen	4,680	4,680	3,942	4,302	4,206
	Subtotal	1,284,401	1,300,374	1,147,390	1,172,064	1,155,738
Contractual Services						
202-2310-402.31-01	Audit	-	-	-	1,594	1,595
202-2310-402.31-02	Contracted Legal	-	-	2,900	2,900	-
202-2310-402.34-03	Custodial Services	-	-	500	2,750	3,000
202-2310-402.35-01	R&M-Buildings	-	-	10,994	14,527	6,719
202-2310-402.35-03	R&M- Furniture & Equip	12,000	11,500	162	687	290
202-2310-402.38-01	MICA	10,554	-	-	12,245	14,753
202-2310-402.39-01	Communications	9,301	9,000	13,656	28,253	27,729
202-2310-402.39-02	Advertising/Publishing	-	-	-	606	1,285
202-2310-402.39-03	Printing & Binding	-	-	-	350	315
202-2310-402.39-04	Travel	-	-	414	1,623	735
202-2310-402.39-05	Mileage Reimb	-	-	413	1,565	1,535
202-2310-402.39-07	Regist, Schools, Mtgs	-	-	2,290	2,761	2,370
	Subtotal	31,855	20,500	31,329	69,860	60,326
Commodities						
202-2310-402.41-01	Postage	-	-	50	147	286
202-2310-402.41-02	Office Supplies	-	-	-	2,719	2,008
202-2310-402.42-02	Electricity	-	-	2,035	17,430	18,412
202-2310-402.45-02	Custodial Supplies	-	-	190	590	426
202-2310-402.45-03	Equip Consumable	-	500	109	133	587
202-2310-402.45-04	Equip Replace Parts	-	-	-	81	466
202-2310-402.47-01	Clothing/Uniforms	-	-	-	1,953	1,560
202-2310-402.47-03	Training Supplies	-	-	-	-	-
	Subtotal	-	500	2,384	23,054	23,745
Miscellaneous						
202-2310-402.61-01	Dues	-	-	-	137	321
202-2310-402.61-04	Other	-	-	-	86	-
	Subtotal	-	-	-	223	321
	Totals	1,316,256	1,321,374	1,181,103	1,265,201	1,240,131

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
203-0000-331.01-01	Deposit Accounts	100	250	495	450	243
203-0000-342.09-00	Miscellaneous Other	-	-	-	-	-
203-0000-361.05-02	Admin Fees	9,500	10,000	-	-	23,998
203-0000-363.09-01	Cost Share -Admin	-	-	-	-	-
203-0000-391.01-53	Two Rivers Rental Rehab	-	-	-	-	-
	Totals	9,600	10,250	495	450	24,241

EXPENSE SUMMARY

	2019/2020 PROPOSED BUDGET	% Change	2017/2018 REVISED BUDGET	2017/2018 PROJECTED ACTUAL	2016/2017 YTD ACTUAL
Contractual Services	47,400	-13.41%	54,743	96	-
Miscellaneous	1,200	0.00%	1,200	-	-
Transfers	15,000	#DIV/0!	-	-	-
Totals	63,600	13.69%	55,943	96	-

EXPENDITURE DETAIL

Contractual Services

203-6313-408.31-02	Prof Svcs-Legal	500	500	-	-	-
203-6313-408.31-04	Prof Svcs-Eng/Architect	1,000	1,000	-	-	-
203-6313-408.31-05	Prof Svcs-Other	3,000	3,000	96	552	-
203-6313-408.35-01	R&M- Building	-	-	-	112	-
203-6313-408.35-06	R&M - Infrastructure	42,900	50,243	-	-	-
203-6313-408.39-08	Contracted Svcs	-	-	-	-	-
	Subtotal	47,400	54,743	96	664	-

Miscellaneous

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

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

	Totals	63,600	55,943	96	664	303
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PURPOSE

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

GOALS/OBJECTIVES

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

BUDGET SUMMARY

The capital outlay is planned as follows: \$250,000 for Next Generation 9-1-1 (NG9-1-1) implementation, \$25,000 for security systems, \$21,000 for PC upgrades, and \$9,000 for UPS battery replacement. \$357,300 will go to operation expenses.

REVENUE SUMMARY

DESCRIPTION	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
Taxes	840,000	42.86%	588,000	1,003,961	596,986
Interest	12,000	233.33%	3,600	11,844	5,969
Other	-		-	-	201,320
Total	852,000	44.02%	591,600	1,015,805	804,275

EXPENSE SUMMARY

ACCOUNT NUMBER	2019/2020 PROPOSED BUDGET	% Change	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
Salaries	95,415	2.99%	92,643	77,537	76,277
Benefits	14,738	-14.72%	17,282	14,190	14,619
Contractual Services	215,403	-2.34%	220,567	183,757	132,045
Commodities	29,900	0.00%	29,900	19,877	-
Capital Outlay	1,239,521	13.24%	1,094,608	1,023,210	143,091
Miscellaneous	600	0.00%	600	178	-
Totals	1,595,577	9.62%	1,455,600	1,318,749	366,032

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Full Time Positions	1	1	1	0

FUND 204 9-1-1 SURCHARGE FUND

SUMMARY

		REVENUE DETAIL				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
204-0000-314.02-08	IL State 9-1-1 Surcharge	840,000	588,000	972,406	596,986	641,789
204-0000-331.01-01	Interest Income	12,000	3,600	10,699	5,969	2,681
204-0000-342.09-00	Other	-	-	-	1,320	-
204-0000-382.01-10	Local/Restricted Contr	-	-	-	200,000	-
	Totals	852,000	591,600	983,105	804,275	644,470
		EXPENDITURE DETAIL				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
204-2310-402.11-01	Regular Salary/Wages	67,898	65,924	65,375	64,604	25,971
204-2310-402.11-04	Holiday Pay	3,589	3,485	3,473	3,417	2,256
204-2310-402.11-15	Vacation Pay	6,281	6,099	6,366	5,979	2,793
204-2310-402.11-17	Sick Pay Buy Back	10,768	10,455	1,742	1,708	1,692
204-2310-402.11-18	Vacation Pay Buy Back	6,281	6,099	-	-	-
204-2310-402.11-20	Personal Day Buy Back	598	581	581	569	564
204-2310-402.21-01	Group Insurance	-	-	-	-	-
204-2310-402.21-03	Board Paid Life Ins.	80	70	68	68	29
204-2310-402.21-04	Workers' Comp	-	150	150	150	-
204-2310-402.22-01	Social Security	5,897	5,726	4,807	4,729	2,063
204-2310-402.22-02	Medicare	1,379	1,339	1,124	1,206	483
204-2310-402.22-03	Unemployment Comp	125	125	125	-	-
204-2310-402.23-01	IMRF	7,257	9,872	7,916	8,466	3,762
	Subtotal	110,153	109,925	91,727	90,896	39,612
Contractual Services						
204-2310-402.31-01	Audit	1,925	1,601	1,615	-	-
204-2310-402.31-02	Contracted Legal	2,000	2,000	140	-	-
204-2310-402.34-03	Custodial	3,575	3,250	3,250	-	-
204-2310-402.35-01	R&Maint-Building	15,000	-	7,115	600	-
204-2310-402.35-03	R& Maint-Office Equip	131,350	133,059	104,128	96,766	112,515
204-2310-402.38-01	MICA	9,488	12,857	12,857	-	-
204-2310-402.39-01	Communications	40,265	56,000	39,865	33,036	30,296
204-2310-402.39-02	Adversitising/Publishing	300	300	1,187	-	-
204-2310-402.39-03	Printing/Binding	500	500	-	-	-
204-2310-402.39-04	Travel/Lodging	3,000	3,000	3,350	692	911
204-2310-402.39-05	Mileage Reimb	2,000	2,000	1,655	136	-
204-2310-402.39-07	Regist,Schools,Mtgs	6,000	6,000	8,595	815	3,285
	Subtotal	215,403	220,567	183,757	132,045	147,007
Commodities						
204-2310-402.41-01	Postage	300	300	200	-	-
204-2310-402.41-02	Office Supplies	4,000	4,000	2,684	-	4,022
204-2310-402.42-02	Electricity	22,000	22,000	14,971	-	-
204-2310-402.45-02	Custodial	1,500	1,500	785	-	-
204-2310-402.47-01	Clothing/Uniforms	2,100	2,100	1,237	-	-
		29,900	29,900	19,877	-	4,022

FUND 204 9-1-1 SURCHARGE FUND

SUMMARY

		2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Capital Outlay						
204-2310-402.52-02	Buildings	-	-	-	-	-
204-2310-402.52-03	Improv other than Bldgs	-	-	46,764	6,412	-
204-2310-402.52-04	Office Equipment	1,239,521	1,094,608	974,016	109,272	153,203
204-2310-402.52-05	Machinery & Equip	-	-	-	-	-
204-2310-402.52-08	Controllable			2,430	27,407	3,545
	Subtotal	1,239,521	1,094,608	1,023,210	143,091	156,748
Miscellaneous						
204-2310-402.61-04	Misc/other	600	600	178	-	-
	Totals	1,595,577	1,455,600	1,318,749	366,032	347,389

PURPOSE

The Franchise Fee "Green Energy" Fund was created in FY 2012 following passage of a resolution on March 7, 2011. The Ameren Illinois electric and gas franchise fees are the source of revenue for this fund. The current agreement is effective 12/1/2010 and expires 12/1/2020. 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 2020, the fund will transfer \$428,959 to the General Fund: \$52,511 for lost utility credits, \$188,224 to Fire Pension and \$188,224 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. The agreement will likely be renegotiated in the upcoming year as the current agreement expires December 1, 2020

PAST FISCAL YEAR HIGHLIGHTS

During FY 2018, the Franchise Fee "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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
205-0000-313.04-00	Franchise Fees/Ameren	451,959	436,250	433,754	421,666	406,246
205-0000-331.01-01	Interest Income	1,500	1,000	2,239	1,379	787
	Totals	453,459	437,250	435,993	423,045	407,033
Capital Outlay						
205-1899-401.52-02	Buildings	-	-	-	-	-
205-1899-401.52-05	Machinery & Equipment	-	-	-	-	-
	Subtotal	-	-	-	-	-
Transfers						
205-1801-491.62-01	Transfer to Gen Fund	428,959	413,249	413,249	398,667	383,249
205-1801-491.62-19	Transfer-Hydro Bond Fd	-	-	-	-	-
205-1801-491.62-21	2013B HVAC Proj Pymt	23,000	23,000	23,000	23,000	23,000
	Totals	451,959	436,249	436,249	421,667	406,249

FUND 210 MOTOR FUEL TAX

SUMMARY

PURPOSE

The City expects to receive \$1,020,000 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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
210-0000-314.02-09	Motor Vehicle Fuel Tax	1,020,000	1,020,000	1,036,262	1,033,428	1,033,412
210-0000-331.01-01	Interest Income	12,000	10,000	19,960	15,685	12,100
210-0000-342.09-00	Misc Revenue/Other	-	-	-	(9,064)	-
210-0000-383.02-02	State Gov-Infrast Grant	-	-	128,383	-	133,806
	Totals	1,032,000	1,030,000	1,184,605	1,040,049	1,179,318

Expenses

Contractual Services	233,000	20,000	10,241	19,957	17,049
Commodities	295,000	344,600	304,381	69,326	142,229
Capital Outlay	1,228,341	2,864,438	2,315,659	722,276	1,141,261
Miscellaneous	-	-	-	24,499	-
Transfers	-	-	-	-	-
Totals	1,756,341	3,229,038	2,630,281	836,058	1,300,539

EXPENDITURE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
210-3713-403.31-04	Engineer/Architectural	14,000	10,600	4,400	9,800	15,170
210-3713-403.31-05	Prof Services/Other	15,000	-	-	-	-
210-3713-403.35-05	R&M-Other	-	-	-	8,585	-
210-3713-403.35-06	R&M-Infrastructure	200,000	5,400	5,313	-	1,359
210-3713-403.39-02	Advertising/Publishing	4,000	4,000	528	1,572	521
	Subtotal	233,000	20,000	10,241	19,957	17,049
Commodities						
210-3713-403.46-01	Concrete	42,000	41,100	22,703	34,040	28,476
210-3713-403.46-02	Asphalt	43,000	43,500	30,521	25,613	25,747
210-3713-403.46-03	Sand, Stone, Gravel	10,000	10,000	1,157	-	-
210-3713-403.46-04	Salt & Cinders	200,000	250,000	250,000	9,673	88,007
210-3713-403.46-05	Chemicals	-	-	-	-	-
	Subtotal	295,000	344,600	304,381	69,326	142,229
Capital Outlay						
210-3713-403.52-01	Land	-	1,500	(1,350)	1,350	-
210-3713-403.53-02	Streets-Replacement	1,128,341	2,762,938	2,166,564	720,926	1,136,432
210-3713-403.53-04	Traffic Signals	100,000	100,000	150,445	-	4,829
210-3713-403.53-09	Infrastructure-Other	-	-	-	-	-
	Subtotal	1,228,341	2,864,438	2,315,659	722,276	1,141,261
Miscellaneous						
210-3713-403.61-08	Bad Debt Expense	-	-	-	24,499	-
	Totals	1,756,341	3,229,038	2,630,281	836,058	1,300,539

FUND 211 TRAFFIC SIGNAL FUND

SUMMARY

PURPOSE

The Traffic Signal fund 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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
211-0000-331.01-01	Interest Income	1,000	200	1,602	667	247
211-0000-342.09-00	Other	500	500	2,379	349	1,044
211-0000-362.03-02	Signs/Posts/Signals	2,000	2,000	9,438	51,126	40,975
211-0000-383.02-01	State Operating Grants	15,000	15,000	63,256	14,527	16,623
	Totals	18,500	17,700	76,675	66,669	58,889
Expenses						
Contractual Services						
211-3715-403.35-02	R&M/Mach & Equip	2,000	2,000	2,422	1,225	1,904
211-3715-403.35-05	R&M/ Other	-	-	-	-	-
211-3715-403.35-06	R&M/ Infrastructure	13,000	16,390	3,740	10,286	4,944
211-3715-403.36-01	Fleet Maintenance	2,000	2,000	1,767	1,538	2,265
211-3715-403.36-05	Vehicle Replacement					
211-3715-403.39-01	Communications	750	1,160	894	383	-
211-3715-403.39-04	Travel	1,000	1,000	986	-	-
211-3715-403.39-05	Mileage Reimb	400	360	358	-	-
211-3715-403.39-07	Regist, Schools, Mtgs	250	250	-	-	825
	Subtotal	19,400	23,160	10,167	13,432	9,938
Commodities						
211-3715-403.45-01	Building Supplies	100	100	-	299	-
211-3715-403.45-03	Equip Consumable	2,000	2,250	707	19	24
211-3715-403.45-04	Equip Replace Parts	8,000	8,000	9,655	7,331	3,954
211-3715-403.45-05	Small Tools/Equip	1,000	1,000	592	1,317	496
211-3715-403.46-11	Other	2,500	2,500	914	453	800
	Subtotal	13,600	13,850	11,868	9,419	5,274
Capital Outlay						
211-3715-403.52-04	Office Equipment	-	-	-	-	-
211-3715-403.52-05	Mach & Equip	-	-	-	-	-
211-3715-403.52-06	Vehicles	120,000	-	-	-	-
211-3715-403.52-08	Controllable	-	-	329	-	-
211-3715-403.53-04	Traffic Signals	-	-	-	-	-
	Subtotal	120,000	-	329	-	-
Miscellaneous						
211-3715-403.61-04	Other	300	1,367	-	71	198
211-3715-403.61-08	Bad Debt Expense	-	-	1,691	3,986	-
	Totals	153,300	38,377	24,055	26,908	15,410

FUND 212 TOWN ROAD TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
212-0000-312.10-00	Town Road District Levy	3,800	3,600	4,183	3,937	3,639
212-0000-331.01-01	Interest Income	500	300	1,069	572	407
	Totals	4,300	3,900	5,252	4,509	4,046
Expenses						
Contractual Services						
212-1899-403.35-06	R & M/Infrastructure	-	-	-	-	-
Capital Outlay						
212-1899-403.52-03	Improv other than Bldgs	-	-	-	-	-
212-1899-403.53-02	Streets-Replacement	83,900	83,900	-	-	-
	Subtotal	83,900	83,900	-	-	-
Miscellaneous						
212-1899-403.61-04	Other	-	-	-	-	-
	Totals	83,900	83,900	-	-	-

FUND 240 POLICE DEPT GRANT FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
240-0000-331.01-01	Interest Income	100	100	84	86	99
240-0000-382.02-02	Attorney General	-	-	-	6,160	-
240-0000-382.03-03	Local Law Enforcement	16,000	16,000	-	15,776	-
240-0000-382.03-04	Bureau of Justice	-	-	-	-	-
240-0000-382.03-06	Dept of Transportation	-	-	-	-	-
	Totals	16,100	16,100	84	22,022	99
Expenses						
Contractual Services						
240-2110-402.39-08	Contracted Services	-	-	-	-	-
Commodities						
240-2110-402.46-11	Other	8,000	20,000	6,294	10,449	3,126
Capital Outlay						
240-2110-402.52-05	Machinery & Equip	-	-	-	-	7,241
240-2110-402.52-06	Vehicles	-	-	-	-	-
240-2110-402.52-08	Controllable	4,600	8,000	1,238	5,527	-
Miscellaneous						
240-2110-402.61-04	Other	-	-	-	-	-
Transfers						
240-1801-491.62-01	Transfers to Gen Fund	-	-	-	1,121	1,376
240-1801-402.62-80	Transfers to Adams Co	8,000	8,000	-	7,888	-
	Subtotals	8,000	8,000	-	9,009	1,376
	Totals	20,600	36,000	7,532	24,985	11,744

FUND 241 POLICE DONATIONS FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
241-0000-321.00-00	Donation-Not Restricted	10,000	10,000	10,202	4,353	16,377
241-0000-331.01-01	Interest Income	-	200	309	159	117
241-0000-342.09-00	Misc Other	-	-	-	500	1,250
241-0000-382.01-10	Restricted Contributions	-	-	-	-	-
	Totals	10,000	10,200	10,511	5,012	17,744
Expenses						
Contractual Services						
241-2110-402.35-04	Vehicles	5,000	5,000	-	-	-
Commodities						
241-2110-402.46-11	Other	15,000	15,000	3,549	3,121	3,829
241-2110-402.47-02	Safety Equipment	10,000	10,000	-	-	-
Capital Outlay						
241-2110-402.52-05	Machinery & Equip	-	-	-	-	9,085
241-2110-402.52-06	Vehicles	-	-	-	-	-
241-2110-402.52-08	Controllable	-	-	-	-	1,503
Miscellaneous						
241-2110-402.61-04	Other	-	-	-	-	-
	Totals	30,000	30,000	3,549	3,121	14,417

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
242-0000-331.01-01	Interest Income	-	200	404	338	133
242-0000-342.09.00	Other	3,300	-	-	3,383	-
242-0000-362.05-02	Drug Fines	2,500	1,500	2,212	2,630	1,231
242-0000-382.02-01	State Grants	-	-	-	-	-
242-0000-382.02-04	State Forfeitures	15,000	10,000	10,162	22,330	5,927
	Totals	20,800	11,700	12,778	28,681	7,291
Expenses						
Commodities						
242-2110-402.39-04	Travel/Lodging	-	8,000	5,887	-	-
242-2110-402.39-07	Regist,Schools,Mtgs	13,500	17,400	17,331	-	-
242-2110-402.46-11	Other	-	-	67	67	-
Capital Outlay						
242-2110-402.52-05	Machinery & Equip	9,350	1,950	-	-	-
242-2110-402.52-06	Vehicles	-	-	-	6,916	-
242-2110-402.52-08	Controllables	7,400	7,850	9,227	2,108	425
Miscellaneous						
242-2110-402.61-04	Other	1,000	10,000	5,543	11,804	2,309
	Totals	31,250	45,200	38,055	20,895	2,734

FUND 243 FEDERAL FORFEITURE FUND

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

ACCOUNT NUMBER	Description	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
243-0000-331.01-01	Interest Income	-	100	104	84	87
243-0000-382.03-02	Federal Forfeiture	10,000	5,000	-	-	-
	Totals	10,000	5,100	104	84	87
Expenses						
Contractual Services						
243-2110-402.35-02	R&M - Mach & Equip	3,000	2,963	2,963	-	-
Capital Outlay						
243-2110-402.52-05	Machinery & Equip	5,000	3,050	-	1,734	-
243-2110-402.52-06	Vehicles	-	1,000	-	739	-
243-2110-402.52-08	Controllable	1,000	350	936	-	-
Miscellaneous						
243-2110-402.61-04	Other	4,000	6,637	4,789	1,363	4,680
	Totals	13,000	14,000	8,688	3,836	4,680

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
244-0000-331.01-01	Interest Income	-	100	417	245	137
244-0000-362.01-08	Other Reimb	6,000	15,000	5,608	14,172	15,472
244-0000-361.01-16	Fingerprinting Fees	2,000	1,500	2,450	2,050	2,600
244-0000-362.01-17	Electronic Tickets	2,800	2,000	2,843	3,285	3,432
	Totals	10,800	18,600	11,318	19,752	21,641
Expenses						
Contractual Services						
244-2110-402.39-04	Travel	1,000	1,000	-	-	-
244-2110-402.39-05	Mileage Reimb	750	750	-	-	-
244-2110-402.39-07	Regist, Schools, Mtngs	4,000	4,000	495	-	-
244-2110-402.39-08	Contracted Services	2,000	2,000	1,275	330	150
Commodities						
244-2110-402.41-02	Office Supplies	1,000	1,000	739	-	967
244-2110-402.46-11	Operational Supples	14,000	14,000	7,503	8,921	10,117
244-2110-402.47-02	Safety Equipment	1,000	1,000	-	-	1,174
244-2110-402.47-03	Training Supplies	1,000	1,000	-	-	-
Capital Outlay						
244-2110-402.52-07	Furniture & Fixtures	-	-	-	-	-
244-2110-402.52-08	Controllable	3,000	3,000	2,343	2,658	-
Miscellaneous						
244-2110-402.61-04	Other	4,500	4,500	2,210	-	2,386
	Totals	32,250	32,250	14,565	11,909	14,795

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
245-0000-321.00-00	Donations-Not Restricted	1,000	500	1,500	1,750	-
245-0000-331.01-01	Interest Income	-	-	112	53	38
	Totals	1,000	500	1,612	1,803	38
Expenses						
Contractual Services						
245-2210-402.35-02	R&M-Mach & Equip	1,000	1,000	-	-	-
Commodities						
245-2210-402.46-11	Other	1,000	1,000	-	-	-
	Totals	2,000	2,000	-	-	-

FUND 246 FIRE DONATIONS FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
246-0000-321.00-00	Donation-Not Restricted	1,500	1,000	2,400	-	3,717
246-0000-331.01-01	Interest Income	-	-	109	69	55
	Totals	1,500	1,000	2,509	69	3,772
Expenses						
Contractual Services						
246-2210-402.35-04	Vehicles	500	500	500	-	-
Commodities						
246-2210-402.45-06	Vehicle	-	100	-	-	-
246-2210-402.46-11	Other	2,000	5,670	5,167	-	2,107
	Subtotal	2,500	6,270	5,667	-	2,107
Capital Outlay						
246-2210-402.52-05	Machinery & Equip	-	-	-	-	1,221
246-2210-402.52-08	Controllable	1,000	-	-	-	-
		1,000	-	-	-	1,221
Miscellaneous						
246-2210-402.61-04	Other	-	-	-	-	-
	Totals	3,500	6,270	5,667	-	3,328

The Fire Department Grant Fund is specifically for Fire Grant Funds.
 The Fire Department applies for Federal grant funding through the Assistance to Firefighter's grant program under the umbrella of FEMA.

The funding requested was for the following:

- 1) Self Contained Breathing Apparatus (SCBA) \$254,000 to replace current supply no longer NFPA compliant
- 2) Bunker Gear Dryer (Cancer Prevention Measure)
 There is a 10% match required which would be made from the General Fund.

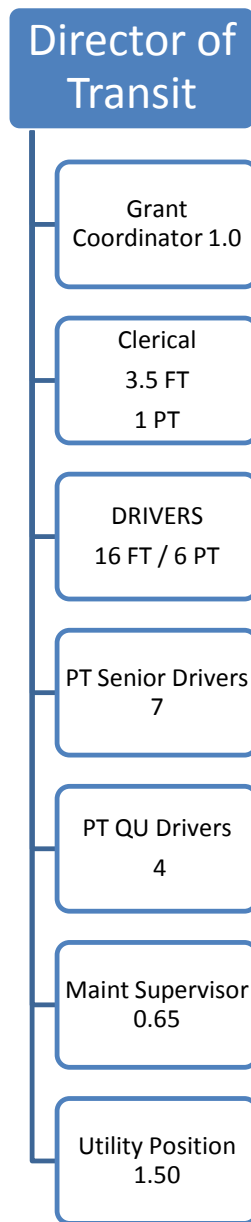
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
247-0000-331.01-01	Interest Income	-	-	89	-	-
247-0000-342.09-00	Other	-	-	-	-	-
247-0000-382.02-01	State Grants	-	-	-	-	2,388
247-0000-382.03-05	FEMA Grants	269,000	439,342	128,854	-	-
247-0000-391.01-01	General Fund	-	-	-	-	-
	Totals	269,000	439,342	128,943	-	2,388
Expenses						
Commodities						
247-2210-402.46-11	Operational Supplies	-	-	-	-	-
Capital Outlay						
247-2210-402.52-05	Mach & Equip	269,000	-	-	-	-
247-2210-402.52-08	Controllable	-	439,342	378,347	-	2,388
Transfers						
247-2210-491.62-15	To Capital Projects	-	-	-	-	-
	Totals	269,000	439,342	378,347	-	2,388

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
248-0000-331.01-01	Interest Income	-	-	-	-	-
248-0000-342.09-00	Other	-	-	-	-	-
248-0000-362.06-01	Sex Offend Reg Fees	6,000	-	13,385	-	-
248-0000-362.06-02	Violent Offend-Youth	1,000	-	370	-	-
248-0000-391.01-90	Transfers from Bnk "1"	-	-	-	-	-
Totals		7,000	-	13,755	-	-
Expenses						
248-2110-402.39-08	Contracted Services	1,500	-	-	-	-
248-2110-402.46-11	Operation Supplies	1,500	-	-	-	-
Totals		7,000	-	-	-	-
Capital Outlay						
248-2110-402.52.08	Controllable	4,000	-	-	-	-
Totals		7,000	-	-	-	-

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
249-0000-331.01-01	Interest Income	-	500	1,510	954	587
249-0000-362.01-10	DUI Reimbursement	40,000	35,000	39,638	33,116	34,162
Totals		40,000	35,500	41,148	34,070	34,749
Expenses						
Contractual Services						
249-2110-402.35-02	Mach & Equip	-	15,570	8,973	-	-
249-2110-402.39-07	Regist, Schools, Mtngs	-	-	-	-	558
249-2110-402.39-08	Other Services	650	650	594	-	1,045
		650	16,220	9,567	-	1,603
Commodities						
249-2110-402.41.01	Postage	-	-	-	-	-
249-2110-402.41.02	Office Supplies	5,000	5,000	50	3,809	-
249-2110-402.46-11	Operational Supplies	6,000	6,000	2,909	4,344	2,575
		11,000	11,000	2,959	8,153	2,575
Capital Outlay						
249-2110-402.52-04	Office Equipment	-	-	-	-	-
249-2110-402.52-05	Machinery & Equip	70,000	53,780	-	-	-
242-2110-402.52-06	Vehicles	-	-	11,650	11,650	-
249-2110-402.52-08	Controllables	50,000	50,000	28,965	33,438	1,905
		120,000	103,780	40,615	45,088	1,905
Miscellaneous						
249-2110-402.61-04	Other	-	-	-	-	-
Totals		131,650	131,000	53,141	53,241	6,083



PURPOSE

Quincy Transit Lines (QTL) has 8 fixed route buses operating Monday through Friday which cover the entire City of Quincy. Fixed route service also operates on Saturday, Sunday and Holidays with 2 routes. QTL provides paratransit services 7 days per week and on holidays. Monday through Friday we operate 4 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. QTL provided more than 414,000 rides in FY 2018.

GOALS/OBJECTIVES

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

PAST FISCAL YEAR HIGHLIGHTS

- Quincy Transit Lines applied for and received two additional Grants this past year.
 - 1) Infrastructure repair for \$845,000 to repair concrete at the Central Services Complex
 - 2) Technology grant for \$150,000 to complete the above route study
- These Grants have been promised but we have not been cleared to pursue RFPs.
- Para transit services saw another increase in passenger usage calendar year 2018 over 2017 of more than 8%.

Budget Summary

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

Transit will also see a reduction of \$16,589 in our combined MICA / Workman's Comp expenses due to the new MICA allocation formula being used.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	52,750	-17.06%	63,600	30,756	7,027
Charges for Services	80,000	-4.79%	84,025	71,541	78,635
Grants	4,922,933	34.16%	3,669,367	3,218,781	2,997,045
Transfers from General Fund	285,143	-3.03%	294,044	285,143	286,974
Total	5,340,826	29.91%	4,111,036	3,606,221	3,369,681

FUND 250 QUINCY TRANSIT LINES

SUMMARY

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	1,524,611	1.60%	1,500,648	1,457,930	1,477,442
Benefits	558,915	-17.03%	673,644	634,184	642,662
Contractual Services	1,407,611	43.14%	983,347	613,898	599,596
Commodities	31,565	6.76%	29,565	25,776	24,929
Capital Outlay	1,394,670	153.73%	549,670	3,772	4,000
Miscellaneous	373,954	0.00%	373,954	269,883	213,590
Totals	5,291,326	28.72%	4,110,828	3,005,443	2,962,219

Totals by Division

3410 Administration	155,043	-9.19%	170,724	161,684	171,260
3412 Clerical	204,786	24.28%	164,779	159,380	153,909
3413 Drivers	1,589,267	-6.27%	1,695,534	1,643,801	1,704,162
3414 Operations	3,202,908	65.81%	1,931,644	908,996	837,723
3415 Maintenance Supervision	139,322	-5.96%	148,147	131,582	95,165
Totals	5,291,326	28.72%	4,110,828	3,005,443	2,962,219

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	23.25	21.25	20	19.75
Authorized Part Time Positions	17	20	20	21

The proposed budget includes the following Transit Department staff:

Position	Full Time Equivalents (FTE)
Director of Transit	1.00
Clerical	3.50
Fixed Route / Para Drivers	16.00
Maintenance	2.15
Total Full-Time	23.25
Part Time	6.00
Senior Drivers	7.00
QU drivers	4.00
Part Time Clerical	
Total Part-Time	17.00

FUND 250 QUINCY TRANSIT LINES

REVENUE
DETAIL SUMMARY

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
250-0000-331.01-01	Interest Income	1,200	1,200	3,073	2,960	1,691
250-0000-342.09-00	Other	2,050	-	2,050	-	5,025
250-0000-343.01-00	Bus Wrap Advertising	49,500	62,400	25,633	4,067	-
250-0000-361.06-01	Passenger Fares	70,000	74,025	64,238	70,102	72,582
250-0000-361.06-02	Special Transit Fares	10,000	10,000	7,303	8,533	7,663
250-0000-361.06-03	Charter Service	-	-	-	-	-
250-0000-383.01-01	Local/Operating Grants	170,000	150,000	158,758	150,889	153,081
250-0000-383.02-01	State/Operating Grants	2,624,230	2,385,664	2,298,673	2,120,477	1,386,357
250-0000-383.02-02	Cap Exp/Infrastr Grant	1,528,450	533,450	-	-	-
250-0000-383.03-01	Fed/Operating Grants	600,253	600,253	761,350	725,679	474,827
250-0000-383.03-02	Cap Exp/Infrastr Grant	-	-	-	-	-
250-0000-383.03-06	Dept of Trnsprt Grant	-	-	-	-	-
250-0000-391.01-01	Trnfr from General Fund	285,143	294,044	285,143	286,974	275,059
Totals		5,340,826	4,111,036	3,606,221	3,369,681	2,376,285

FUND 250 QUINCY TRANSIT LINES

TRANSIT
Administration
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
250-3410-403.11-01	Regular Salary/Wages	91,047	97,208	94,390	93,675	84,038
250-3410-403.11-03	Sick Pay	-	-	3,567	1,016	1,090
250-3410-403.11-04	Holiday Pay	4,889	5,235	5,729	5,277	5,751
250-3410-403.11-15	Vacation Pay	4,524	4,435	6,610	9,699	6,556
250-3410-403.11-17	Sick Pay Buy Back	4,914	9,952	4,748	13,288	3,828
250-3410-403.11-18	Vac Pay Buy Back	4,814	4,732	-	-	-
250-3410-403.21-01	Group Insurance	21,514	21,276	22,017	21,040	17,956
250-3410-403.21-03	Board Paid Life Ins	113	109	109	109	96
250-3410-403.21-04	Workers' Comp	-	437	437	416	501
250-3410-403.22-01	Social Security	7,506	7,757	6,440	6,962	5,768
250-3410-403.22-02	Medicare	1,855	1,814	1,509	1,628	1,349
250-3410-403.22-03	Unemployment Comp	138	100	100	138	138
250-3410-403.23-01	IMRF	9,337	13,277	11,636	13,620	11,477
	Totals	150,651	166,332	157,292	166,868	138,548
Contractual Services						
250-3410-403.36-02	Rentals/Land & Blding	4,392	4,392	4,392	4,392	4,392
	Totals	155,043	170,724	161,684	171,260	142,940

TRANSIT
Clerical
Detail

Salaries & Benefits						
250-3412-403.11-01	Regular Salary/Wages	123,166	92,280	90,868	87,601	84,269
250-3412-403.11-02	Overtime	1,400	1,323	217	481	-
250-3412-403.11-03	Sick Pay	1,361	-	496	702	240
250-3412-403.11-04	Holiday Pay	6,460	5,313	5,297	4,677	4,984
250-3412-403.11-15	Vacation Pay	4,821	4,727	5,845	4,953	2,425
250-3412-403.11-17	Sick Pay Buy Back	2,002	7,486	7,542	7,449	7,219
250-3412-403.11-18	Vac Pay Buy Back	-	-	-	-	4,113
250-3412-403.12-01	Temp EE Salary Wages	6,600	6,600	3,308	3,128	199
250-3412-403.21-01	Group Insurance	36,800	25,826	25,601	24,463	22,117
250-3412-403.21-03	Board Paid Life Ins	261	170	170	170	164
250-3412-403.21-04	Workers' Comp	-	249	249	237	286
250-3412-403.22-01	Social Security	8,960	7,217	6,788	6,488	6,163
250-3412-403.22-02	Medicare	2,114	1,688	1,587	1,517	1,441
250-3412-403.22-03	Unemployment Comp	300	300	300	313	313
250-3412-403.23-01	IMRF	10,541	11,600	11,112	11,730	11,706
	Totals	204,786	164,779	159,380	153,909	145,639

FUND 250 QUINCY TRANSIT LINES

TRANSIT
DRIVERS
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
250-3413-403.11-01	Regular Salary/Wages	664,270	534,596	472,840	431,504	498,183
250-3413-403.11-02	Overtime	62,603	52,470	52,647	67,817	45,357
250-3413-403.11-03	Sick Pay	22,475	18,538	24,658	22,596	44,834
250-3413-403.11-04	Holiday Pay	20,400	19,533	20,648	18,422	20,448
250-3413-403.11-15	Vacation Pay	33,010	46,021	41,742	37,016	44,679
250-3413-403.11-16	Major Medical Pay	10,000	-	16,664	41,911	16,062
250-3413-403.11-17	Sick Pay Buy Back	10,797	56,090	33,398	18,958	15,493
250-3413-403.11-18	Vac Pay Buy Back	5,658	19,222	3,856	2,684	4,847
250-3413-403.11-19	Personal Day Pay	11,458	6,823	14,242	20,189	10,453
250-3413-403.11-20	Personal Day Buy Back	26,039	15,694	13,902	15,183	17,214
250-3413-403.12-01	Temp Salaries	271,936	375,591	406,695	446,804	394,246
250-3413-403.12-02	Overtime	30,129	19,928	39,182	60,161	39,645
250-3413-403.21-01	Group Insurance	251,739	218,916	207,866	210,630	218,363
250-3413-403.21-03	Board Paid Life Ins	1,624	1,567	1,472	1,489	1,484
250-3413-403.21-04	Workers' Comp	-	101,953	101,953	97,098	116,985
250-3413-403.22-01	Social Security	72,607	75,544	67,665	69,978	67,311
250-3413-403.22-02	Medicare	15,589	16,514	15,824	16,365	15,742
250-3413-403.22-03	Unemployment Comp	3,500	3,500	3,500	4,375	4,375
250-3413-403.23-01	IMRF	74,633	112,234	104,672	120,797	120,350
250-3413-403.24-03	CDL Reimbursement	800	800	375	185	240
Totals		1,589,267	1,695,534	1,643,801	1,704,162	1,696,312

FUND 250 QUINCY TRANSIT LINES

TRANSIT
OPERATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
250-3414-403.31-01	Audit	9,625	8,500	5,092	5,025	7,730
250-3414-403.31-05	Other	298,084	113,084	1,287	1,642	1,072
250-3414-403.32-01	Medical	2,150	2,150	-	-	-
250-3414-403.34-03	Custodial	5,000	10,000	513	3,669	3,711
250-3414-403.35-01	R&M-Buildings	12,586	6,000	5,660	2,526	2,495
250-3414-403.35-02	R&M-Mach & Equip	25,000	5,000	-	750	750
250-3414-403.35-04	R&M-Vehicles	-	-	909	1,246	-
250-3414-403.35-05	Rep & Maint -Other	13,000	5,000	1,532	2,947	1,168
250-3414-403.36-01	Fleet Maintenance	833,916	701,648	489,057	486,568	518,727
250-3414-403.36-03	Rental/Equip & Vehicle	1,200	1,200	596	686	980
250-3414-403.38-01	MICA	137,137	67,610	67,610	64,390	77,578
250-3414-403.38-02	Deductible	-	-	-	-	-
250-3414-403.39-01	Communications	19,958	19,500	24,344	15,874	6,761
250-3414-403.39-02	Advertising/Publishing	3,145	3,145	1,762	1,187	1,538
250-3414-403.39-03	Printing & Binding	9,518	9,518	1,612	3,831	1,830
250-3414-403.39-04	Travel	2,000	2,000	822	742	124
250-3414-403.39-05	Mileage Reimb	3,500	3,500	763	936	183
250-3414-403.39-07	Regist, Schools, Mtgs	600	600	500	420	50
250-3414-403.39-08	Contracted Services	26,300	20,000	7,506	2,765	8,790
	Subtotal	1,402,719	978,455	609,565	595,204	633,488
Commodities						
250-3414-403.41-01	Postage	350	350	305	172	360
250-3414-403.41-02	Office Supplies	1,500	1,500	1,041	1,450	531
250-3414-403.42-01	Natural Gas	7,000	7,000	6,009	4,241	3,892
250-3414-403.42-02	Electricity	11,000	9,000	10,776	11,579	11,069
250-3414-403.45-01	Building Supplies	-	-	87	50	-
250-3414-403.45-02	Custodial Supplies	1,400	1,400	1,470	1,691	1,345
250-3414-403.45-03	Equip Consumable	-	-	-	11	40
250-3414-403.45-04	Equip Replace Parts	1,000	1,000	-	221	-
250-3414-403.45-05	Small Tools	815	815	210	881	540
250-3414-403.46-08	Paint	2,000	2,000	77	-	-
250-3414-403.46-11	Other	1,000	1,000	2,601	1,327	638
250-3414-403.46-12	Gasoline/Diesel	-	-	-	-	175
250-3414-403.47-01	Clothing/Uniforms	5,000	5,000	3,200	3,200	3,400
250-3414-403.47-02	Safety Equipment	500	500	-	58	182
250-3414-403.47-03	Training Supplies	-	-	-	48	58
	Subtotal	31,565	29,565	25,776	24,929	22,230
Capital Outlay						
250-3414-403.52-02	Buildings	533,450	533,450	-	-	-
250-3414-403.52-03	Improv other than Bldgs	845,000	-	-	-	-
250-3414-403.52-04	Office Equipment	-	-	-	-	-
250-3414-403.52-05	Machinery & Equip	10,000	10,000	-	-	-
250-3414-403.52-06	Vehicles	-	-	-	-	-
250-3414-403.52-08	Controllable	6,220	6,220	3,772	4,000	2,475
	Subtotal	1,394,670	549,670	3,772	4,000	2,475
Miscellaneous						
250-3414-403.61-01	Dues	5,280	5,280	4,400	-	4,400
250-3414-403.61-04	Other	150	150	212	76	315
250-3414-403.65-01	Cost Share/Admin	368,524	368,524	265,271	213,514	102,779
	Subtotal	373,954	373,954	269,883	213,590	107,494
	Total	3,202,908	1,931,644	908,996	837,723	765,686

FUND 250 QUINCY TRANSIT LINES

TRANSIT
SUPERVISION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
250-3415-403.11-01	Regular Salary/Wages	86,761	84,107	76,054	51,544	53,769
250-3415-403.11-02	Overtime	-	-	2,322	1,358	539
250-3415-403.11-03	Sick Pay	2,556	2,401	1,682	2,647	1,081
250-3415-403.11-04	Holiday Pay	4,784	4,854	3,891	2,574	3,114
250-3415-403.11-15	Vacation Pay	5,031	4,456	3,494	2,766	1,696
250-3415-403.11-16	Major Medical Pay	-	-	1,396	1,362	1,432
250-3415-403.11-17	Sick Pay Buy Back	706	1,033	-	-	-
250-3415-403.21-01	Group Insurance	24,089	26,666	20,108	14,766	16,646
250-3415-403.21-02	Retirees Insurance	-	-	-	-	-
250-3415-403.21-03	Board Paid Life Ins	149	146	137	102	101
250-3415-403.21-04	Workers' Comp	-	6,801	6,801	6,477	7,804
250-3415-403.22-01	Social Security	5,897	5,741	5,292	3,626	3,488
250-3415-403.22-02	Medicare	1,385	1,343	1,237	848	816
250-3415-403.22-03	Unemployment Comp	200	200	200	207	207
250-3415-403.23-01	IMRF	7,264	9,899	9,027	6,888	6,984
	Totals	138,822	147,647	131,641	95,165	97,674

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
252-0000-383.01-04	Local/Private-Matching	-	-	-	-	-
252-0000-383.02-03	State Econ Dev/Rehab G	-	-	-	-	-
252-0000-383.03-01	Fed Operating Grant	-	-	-	-	-
252-0000-383.03-03	Fed Rehab Grant	150,000	150,000	-	-	-
	Totals	150,000	150,000	-	-	-
Expenses						
Contractual Services						
252-6312-408.31-02	Professional Svc/Legal	20,000	20,000	-	-	-
252-6312-408.31-05	Professional Svc/Other	-	-	-	-	-
252-6312-408.35-01	R&M-Building	-	-	-	-	-
252-6312-408.39-08	Contracted Services	80,000	80,000	-	-	-
	Subtotal	100,000	100,000	-	-	-
Capital Outlay						
252-6312-408.53-02	Streets-Replacement	50,000	50,000	-	-	-
252-6312-408.53-09	Other	-	-	-	-	-
	Subtotal	50,000	50,000	-	-	-
Miscellaneous						
252-6312-408.65-01	Admin Cost Share	-	-	-	-	-
Transfers						
252-1804-408.62-83	Transfer to GREDF	-	-	-	-	-
252-1804-491.62-01	General Fund	-	-	-	-	-
	Totals	150,000	150,000	-	-	-

FUND 253 IHDA GRANT FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
253-0000-331.01-01	Interest Income	-		58	37	29
253-0000-383.01-04	Local/Private-Matching	-				
253-0000-383.02-03	State Dev/Rehab Grant	-		120,676	41,842	
253-0000-383.03-03	Fed- Dev/Rehab Grant	113,670	231,000	-	-	-
	Totals	113,670	231,000	120,734	41,879	29
Expenses						
Contractual Services						
253-6312-408.31-02	Contracted Legal	200	500	-	-	-
253-6312-408.31-04	Prof Svc/Engineer/Arch	-	1,500	4,081	2,581	-
253-6312-408.31-05	Other	150	1,000	-	-	-
253-6312-408.35-01	Buildings	-	-	-	-	-
253-6312-408.37-01	Demolitions	24,170	69,500	53,750	-	-
253-6312-408.39-08	Contracted Services		-			
Miscellaneous						
253-6312-408.61-04	Other	79,650	148,500	73,845	39,410	-
253-6312-408.65-01	Admin Cost Share	9,500	10,000	-	-	23,998
	Totals	113,670	231,000	131,676	41,991	23,998

FUND 255 HUD GRANT FUND

SUMMARY

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

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
255-0000-383.03-01	Fed Oper Grants	-	-	-	-	-
255-0000-383.03-03	Fed Econ Dev Grant	-	89,000	-	95,000	25,096
	Totals	-	89,000	-	95,000	25,096
EXPENSES						
<u>Commercial Development</u>						
Contractual Services						
255-6312-408.31-02	Legal	-	-	-	-	-
255-6312-408.31-04	Engineer/Architectural	-	-	-	-	-
255-6312-408.31-05	Prof Services - Other	-	-	-	-	-
255-6312-408.35-01	R&M-Buildings	-	-	-	-	-
255-6312-408.39-02	Advertising/Publishing	-	-	-	-	-
255-6312-408.39-08	Other Contracted Serv	-	-	-	-	-
	Subtotal	-	-	-	-	-
Commodities						
255-6312-408.41-01	Postage	-	-	-	-	-
255-6312-408.46-11	Oper supplies-other	-	-	-	-	77
	Subtotal	-	-	-	-	77
Capital Outlay						
255-6312-408.52-01	Land	-	-	-	-	-
255-6312-408.52-02	Building	-	-	-	-	-
255-6312-408.52-03	Improv other than Bldg	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
255-6312-408.61-04	Misc Other	-	-	-	-	50,397
255-1801-491-62-39	Inter fund transfers	-	89,000	-	-	-
255-6312-408.65-01	Administrative	-	-	-	-	-
	Subtotal	-	89,000	-	-	50,397
	Totals	-	89,000	-	-	50,474

FUND 257 BRIDGE LIGHTING FUND

SUMMARY

The Bridge Lighting Fund was created in FY 2013 to account for all the local donations for the Bridge Lighting project. IDOT granted the City a \$456,000 federal transportation enhancement grant, which requires a local match of \$124,000. The private sector to date has contributed \$174,500 towards the local match and operational costs. Klingner has done the engineering work and Brown Electric won the IDOT construction bid in 2014. The city has paid \$85,059 to IDOT towards the cost of the project.

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

		REVENUES				
		2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
257-0000-331-01-01	Interest Income	-	-	(696)	417	-
257-0000-342.09-00	Other	-	-	-	-	-
257-0000-382-01-10	Restricted Contributions	2,400	2,400	2,400	-	5,800
Totals		2,400	2,400	1,704	417	5,800

		EXPENSES				
Contractual Services						
257-6313-407-35-06	R&M-Infrastructure	1,500	1,304	-	128	-
Subtotal		1,500	1,304	-	128	-
Commodities						
257-6313-407-42.02	Electricity	2,400	2,400	1,717	1,848	-
Subtotal		2,400	2,400	1,717	1,848	-
Capital Outlay						
257-6313-407-53.06	Infrastructure-Lighting	-	-	34,941	19,524	-
257-6313-407-53.09	Infrastructure-Other	-	50,000	-	-	-
Subtotal		-	50,000	34,941	19,524	-
Totals		3,900	53,704	36,658	21,500	-

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	2,570,000	13,800	345,000	23,000	1,350,000	95,000
REVENUES						
Taxes	2,358,696				448,000	65,000
Licenses & Permits						
Charges for Services			30,000			
Rent & Other Income				16,200		
Interest Income	20,000	-	2,500	200	10,000	500
Debt Proceeds						
Grants					120,000	
Transfers In	-					
Inter-Gov. Revenues		-	-	-	-	-
TOTAL REVENUE	2,378,696	-	32,500	16,400	578,000	65,500
Total Funds Available	4,948,696	13,800	377,500	39,400	1,928,000	160,500
EXPENDITURES						
Salaries & Benefits						
Contracted Services	-	13,000	-	8,827	219,250	15,000
Commodities				5,000		
Capital Outlay	4,604,778		367,500		1,155,000	30,200
Miscellaneous			10,000	1,700	121,900	-
Debt Service	-					
Transfers	307,000					
TOTAL EXPENDITURES	4,911,778	13,000	377,500	15,527	1,496,150	45,200
Ending Balance, April 30	\$ 36,918	\$ 800	\$ -	\$ 23,873	\$ 431,850	\$ 115,300

CITY OF QUINCY
CAPITAL PROJECTS FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	Water EPA 2019 Proj 314	Sewer EPA 2019 Proj 315	CDAP Capital Grant 316	Sewer Equip Replac. 394	QMEA Cap Res 395	Fire Equip/ Improv. 397	Total
Beginning Balance, May 1	-	-	1,240	103,000	116,000	2,700	4,619,740
REVENUES							
Taxes							2,871,696
Licenses & Permits						90,000	90,000
Charges for Services							30,000
Rent & Other Income						2,869	19,069
Interest Income	-	-		1,000	2,000	1,000	37,200
Debt Proceeds	6,800,000	6,250,000					13,050,000
Grants							120,000
Transfers In	520,000		500,000		20,000		1,040,000
Inter-Gov. Revenues			-	-	-	-	-
TOTAL REVENUE	7,320,000	6,250,000	500,000	1,000	22,000	93,869	17,257,965
Total Funds Available	7,320,000	6,250,000	501,240	104,000	138,000	96,569	21,877,705
EXPENDITURES							
Salaries & Benefits			-	-	-	-	-
Contracted Services							256,077
Commodities							5,000
Capital Outlay	7,320,000	6,250,000	500,000	103,832	138,000	-	20,469,310
Miscellaneous			-	-	-	-	133,600
Debt Service			-	-	-	-	-
Transfers	-	-	-	-	-	90,000	397,000
TOTAL EXPENDITURES	7,320,000	6,250,000	500,000	103,832	138,000	90,000	21,260,987
Ending Balance, April 30	\$ -	\$ -	\$ 1,240	\$ 168	\$ -	\$ 6,569	\$ 616,718

PURPOSE

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

GOALS/OBJECTIVES

The goal is for the Capital Projects Fund to maintain special capital projects and city infrastructure. The revenue source for Capital Projects is 25% of the City's Home Rule "Purchase Tax" of 1.5% which is declining for several reasons. The State's budget implemented a 2% administrative fee, later reduced to a 1.5% administrative fee which has had a significant impact on this already slowing revenue. Additionally, the City is experiencing a down-turn in local sales tax collections due to the "Amazon effect" (on-line shopping). Additionally, the Purchase tax revenue was previously received as a "transfer from the Purchase Tax Fund" which was changed in the FY 2019 budget to be directly receipted as a Tax Revenue. City Council adopted a Capital Project Fund policy which re-allocates recurring or non-capital

PAST FISCAL YEAR HIGHLIGHTS

The FY 2019 Capital Projects fund spending of \$2.4M was as follows:

- \$1,250,000 Street enhancements
- \$67,000 City Wide Clean up
- \$28,000 Network Equipment
- \$400,000 Ward spending
- \$20,000 Emerald Ash Borer treatment
- \$12,500 Fire Pumper Loan
- \$150,000 Transfer to Airport
- \$123,450 Transfer to 2017 GO Bond Fund (jail)

Budget Summary

Planned expenditures for next year include \$2.36 million in new funding for Street enhancements, \$30K to each ward and:

Transfer to Airport Fund (match)	\$183,000	Transfer to 2017 GO Bond Fund (jail)	\$124,000
IT - new AS/400	\$ 30,000	QPD Server room/Disaster Recovery (jail)	\$ 55,000

The Capital Projects Fund will carry over approximately \$2.5 million of previous year capital budget allocations which include funds earmarked for a future fire station reserve, three police cars, and 42nd street ROW acquisition and street construction.

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020		2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Taxes	2,358,696		2,375,786	1,965,612	0
Interest Income	20,000	300.00%	5,000	21,063	15,000
Transfers from Purchase Tax Fund	0		0	406,556	2,332,894
Total Revenues	2,378,696	-6.93%	2,555,786	2,393,231	2,347,894

EXPENSE SUMMARY

Totals by Division	2019/2020		2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Contractual Services	0	-100.00%	21,000	25,292	27,971
Capital Outlay	4,604,778	30.71%	3,522,813	1,847,730	2,773,780
Debt Services	0	-100.00%	12,500	12,500	12,500
Transfers	307,000	12.04%	274,000	573,450	985,000
Totals	4,911,778	28.23%	3,830,313	2,458,972	3,799,251

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
REVENUES						
301-0000-314-01-01	Home Rule (Purch) Tax	2,358,696	2,375,786	1,965,612	0	0
301-0000-331.01-01	Interest Income	20,000	5,000	21,063	15,000	11,477
301-0000-350.00-00	Sale of Property	0	0	0	0	0
301-0000-383.03-02	Fed Infrastructure Grant	0	0	0	0	0
301-0000-391.01-01	Trnsfr from General Fd	0	175,000	0	0	250,000
301-0000-391.01-51	Trnsfr from Purchase Tx	0	0	406,556	2,332,894	2,401,531
301-0000-391.01-59	Airport PFC Fund 512	0	0	0	0	0
301-0000-391.01-67	Trnsfr from Mun. Dock	0	0	0	0	0
301-0000-392-03-00	Loan Proceeds	0	0	0	0	0
	Totals	2,378,696	2,555,786	2,393,231	2,347,894	2,663,008
EXPENSES						
Interfund Transfers						
301-1801-491.62-01	Transfer to Gen Fund	0	0	450,000	450,000	200,000
301-1801-491.62-09	Trnsfr to 2017 GO Bond	124,000	124,000	123,450	95,000	0
301-1801-491.62-30	Quincy Regional Airport	183,000	150,000	0	190,000	30,000
301-1801-491.62-32	Central Services Fund	0	0	0	250,000	250,000
	Subtotal	307,000	274,000	573,450	985,000	480,000
IT Dept.						
301-1901-401.52-03	Improv other than Bldgs	0	0	0	0	2,990
301-1901-401.52-04	Office Equipment	30,000	50,000	0	27,705	19,434
301-1901-401.52-08	Controllable	0	0	40,696	16,869	25,012
	Subtotal	30,000	50,000	40,696	44,574	47,436
Police Dept.						
301-2110-402.52-05	Machinery & Equip	0	65,000	0	100,000	141,991
301-2110-402.52-06	Vehicles	120,000	120,000	2,727	129,175	22,805
301-2110-402.52-08	Controllable	0	0	65,497	1,958	10,804
301-2110-402.52-09	Leasehold Improve	55,000	0	0	0	0
	Subtotal	175,000	185,000	68,224	231,133	175,600
Fire Dept.						
301-2210-402.52-05	Mach & Equip	0	0	0	100,000	0
301-2210-402.52-08	Controllable	0	0	0	0	0
301-2210-402.54-10	Fire Station Reserve	151,845	151,845	14,863	8,155	0
301-2210-409.72-00	Loan/Lease Payments	0	12,500	12,500	12,500	12,500
	Subtotal	151,845	164,345	27,363	120,655	12,500
Forestry						
301-3112-403.39-08	Contracted Services	0	21,000	25,292	27,971	38,766
301-3112-403.52-05	Mach & Equip	0	0	0	0	0
	Subtotal	0	21,000	25,292	27,971	38,766
Fleet						
301-3115-403.52-02	Buildings	0	0	0	96,925	0
301-3115-403.52-06	Vehicles	0	0	0	51,157	0
	Subtotal	0	0	0	148,082	0

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Concrete(Street Maintenance)						
301-3152-403.52-05	Mach & Equip	0	0	0	0	0
301-3152-403.52-06	Vehicles	0	0	0	0	-142,830
301-3152-403.53-08	Neighborhood Enhance	2,882,158	1,505,341	1,247,376	886,329	572,750
301-3152-403.53-09	Other	0	34,749	0	0	0
301-3152-403.54-01	Ward 1	103,136	81,464	8,328	410,054	29,186
301-3152-403.54-02	Ward 2	197,926	187,685	46,311	303,512	12,136
301-3152-403.54-03	Ward 3	267,797	283,982	52,692	123,620	121,597
301-3152-403.54-04	Ward 4	102,513	83,277	12,143	270,488	51,929
301-3152-403.54-05	Ward 5	154,044	376,384	252,340	0	72,203
301-3152-403.54-06	Ward 6	153,373	143,801	20,428	159,165	153,451
301-3152-403.54-07	Ward 7	326,986	314,285	17,790	22,925	125,131
301-3152-403.54-17	Ward Clean Up	0	65,000	66,539	65,743	68,120
301-3152-403.54-30	Sidewalks	0	0	0	0	0
301-3152-403.54-31	IDOT Matching	0	0	0	0	0
	Subtotal	4,187,933	3,075,968	1,723,947	2,241,836	1,063,673
Landfill						
301-3716-405.54-44	Landfill #4 - Burton	0				160,093
	Subtotal	0	0	0	0	160,093
Commercial Development						
301-6310-403.52-01	Capital Outlay-Land	34,000	34,000	0	0	0
301-6310-403.53-01	Streets-New Construct	26,000	26,000	0	0	0
	Subtotal	60,000	60,000	0	0	0
	Totals	4,911,778	3,830,313	2,458,972	3,799,251	1,978,068

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
303-0000-331.01-01	Interest Income	0	70	160	89	67
303-0000-342.09-00	Other	0	0	0	0	0
	Total	0	70	160	89	67
Expenses						
Contractual Services						
303-6310-407.31-04	Engineer/Architectural	0	0	0	0	0
303-6310-407.31-05	Other	13,000	13,000	0	0	790
303-6310-407.39-08	Contracted Services	0	0	0	0	0
	Total	13,000	13,000	0	0	790

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 premises 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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
306-0000-331.01-01	Interest Income	2,500	1,200	4,118	2,422	2,092
306-0000-372.04-00	Connection Charges	30,000	30,000	12,638	20,963	119,073
	Totals	32,500	31,200	16,756	23,385	121,165
Expenses						
306-3158-412.39-08	Contracted Services	0	0	0	0	0
306-3158-412.53-03	Capital/Infrastructure	0	0	0	0	0
306-3158-412.53-09	Infrastructure/Other	367,500	377,919	52,451	135,810	31,972
306-3158-412.61-06	Misc-Refunds	10,000	10,000	5,594	0	0
306-3158-412-61-08	Bad Debt Expense			0	1,100	0
	Totals	377,500	387,919	58,045	136,910	31,972

FUND 309 SPECIAL CAPITAL PROJECTS FUND

SUMMARY

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

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
309-0000-321.00-00	Donations		0			
309-0000-331.01-01	Interest Income	200	200	286	163	107
309-0000-341.04-00	Rent-Wash Theatre	16,200	16,000	16,200	15,300	13,250
309-0000-342.09-00	Other	0				
	Totals	16,400	16,200	16,486	15,463	13,357
Expenses						
Contractual Services						
309-1899-401.33-01	Utility Svcs-Water/Sewer	1,000	1,001	1,001	1,130	240
309-1899-401.35-01	R&M-Buildings	4,900	8,877	8,877	10,228	1,827
309-1899-401.39-08	Contracted Services					
Insurance						
309-1899-401.38-01	MICA	2,927				
	Subtotal	8,827	9,878	9,878	11,358	2,067
Commodities						
309-1899-401.42-02	Electricity	4,000	4,190	4,190	3,970	5,165
309-1899-401.45-01	Building Supplies	1,000	1,044	1,043		
Miscellaneous						
309-1899-401.61-02	Taxes	1,700	1,648	1,580	1,464	1,526
	Totals	15,527	16,760	16,691	16,792	8,758

FUND 312 SPECIAL TAX ALLOCATION TIF #2

SUMMARY

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
312-0000-311.01-00	General Levy	448,000	430,000	447,577	427,239	414,768
312-0000-331.01-01	Interest Income	10,000	5,000	16,429	6,635	4,762
312-0000-331.01-02	Tax Payments	0	0	387	200	111
312-0000-342.09-00	Other	0	0	0	0	298
312-0000-382.02-03	Dept of Transportation	120,000	0	0	0	16,645
312-0000-383.01-03	Econ Dev/Rehab Grant	0	0	0	0	0
312-0000-383.02-03	Econ Dev/Rehab Grant	0	0	0	0	0
	Totals	578,000	435,000	464,393	434,074	436,584
Expenses						
Interfund Transfers						
312-1801-491.62-02	Planning & Develop	0	0	0	0	40,000
Contractual Services						
312-3712-408.31-04	Engineer/Architectural	65,000	79,000	6,500	0	0
312-3712-408.31-05	Prof Services/Other	135,000	0	0	0	0
312-3712-408.39-02	Advertising/Publishing	750	750	378	0	592
312-3712-408.39-04	Travel	2,000	2,000	1,832	1,789	868
312-3712-408.39-07	Regist, Schools, Mtgs	1,500	1,500	1,500	1,050	1,050
312-3712-408.39-08	Contracted-Other	15,000	15,000	12,850	0	0
312-3712-408.46-01	Concrete		0	0	768	0
312-3712-408.46-11	Other		0	0	911	0
	Subtotal	219,250	98,250	23,060	4,518	2,510
Capital Outlay						
312-3712-408.53-02	Streets-Replacement	1,080,000	1,080,000	0	0	250,969
312-3712-408.53-06	Infrastructure-Lighting	0	0	0	0	0
312-3712-408.53-07	Rental Rehab	0	0	0	0	0
312-3712-408.53-09	Infrastructure-Other	75,000	75,000	73,145	0	0
	Subtotal	1,155,000	1,155,000	73,145		250,969
Miscellaneous						
312-3712-408.61-01	Dues	1,900	1,900	850	0	850
312-3712-408.61-04	Other	0	0	647	206	2,059
312-3712-408.62-87	Rental Rehab Grants	120,000	120,000	93,050	120,745	108,743
		121,900	121,900	94,547	120,951	111,652
	Totals	1,496,150	1,375,150	190,752	125,469	405,131

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
313-0000-311.01-00	General Levy	65,000	45,000	66,165	43,295	26,368
313-0000-331.01-01	Interest Income	500	200	868	224	176
313-0000-331.01-02	Tax Payments			57	20	7
	Totals	65,500	45,200	67,090	43,539	26,551
Expenses						
Contractual Services						
313-3712-408.31-04	Engineer/Architectural	0	0	0	0	0
313-3712-408.31-05	Prof Services/Other	0	0	0	0	0
313-3712-408.33-02	Landfill Fees	0	0	0	0	0
313-3712-408.39-08	Contracted-Other	15,000	15,000	0	15,850	0
	Subtotal	15,000	15,000	0	15,850	0
Capital Outlay						
313-3712-408.52-02	Buildings	0	0			
313-3712-408.53-01	Sreets-New Construct	15,200	0	0	0	0
313-3712-408.53-02	Streets-Replacement	0	0	0	0	0
313-3712-408.53-06	Infrastructure-Lighting	0	0	0	0	0
313-3712-408.53-09	Infrastructure-Other	15,000	15,200	0	0	59,107
		30,200	15,200	0	0	59,107
Miscellaneous						
313-3712-408.61-04	Other	0	15,000	6,103	5,001	0
	Totals	45,200	45,200	6,103	20,851	59,107

FUND 314 WATER EPA 2019 PROJECT FUND

SUMMARY

This fund was created in FY 2019 to account for the EPA Loan for water system improvements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
314-0000-331-01-01	Interest Income	0	0	0	0	0
314-0000-391.01-28	Trnsfrs from Water Fd	520,000	0	0	0	0
314-0000-392.03-00	Loan Proceeds	6,800,000	4,432,000	569,058	0	0
	Totals	7,320,000	4,432,000	569,058	0	0
Expenses						
Capital Outlay						
314-3313-411-53.09	Infrastructure-Other		1,000,000	916,767		
314-3314-411-53-09	Infrastructure-Other	7,320,000	3,432,000	3,432,000	0	0
	Totals	7,320,000	4,432,000	4,348,767	0	0

FUND 315 SEWER EPA 2019 PROJECT FUND

SUMMARY

This fund was created in FY 2019 to account for the EPA Loan for Sewer system improvements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
315-0000-331-01-01	Interest Income	0	0	0	0	0
315-0000-392.03-00	Loan Proceeds	6,250,000			0	0
	Totals	6,250,000	0	0	0	0
Expenses						
Capital Outlay						
315-3321-412-53.09	Infrastructure-Other					
315-3322-412-53-09	Infrastructure-Other	6,250,000		0	0	0
	Totals	6,250,000	0	0	0	0

FUND 316 CDAP CAPITAL GRANT

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
316-0000-331.01-01	Deposit Accounts	0	0	14	1189	100
316-0000-391.01-39	Trnsfr from CDAP RLF	500,000	500,000	0	300,000	81,818
	Totals	500,000	500,000	14	301,189	81,918
Expenses						
Capital Outlay						
316-6310-408.53-09	Infrastructure-Other	500,000	0	0	300,000	117,685
	Totals	500,000	0	0	300,000	117,685

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)
- \$111,161 towards new vector truck and \$27,500 for Spring Lake Lift Station (FY 2018)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
394-0000-331.01-01	Interest Income	1,000	1,000	1,211	1,235	1,173
	Totals	1,000	1,000	1,211	1,235	1,173
Expenses						
394-3322-412.39-08	Contracted Services	0	0	0	0	0
394-3322-412.52-06	Capital Outlay/Vehicles	0	0	0	111,161	0
394-3322-412.53-09	Infrastructure-Other	103,832	102,799	0	27,531	0
	Totals	103,832	102,799	0	138,692	0

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
395-0000-331.01-01	Interest Income	2,000	1,000	2,318	1,340	985
395-0000-391.01-50	From Tourism Tax Fd	20,000	20,000	20,000	5,405	0
	Totals	22,000	21,000	22,318	6,745	985
Expenses						
395-1899-401.35-05	R&M-Other	0	0	0	0	0
395-1899-401.52-02	Capital Outlay-Bldg	0	50,000	0	0	0
395-1899-401.52-03	Improv other than Bldgs	0	0	0	0	0
395-1899-401.62-01	General Fund Transfer	0	0	0	0	0
Capital Outlay						
395-1899-401.62-56	Oakley-Lindsay Center	138,000	124,000	112,800		
	Totals	138,000	174,000	112,800	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 funded the cost to replace two pumper trucks. A transfer/loan from the General Fund was used to help fund the two trucks. The loan will be repaid at \$90,000 per year for six years (FY 2019 - FY 2024) using the revenue generated from the fire protection revenues.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
397-0000-331.01-01	Interest Income	1,000	1,000	38	2,562	2,432
397-0000-362.02-01	Veteran's Home Prot	90,000	90,000	89,383	94,013	89,179
397-0000-362.02-09	Sale of Service	2,869	2,869	0	2,869	5,739
397-0000-391-01-01	General Fund	0	0	0	337,700	0
397-0000-391.01-15	from Capital Fund	0	0	0	0	0
Totals		93,869	93,869	89,421	437,144	97,350
Expenses						
397-1801-491-62-01	Trnsfr to General Fund	90,000	90,000	90,000	0	0
397-1801-491.62-15	Trnsfr to Capital Fund	0	0	0	0	0
397-2210-402-52-02	Capital Outlay/Blgs	0	0	0	0	0
397-2210-402-52-05	Capital Outlay/Machinery	0	0	0	961,900	0
397-2210-402-52-06	Capital Outlay/Vehicles	0	0	0	0	0
Totals		90,000	90,000	90,000	961,900	0

**CITY OF QUINCY
DEBT SERVICE FUNDS**

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

	2013B HVAC Proj 406	1999 G/O Bond 407	2005 G/O Bond 409	2009 OLC G/O Bond 411	2009 Library G/O Fund 412
Beginning Balance, May 1	11,000	75,000	92,400	91,000	154,000
REVENUES					
Taxes		50,900	1,235,676		419,003
Licenses & Permits					
Charges for Services					
Rent & Other Income					
Interest Income		400	2,000	500	1,000
Debt Proceeds					
Grants					97,877
Transfers In	139,493	-	107,624	241,553	
Inter-Gov. Revenues					
TOTAL REVENUE	139,493	51,300	1,345,300	242,053	517,880
Total Funds Available	150,493	126,300	1,437,700	333,053	671,880
EXPENDITURES					
Salaries & Benefits					
Contracted Services					
Commodities					
Capital Outlay					
Miscellaneous		1,000	1,000	500	600
Debt Service	139,493	50,000	1,343,300	241,553	516,880
Transfers					
TOTAL EXPENDITURES	139,493	51,000	1,344,300	242,053	517,480
Ending Balance, Apr 30	\$ 11,000	\$ 75,300	\$ 93,400	\$ 91,000	\$ 154,400

**CITY OF QUINCY
DEBT SERVICE FUNDS**

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

	2014 G&R G/O Bond 414	2017 G/O Bond 415	Total
Beginning Balance, May 1	100	207,000	630,500
REVENUES			
Taxes		-	1,705,579
Licenses & Permits			-
Charges for Services			-
Rent & Other Income			-
Interest Income	-	2,000	5,900
Debt Proceeds			-
Grants			97,877
Transfers In	149,523	124,000	762,193
Inter-Gov. Revenues			-
TOTAL REVENUE	149,523	126,000	2,571,549
Total Funds Available	149,623	333,000	3,202,049
EXPENDITURES			
Salaries & Benefits			-
Contracted Services	-		-
Commodities			-
Capital Outlay			-
Miscellaneous	-	500	3,600
Debt Service	149,523	123,450	2,564,199
Transfers		-	-
TOTAL EXPENDITURES	149,523	123,950	2,567,799
Ending Balance, Apr 30	\$ 100	\$ 209,050	\$ 634,250

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
406-0000-331.01-01	Interest Income	0	0	53	42	67
406-0000-391.01-01	From General Fund	116,493	116,493	116,493	116,493	116,493
406-0000-391.01-09	Franch Fee "Green" fd	23,000	23,000	23,000	23,000	23,000
	Totals	139,493	139,493	139,546	139,535	139,560
Debt Service						
406-1899-409.71-01	Bond Pymnts-Principal	137,908	135,062	123,257	132,218	125,902
406-1899-409.71-02	Bond Pymnts-Interest	1,585	4,431	4,611	7,275	13,590
	Subtotal	139,493	139,493	127,868	139,493	139,492
	Totals	139,493	139,493	127,868	139,493	139,492

FUND 407 2010/1999 G/O BOND FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
407-0000-311.01-00	General Levy	50,900	113,780	114,769	98,161	91,067
407-0000-331.01-01	Interest Income	400	400	823	550	372
	Totals	51,300	114,180	115,592	98,711	91,439
Expenses						
Miscellaneous						
407-1899-409.61-04	Other	1,000	1,000	500	500	500
	Subtotal	1,000	1,000	500	500	500
Debt Service						
407-1899-409.71-01	Principal	50,000	110,000	110,000	90,000	80,000
407-1899-409.71-02	Interest	0	3,780	3,780	7,380	10,200
	Subtotal	50,000	113,780	113,780	97,380	90,200
	Totals	51,000	114,780	114,280	97,880	90,700

FUND 409 2005 G/O BOND FUND

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
409-0000-311.01-00	General Levy	1,235,676	1,192,784	1,203,157	1,183,845	980,817
409-0000-331.01-01	Interest Income	2,000	1,000	3,177	1,423	887
409-0000-391.01-28	From Utilities-Water	53,812	53,812	53,812	53,812	53,812
409-0000-391.01-29	From Utilities-Sewer	53,812	53,812	53,812	53,812	53,812
409-0000-391.04-15	2017 G/O Bond Fd415	0	156,588	156,588	0	0
	Totals	1,345,300	1,457,996	1,470,546	1,292,892	1,089,328
Expenses						
Miscellaneous						
409-1899-409.61-04	Other	1,000	1,000	500	500	500
Debt Service						
409-1899-409.71-01	Principal	1,330,000	1,415,000	1,415,000	1,215,000	990,000
409-1899-409.71-02	Interest	13,300	40,750	40,750	67,050	89,100
	Subtotal	1,343,300	1,455,750	1,455,750	1,282,050	1,079,100
	Totals	1,344,300	1,456,750	1,456,250	1,282,550	1,079,600

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

SUMMARY

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
411-0000-331.01-01	Interest Income	500	100	1,746	972	309
411-0000-391.01-50	From Tourism Tax Fd	241,553	222,960	222,960	222,960	171,860
	Totals	242,053	223,060	224,706	223,932	172,169
Expenses						
Debt Service						
411-1899-409.61-04	Misc-Other	500	500	500	500	500
411-1899-409.71-01	Principal	210,000	205,000	205,000	200,000	
411-1899-409.71-02	Interest	31,553	38,215	38,215	44,215	44,215
	Totals	242,053	243,715	243,715	244,715	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 (Ordinance 2009-27). The issue qualified as Build America Bonds and qualified for a stimulus rebate. The remaining is levied by the City of Quincy and funded through property taxes. The final levy will be the 2027 tax levy, with the final payment will be made FY 2029.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
412-0000-311.01-00	General Levy	419,003	402,258	405,756	392,686	373,937
412-0000-331.01-01	Interest Income	1,000	1,000	2,362	1,336	961
412-0000-342.09-00	Misc-Other	0	0	0	0	0
412-0000-381.03-03	Stimulus Rebate	97,877	103,142	103,362	108,011	112,176
	Totals	517,880	506,400	511,480	502,033	487,074
Expenses						
Debt Service						
412-1899-409.61-04	Misc-Other	600	600	600	600	600
412-1899-409.71-01	Principal	285,000	260,000	260,000	240,000	215,000
412-1899-409.71-02	Interest	231,880	245,400	245,400	257,400	267,613
	Totals	517,480	506,000	506,000	498,000	483,213

The Series 2014 G/O Note was issued December 2014 (Ordinance 2014-32) in the amount of \$973,518. The debt was issued to purchase three garbage trucks and two recycle trucks. Central Services fund 602 transfers the funds to make debt payments.

Final payment to be made January 2022 (FYE 2022).

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
414-0000-331.01-01	Interest Income	0	0	74	117	0
414-0000-391.01-32	Central Services Fund	149,523	149,523	149,520	149,520	149,520
414-0000-392.03-00	Loan Proceeds	0	0			0
	Totals	149,523	149,523	149,594	149,637	149,520
Expenses						
Contractual Services						
414-1899-409.31-02	Legal	0	0	0	0	0
	Subtotal	0	0	0	0	0
Commodities						
414-1899-409.61-04	Misc-Other	0	0	0	0	0
414-1899-491.62-32	Central Services Fund	0	0	0	0	0
	Subtotal	0	0	0	0	0
Debt Service						
414-1899-409.71-01	Principal	142,850	139,920	127,711	125,589	134,235
414-1899-409.71-02	Interest	6,673	9,600	9,349	23,931	15,285
	Subtotal	149,523	149,520	137,060	149,520	149,520
	Totals	149,523	149,520	137,060	149,520	149,520

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
415-0000-311.01-01	Tax Levy	0	0	-	156,588	0
415-0000-331.01-01	Interest Income	2,000	0	1,491	2,033	0
415-0000-391.01-15	Trnsf from Cap Proj Fd	124,000	124,000	123,450	95,000	0
415-0000-392.03-00	Loan Proceeds	0	0			4,204,525
	Totals	126,000	124,000	124,941	253,621	4,204,525
Expenses						
Contractual Services						
415-1899-409.31-02	Legal	0	0	0	0	0
	Subtotal	0	0	0	0	0
Miscellaneous						
415-1899-409.61-04	Misc-Other	500	600	500	500	350
	Subtotal	500	600	500	500	350
Debt Service						
415-1899-409.71-01	Principal	0	0	0	0	0
415-1899-409.71-02	Interest	123,450	123,450	123,450	93,616	
415-1899-409.72-00	Loan/Lease payments	0	0	0		4,000,000
	Subtotal	123,450	123,450	123,450	93,616	4,000,000
Interfund Transfers						
415-1899-491-62-27	Transfers to Spec Debt	0	156,588	156,588	0	0
	Totals	123,950	280,638	280,538	94,116	4,000,350

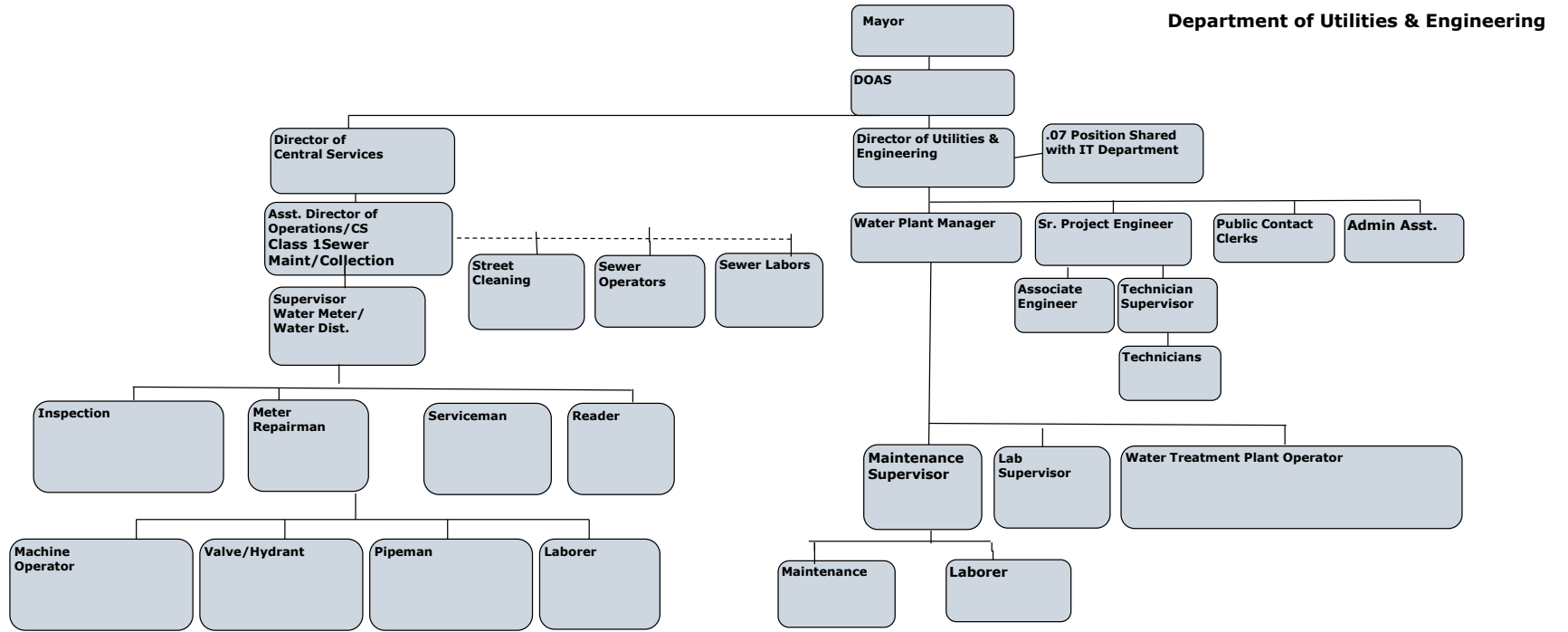
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**CITY OF QUINCY
ENTERPRISE FUNDS**

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

	Water Fund 501	Sewer Fund 502	Airport Fund 511	Airport PFC 512	Airport Hangar 513
Beginning Balance, May 1	4,000,000	2,000,000	100	229,000	645,000
REVENUES					
Taxes	-	-	-	45,000	-
Licenses & Permits	-	-	-	-	-
Charges for Services	7,866,000	6,188,000	210,410	-	98,118
Rent & Other Income	34,000	-	96,526	-	5,000
Interest Income	20,000	12,000	500	2,000	-
Debt Proceeds	-	-	-	-	-
Grants	-	-	2,880,867	-	-
Transfers In	-	-	1,085,194	-	-
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	7,920,000	6,200,000	4,273,497	47,000	103,118
Total Funds Available	11,920,000	8,200,000	4,273,597	276,000	748,118
EXPENDITURES					
Salaries & Benefits	2,731,578	781,736	639,621	-	-
Contracted Services	1,160,693	2,984,401	282,470	30,000	110,000
Commodities	1,922,900	677,600	187,050	-	-
Capital Outlay	3,812,500	2,183,000	3,093,991	60,000	-
Miscellaneous	890,232	280,872	70,365	-	6,500
Debt Service	210,000	53,812	-	-	-
Transfers	-	-	-	-	100,000
TOTAL EXPENDITURES	10,727,903	6,961,421	4,273,497	90,000	216,500
Ending Balance, April 30	\$ 1,192,097	\$ 1,238,579	\$ 100	\$ 186,000	\$ 531,618

	Municipal Barge Dock 514	Reg Trng Facility 531	Total
Beginning Balance, May 1	550,000	1,700	7,425,800
REVENUES			
Taxes	-	-	45,000
Licenses & Permits	-	-	-
Charges for Services	250,000	52,420	14,664,948
Rent & Other Income	-	1,700	137,226
Interest Income	6,000	-	40,500
Debt Proceeds	-	-	-
Grants	-	100	2,880,967
Transfers In	-	21,416	1,106,610
Inter-Gov. Revenues	-	-	-
TOTAL REVENUE	256,000	75,636	18,875,251
Total Funds Available	806,000	77,336	26,301,051
EXPENDITURES			
Salaries & Benefits	-	23,474	4,176,409
Contracted Services	43,335	35,093	4,645,992
Commodities	4,700	14,550	2,806,800
Capital Outlay	43,000	-	9,192,491
Miscellaneous	1,952	-	1,249,921
Debt Service	-	2,519	266,331
Transfers	160,000	-	260,000
TOTAL EXPENDITURES	252,987	75,636	22,597,944
Ending Balance, April 30	\$ 553,013	\$ 1,700	\$ 3,703,107



** 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 include fixed quarterly demand charges (based upon meter size) and metered consumption charges. As an enterprise fund, the fund is expected to be self-sufficient and revenues for services rendered should fund all expenses associated with the maintenance and administration of the water utility.

GOALS/OBJECTIVES

The Utilities Department has set the following goals for FY2020:

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

PAST FISCAL YEAR HIGHLIGHTS

In the past previous fiscal year, the Water Enterprise Fund:

- Produced a net operating income in excess of \$2 million
- Invested roughly \$2 million in capital improvements to the public water supply
- Reduced water losses from 35.0% down to 30.1%, a reduction of 167 million gallons per year
- Implemented a commercial/industrial meter replacement program to reduce water losses further

BUDGET SUMMARY

Revenue projections for FY20 are based upon water sales from the preceding year. Operating revenues for FY20 are projected to be \$7.807 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$5.975 million, which will result in a net operating income of \$1,832 million in FY20. Budgeted operating expenses are roughly above projected FY 19 levels. The major contributors to the increased operating expenses include a \$187k increase for insurance, administrative cost sharing & bad debt allowance; a \$100k increase in commercial meter purchases: an \$87k increase for emergency repairs; and a \$70k allowance for increased energy and chemical costs.

A total capital expense budget of \$3.83 million is proposed. Proposed capital expenditures include:

• Transmission main construction	\$1,500,000
• Water main replacement program	905,000
• WTP capital improvements	700,000
• Vehicle and equipment replacement	412,000
• Chestnut Street Pump Station replacement	<u>315,000</u>
Total	\$3,832,500

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	54,000	8.00%	50,000	133,862	64,148
Charges for Services	7,866,000	16.36%	6,760,000	7,773,615	6,146,954
Debt Proceeds	-		818,000	-	-
Grants	-		-	-	-
Transfers	-		-	-	-
Total	7,920,000	3.83%	7,628,000	7,907,477	6,211,102

EXPENSE SUMMARY

	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED		REVISED	PROJECTED	YTD
Salaries	1,988,609	8.47%	1,833,361	1,712,006	1,784,265
Benefits	742,969	-21.76%	949,628	880,310	870,620
Contractual Services	1,160,693	-11.28%	1,308,328	1,056,835	841,648
Commodities	1,922,900	-4.40%	2,011,350	1,499,742	1,893,659
Capital Outlay	3,812,500	13.93%	3,346,347	2,027,856	769,171
Miscellaneous	890,232	199.50%	297,237	266,396	277,945
Debt Service	210,000	#DIV/0!	-	-	-
Totals	10,727,903	10.07%	9,746,251	7,443,145	6,437,308

Totals by Division

3155 Utilities	4,524,299	-1.41%	4,588,957	3,261,690	2,099,564
3156 Water Meter	720,652	-22.63%	931,402	630,987	738,798
3310 Admin	1,367,545	114.88%	636,423	573,442	539,262
3312 Commercial	321,931	11.76%	288,068	269,582	310,805
3313 Pump Stations	803,000	14.22%	703,000	433,294	431,440
3314 Purification	2,990,476	15.09%	2,598,401	2,274,150	2,317,439
Totals	10,727,903	10.07%	9,746,251	7,443,145	6,437,308

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	36.85	33.25	34	32.37

The proposed budget includes the following Water Department staff:

Water Distribution	1.00 Supervisor			
	1.00 Clerical (non-union)			
	13.75 822 union laborers/operators	15.75 total		
Water Metering	5.00 822 union laborers/operators	5.00 total		
Utilities Admin	2.10 Director 0.75, Admin 0.75. Supv 0.6	2.10 total		
Commercial	3.00 822 union laborers/operator	3.00 total		
Purification	5.00 Non-union supervisors			
	6.00 822 union laborers/operators	11.00 total	= 36.85	Total FTEs

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
501-0000-331.01-01	Interest Income	20,000	16,000	43,168	22,700	19,599
501-0000-341.04-00	Rent-Equip/Facilities	34,000	34,000	80,930	34,743	34,317
501-0000-342.03-00	Jury Duty Reimb		0	14	14	
501-0000-342.09-00	Other		0	2,027	4,681	40
501-0000-350.00-00	Sale of Property			7,723	2,010	
501-0000-371.01-00	Metered Water Sales	4,850,000	4,750,000	5,003,533	5,033,337	6,008,141
501-0000-371.01-01	Water Base Revenues	2,960,000	2,000,000	2,540,121	1,056,575	
501-0000-371.02-00	Fire Protection Fees	0	10,000	5,755	25,665	27,358
501-0000-371.03-04	Misc Water Sales	0	0	928	908	1,175
501-0000-371.04-00	Service Connect Fees	50,000	40,000	72,840	5,025	1,000
501-0000-371.05-00	Miscellaneous	0	0	0	0	0
501-0000-371.05-01	Penalties - Past Due	100,000	90,000	190,089	97,199	96,832
501-0000-371.05-02	Consumer Service Chg	22,000	10,000	30,689	21,770	21,111
501-0000-371.05-03	Mdse Sales/Services	0	5,000	10,374	8,700	2,187
501-0000-371.05-04	Laboratory Fees	0	0	0	0	35
501-0000-371.05-06	Forfeited Deposits	0	0	0	0	-45
501-0000-371.05-07	Water Services In Kind	-125,000	-150,000	-91,725	-120,212	-120,782
501-0000-371.05-08	Salvage Scrap Sales	7,000	4,000	9,171	16,347	14,919
501-0000-371.05-09	NSF Check Reimb	2,000	1,000	1,840	1,640	1,260
501-0000-392.03-00	Loan Proceeds	0	818,000	0	0	0
Totals		7,920,000	7,628,000	7,907,477	6,211,102	6,107,147

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
501-3155-411.11-01	Regular Salary/Wages	655,156	551,920	448,409	452,206	442,646
501-3155-411.11-02	Overtime	55,045	50,257	50,717	79,783	68,046
501-3155-411.11-03	Sick Pay	30,483	11,866	16,512	20,155	13,550
501-3155-411.11-04	Holiday Pay	37,249	30,751	27,918	25,021	32,204
501-3155-411.11-15	Vacation	37,369	28,813	23,995	28,857	21,805
501-3155-411.11-16	Major Medical	0	0	1,981	15,552	4,781
501-3155-411.11-17	Sick Pay buyback	1,540	4,401	5,320	11,994	4,139
501-3155-411.11-18	Vacation Pay buyback	0	0	0	0	0
501-3155-411.12-01	Temp Salaries	0	0	2,193	2,916	0
501-3155-411.21-01	Group Insurance	173,717	128,755	108,800	115,224	102,654
501-3155-411.21-02	Retirees Insurance	0	0	0	0	0
501-3155-411.21-03	Board Paid Life Ins	1,162	903	782	842	793
501-3155-411.21-04	Worker's Comp	0	73,097	73,097	53,979	65,035
501-3155-411.22-01	Social Security	49,716	41,123	34,124	37,692	34,945
501-3155-411.22-02	Medicare	11,641	9,617	7,981	8,815	8,172
501-3155-411.22-03	Unemployment Comp	1,600	1,300	1,300	1,234	1,234
501-3155-411.23-01	IMRF	61,196	70,904	58,671	70,162	66,552
501-3155-411.23-02	IMRF ERI - Emp Cont	0	0	0	0	0
501-3155-411.24-03	CDL Reimbursements	30	90	60	0	30
	Subtotal	1,115,904	1,003,797	861,860	924,432	866,585
Contractual Services						
501-3155-411.31-04	Eng/Architectural	50,000	40,000	31,000	20,700	7,562
501-3155-411.35-01	Buildings	5,000	66,300	66,276	0	0
501-3155-411.35-02	R&M-Mach & Equip	5,000	5,000	1,744	2,350	3,133
501-3155-411.35-03	R&M-Office Furniture					
501-3155-411.35-05	R&M - Other	0	0	0	0	71
501-3155-411.35-06	R&M-Infrastructure	100,000	50,000	58,665	39,870	107,936
501-3155-411.36-01	Fleet Maintenance	110,000	100,000	104,560	106,582	70,243
501-3155-411.36-02	Land	2,000	1,100	1,150		1,084
501-3155-411.36-03	Equipment & Vehicle	5,000	9,910	905	4,736	10,636
501-3155-411.36-05	Vehicle Replacement	60,000	60,000	55,953	52,334	28,441
501-3155-411.38-01	Insurance/MICA	40,345	0	0	0	
501-3155-411.38-05	Boiler & Machinery Ins.	0	0	0	5,000	5,000
501-3155-411.39-01	Communications	5,000	5,500	1,710	5,090	5,783
501-3155-411.39-02	Advertising/Publishing	1,300	1,250	1,120	1,124	406
501-3155-411.39-03	Printing & Binding	1,000	1,000	483	668	306
501-3155-411.39-05	Mileage Reimb	0	0	0	0	0
501-3155-411.39-06	JULIE Location Req	5,000	4,600	5,245	4,548	4,525
501-3155-411.39-07	Regist,Schools,Mtgs	1,000	1,000	506	506	0
501-3155-411.39-08	Contracted Services	15,000	0	8707	8652	1473
	Subtotal	405,645	345,660	338,024	252,160	246,599
Commodities						
501-3155-411.41-02	Office Supplies	1,000	1,000	900	741	470
501-3155-411.42-02	Electricity	0	0	37	1,958	1,650
501-3155-411.45-02	Custodial Supplies	3,000	3,000	498	1,866	3,816
501-3155-411.45-03	Equip Consumable	3,250	3,000	2,480	3,246	2,806
501-3155-411.45-04	Equip Replacemt Pts	3,000	3,000	1,961	4,166	2,246
501-3155-411.45-05	Small Tool/Small Equip.	10,000	10,000	5,529	9,192	10,522
501-3155-411.46-01	Concrete	60,000	50,000	43,616	57,171	56,995
501-3155-411.46-03	Sand, Stone & Gravel	20,000	25,000	12,114	21,283	24,271

FUND 501 WATER FUND
UTILITIES DEPARTMENT

WATER DISTRIBUTION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
501-3155-411.46-07	Barricades	4,000	4,000	213	0	0
501-3155-411.46-08	Paint	1,500	1,000	1,062	1,298	1,784
501-3155-411.46-09	Pipe	2,500	2,500	392	1,006	1,320
501-3155-411.46-10	Lumber	2,500	2,000	1,764	1,412	2,305
501-3155-411.46-11	Oper Supplies-Other	200,000	185,000	120,794	195,638	178,095
501-3155-411.46-12	Gasoline/Diesel	500	500	144	204	224
501-3155-411.47-01	Clothing/Uniforms	1,000	1,000	572	1,026	494
501-3155-411.47-02	Safety Equipment	2,500	2,500	868	1,821	2,460
501-3155-411.47-03	Training Supplies	0	0	0	0	139
	Subtotal	315,250	294,500	192,944	302,028	289,598
Capital Outlay						
501-3155-411.52-05	Mach & Equipment	342,500	350,000	0	54,225	0
501-3155-411.52-06	Vehicles	45,000	150,000	119,701	47,941	0
501-3155-411.52-08	Controllable	20,000	25,000	12,937	11,770	14,573
501-3155-411.53-03	Utility Piping, meters, etc	2,280,000	2,420,000	1,736,224	507,008	0
501-3155-411.53-09	Other	-	-	-	-	-
	Subtotal	2,687,500	2,945,000	1,868,862	620,944	14,573
	Totals	4,524,299	4,588,957	3,261,690	2,099,564	1,417,354

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER METERING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
501-3156-411.11-01	Regular Salary/Wages	212,066	204,064	190,116	164,115	145,081
501-3156-411.11-02	Overtime	20,211	19,593	16,142	18,241	15,404
501-3156-411.11-03	Sick Pay	4,332	3,005	8,968	7,858	3,850
501-3156-411.11-04	Holiday Pay	11,887	11,928	12,024	10,828	11,895
501-3156-411.11-15	Vacation	20,152	18,552	17,875	20,208	18,477
501-3156-411.11-17	Sick Pay buyback	4,427	5,832	5,175	15,458	5,564
501-3156-411.21-01	Group Insurance	65,642	65,735	63,914	54,697	46,763
501-3156-411.21-03	Board Pd Life Ins	369	341	342	304	278
501-3156-411.21-04	Workers' Comp	0	40,065	40,065	38,157	45,972
501-3156-411.22-01	Social Security	16,372	15,955	14,146	13,294	11,515
501-3156-411.22-02	Medicare	3,868	3,732	3,308	3,109	2,693
501-3156-411.22-03	Unemployment Comp.	500	500	500	522	522
501-3156-411.23-01	IMRF	20,187	27,510	25,547	26,154	22,699
501-3156-411.24-03	CDL Reimbursements	90	90	30	0	60
	Subtotal	380,103	416,902	398,152	372,945	330,775
Contractual Services						
501-3156-411.34-03	Custodial Services	750	1,324	1,153	0	0
501-3156-411.35-01	R&M-Buildings	0	0	486	0	0
501-3156-411.35-02	R&M-Mach & Equip	4,000	4,100	3,949	334	3,478
501-3156-411.35-05	Rep & Maint-Other	7,500	7,500	5,650	2,774	8,820
501-3156-411.36-01	Fleet Maintenance	15,000	15,000	14,748	13,673	13,315
501-3156-411.36-05	Vehicle Replacement	12,000	20,000	11,196	11,196	9,426
501-3156-411.38-01	Insurance/MICA	17,299	0	0	0	0
501-3156-411.38-05	Boiler & Machinery Ins.		0	0	10,000	10,000
501-3156-411.39-01	Communications	100	500	0	96	221
501-3156-411.39-03	Printing & Binding	0	0	0	0	165
501-3156-411.39-08	Contracted Services	1,500	176	362	1,337	1,312
	Subtotal	58,149	48,600	37,544	39,410	46,736
Commodities						
501-3156-411.41-01	Postage	0	0	0	0	0
501-3156-411.41-02	Office Supplies	800	900	895	745	436
501-3156-411.45-01	Building Supplies	200	200	17	124	221
501-3156-411.45-02	Custodial Supplies	2,000	1,500	2,003	1,075	1,124
501-3156-411.45-03	Equip Consumable	900	900	496	887	312
501-3156-411.45-04	Equip Replace Parts	500	500	457	406	551
501-3156-411.45-05	Small Tools/ Equip	2,000	2,000	828	1,473	1,049
501-3156-411.46-08	Paint	0	0	45	484	0
501-3156-411.46-09	Pipe	1,000	1,000	431	859	66
501-3156-411.46-11	Other	250,000	325,000	133,869	271,781	179,821
	Subtotal	257,400	332,000	139,041	277,834	183,580
Capital Outlay						
501-3156-411.52-05	Mach & Equip	-	35,875	35,875	-	-
501-3156-411.52-06	Vehicles	25,000	40,000	16,606	48,609	0
501-3156-411.53-03	Infrastructure-Meters	0	54,106	0	0	0
	Subtotal	25,000	133,900	56,250	48,609	0
	Totals	720,652	931,402	630,987	738,798	561,091

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**UTILITIES-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Wages						
501-3310-411.11-01	Regular Salary/Wages	134,634	132,989	124,150	98,842	96,381
501-3310-411.11-03	Sick Pay	-	-	-	-	139
501-3310-411.11-04	Holiday Pay	7,375	7,518	7,144	5,238	5,920
501-3310-411.11-15	Vacation	8,238	7,926	6,119	4,768	5,507
501-3310-411.11-17	Sick Pay buyback	2,136	3,204	3,881	4,316	1,572
501-3310-411.21-01	Group Insurance	32,290	30,966	29,268	22,134	22,016
501-3310-411.21-03	Board Pd Life Ins	155	102	136	107	105
501-3310-411.21-04	Workers' Comp	-	8,516	8,516	8,110	9,771
501-3310-411.22-01	Social Security	11,322	9,735	7,860	6,271	6,053
501-3310-411.22-02	Medicare	2,667	1,585	1,838	1,467	1,416
501-3310-411.22-03	Unemployment Comp	150	150	150	188	188
501-3310-411.23-01	IMRF	13,953	15,820	14,433	12,551	12,414
	Subtotal	212,920	218,511	203,495	163,992	161,482
Contractual Services						
501-3310-411.31-01	Audit	7,125	7,500	7,125	7,031	7,039
501-3310-411.31-05	Prof Svc-Other	-	1,500	-	1,116	-
501-3310-411.32-02	Technical Svc-Comp	20,000	20,000	13,806	12,671	14,656
501-3310-411.38-01	MICA	6,218	66,350	66,350	63,190	76,132
501-3310-411.39-01	Communications	10,500	10,400	9,102	3,706	78
501-3310-411.39-02	Advertising/Publishing	-	-	-	315	-
501-3310-411.39-03	Printing & Binding	3,000	3,575	2,195	2,883	1,575
501-3310-411.39-04	Travel	-	-	-	-	945
501-3310-411.39-05	Mileage Reimb	250	250	-	-	-
501-3310-411.39-07	Regist,Schools, Mtgs	1,000	600	-	596	233
501-3310-411.39-08	Contracted Services	5,000	5,000	3,230	148	-
	Subtotal	53,093	115,175	101,808	91,656	100,658
Commodities						
501-3310-411.41-01	Postage	700	500	493	502	125
501-3310-411.41-02	Office Supplies	600	500	493	465	524
	Subtotal	1,300	1,000	986	967	650
Capital Outlay						
501-3310-411.52-04	Office Equipment	-	5,000	-	4,316	12,757
501-3310-411.52-08	Controllable	-	-	757	395	325
	Subtotal	-	5,000	757	4,711	13,082
Miscellaneous						
501-3310-411.61-01	Dues	500	500	211	-	215
501-3310-411.61-04	Other	500	-	1,716	833	-
501-3310-411.61-08	Bad Debt Expense	50,000	35,000	29,455	43,179	42,314
501-3310-411.61-89	Over & Short	20,000	20,000	(5,308)	(116)	12,497
501-3310-411.65-01	Admin Cost Share	224,094	176,425	175,542	169,620	169,585
501-3310-411.65-02	Space Cost Share	21,326	11,000	10,968	10,608	10,608
501-3310-491.62-26	1998 G/O Bond Fund	53,812	53,812	53,812	53,812	53,812
501-3310-491.62-62	Water EPA 2019ProjFund	520,000	-	-	-	-
	Subtotal	890,232	296,737	266,396	277,936	289,032
Debt Service						
501-3310-411-72-00	Loan/Lease Payment	210,000	-	-	-	-
	Subtotal	210,000	-	-	-	-
	Totals	1,367,545	636,423	573,442	539,262	564,903

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**COMMERCIAL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
501-3312-411.11-01	Regular Salary/Wages	119,994	116,639	112,669	139,209	151,936
501-3312-411.11-02	Overtime	2,463	2,403	286	101	402
501-3312-411.11-03	Sick Pay	3,131	3,294	3,236	2,552	2,196
501-3312-411.11-04	Holiday Pay	6,785	6,874	8,422	6,669	7,155
501-3312-411.11-15	Vacation	6,089	5,622	6,745	6,763	5,434
501-3312-411.11-16	Major Medical	-	-	832	832	-
501-3312-411.11-17	Sick Pay buyback	1,392	1,973	1,882	5,299	1,882
501-3312-411.11-18	Vacation Pay buyback	-	-	0	0	0
501-3312-411.21-01	Group Insurance	29,550	28,444	27,973	34,266	37,978
501-3312-411.21-03	Board Pd Life Ins	221	204	203	240	261
501-3312-411.21-04	Workers' Comp	0	1,033	1,033	984	1,186
501-3312-411.22-01	Social Security	8,642	8,479	7,892	9,365	9,833
501-3312-411.22-02	Medicare	2,034	1,983	1,846	2,190	2,300
501-3312-411.22-03	Unemployment Comp	300	300	300	478	478
501-3312-411.23-01	IMRF	10,648	14,620	13,709	17,933	19,156
	Subtotal	191,249	191,868	187,028	226,881	240,197
Contractual Services						
501-3312-411.35-02	R&M-Mach & Equip	3000	3793	1854	377	1253
501-3312-411.35-03	R&M-Office Furniture	0	0	0	0	0
501-3312-411.36-03	Equipment & Vehicle	2,700	2,700	2,341	1,222	2,287
501-3312-411.38-01	Insurance/MICA	7,482	0	0	0	0
501-3312-411.38-05	Boiler & Machinery Ins	0	0	0	5,000	5,000
501-3312-411.39-02	Advertising/Publishing	0	0	346	0	0
501-3312-411.39-03	Printing & Binding	2,000	1,000	1,390	750	1,895
501-3312-411.39-04	Travel	0	0	0	0	0
501-3312-411.39-05	Mileage Reimb	0	0	0	0	0
501-3312-411.39-07	Regist, Schools,Mtgs	0	0	0	0	0
501-3312-411.39-08	Contracted Services	50,000	52,000	48,961	36,833	25,590
	Subtotal	65,182	59,493	54,892	44,182	36,025
Commodities						
501-3312-411.41-01	Postage	30,000	28,000	18,162	23,060	19,579
501-3312-411.41-02	Office Supplies	5,500	4,000	5,294	3,468	3,561
501-3312-411.45-01	Building Supplies	0	500	0	0	0
	Subtotal	35,500	32,500	23,456	26,528	23,140
Capital Outlay						
501-3312-411.52-04	Office Equipment	25,000	0	0	13,214	0
501-3312-411.52-05	Mach & Equip	0	-293	0	0	0
501-3312-411.52-08	Conrollable	5,000	4,500	4,206	0	1,525
		30,000	4,207	4,206	13,214	1,525
Miscellaneous						
501-3312-411.61-04	Other	0	0	0	0	0
	Totals	321,931	288,068	269,582	310,805	300,887

FUND 501 WATER FUND
UTILITIES DEPARTMENT

PUMP STATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
501-3313-411.12-01	Regular Salary/Wages	0	0	0	0	2,469
501-3313-411.12-02	Overtime	0	0	0	0	
501-3313-411.22-01	Social Security	0	0	0	0	153
501-3313-411.22-02	Medicare	0	0	0	0	36
	Subtotals	0	0	0	0	2,658
Contractual Services						
501-3313-411.35-01	R&M-Buildings	-	10,000	-	297	320
501-3313-411.35-02	R&M-Mach & Equip	15,000	15,000	13,341	2,889	4,562
501-3313-411.35-05	R&M-Other	-	-	-	-	
501-3313-411.38-05	Boiler & Machinery Ins.	11,000	11,000	11,000	20,000	20,000
501-3313-411.39-01	Communications	-	-	-	-	-
	Subtotals	26,000	36,000	24,341	23,186	24,882
Commodities						
501-3313-411.42-01	Natural Gas	7,000	4,000	4,288	6,266	3,126
501-3313-411.42-02	Electricity	400,000	425,000	346,044	374,488	353,577
	Subtotals	407,000	429,000	350,332	380,754	356,703
Capital Outlay						
501-3313-411.52-05	Mach & Equipment	0	0	0	27,500	0
501-3313-411.53-09	Other	370,000	238,000	58,621	0	0
	Subtotals	370,000	238,000	58,621	27,500	0
	Totals	803,000	703,000	433,294	431,440	384,243

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
501-3314-411.11-01	Regular Salary/Wages	511,945	491,763	508,855	513,172	483,994
501-3314-411.11-02	Overtime	15,491	15,166	14,933	11,647	19,516
501-3314-411.11-03	Sick Pay	0	16,731	8,230	9,806	8,122
501-3314-411.11-04	Holiday Pay	28,741	29,902	31,413	27,805	24,573
501-3314-411.11-15	Vacation	37,886	37,515	29,762	27,374	32,947
501-3314-411.11-17	Sick Pay buyback	12,392	12,860	16,102	45,009	15,801
501-3314-411.11-18	Vacation buyback	0	0	0	1,671	3,935
501-3314-411.12-01	Temp Salaries	0	0	0	0	3,057
501-3314-411.21-01	Group Insurance	128,547	126,869	115,771	107,387	98,438
501-3314-411.21-03	Board Pd Life Ins	812	749	757	772	736
501-3314-411.21-04	Workers' Comp	0	108,021	108,021	102,877	123,948
501-3314-411.22-01	Social Security	38,311	37,550	36,064	37,939	35,532
501-3314-411.22-02	Medicare	8,980	8,782	8,435	8,873	8,310
501-3314-411.22-03	Unemployment Comp	1,100	1,200	1,200	1,750	1,750
501-3314-411.23-01	IMRF	47,167	64,743	62,238	70,463	66,755
501-3314-411.24-03	CDL Reimbursements	30	60	0	90	0
	Subtotal	831,402	951,911	941,781	966,635	927,414
Contractual Services						
501-3314-411.31-04	Eng/Architectural	40,000	75,000	36,764	36,125	24,680
501-3314-411.31-05	Prof Svc-Other		130,000	130,000		1,830
501-3314-411.34-01	Cleaning Svc-Disposal	7,500	7,500	6,345	6,172	5,254
501-3314-411.34-03	Custodial	2,500	2,000	2,357	1,923	1,781
501-3314-411.35-01	R&M-Buildings	20,000	10,000	479	26,678	21,747
501-3314-411.35-02	R&M-Mach & Equip	50,000	60,000	40,286	94,862	53,955
501-3314-411.35-03	Office Furniture & Equip	0	0	0	0	0
501-3314-411.35-05	R&M-Other	0	0	0	0	
501-3314-411.36-01	Fleet Maintenance	5,000	5,200	1,293	4,534	4,144
501-3314-411.36-03	Equipment & Vehicle	3,000	1,500	2,395	1,380	480
501-3314-411.36-05	Vehicle Replacement	2,500	5,000	2,400	2,400	1,068
501-3314-411.38-01	Insurance/MICA	98,624	0	0	0	0
501-3314-411.38-05	Boiler & Machinery Ins.	120,000	99,700	92,577	76,400	60,549
501-3314-411.39-01	Communications	2,000	6,000	1,188	4,791	4,089
501-3314-411.39-02	Advertising/Publishing	1,000	1,000	858	633	532
501-3314-411.39-03	Printing & Binding	0	0	740	60	0
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-07	Regist, Schools, Mtgs	500	500	260	650	75
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-08	Contracted Services	200,000	300,000	182,284	134,446	267,343
	Subtotal	552,624	703,400	500,226	391,054	447,528

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018/2019 PROPOSED BUDGET	2017/2018 REVISED BUDGET	2017/2018 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Commodities						
501-3314-411.41-01	Postage	700	600	503	682	78
501-3314-411.41-02	Office Supplies	500	750	212	591	669
501-3314-411.42-01	Natural Gas	12,500	11,000	13,074	10,579	9,278
501-3314-411.42-02	Electricity	135,000	135,000	156,181	100,331	121,453
501-3314-411.45-01	Building Supplies	6,000	5,000	5,689	4,835	4,615
501-3314-411.45-03	Equip Consumable	1,250	500	867	893	606
501-3314-411.45-04	Equip Replace Parts	12,000	7,000	6,917	10,659	2,031
501-3314-411.45-05	Small Tools/ Equip	10,000	12,000	6,255	11,304	9,862
501-3314-411.46-05	Chemicals	635,000	650,000	539,108	697,207	580,280
501-3314-411.46-10	Lumber		0	915	436	
501-3314-411.46-11	Operation Supply-Other	25,000	6,000	9,320	7,069	5,150
501-3314-411.46-12	Gasoline/Diesel	500	500	367	50	
501-3314-411.46-14	Laboratory	60,000	75,000	50,331	52,349	40,851
501-3314-411.47-02	Safety Equipment	3,000	3,000	1,162	2,712	1,873
	Subtotal	906,450	922,350	792,983	905,548	804,332
Capital Outlay						
501-3314-411.52-02	Buildings	300,000	0	0	0	0
501-3314-411.52-04	Office Equipment	0	0	0	0	-11,758
501-3314-411.52-05	Mach & Equip	0	0	0	0	0
501-3314-411.52-06	Vehicles	0	0	0	0	0
501-3314-411.53-09	Other	400,000	20,240	39,160	54,193	0
	Subtotal	700,000	20,240	39,160	54,193	-11,758
Miscellaneous						
501-3314-411.61-04	Other	0	500	0	9	241
	Totals	2,990,476	2,598,401	2,274,150	2,317,439	2,167,757

PURPOSE

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

GOALS/OBJECTIVES

The Utilities Department has set the following goals for FY2020:

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

PAST FISCAL YEAR HIGHLIGHTS

In the previous fiscal year, the Sewer Enterprise Fund:

- Produced a net operating income in excess of \$1.5 million
- Invested roughly \$1.7 million in capital improvements to the sewage collection system
- Automated operation of the Treatment Plant Lift station which has reduced energy expenses by 40% (approximately \$150,000 per year)
- Received EPA approval for the revised CSO Long Term Control Plan which reduced the City's liability from \$59 million down to \$26.5 million

BUDGET SUMMARY

Revenue projections for FY20 are based upon FY19 metered water sales. Operating revenues for FY20 are projected to be \$6.188 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$4.716 million, which will result in a net operating income of \$1.472 million in FY20. Budgeted operating expenses are roughly above projected FY19 levels. The major contributors to the increased operating expenses are a \$220k increase for Professional Engineering Services (for the CSO and WWTP improvement projects) and a \$203k increase for insurance, administrative cost sharing & bad debt.

A total capital budget of \$2.049 million is proposed. Proposed capital expenditures include:

• Sewer main repair & replacement program	\$1,130,000
• South Quincy Lift Station rehabilitation	500,000
• WWTP capital improvements	300,000
• Vehicle and equipment replacement	<u>119,000</u>
Total	\$2,049,000

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY					
ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	12,000	0.00%	12,000	51,973	11,131
Charges for Services	6,188,000	7.94%	5,733,000	5,857,265	4,548,412
Debt Proceeds	-		6,200,000	-	-
Grants	-	0.00%	-	-	-
Transfers	-	0.00%	-	-	-
Total	6,200,000	-48.10%	11,945,000	5,909,238	4,559,543

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	546,673	-18.77%	672,978	578,040	513,247
Benefits	235,063	-49.39%	464,430	433,638	381,832
Contractual Services	2,984,401	9.39%	2,728,215	2,266,219	1,891,254
Commodities	677,600	-13.21%	780,700	534,929	678,065
Capital Outlay	2,183,000	-69.11%	7,066,815	1,776,752	2,440,400
Miscellaneous	334,684	7.82%	310,403	307,477	302,231
Debt Service	-		-	-	-
Totals	6,961,421	-42.10%	12,023,541	5,897,055	6,207,029

Totals by Division

3150 Administration	313,682	8.86%	288,141	276,112	264,204
3153 Street Cleaning	175,428	-9.88%	194,667	149,013	164,543
3157 Sewer Maintenance	3,265,851	-17.85%	3,975,378	2,746,882	1,778,705
3321 Pretreatment	68,078	101.68%	33,755	25,867	8,716
3322 Waste Water	3,138,382	-58.33%	7,531,600	2,699,181	3,990,861
Totals	6,961,421	-42.10%	12,023,541	5,897,055	6,207,029

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	9.65	12.90	12	14.05

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

	.75	Asst. Director
	.50	Safety Coordinator
	5.90	822 union laborers/operators
	1.50	822 Street Cleaner Operator
	.75	Project Engineer
Pretreatment 3321	0.25	Environmental Coordinator
	9.65	TOTAL FTES

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
502-0000-331.01-01	Interest Income	12,000	12,000	15,307	10,893	17,755
502-0000-342.09-00	Other	0	0	356	0	248
502-0000-350.00-00	Sale of Property	0	0	36,310	238	4,000
502-0000-372.01-00	User Charges	5,890,000	5,500,000	5,659,169	4,502,973	4,189,043
502-0000-372.01-01	User/Improv surcharge	295,000	220,000	0	0	0
502-0000-372.02-00	Surcharges	203,000	208,000	329,043	205,285	300,398
502-0000-372.03-00	Miscellaneous	0	0	0	0	0
502-0000-372.03-01	Sewer Servics In Kind	(200,000)	(195,000)	(130,947)	(159,846)	(160,063)
502-0000-372.05-00	Flat Rate Charges	0	0	0	0	0
502-0000-381.03-01	FEMA Reimb	0	0	0	0	0
502-0000-391.01-01	General Fund	0	0	0	0	0
502-0000-392.03-00	Loan Proceeds	0	6,200,000	0	0	0
	Totals	6,200,000	11,945,000	5,909,238	4,559,543	4,351,381

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**ADMINISTRATION/FIELD OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
502-3150-412.31-01	Audit	4,598	4,538	4,598	4,538	4,543
502-3150-412.31-02	Contracted Legal	0	5,000	0	0	0
502-3150-412.31-04	Eng/Architectural	0	0	0	0	0
502-3150-412.31-05	Professional/Other	0	0	0	0	0
502-3150-412.32-02	Computer	15,000	10,806	10,806	9,671	9,211
502-3150-412.35-02	Mach & Equipment	0	694	0	0	1,253
502-3150-412.39-01	Communications	4,000	4,000	4,074	3,618	4,096
502-3150-412.39-02	Advertising/Publishing	200	200	0	0	0
502-3150-412.39-04	Travel	0	0	0	0	0
502-3150-412.39-06	JULIE Location Request	0	0	0	0	0
502-3150-412.39-08	Contracted Services	0	0	0	0	0
	Subtotal	23,798	25,238	19,478	17,827	19,103
Commodities						
502-3150-412.41-01	Postage	100	50	5,194	44	45
502-3150-412.41-02	Office Supplies	100	50	251	46	0
502-3150-412.41-03	Shared Billing Expense	30,000	27,500	16,727	16,695	23,045
	Subtotal	30,200	27,600	22,172	16,785	23,090
Capital Outlay						
502-3150-412.52-04	Office Equipment	0	0	0	0	0
502-3150-412.52-05	Mach & Equipment	0	0	0	0	0
	Subtotal	0	0	0	0	0
Miscellaneous						
502-3150-412.61-04	Other	0	0	856	103	39
502-3150-412.61-06	Refunds	0	0	1,400	0	0
502-3150-412.61-08	Bad Debt Expense	20,000	24,000	18,246	18,189	29,389
502-3150-412.65-01	Admin cost share	172,992	151,126	153,688	151,128	151,126
502-3150-412.65-02	Space cost share	12,880	6,365	6,460	6,360	6,365
502-3150-491.62-26	2005 G/O Bond Fund	53,812	53,812	53,812	53,812	53,812
502-3150-491.62-32	Central Services Fund	0	0	0	0	0
	Subtotal	259,684	235,303	234,462	229,592	240,731
Debt Service						
502-3150-409.72-00	Loan/Lease Payments	0	0	0	0	0
	Totals	313,682	288,141	276,112	264,204	282,924

FUND 502 SEWER FUND

STREET CLEANING
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
502-3153-412.11-01	Regular Salary/Wages	62,165	60,224	31,721	39,080	-
502-3153-412.11-02	Overtime	1,368	1,334	1,867	865	-
502-3153-412.11-03	Sick Pay	-	-	-	159	-
502-3153-412.11-04	Holiday Pay	2,294	2,324	2,377	2,110	-
502-3153-412.11-15	Vacation Pay	3,530	3,444	3,602	3,324	-
502-3153-412.11-16	Major Medical Pay	-	-	-	-	-
502-3153-412.11-17	Sick Pay Buy Back	1,412	2,066	2,026	5,402	-
502-3153-412.21-01	Group Insurance	23,107	24,994	16,929	19,278	-
502-3153-412.21-03	Board Paid Life Ins	111	102	58	65	-
502-3153-412.21-04	Workers' Comp	-	14,522	15,248	14,522	-
502-3153-412.22-01	Social Security	3,695	3,644	2,363	2,887	-
502-3153-412.22-02	Medicare	870	852	553	675	-
502-3153-412.22-03	Unemployment Comp	100	100	100	344	-
502-3153-412.23-01	IMRF	4,847	6,283	4,240	5,640	-
502-3153-412.24-03	CDL Reimbursements	30	35	-	35	-
	Subtotal	103,529	119,924	81,084	94,386	-
Contractual Services						
502-3153-412.36-01	Fleet Maintenance	20,000	20,000	17,690	17,677	-
502-3153-412.36-05	Vehicle Replacement	40,000	40,000	39,996	39,996	-
502-3153-412.38-01	MICA	7,399	10,243	10,243	10,243	-
502-3153-412.38-02	Deductible	-	-	-	-	-
502-3153-412.39-04	Travel	-	-	-	813	-
	Subtotal	67,399	70,243	67,929	68,729	-
Commodities						
502-3153-412.45-03	Equip Consumable	-	-	-	-	-
502-3153-412.45-04	Equip Replace Parts	2,500	2,500	-	1,428	-
502-3153-412.45-05	Small Tools/ Equip	2,000	2,000	-	-	-
502-3153-412.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	4,500	4,500	-	1,428	-
	Totals	175,428	194,667	149,013	164,543	-

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
502-3157-412.11-01	Regular Salary/Wages	347,999	459,487	402,611	350,815	338,119
502-3157-412.11-02	Overtime	41,258	56,221	45,096	41,081	40,083
502-3157-412.11-03	Sick Pay	16,542	12,368	14,151	17,422	13,924
502-3157-412.11-04	Holiday Pay	23,377	30,614	27,531	20,214	26,719
502-3157-412.11-15	Vacation	28,685	28,187	29,835	21,071	26,273
502-3157-412.11-16	Major Medical	-	-	469	1,470	7,763
502-3157-412.11-17	Sick Pay Buyback	5,597	4,654	7,546	8,088	1,415
502-3157-412.11-18	Vacation Pay Buyback	-	-	2,521	2,146	-
502-3157-412.21-01	Group Insurance	120,719	113,377	113,608	92,760	105,793
502-3157-412.21-03	Board Paid Life Ins.	638	760	710	642	639
502-3157-412.21-04	Workers' Comp	-	183,069	183,069	159,080	191,663
502-3157-412.22-01	Social Security	30,205	37,111	30,890	27,010	26,479
502-3157-412.22-02	Medicare	7,822	9,392	7,225	6,317	6,192
502-3157-412.22-03	Unemployment Comp.	900	1,200	1,200	1,288	1,288
502-3157-412.23-01	IMRF	35,685	62,776	53,742	51,289	51,482
502-3157-412.24-03	CDL Reimbursements	90	100	60	-	160
	Subtotal	659,517	999,316	920,264	800,693	837,992
Contractual Services						
502-3157-412.31-04	Engineer/Architectural	50,000	200,000	56,465	226,946	326,611
502-3157-412.31-05	Other	-	-	-	994	-
502-3157-412.35-02	R&M-Mach & Equip	15,000	15,000	9,007	11,484	18,884
502-3157-412.35-05	R&M - Other	-	2,000	400	1,362	2,450
502-3157-412.35-06	R&M-Infrastructure	150,000	150,000	50,906	62,076	149,964
502-3157-412.36-01	Fleet Maintenance	145,000	125,000	143,011	113,408	144,015
502-3157-412.36-03	Equipment & Vehicle	7,500	10,000	1,522	891	6,795
502-3157-412.36-05	Vehicle Replacement	85,000	105,000	93,629	39,379	49,348
502-3157-412.38-01	MICA	105,684	22,197	22,197	21,140	25,470
502-3157-412.39-01	Communications	500	1,200	170	713	690
502-3157-412.39-02	Advertising/Publishing	1,500	1,500	1,798	1,189	1,376
502-3157-412.39-03	Printing & Binding	500	2,000	-	-	-
502-3157-412.39-04	Travel	100	100	(659)	659	40
502-3157-412.39-05	Mileage Reimb	100	100	-	-	-
502-3157-412.39-06	JULIE Location request	5,000	4,600	5,245	4,548	4,525
502-3157-412.39-07	Regist,Schools,Mtgs	550	200	506	506	-
502-3157-412.39-08	Contracted Services	-	2,500	-	-	1,475
	Subtotal	566,434	641,397	384,197	485,295	731,644
Commodities						
502-3157-412.41-01	Office Supplies	100	100	13	-	-
502-3157-412.42-02	Electricity	60,000	60,000	33,236	56,948	38,985
502-3157-412.45-01	Building Supplies	-	-	-	94	-
502-3157-412.45-02	Custodial Supplies	500	500	219	536	996
502-3157-412.45-03	Equip Consumable	1,000	1,000	446	300	293
502-3157-412.45-04	Equip Replace Parts	4,500	3,500	4,462	3,722	4,072
502-3157-412.45-05	Small Tools/ Equip.	3,200	2,000	3,273	1,432	706
502-3157-412.46-01	Concrete	50,000	60,000	29,543	48,303	49,393
502-3157-412.46-02	Asphalt	1,000	1,000	-	-	-
502-3157-412.46-03	Sand, Stone & Gravel	15,000	15,000	10,902	14,862	11,503
502-3157-412.46-07	Barricades	500	4,000	213	-	-
502-3157-412.46-08	Paint	100	500	31	10	744
502-3157-412.46-09	Pipe	1,000	3,000	16	122	2,794

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
502-3157-412.46-10	Lumber	1,500	1,500	846	969	1,652
502-3157-412.46-11	Other	15,000	15,000	10,458	18,408	13,544
502-3157-412.46-12	Gasoline/Diesel	-	-	144	2,514	274
502-3157-412.47-01	Clothing/Uniforms	500	500	104	427	-
502-3157-412.47-02	Safety Equipment	3,000	3,000	2,381	4,886	2,685
502-3157-412.47-03	Training Supplies	-	-	-	-	-
	Subtotal	156,900	170,600	96,287	153,533	127,641
	Capital Outlay					
502-3157-412.52-03	Improv other than Bldgs	1,630,000	2,043,965	1,327,613	323,641	-
502-3157-412.52-04	Office Equipment	-	-	-	-	-
502-3157-412.52-05	Mach & Equip	209,000	85,000	-	-	-
502-3157-412.52-06	Vehicles	39,000	35,000	11,575	11,575	-
502-3157-412.52-08	Controllable	5,000	-	6,911	3,933	3,116
502-3157-412.53-03	Infrastructure	-	-	-	-	-
	Subtotal	1,883,000	2,163,965	1,346,099	339,149	3,116
	Miscellaneous					
502-3157-412.61-01	Dues	-	100	-	-	-
502-3157-412.61-04	Other	-	-	35	35	-
		-	100	35	35	-
	Totals	3,265,851	3,975,378	2,746,882	1,778,705	1,700,393

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

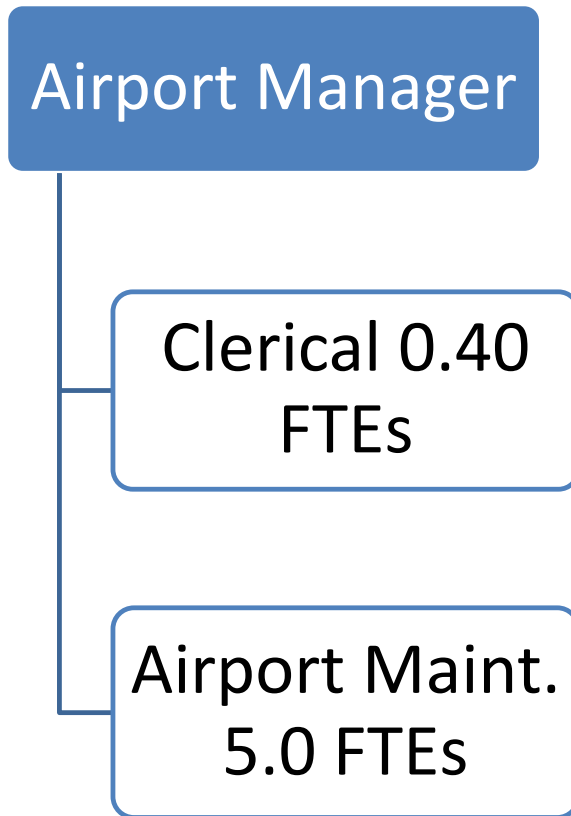
**PRETREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
502-3321-412.11-01	Regular Salary/Wages	10,986	10,716	6,455	0	0
502-3321-412.11-02	Overtime	0	0	27	0	0
502-3321-412.11-03	Sick Pay	378	371	10	0	0
502-3321-412.11-04	Holiday Pay	601	556	82	0	0
502-3321-412.11-15	Vacation	481	412	113	0	0
502-3321-412.21-01	Group Insurance	4,315	4,131	2,539	0	0
502-3321-412.21-03	Board Paid Life Ins.	19	17	11	0	0
502-3321-412.21-04	Workers' Comp	0	0	0	0	6,729
502-3321-412.22-01	Social Security	775	664	339	0	0
502-3321-412.22-02	Medicare	181	155	79	0	0
502-3321-412.22-03	Unemployment Comp.	0	0	0	0	0
502-3321-412.23-01	IMRF	954	1,146	675	0	0
502-3321-412.24-03	CDL Reimbursements	0	0	0	0	0
	Subtotal	18,690	18,168	10,330	0	6,729
Contractual Services						
502-3321-412.38-01	MICA	48,388	14,737	14,737	8,716	3,772
502-3321-412.38-02	Deductible	0	0	0	0	0
502-3321-412.39-04	Travel	500	500	451	0	0
502-3321-412.39-05	Mileage Reimb	500	350	349	0	0
502-3321-412.46-14	Laboratory	0	0	-	-	0
	Subtotal	49,388	15,587	15,537	8,716	3,772
	Totals	68,078	33,755	25,867	8,716	10,501

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**WASTE WATER TREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
502-3322-412.11-01	Regular Salary/Wages	0	0	0	0	0
	Subtotal	0	0	0	0	0
Contractual Services						
502-3322-412.31-04	Eng/Architectural	500,000	300,000	280,000	63,115	156,808
502-3322-412.31-05	Other	850,000	820,000	801,268	796,842	721,216
502-3322-412.34-01	Disposal	15,000	11,500	10,712	8,064	2,592
502-3322-412.35-01	Buildings	25,000	50,000	7,537	17,049	9,434
502-3322-412.35-02	R&M-Mach & Equip	100,000	75,000	89,742	67,833	132,790
502-3322-412.35-05	Other	0	0	0	0	1,620
502-3322-412.36-01	Fleet Maintenance	1,000	500	583		425
502-3322-412.36-03	Equipment & Vehicle	10,000	9,300	6,704	1,251	0
502-3322-412.36-05	Vehicle Replacement	0	0	0	0	0
502-3322-412.38-01	MICA	62,782	38,850	38,850	37,000	44,578
502-3322-412.38-05	Boiler & Machinery Ins	160,000	166,100	163,282	137,299	174,185
502-3322-412.39-01	Communications	3,000	3,000	2,298	2,119	1,777
502-3322-412.39-02	Advertising/Publishing	600	1,500	858	436	1,081
502-3322-412.39-08	Contracted Services	550,000	500,000	377,244	179,679	95,349
	Subtotal	2,277,382	1,975,750	1,779,078	1,310,687	1,341,855
Commodities						
502-3322-412.42-01	Natural Gas	10,000	10,000	8,092	12,391	17,297
502-3322-412.42-02	Electricity	385,000	450,000	348,928	410,827	416,728
502-3322-412.45-01	Building Supplies	1,000	5,000	550	0	0
502-3322-412.45-02	Custondial Supplies	5,000	10,000	3,689	383	15,493
502-3322-412.45-04	Equip Replace Parts	7,000	5,000	7,905	0	0
502-3322-412.46-05	Chemicals	6,000	6,000	2,546	5,712	2,154
502-3322-412.46-11	Other	40,000	40,000	26,506	32,015	12,432
502-3322-412.46-12	Gasoline/Diesel	30,000	50,000	18,254	44,991	52,862
502-3322-412.46-14	Laboratory	1,500	1,500	0	0	0
502-3322-412.47-02	Safety Equipment	500	500	0	0	0
	Subtotal	486,000	578,000	416,470	506,319	516,966
Capital Outlay						
502-3322-412.52-02	Buildings	0	0	0		0
502-3322-412.52-03	Improv other than bldg	300,000	4,902,850	430,653	2,040,066	0
502-3322-412.52-05	Mach & Equip	0	0	0	61,185	0
	Subtotal	300,000	4,902,850	430,653	2,101,251	0
Miscellaneous						
502-3322-412.61-01	Dues	72,500	72,500	72,500	72,500	72,500
502-3322-412.61-04	Other	2,500	2,500	480	104	0
	Subtotal	75,000	75,000	72,980	72,604	72,500
	Totals	3,138,382	7,531,600	2,699,181	3,990,861	1,931,321



PURPOSE

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

The purpose of this fund is to develop and maintain airport facilities and infrastructure in accordance with federal standards. The airport has a 14 million dollar economic impact on the community by serving the public and private sector of air travel. Quincy is an Essential Air Service Community served by SkyWest operated by United. Federal subsidies allow daily air service to and from Chicago O’Hare International Airport.

The airport sits on a 1,100 acre parcel of land and includes over 20 structures, an airfield comprised of three runway surfaces and an interconnecting taxiway and ramp system, and a landside system of roads and parking lots for access to the public facilities.

Goals/Objectives

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

Projects for FY 2020:

- Phase II of the reconstruction of Runway 13/31 (Federal/State/Local funded).
- Parking lot and ramp repair.

PAST FISCAL YEAR HIGHLIGHTS

- Phase I of Runway 13/31 reconstruction completed.
- Served 32% more commercial service passengers traveling to and from Quincy.

BUDGET SUMMARY

Airport revenues continue to trend in a positive direction. Increased aircraft traffic has resulted in additional fuel flowage and landing fees. CPI increases in lease agreements also provide an annual increase to revenues.

Additional expenditures are mostly a result of personnel needs due to additional coverage requirements for the increased number of commercial service flights.

Rigorous federal standards require continuous monitoring and maintenance for all airfield pavements and systems. Some items are costly but required. The runway reconstruction scheduled to be finished in FY20 should alleviate some aging infrastructure issues.

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

<u>Federal Projects</u>	<u>FY 20 Rev</u>	<u>FY 20 Exp</u>	
UN4332 Realign Taxiway D			Final FAA review in progress
UN4615 Runway 13/31, Phase 1			Final IDOT review in progress
UN4697 Runway 13/31, Phase II	2,724,117	2,867,491	Bid awarded, construction ready
UIN****Runway 4/22, Design	156,750	165,000	Grant to be awarded
	2,880,867	3,032,491	

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	500	900.00%	50	962	205
Charges for Services	210,410	9.22%	192,650	208,719	160,181
Rent & Other Income	96,526	-3.36%	99,881	92,883	87,112
Grants	2,880,867	-3.39%	2,981,930	2,532,183	162,575
Transfers In	1,085,194	47.09%	737,797	732,204	748,424
Total	4,273,497	6.51%	4,012,308	3,566,951	1,158,497

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	509,121	11.58%	456,286	454,744	387,631
Benefits	130,500	-3.76%	135,603	125,246	130,068
Contractual Services	282,470	3.24%	273,618	233,149	206,141
Commodities	187,050	10.14%	169,830	165,486	173,512
Capital Outlay	3,093,991	4.40%	2,963,630	2,902,531	296,119
Miscellaneous	70,365	458.45%	12,600	12,143	18,548
Totals	4,273,497	6.53%	4,011,567	3,893,299	1,212,019

Totals by Division

4310 Administration	171,478	38.24%	124,044	118,447	137,869
4313 Maintenance	367,743	13.38%	324,345	323,875	331,419
4314 Operations	3,556,061	4.62%	3,399,178	3,295,109	676,120
4315 Fire Protection	178,215	8.67%	164,000	155,868	66,611
Totals	4,273,497	6.53%	4,011,567	3,893,299	1,212,019

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	6.4	5.65	5	5.25

The proposed budget includes the following staff:

Position	Full Time Equivalents (FTE)
Airport Manager	1.00
Clerical	.40
Airport Maintenance Technician	5.00
Total	6.40

FUND 511 AIRPORT FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
511-0000-331.01-01	Deposit Accounts	500	50	962	205	95
511-0000-350.00-00	Sale of Property	0	0	0	0	0
511-0000-373.01-00	Farm Income	113,750	113,750	119,383	119,451	134,370
511-0000-373.02-00	Fuel Flowage Fees	55,000	40,000	49,304	14,741	0
511-0000-373.03-00	Landing Fees	32,000	30,000	27,932	14,442	7,279
511-0000-373.04-00	Use of Equip/Facilities	0	0	100	0	0
511-0000-373.05-02	Rnts/Lease-Airline	18,649	17,880	18,260	15,008	12,067
511-0000-373.05-03	Rnts/Lease-FBO	19,177	19,251	18,801	18,837	18,360
511-0000-373.05-04	Rnts/Lease-Tiedowns	0	0	0	0	0
511-0000-373.05-05	Rnts/Lease-Cargo & Hang	19,432	16,000	16,626	16,115	15,730
511-0000-373.05-06	Rnts/Lease-Terminal	30,868	38,000	30,796	32,581	39,617
511-0000-373.05-07	Rnts/Lease-Frm House	0	0	0	0	0
511-0000-373.05-08	Rnts/Lease-Rest	8,400	8,400	8,400	2,800	0
511-0000-373.05-09	Rnts/Lease-Parking	0	350	0	66	693
511-0000-373.05-10	Rnts/Lease-AARF Bldg	0	0	0	1,705	1,840
511-0000-373.06-00	Trash Disposal Fees	900	1,000	900	920	1,110
511-0000-373.07-00	Other	2,850	1,000	3,323	0	1,634
511-0000-373.08-00	Concessions	1,000	500	104	23	0
511-0000-373.09-00	Utility Fees	4,660	5,500	4,675	10,022	6,440
511-0000-373.10-00	Vending	250	900	248	582	787
511-0000-373.12-00	Special Permit Fees	0	0	2,750	0	0
511-0000-382.01-10	Restricted Contributions	0	0	0	0	0
511-0000-381.03-01	FEMA Reimb	0	0	0	0	0
511-0000-382.02-03	State Gov-Dept.of Trans	2,880,867	2,981,930	2,532,183	162,575	364,721
511-0000-391.01-01	From General Fund	802,194	587,797	582,204	558,424	511,400
511-0000-391.01-15	From Capital Proj Fund	183,000	150,000	150,000	190,000	30,000
511-0000-391.01-31	From Airprt HangrFund	100,000	0	0	0	87,205
Totals		4,273,497	4,012,308	3,566,951	1,158,497	1,233,348

FUND 511 AIRPORT FUND

**AIRPORT-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Wages						
511-4310-413.11-01	Regular Salary/Wages	76,992	82,200	78,059	98,498	68,406
511-4310-413.11-03	Sick Pay	2,319	0	645	243	263
511-4310-413.11-04	Holiday Pay	4,195	5,426	4,301	5,125	4,594
511-4310-413.11-15	Vacation Pay	3,745	4,353	3,373	2,125	2,049
511-4310-413.11-17	Sick Pay Buy Back	623	916	3,144	2,227	20
511-4310-413.11-18	Vac Pay Buy Back	0	0	5,571	0	0
511-4310-413.12-01	Regular Salary/Wages	0	0	0	0	0
511-4310-413.21-01	Group Insurance	9,878	9,481	5,940	8,980	7,306
511-4310-413.21-03	Board Paid Life Ins.	98	95	87	95	62
511-4310-413.21-04	Workers' Comp	0	240	240	229	276
511-4310-413.22-01	Social Security	5,803	7,178	5,860	6,660	4,551
511-4310-413.22-02	Medicare	1,363	1,679	1,370	1,557	1,064
511-4310-413.22-03	Unemployment Comp	200	100	100	125	125
511-4310-413.23-01	IMRF	7,147	12,376	9,757	12,005	8,535
	Subtotal	112,363	124,044	118,447	137,869	97,251
Miscellaneous						
511-4310-413.65-01	Admin Cost Share	59,115	0	0	0	0
	Subtotal	59,115	0	0	0	0
	Totals	171,478	124,044	118,447	137,869	97,251

FUND 511 AIRPORT FUND

**MAINTENANCE/OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
511-4313-413.11-01	Regular Salary/Wages	203,686	165,714	163,735	164,630	161,288
511-4313-413.11-02	Overtime	22,101	20,320	25,022	27,410	20,001
511-4313-413.11-03	Sick Pay	5,861	4,559	4,229	4,174	2,974
511-4313-413.11-04	Holiday Pay	11,545	9,161	9,015	9,445	7,338
511-4313-413.11-15	Vacation Pay	15,097	11,027	11,597	9,875	9,709
511-4313-413.11-16	Major Medical Pay	0	0	0	0	0
511-4313-413.11-17	Sick Pay Buy Back	2,842	8,510	8,085	10,959	3,490
511-4313-413.11-18	Vac Pay Buy Back	0	0	0	1,871	0
511-4313-413.11-08	Vac Pay Buy Back	0	0	0	0	0
511-4313-413.11-23	Firearms Allow/Wildlf	600	600	300	600	0
511-4313-413.12-01	Temporary Employees	0	0	0	2,038	4,062
511-4313-413.12-02	Temporary Overtime	0	0	0	0	0
511-4313-413.21-01	Group Insurance	65,642	55,904	54,030	49,104	45,169
511-4313-413.21-02	Retirees Insurance	0	0	0	0	0
511-4313-413.21-03	Board Paid Life Ins	370	289	282	290	287
511-4313-413.21-04	Workers' Comp	0	9,200	9,200	8,762	10,557
511-4313-413.22-01	Social Security	15,963	13,174	12,622	13,223	12,293
511-4313-413.22-02	Medicare	3,752	3,081	2,952	3,092	2,875
511-4313-413.22-03	Unemployment Comp	500	400	400	532	532
511-4313-413.23-01	IMRF	19,664	22,286	22,406	25,384	23,214
511-4313-413.24-03	CDL Reimbursements	120	120	0	30	0
	Totals	367,743	324,345	323,875	331,419	303,789

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Contractual Services						
511-4314-413.31-01	Audit	1,925	1,250	1,250	1,219	1,221
511-4314-413.31-04	Eng/Architectural	0	1,200	0	0	0
511-4314-413.31-05	Other	0	2,000	500	0	4,350
511-4314-413.33-01	Water/Sewerage	1,250	1,600	1,250	1,260	1,234
511-4314-413.34-01	Disposal	1,353	1,400	1,773	1,509	1,378
511-4314-413.34-03	Custodial	1,033	1,200	960	850	775
511-4314-413.34-05	Uniforms	370	800	382	571	747
511-4314-413.35-01	R&M-Building	25,000	20,000	30,353	22,245	21,791
511-4314-413.35-02	R&M-Mach & Equip	10,000	10,000	6,475	11,391	7,056
511-4314-413.35-03	R&M-Office Furn,Equip	0	0	0	318	0
511-4314-413.35-05	Repair & Maint -Other	5,000	0	4,904	0	0
511-4314-413.35-06	R&M-Other	75,500	48,250	6,083	31,445	2,700
511-4314-413.35-08	R&M-Restaurant	750	600	600	522	246
511-4314-413.36-01	Fleet Maintenance	35,000	30,000	26,371	30,398	26,734
511-4314-413.36-03	Vehicle Rental	1,000	580	2,430	2,981	0
511-4314-413.36-05	Vehicle Replacement	11,428	8,424	11,190	10,000	7,000
511-4314-413.38-01	MICA	51,311	47,914	47,914	45,632	54,978
511-4314-413.38-02	Deductible	0	0	0	0	0
511-4314-413.38-06	Airport Liability	16,000	17,000	15,960	15,355	14,774
511-4314-413.39-01	Communications	3,500	5,000	1,473	4,406	6,432
511-4314-413.39-02	Advertising/Publishing	5,000	4,000	5,495	695	1,457
511-4314-413.39-03	Printing & Binding	0	100	228	0	20
511-4314-413.39-04	Travel	4,000	4,000	0	557	1,950
511-4314-413.39-05	Mileage Reimb	1,000	800	190	877	158
511-4314-413.39-07	Regist, Schools, Mtgs	4,000	4,000	4,105	2,730	3,585
511-4314-413.39-08	Contracted Services	9,850	43,500	45,063	2,980	10,050
	Subtotal	264,270	253,618	214,949	187,941	168,635
Supplies						
511-4314-413.41-01	Postage	50	130	40	84	93
511-4314-413.41-02	Office Supplies	500	500	486	372	388
511-4314-413.42-01	Natural Gas	8,500	4,400	8,151	5,238	4,381
511-4314-413.42-02	Electricity	100,000	93,000	106,056	105,637	82,789
511-4314-413.44-00	Books & Periodicals	0	0	0	0	0
511-4314-413.45-01	Building Supplies	2,500	3,000	1,750	6,061	2,205
511-4314-413.45-02	Custodial Supplies	1,500	2,300	1,901	2,792	1,450
511-4314-413.45-03	EquipConsumable	10,000	1,000	4,214	383	1,754
511-4314-413.45-04	Equip Replace Parts	5,000	5,000	2,534	7,015	3,993
511-4314-413.45-05	Small Tools/ Equip	3,000	3,000	1,190	938	1,367
511-4314-413.46-01	Concrete	250	12,000	260	134	11,080
511-4314-413.46-02	Asphalt	0	0	25	25	0
511-4314-413.46-03	Sand, Stone & Gravel	3,500	2,500	2,284	2,431	1,792
511-4314-413.46-04	Salt & Cinders	0	350	0	0	255
511-4314-413.46-05	Chemicals	15,000	6,000	3,800	8,748	3,406
511-4314-413.46-06	Signs & Posts	1,500	1,000	1,410	2,335	38
511-4314-413.46-08	Paint	10,000	12,750	7,790	6,547	13,937
511-4314-413.46-11	Other	5,000	4,000	5,208	4,981	3,093
511-4314-413.46-12	Gasoline/Diesel	20,000	18,000	18,351	19,741	13,082
511-4314-413.47-01	Clothing/Uniforms	100	200	0	41	92
511-4314-413.47-02	Safety Equipment	150	200	36	9	2829
	Subtotal	186,550	169,330	165,486	173,512	148,023

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Capital Outlay						
511-4314-413.52-02	Buildings	0	0	0	0	0
511-4314-413.52-03	Improv other than Bldg	0	3,202	12,000	65,254	0
511-4314-413.52-05	Mach & Equip	38,000	25,000	0	8,699	-3,749
511-4314-413.52-06	Vehicles	16,000	0	0	0	0
511-4314-413.52-08	Controllable	7,500	5,000	675	5,150	1,201
511-4314-413.53-09	Infrastructure-Other	3,032,491	2,930,428	2,889,856	217,016	-1,396,850
	Subtotal	3,093,991	2,963,630	2,902,531	296,119	-1,399,398
Miscellaneous						
511-4314-413.61-01	Dues	1,250	1,000	958	725	725
511-4314-413.61-02	Taxes	9,000	9,100	8,964	8,417	7,636
511-4314-413.61-04	Other	1,000	2,500	2,221	1,328	1,084
511-4314-413.61-08	Bad Debt Expense	0	0	0	8,078	0
	Subtotal	11,250	12,600	12,143	18,548	9,444
Transfers						
511-1801-491.62-42	Trnsfr to Hangar Fund	0	0	0	0	0
	Totals	3,556,061	3,399,178	3,295,109	676,120	-1,073,295

FUND 511 AIRPORT FUND

FIRE PROTECTION SERVICES
SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
511-4315-413.11-01	Regular Salary/Wages	0	0	2,614	709	0
511-4315-413.11-02	Overtime	159,515	143,500	135,054	47,702	0
	Subtotal	159,515	143,500	137,668	48,411	0
Contractual Services						
511-4315-413.39-04	Travel	0	0	0	0	0
511-4315-413.39-07	Regist, Schools, Mtgs	0	0	0	0	0
511-4315-413.39-08	Other Contracted Svcs	18,200	20,000	18,200	18,200	0
	Subtotal	18,200	20,000	18,200	18,200	0
Commodities						
511-4315-413.47-01	Clothing/Uniforms	0	0	0	0	0
511-4315-413.47-02	Safety Equipment	0	0	0	0	0
511-4315-413.47-03	Training Supplies	500	500	0	0	666
	Subtotal	500	500	0	0	666
	Totals	178,215	164,000	155,868	66,611	666

PURPOSE

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

Goals/Objectives

- Provide a safe, secure and comfortable experience for airport tenants, users and customers.
- Maintain and upgrade aging passenger facilities
Projects for FY2020
- Replacement and conversion of the airport terminal building heating and air-conditioning system to natural gas

Budget Summary

The airport anticipates an increase in PFC collection due to the increase in enplanements of the air carrier. Expenditures include the replacement of the terminal HVAC system. The new system will be converted to natural gas and address an ongoing issue with terminal temperatures during extreme weather.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
512-0000-314.03-01	Airport PFC Charge	45,000	35,000	42,667	30,397	32,468
512-0000-331.01-01	Deposit Accounts	2,000	800	2,412	1,198	876
512-0000-342.09-00	Other	-	-	-	-	-
512-0000-382.02-03	Dept. of Transport	-	-	-	-	-
512-0000-382.03-06	Federal Dept of Trans	-	-	-	-	-
	Totals	47,000	35,800	45,079	31,595	33,344
Expenses						
Contractual Services						
512-4310-413.31-04	Engineer/Architectural	30,000	-	-	-	-
512-4310-413.31-05	Other	-	-	-	-	-
	Subtotal	30,000	-	-	-	-
Capital Outlay						
512-4310-413.52-02	Buildings	60,000	-	-	-	-
512-4310-413.52-03	Improv other than Bldg	-	-	-	-	-
512-4310-413.53-09	Other	-	-	-	-	-
	Subtotal	60,000	-	-	-	-
Transfers						
512-1801-491.62-15	Interfund Transfers	-	-	-	-	-
512-1801-491.62-30	QCY Regional Airport	-	-	-	-	-
	Totals	90,000	-	-	-	-

PURPOSE

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

Goals and Objectives

- Maintain general aviation facilities
- Retain the capital to ensure the development of future t-hangar buildings.

Projects for FY 2020:

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

Budget Summary

Revenues increase annually based on the consumer price index. Expenditures include the repainting of the FBO hangar building, the local match of the repair to existing hangar aprons, and county taxes.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
513-0000-331.01-01	Deposit Accounts	5,000	2,500	6,920	3,523	1,941
513-0000-341.02-00	Airport Hangar Rent	98,118	100,000	100,214	110,411	124,928
	Totals	103,118	102,500	107,134	113,934	126,869
Expenses						
Contractual Services						
513-4310-413.35-01	Buildings	85,000	8,500	7,362	7,489	0
513-4310-413.35-05	Other	0	0	0	0	0
513-4310-413.35-06	Infrastructure	25,000	0	0	0	0
513-4310-413.39-02	Advertising/Publishing	0	0	0	0	0
	Subtotal	110,000	8,500	7,362	7,489	0
Commodities						
513-4310-413.45-01	Building Supplies	0	1,500	0	14	0
Miscellaneous						
513-4310-413.61-02	Taxes	6,500	6,500	6,387	6,261	5,862
513-4310-413.61-08	Bad Debt Expense			-898	1,916	
	Subtotal	6,500	6,500	5,489	8,177	5,862
Debt Service						
513-4310-409.72-00	Loan/Lease Payments	0	0	0	0	0
Transfers						
513-1801-491.62-30	Transfer to Qcy Airport	100,000	0	0	0	0
	Totals	216,500	16,500	12,851	15,680	5,862

PURPOSE

The Quincy Regional Barge Dock is owned by the City of Quincy and has been operated by the City since May of 2000. The fund generates revenue based on charges per ton for all barges unloaded at our dock. Engineering Staff oversees Barge Dock operations.

GOALS/OBJECTIVES

- Achieve more income through increased barge traffic
- Consider increasing dock fees 5-10 cents a ton
- Maintain parking drive with gravel
- Install access gate for additional security

PAST FISCAL YEAR HIGHLIGHTS

Consistent barge traffic has allowed for dock fees to make budget. The access gate project planned for FYE 2018 was not completed and is being planned again in FYE 2019.

BUDGET SUMMARY

The Capital Outlay of \$43,001 is to replace manual access gate with automated slide gate to increase security.

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	6,000	400.00%	1,200	6,123	3,512
Charges for Services	250,000	25.00%	200,000	233,049	189,728
Grants	-	0.00%	-	-	-
Total	256,000	27.24%	201,200	239,172	193,240

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Contractual Services	43,335	1055.91%	3,749	3,867	1,783
Commodities	4,700	5.62%	4,450	1,109	1,499
Capital Outlay	43,000	0.00%	43,001	0	0
Miscellaneous	1,952	#DIV/0!	0	0	0
Transfers	160,000	6.67%	150,000	150,000	150,000
Totals	252,987	25.74%	201,200	154,976	153,282

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	0	0	0	0

FUND 514 MUNICIPAL BARGE DOCK FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
514-0000-331.01-01	Deposit Accounts	6,000	1,200	6,123	3,512	2,055
514-0000-374.01-00	Dock Fees	250,000	200,000	233,049	189,728	203,274
514-0000-381.03-01	FEMA Reimb	-	-	-	-	-
	Totals	256,000	201,200	239,172	193,240	205,329
514-4410-414.31-01	Audit	500	600	475	469	470
514-4410-414.31-04	Engineer/Architectural		-			
514-4410-414.33-01	Water/Sewerage	300	250	372	172	231
514-4410-414.35-02	R&M - Mach & Equip		-	600	-	-
514-4410-414.35-06	Infrastructure	1,000	1,500	1,075		1,480
514-4410-414.38-01	MICA	1,335	1,199	1,199	1,142	1,376
514-4410-414.39-01	Communications	-	-	-	-	-
514-4410-414.39-02	Advertising/Publishing	40,200	200	146	-	-
514-4410-414.39-05	Mileage Reimb	-	-	-	-	-
514-4410-414.39-08	Contracted Services	-	-	-	-	-
	Subtotal	43,335	3,749	3,867	1,783	3,557
Commodities						
514-4410-414.42-02	Electricity	1,200	1,150	1,109	1,147	1,155
514-4410-414.46-03	Sand, Stone & Gravel	2,500	2,500	-	-	-
514-4410-414.46-11	Other	1,000	800	-	352	-
	Subtotal	4,700	4,450	1,109	1,499	1,155
Capital Outlay						
514-4410-414.52-03	Improv other than Bldgs	43,000	43,001	-	-	-
514-4410-414.52-08	Controllable	-	-	-	-	-
	Subtotal	43,000	43,001	-	-	-
Miscellaneous						
514-4410-414.61-02	Taxes	500	-	-	-	-
514-4410-414.65-01	Cost Share Admin	1,452	-	-	-	-
	Subtotal	1,952	-	-	-	-
Transfers						
514-4410-491.62-01	Trnsfr to General Fund	160,000	150,000	150,000	150,000	150,000
	Totals	252,987	201,200	154,976	153,282	154,712

PURPOSE

The Quincy Regional Training Facility will begin its 15th year of operation in May of 2019. The facility continues to be used by emergency services organizations in, and around, the Quincy Area. Additionally, the facility was used by the Adams County Ambulance Service, Tri-Township Fire Department, John Wood Community College, Adams County Sheriff and the Illinois State Police. The drill grounds are used on a constant basis and provide excellent access to hands-on training that is not otherwise easily secured.

This fiscal year will see the implementation of the first Western Illinois University Skills Academy. This will be a five week educational experience for students in the WIU Fire Science Program. Students will be housed in Quincy and fed by Quincy University. Classroom sessions and skill sessions will take place at QRTF. Based upon budgeted numbers, the academy will break even with 8 students. If more are garnered, this is an opportunity for the facility to generate some real revenue to reinvest back into the facility.

PAST FISCAL YEAR HIGHLIGHTS

- Hosted two sessions of Western Illinois University (WIU) skill days.
- The facility continues to see large law enforcement utilization, both in the classrooms and the drill ground. The drill ground provides an excellent location to allow special response teams to practice their craft.

BUDGET SUMMARY

This budget contains dollars to implement the new WIU Skills Academy. Additionally, there are dollars contained within the budget to facilitate the replacement of the fire brick lining in the primary burn room. Based upon an engineering assessment that took place last year, it was recommended to replace the brick that lines the ceiling of the burn room. This is a specialized concrete product that will be purchased out of Florida.

The debt that was incurred to purchase and build QRTF has been completely repaid as of last year. There will no longer be an annual loan payment from the fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
531-0000-321.00-00	Donations-Not Restrict	100	100	184	184	
531-0000-331.01-01	Interest Income		0	14	46	7
531-0000-341.07-02	Rent/Fire Services	500	2,000	50	1,000	
531-0000-342.05-00	Refunds/Reimb	1,200	1,200			150
531-0000-342.09-00	Other		0	591	261	
531-0000-375.01-02	Tuition/Fire Services	52,420	12,000	11,577	11,827	14,309
531-0000-375.02-02	Room & Board/Fire Svcs		0			
531-0000-382.01-10	Restricted Contributions		0			
531-0000-382.02-01	State Grants		0	0	9,375	
531-0000-391.01-01	Trnsfr from Gen Fund	21,416	12,411	5,500	51,725	52,950
	Totals	75,636	27,711	17,916	74,418	67,416
Expenses						
	Salaries & Benefits	23,474	3,774	1,829	2,409	2,299
	Contractual Services	35,093	15,387	10,409	18,301	9,223
	Commodities	14,550	8,550	4,143	5,202	4,031
	Capital Outlay	0	0	0	0	0
	Miscellaneous	2,519	0	0	0	0
	Debt Service	0	0	0	50,000	50,000
	Totals	75,636	27,711	16,381	75,912	65,553

FUND 531 REGIONAL TRAINING FACILITY

POLICE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Debt Service						
531-2110-409.72-00	Loan/Lease Payments	0	0	0	25,000	25,000
	Totals	0	0	0	25,000	25,000

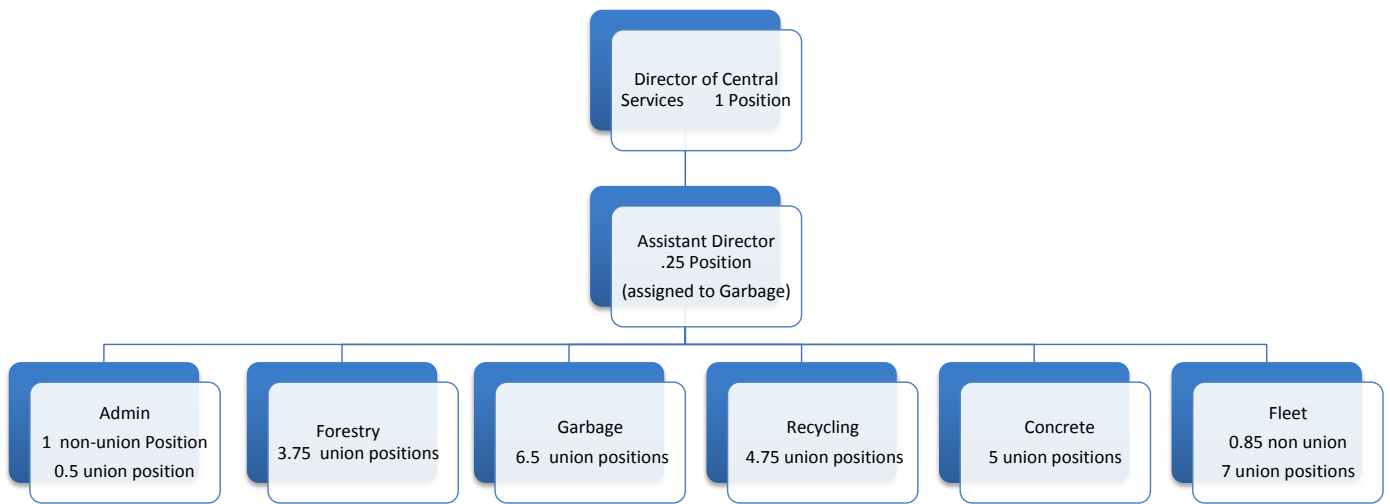
FIRE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
531-2210-402.11-01	Regular Salary/Wages	23,000	3,300	1,625	2,144	1,917
531-2210-402.21-01	Group Insurance	406	406	185	238	354
531-2210-402.21-03	Board Paid Life Ins	20	20	1	2	2
531-2210-402.22-02	Medicare	48	48	18	25	26
	Subtotal	23,474	3,774	1,829	2,409	2,299
Contractual Services						
531-2210-402.31-02	Contracted Legal	0	1,020	0	0	0
531-2210-402.31-03	Instructional	1,200	0	559	0	400
531-2210-402.31-04	Engineer/Architectural	1,000	1,000	1,372	0	0
531-2210-402.31-05	Other	0	0	0	0	0
531-2210-402.34-03	Custodial	1,000	1,800	1,110	1,415	973
531-2210-402.35-01	R&M/Buildings	1,300	1,300	685	0	294
531-2210-402.35-02	R&M/Mach & Equip	1,000	1,000	0	355	0
531-2210-402.35-03	Office Furniture & Equip	0	0	0	9,375	326
531-2210-402.35-05	R&M/Other	0	0	0	0	0
531-2210-402.36-02	Rent/Land & Building	0	0	0	0	0
531-2210-402.38-01	MICA	2,355	3,017	3,017	2,873	3,461
531-2210-402.38-02	Deductible	0	0	0	0	0
531-2210-403.39-02	Advertising/Publishing	250	250	0	0	0
531-2210-402.39-04	Travel/Lodging	19,488	0	101	101	0
531-2210-402.39-08	Contracted Services	7,500	6,000	3,565	4,182	3,769
	Subtotal	35,093	15,387	10,409	18,301	9,223
Commodities						
531-2210-402.42-01	Natural Gas	1,000	1,000	1,019	927	773
531-2210-402.42-02	Electricity	3,000	3,000	2,531	3,212	2,911
531-2210-402.43-03	Bottled Gas	0	0	0	0	0
531-2210-402.43-00	Food	500	500	180	180	-2
531-2210-402.45-01	Building Supplies	6,450	450	0	0	16
531-2210-402.45-02	Custodial Supplies	250	250	0	0	0
531-2210-402.45-03	Equip Consumable	100	100	59	290	0
531-2210-402.45-04	Equip Replacemnt Parts	200	200	0	10	0
531-2210-402.45-05	Small Tools/ Equip	150	150	0	0	0
531-2210-402.46-11	Other	2,900	2,900	354	583	333
	Subtotal	14,550	8,550	4,143	5,202	4,031
Misc						
5312210-402.65-01	Cost Share Admin	2,519	0	0	0	0
Debt Service						
531-2210-402.72-00	Loan/Lease Payments	0	0	0	25,000	25,000
	Totals	75,636	27,711	16,381	50,912	40,553

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	1,800,000	2,625,000	290,000	175,000	4,890,200
REVENUES							
Taxes	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-
Charges for Services	-	1,812,960		1,953,506	5,447,782	34,113	9,248,361
Rent & Other Income	37,600	17,054		-			54,654
Interest Income	200	50	20,000	15,000	10,000	1,000	46,250
Debt Proceeds							-
Grants							-
Transfers In	203,976	2,607,630					2,811,606
Inter-Gov. Revenues	1,565,700		410,620	-	-	-	1,976,320
TOTAL REVENUE	1,807,476	4,437,694	430,620	1,968,506	5,457,782	35,113	14,137,191
Total Funds Available	1,807,576	4,437,794	2,230,620	4,593,506	5,747,782	210,113	19,027,391
EXPENDITURES							
Salaries & Benefits	587,056	1,837,339		230,421	5,090,362		7,745,178
Contracted Services	289,820	1,955,554		2,095,192			4,340,566
Commodities	923,700	163,188		13,100			1,099,988
Capital Outlay	6,900	329,420	1,150,000				1,486,320
Miscellaneous		2,670	-	68,000	750	60,000	131,420
Debt Service		149,523					149,523
Transfers				75,000		75,000	150,000
TOTAL EXPENDITURES	1,807,476	4,437,694	1,150,000	2,481,713	5,091,112	135,000	15,102,995
Ending Balance, April 30	\$ 100	\$ 100	\$ 1,080,620	\$ 2,111,793	\$ 656,670	\$ 75,113	\$ 3,924,396



PURPOSE

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

GOALS/OBJECTIVES

- To continue providing preventative maintenance to the city's fleet, the supervisor keeps an adequate number of parts in inventory. The day and night shift work together to provide good quality service to keep vehicles and equipment operating.
- Plan to increase billed labor rate from \$50 per hour to \$75 per hour, still below Quincy market rate of \$100 per hour. This should generate an additional \$156,000 in revenue which should decrease the GF subsidy.

PAST FISCAL YEAR HIGHLIGHTS

- Central Garage will process approx 3,235 job orders with 9,400 mechanic hours in FY 2019
- Purchased approx 230,000 gallons of fuel with an estimated cost of \$516,000 (avg cost of \$2.28/gallon)
The current fuel contract (delivery price plus \$0.06 per gallon) with Hutter initiated on 4/1/2017 expires on 3/31/2022.
- The Garage purchased a new misting fan to provide a more comfortable working environment during the summer months.

BUDGET SUMMARY

Repair & Maintenance costs include: \$5,000 replace cylinders small hoist door 12, \$5,000 update computer software, \$7,500 replace power washer in the wash bay, and \$6,000 for 4-pole hoist for air jack. The FY 2019/2020 budget contains \$6,900 in capital outlay: \$2,800 for air compressor for shop truck, \$1000 for mig welder for shop truck, \$1100 for voltage generator, and \$2000 for a smoke machine.
MICA overall reduction of \$23,000 and General Fund subsidy down \$126,000

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	37,800	24.44%	30,375	21,801	25,455
Charges for Services	1,565,700	-15.72%	1,857,843	1,654,840	1,546,725
Transfers from General Fund	203,976	-38.38%	331,002	322,000	294,500
Total	1,807,476	-4.28%	1,888,218	1,676,641	1,572,180

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	424,658	1.78%	417,229	405,503	396,641
Benefits	162,398	-25.21%	217,131	206,357	200,857
Contractual Services	289,820	-11.39%	327,058	243,250	246,568
Commodities	923,700	-0.01%	923,800	844,217	718,983
Capital Outlay	6,900	130.00%	3,000	2,989	5,865
Miscellaneous	-	#DIV/0!	-	-	577
Totals	1,807,476	-4.28%	1,888,218	1,702,316	1,569,491

STAFFING				
	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	7.85	7.85	8.00	7.85

Staffing:

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

FUND 601 CENTRAL GARAGE FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
601-0000-331.01-01	Deposit Accounts	200	75	239	152	82
601-0000-342.08-00	Postage	37,500	30,000	21,211	25,303	26,562
601-0000-342.09-00	Other	100	300	351	-	110
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.	700	1,000	740	570	762
601-0000-363.02-03	Fire Dept.	4,000	6,000	4,268	4,742	6,002
601-0000-363.02-04	Police Dept.	6,000	8,000	5,978	6,751	6,666
601-0000-363.02-05	Transit Fund	310,000	228,000	208,286	226,308	234,018
601-0000-363.02-06	Water Fund	65,000	50,000	44,237	52,289	37,063
601-0000-363.02-07	Sewer Fund	75,000	52,000	60,329	54,314	55,026
601-0000-363.02-08	Airport Fund	8,000	1,200	2,089	3,129	2,955
601-0000-363.02-09	Central Services Fund	24,000	23,500	25,653	20,250	23,032
601-0000-363.02-90	Summary Total Chrgs	1,060,000	1,147,141	968,530	874,047	852,971
601-0000-363.02-99	Outside Entities	13,000	10,000	12,730	9,825	10,760
601-0000-365.07-00	Sale recycle materials	-	-	-	-	-
601-0000-382.02-01	State Grants	-	-	-	-	-
601-0000-391.01-01	General Fund	203,976	331,002	322,000	294,500	330,000
				-		
	Totals	1,807,476	1,888,218	1,676,641	1,572,180	1,586,009

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
601-3115-403.11-01	Regular Salary/Wages	339,078	339,984	310,902	314,583	295,586
601-3115-403.11-02	Overtime	27,000	19,817	27,914	25,342	24,786
601-3115-403.11-03	Sick Pay	15,389	14,731	19,990	12,231	13,787
601-3115-403.11-04	Holiday Pay	19,442	20,236	18,877	16,129	18,143
601-3115-403.11-15	Vacation Pay	21,425	19,874	19,248	20,023	18,154
601-3115-403.11-16	Major Medical Pay	-	-	5,291	884	13,170
601-3115-403.11-17	Sick Pay Buy Back	2,324	2,587	950	7,449	2,479
601-3115-403.11-18	Vac Pay Buy Back	-	-	2,331	-	-
601-3115-403.21-01	Group Insurance	97,658	96,993	91,368	85,875	87,448
601-3115-403.21-02	Retirees Insurance	-	-	-	-	-
601-3115-403.21-03	Board Paid Life Ins	559	518	520	527	516
601-3115-403.21-04	Workers' Comp	-	42,823	42,823	40,784	49,137
601-3115-403.22-01	Social Security	25,648	25,637	23,881	23,287	22,580
601-3115-403.22-02	Medicare	6,004	5,996	5,585	5,446	5,281
601-3115-403.22-03	Unemployment Comp	900	900	900	982	982
601-3115-403.23-01	IMRF	31,569	44,204	41,220	43,956	43,760
601-3115-403.24-03	CDL Reimbursements	60	60	60	-	60
	Subtotal	587,056	634,360	611,860	597,498	595,870
Contractual Services						
601-3115-403.35-02	R & M - Mach & Equip	18,500	7,000	333	4,072	6,012
601-3115-403.35-04	R&M-Vehicle	200,000	260,000	200,436	210,946	201,867
601-3115-403.35-05	R&M-Other	200	200	-	-	-
601-3115-403.35-07	Outside Entities	-	-	321	693	-
601-3115-403.36-01	Fleet Maintenance	4,000	4,000	4,858	5,636	2,882
601-3115-403.36-05	Vehicle Replacement	8,400	8,400	7,000	-	-
601-3115-403.36-89	Short/Over	2,000	4,000	2,087	1,246	(3,422)
601-3115-403.36-90	Garage Default Exp	15,000	16,000	6,558	1,151	117
601-3115-403.38-01	MICA	32,492	17,930	17,930	17,076	20,573
601-3115-403.39-01	Communications	1,828	1,828	865	1,783	2,561
601-3115-403.39-02	Advertising/Publishing	200	200	693	122	363
601-3115-403.39-04	Travel	2,000	2,000	168	773	1,525
601-3115-403.39-05	Mileage Reimb	500	500	-	-	-
601-3115-403.39-07	Regist, Schools, Mtgs	1,000	1,000	117	784	65
601-3115-403.39-08	Contracted Services	3,700	4,000	1,884	2,286	3,640
	Subtotal	289,820	327,058	243,250	246,568	236,182
Commodities						
601-3115-403.41-01	Postage	37,500	30,000	35,000	25,556	27,500
601-3115-403.41-02	Office Supplies	300	608	286	472	660
601-3115-403.44-00	Books & Periodicals	-	-	-	-	-
601-3115-403.45-03	Equip Consumable	-	-	-	55	-
601-3115-403.45-04	Equip Replace Parts	260,000	240,000	268,005	224,997	280,144
601-3115-403.45-05	Small Tools/Equip	9,500	9,500	6,640	8,264	20,025
601-3115-403.46-11	Other	16,400	12,551	21,281	18,878	15,416
601-3115-403.46-12	Gasoline/Diesel	600,000	631,141	513,005	440,761	394,648
601-3115-403.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	923,700	923,800	844,217	718,983	738,393

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Capital Outlay						
601-3115-403.52-04	Office Equipment	-	-	-	-	-
601-3115-403.52-05	Machinery & Equip	-	-	-	-	-
601-3115-403.52-08	Controllable	6,900	3,000	2,989	5,865	3,473
	Subtotal	6,900	3,000	2,989	5,865	3,473
Miscellaneous						
601-3115-403.61-04	Other	-	-	-	-	-
601-3115-403.61-08	Bad Debt Expense	-	-	-	577	-
	Subtotal	-	-	-	577	-
	Totals	1,807,476	1,888,218	1,702,316	1,569,491	1,573,918

revised 4/12/2019

PURPOSE

The Department of Central Services consists of the following divisions: Administration, Forestry, Garbage, Recycle, Paint/Sign, Concrete, and Brush/Compost. Central Services is responsible for the weekly garbage and recycle pick-up, sidewalk repairs and new sidewalks, street issues, trimming and removal of trees, maintaining the right-of-ways, as well as nuisance property clean up. Roadway striping and street signage are also the responsibility of this department.

GOALS/OBJECTIVES

Our objective is to improve services provided to the residents of the city of Quincy. Forestry division will continue to trim and preserve live trees, and remove those that are dead or dying. We anticipate increasing efficiency with the purchase of a new bucket truck, replacing the 26 year old truck. Concrete division will continue to remove and replace concrete sidewalk, curb and gutter. Both concrete and forestry division share in pothole repair, nuisance abatement, and right of way mowing. Garbage and Recycle will continue to provide curb-side service to the City. We are planning to purchase two new garbage trucks to replace the 16 year old trucks still in service today. Recycling will continue operations with the current fleet due to an expected reduction of households due to the "opt-in" recycling fee of \$5/month beginning May 1, 2019. Paint & Sign shop will continue to update street signs and restripe city streets.

PAST FISCAL YEAR HIGHLIGHTS

- Forestry - removed approx 155 trees, 290 stumps, and trimmed 280 trees
- Mosquito Abatement - sprayed 385 gallon of product, covering 1900 miles of alley and street
- Garbage - collected and disposed approx 6,330 tons of garbage
- Recycling - collected approx 1,500 ton of material
- Paint & Sign - striped 800 blocks of streets
- Concrete - installed over 1,200 yards of concrete
- Nuisance Abatement - cleaned up over 600 properties
- Brush/Compost - Evans Recycling operated city wide curb-side pickup of yard waste.

In FY 2019 the City entered into new contracts for the disposal of garbage, recycling, and yard waste.

BUDGET SUMMARY

Central Service revenue is expected to increase by \$964,500. This increase is due primarily to the garbage sticker price increase (projected at \$722,000) and the recycling opt-in fees (projected at \$120,000 based on 2,000 households at \$5/month). The revenue from sale of recycled material is expected to decrease. Central Services expenses are projected to increase by \$876,000 due to the following: new Garbage Trucks \$130,000 net after using Vehicle Replacement Funds, Forestry Truck \$190,000, Brush & Compost \$240,000 contract increase, MICA allocation change \$110,000, and the Capital Project Fund budget policy changes which reallocated the Emerald Ash Borer treatment costs of \$16,000 and City Wide Clean up Costs of \$70,000 into the Central Services budget. The new landfill contract for the disposal of garbage and the new recycling contract for the sale of recyclables also contained slight cost increases.

The General Fund subsidy to operate Central Services has decreased over \$115,000 from FY 2019 budget.

REVENUE SUMMARY

ACCOUNT NUMBER	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	17,104	-42.22%	29,604	34,067	59,521
Charges for Services	1,812,960	84.09%	984,800	1,035,167	1,046,569
Grants	-	#DIV/0!	-	-	-
Transfers	2,607,630	-1.91%	2,658,501	2,535,000	2,526,000
Total	4,437,694	20.82%	3,672,905	3,604,234	3,632,090

revised 4/12/2019

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	1,308,638	-1.77%	1,332,157	1,273,771	1,284,896
Benefits	528,701	-22.28%	680,307	634,481	676,090
Contractual Services	1,955,554	46.80%	1,332,133	1,407,627	1,344,106
Commodities	163,188	-3.09%	168,385	125,736	98,300
Capital Outlay	329,420	4161.58%	7,730	20,351	120,436
Miscellaneous	2,670	0.00%	2,670	54,975	21,197
Debt Service/Transfers	149,523	0.00%	149,523	149,520	149,520
Totals	4,437,694	20.82%	3,672,905	3,666,461	3,694,545

Totals by Division

3110 Admin	326,149	-3.05%	336,404	312,904	277,398
3112 Forestry	638,015	29.98%	490,841	542,742	475,302
3113 Garbage	1,177,292	22.47%	961,275	1,028,290	992,876
3114 Recycling	603,006	-3.47%	624,688	547,552	608,258
3116 Paint & Sign	185,973	-1.42%	188,656	200,399	171,574
3152 Concrete	697,259	39.24%	500,768	466,957	607,983
3153 St Cleaning	-		-	-	-
3154 Brush Compost	810,000	42.04%	570,273	568,919	561,154
Totals	4,437,694	20.82%	3,672,905	3,667,763	3,694,545

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	26	26.75	24	24.83

The proposed budget includes the following Central Services Department staff:

Position	Full Time Equivalent (FTE)
Director of Central Services	1.00
Clerical	1.00
Laborer 822	.50
Forestry 822	4.00
Garbage 822 (includes 0.25 Asst. Dir.)	6.75
Recycling 822	4.75
Paint & Sign 822	2.00
Concrete 822	6.00
Total	26.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
602-0000-331.01-01	Deposit Accounts	50	50	7	271	14
602-0000-341.04-00	Equipment/Facilities	17,054	17,054	19,754	19,597	14,399
602-0000-342.09-00	Other	-	-	1,806	1,105	600
602-0000-350.00-00	Sale of Property	-	12,500	12,500	38,548	-
602-0000-362.03-01	Demolition Reimb.	-	-	11,800	24,850	-
602-0000-362.03-02	Signs/Posts/Signals	-	-	-	-	-
602-0000-362.03-04	Weed Clean/Removal	15,000	15,000	20,784	25,125	83,449
602-0000-362.03-08	Other Reimbursements	-	-	150	-	351
602-0000-363.01-03	Personnel	-	-	-	-	3,700
602-0000-365.03-00	Garbage/recycl. stickers	1,800	1,800	1,800	1,800	1,746
602-0000-365.03-01	Garbage sticker sales	1,500,000	778,000	784,493	787,575	798,878
602-0000-365.03-02	Garbage Tote Service	150,000	140,000	151,108	145,190	130,200
602-0000-365.03-03	Garbage Tote Sales	8,160	9,000	8,760	10,858	9,480
602-0000-365.05-00	Private Hauler Licenses	4,000	3,000	4,000	3,000	4,583
602-0000-365.06-00	Disposal Fees	-	-	-	-	-
602-0000-365.07-00	Sale of Recycle Material	-	38,000	52,272	48,171	27,467
602-0000-365.08-01	Recycling Service Fees	120,000	-	-	-	-
602-0000-365.08-02	Recycle Bin Sales	14,000	-	-	-	-
602-0000-365.09-00	Private Promo Revenue	-	-	5,000	20,000	-
602-0000-391.01-01	General Fund	2,607,630	2,658,501	2,535,000	2,276,000	2,353,500
602-0000-391.01-15	Capital Projects Fund	-	-	-	250,000	250,000
	Totals	4,437,694	3,672,905	3,609,234	3,652,090	3,678,367

FUND 602 CENTRAL SERVICES FUND

ADMINISTRATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
602-3110-403.11-01	Regular Salary/Wages	122,622	121,345	117,433	105,055	101,699
602-3110-403.11-02	Overtime	-	-	-	-	-
602-3110-403.11-03	Sick Pay	2,479	-	4,859	1,725	3,091
602-3110-403.11-04	Holiday Pay	6,798	7,192	7,198	6,164	6,804
602-3110-403.11-15	Vacation Pay	9,500	9,980	9,024	6,809	7,439
602-3110-403.11-16	Major Medical Pay	-	-	-	15,542	9,511
602-3110-403.11-17	Sick Pay Buy Back	2,767	5,391	2,238	3,117	2,951
602-3110-403.11-18	Vacation Pay Buy Back	-	-	-	-	2,107
602-3110-403.12-01	Temp Salaries	-	-	-	-	7,351
602-3110-403.21-01	Group Insurance	29,133	27,950	27,694	26,486	26,383
602-3110-403.21-03	Board Paid Life Ins	185	170	170	170	167
602-3110-403.21-04	Workers' Comp	-	9,571	9,571	9,115	10,982
602-3110-403.22-01	Social Security	8,931	8,923	8,590	8,373	8,369
602-3110-403.22-02	Medicare	2,097	2,086	2,004	1,958	1,957
602-3110-403.22-03	Unemployment Comp.	300	200	200	344	344
602-3110-403.23-01	IMRF	10,999	15,315	14,717	15,646	15,145
	Subtotals	195,811	208,123	203,698	200,504	204,300
Contractual Services						
602-3110-403.31-05	Prof Svcs - Other	2,300	2,200	2,175	2,175	2,175
602-3110-403.34-03	Custodial	500	500	224	3,779	216
602-3110-403.34-04	Lawn Care	-	-	-	-	-
602-3110-403.35-01	Buildings	6,000	6,000	3,377	7,735	5,512
602-3110-403.35-02	Machinery & Equip	1,500	1,500	1,379	1,131	1,631
602-3110-403.35-03	R&M- Furn & Equip	-	-	35	-	-
602-3110-403.35-05	R&M-Other	100	100	-	131	150
602-3110-403.36-01	Fleet Maintenance	300	300	(30)	145	267
602-3110-403.36-03	Equipment & Vehicle	700	700	628	606	820
602-3110-403.38-01	MICA	11,099	9,987	9,987	9,511	11,459
602-3110-403.38-02	Deductible	-	-	-	-	-
602-3110-403.39-01	Communications	3,500	3,500	1,415	3,297	1,598
602-3110-403.39-02	Advertising/Publishing	300	300	253	259	162
602-3110-403.39-03	Printing & Binding	100	100	195	-	85
602-3110-403.39-04	Travel	49	49	-	48	913
602-3110-403.39-05	Mileage Reimb	3,600	3,600	3,600	2,700	108
602-3110-403.39-07	Regist, Schools, Mtgs	600	600	-	220	592
602-3110-403.39-08	Contracted Services	3,500	3,500	3,902	3,049	3,225
	Subtotals	34,148	32,936	27,140	34,786	28,913
Commodities						
602-3110-403.41-01	Postage	50	100	35	54	35
602-3110-403.41-02	Office Supplies	1,000	1,100	829	720	1,033
602-3110-403.42-01	Natural Gas	5,000	5,000	9,243	6,919	4,937
602-3110-403.42-02	Electricity	20,000	20,000	18,223	18,892	19,473
602-3110-403.45-01	Building Supplies	100	100	88	6	109
602-3110-403.45-02	Custodial Supplies	600	600	673	476	697
602-3110-403.45-03	Equip Consumable	750	750	249	697	332
602-3110-403.45-04	Equip Replace Parts	100	100	49	29	-
602-3110-403.45-05	Small Tools/ Equip.	-	-	-	-	616
602-3110-403.46-04	Salt & Cinders	55,000	55,000	41,786	1,559	-
602-3110-403.46-05	Chemicals	4,400	4,325	4,899	4,718	2,850
602-3110-403.46-07	Barricades	-	-	-	-	-

FUND 602 CENTRAL SERVICES FUND

ADMINISTRATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
602-3110-403.46-11	Other	550	1,150	-	387	594
602-3110-403.47-01	Clothing/Uniforms	-	-	-	787	-
602-3110-403.47-02	Safety Equipment	5,000	6,200	5,675	6,599	5,612
	Subtotals	92,550	94,425	81,749	41,843	36,288
Capital Outlay						
602-3110-403.52-02	Buildings	-	-	-	-	-
602-3110-403.52-03	Improv other than bldgs	2,500	-	-	-	-
602-3110-403.52-04	Office Equipment	-	-	-	-	-
602-3110-403.52-07	Furniture & Fixtures	220	-	-	-	-
602-3110-403.52-08	Controllable	500	500	-	-	900
	Subtotals	3,220	500	-	-	900
Miscellaneous						
602-3110-403.61-01	Dues	350	350	250	250	320
602-3110-403.61-04	Other	70	70	67	15	-
	Subtotals	420	420	317	265	320
	Totals	326,149	336,404	312,904	277,398	270,721

FUND 602 CENTRAL SERVICES FUND

FORESTRY
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020	2018/2019	2018/2019	2017/2018	2016/2017
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
602-3112-403.11-01	Regular Salary/Wages	158,889	185,897	200,329	165,680	167,365
602-3112-403.11-02	Overtime	17,636	16,235	17,903	12,101	11,178
602-3112-403.11-03	Sick Pay	4,284	3,381	4,412	2,815	10,945
602-3112-403.11-04	Holiday Pay	9,206	11,531	12,695	9,875	10,262
602-3112-403.11-15	Vacation Pay	12,408	16,315	13,972	13,592	13,305
602-3112-403.11-16	Major Medical Pay	-	-	1,470	-	822
602-3112-403.11-17	Sick Pay Buy Back	2,810	8,887	8,797	13,417	3,902
602-3112-403.11-18	Vac Pay Buy Back	-	-	-	4,662	-
602-3112-403.12-01	Part-Time salary/wages	14,438	14,438	9,840	14,235	12,600
602-3112-403.21-01	Group Insurance	55,792	68,691	67,449	54,318	51,594
602-3112-403.21-03	Board Paid Life Ins	294	323	354	302	321
602-3112-403.21-04	Workers' Comp	-	31,540	31,540	30,038	36,190
602-3112-403.22-01	Social Security	12,758	14,905	15,435	13,362	13,455
602-3112-403.22-02	Medicare	3,009	3,487	3,610	3,125	3,147
602-3112-403.22-03	Unemployment Comp.	400	600	600	594	500
602-3112-403.23-01	IMRF	15,725	25,751	26,001	24,611	24,690
602-3112-403.24-03	CDL Reimbursements	60	30	-	-	30
	Subtotal	307,709	402,011	414,407	362,727	360,304
Contractual Services						
602-3112-403.35-02	Machinery & Equip	500	500	258	202	459
602-3112-403.35-05	Other	150	150	103	103	49
602-3112-403.36-01	Fleet Maintenance	46,000	43,000	71,644	49,598	42,842
602-3112-403.36-03	Equipment & Vehicle	-	-	-	-	-
602-3112-403.36-05	Vehicle Replacement	21,780	21,780	41,316	40,016	13,272
602-3112-403.38-01	MICA	42,886	9,210	9,210	8,771	10,568
602-3112-403.39-01	Communications	-	-	-	-	-
602-3112-403.39-02	Advertising/Publishing	150	150	-	-	-
602-3112-403.39-05	Mileage Reimb	-	-	-	-	-
602-3112-403.39-07	Regist, Schools, Mtgs	-	-	-	-	-
602-3112-403.39-08	Contracted Services	18,000	1,000	71	170	98
	Subtotal	129,466	75,790	122,602	98,860	67,287
Commodities						
602-3112-403.45-03	Equip Consumable	1,200	1,000	1,393	1,119	966
602-3112-403.45-04	Equip Replace Parts	800	1,000	157	433	1,089
602-3112-403.45-05	Small Tools/ Equip.	2,000	3,200	1,083	1,104	2,145
602-3112-403.46-05	Chemicals	100	100	-	-	-
602-3112-403.46-07	Barricades	250	250	213	-	-
602-3112-403.46-11	Other	1,400	1,400	867	924	963
602-3112-403.47-01	Clothing/Uniforms	180	180	98	-	130
602-3112-403.47-02	Safety Equipment	210	1,180	1,262	183	157
	Subtotal	6,140	8,310	5,073	3,763	5,450
Capital Outlay						
602-3112-403.52-05	Machinery & Equip	-	-	-	7,100	-
602-3112-403.52-06	Vehicles	189,000	-	-	-	-
602-3112-403.52-08	Controllable	5,700	4,730	660	2,852	1,016
	Subtotal	194,700	4,730	660	9,952	1,016
	Totals	638,015	490,841	542,742	475,302	434,058

FUND 602 CENTRAL SERVICES FUND

GARBAGE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
602-3113-403.11-01	Regular Salary/Wages	269,873	270,089	272,774	259,492	253,852
602-3113-403.11-02	Overtime	9,290	9,064	16,948	11,364	6,097
602-3113-403.11-03	Sick Pay	6,658	1,166	7,837	8,683	5,845
602-3113-403.11-04	Holiday Pay	13,980	14,194	13,539	15,288	12,948
602-3113-403.11-14	Extra Pick-up	780	350	945	510	320
602-3113-403.11-15	Vacation Pay	15,896	14,156	15,470	15,809	11,260
602-3113-403.11-16	Major Medical Pay	-	-	156	-	-
602-3113-403.11-17	Sick Pay Buy Back	2,731	7,307	7,910	9,307	2,443
602-3113-403.11-18	Vac Pay Buy Back	-	-	-	-	-
602-3113-403.21-01	Group Insurance	83,565	79,170	80,610	73,784	68,823
602-3113-403.21-03	Board Paid Life Ins	498	460	486	470	453
602-3113-403.21-04	Workers' Comp	-	35,565	35,565	33,871	40,809
602-3113-403.22-01	Social Security	20,122	19,645	19,637	18,707	16,897
602-3113-403.22-02	Medicare	4,657	4,594	4,588	4,375	3,952
602-3113-403.22-03	Unemployment Comp.	600	600	600	838	838
602-3113-403.23-01	IMRF	24,713	33,730	34,000	35,484	33,184
602-3113-403.24-03	CDL Reimbursements	60	60	60	90	-
	Subtotal	453,423	490,150	511,125	488,072	457,721
Contractual Services						
602-3113-403.33-02	Landfill Fees	275,000	200,000	204,565	198,545	191,633
602-3113-403.33-03	Taxes	25,000	25,000	22,853	22,801	22,917
602-3113-403.36-01	Fleet Maintenance	80,000	80,000	92,940	86,901	72,312
602-3113-403.36-05	Vehicle Replacement	85,000	50,000	50,000	50,000	50,000
602-3113-403.37-02	Nuisance Abatements	-	-	-	-	-
602-3113-403.38-01	MICA	33,491	21,747	21,747	20,711	24,953
602-3113-403.38-02	Deductible	-	-	-	-	-
602-3113-403.39-01	Communications	400	400	62	232	(23)
602-3113-403.39-02	Advertising-Publishing	330	330	194	269	147
602-3113-403.39-03	Printing & Binding	1,000	1,000	-	14,780	600
602-3113-403.39-08	Contracted Services	1,200	200	-	109	-
	Subtotal	501,421	378,677	392,361	394,348	362,539
Commodities						
602-3113-403.46-11	Oper Supplies-Other	20,000	20,000	-	18,961	451
602-3113-403.47-01	Clothing/Uniforms	210	210	278	-	-
602-3113-403.47-02	Safety Equipment	120	120	-	20	-
	Subtotal	20,330	20,330	278	18,981	451
Debt Service						
602-3113-409.72-00	Loan/Lease Payments	-	-	-	-	-
Capital Outlay						
602-3113-403.52-06	Vehicles	130,000	-	-	-	-
	Subtotal	130,000	-	-	-	-
Miscellaneous						
602-3113-403.61-08	Bad Debt Expense	1,575	1,575	53,983	20,932	201,437
Transfers						
602-3113-491.62-22	2014 GO Note Fund	70,543	70,543	70,543	70,543	70,543
	Totals	1,177,292	961,275	1,028,290	992,876	1,092,691

FUND 602 CENTRAL SERVICES FUND

RECYCLE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
602-3114-403.11-01	Regular Salary/Wages	193,881	189,236	171,770	194,236	173,234
602-3114-403.11-02	Overtime	11,916	11,916	7,359	10,315	13,010
602-3114-403.11-03	Sick Pay	5,720	5,720	3,112	5,119	5,700
602-3114-403.11-04	Holiday Pay	8,262	8,580	3,207	6,756	5,794
602-3114-403.11-14	Extra Pick-up	520	350	430	290	315
602-3114-403.11-15	Vacation Pay	6,355	6,355	1,796	4,184	1,867
602-3114-403.11-17	Sick Pay Buy Back	-	-	-	-	-
602-3114-403.11-18	Vac Pay Buy Back	-	-	-	-	-
602-3114-403.21-01	Group Insurance	54,983	52,077	21,397	42,016	33,998
602-3114-403.21-03	Board Paid Life Ins	349	324	290	352	302
602-3114-403.21-04	Workers' Comp	-	37,599	37,599	35,809	43,143
602-3114-403.22-01	Social Security	13,801	13,532	11,549	13,311	12,257
602-3114-403.22-02	Medicare	3,228	3,165	2,701	3,113	2,866
602-3114-403.22-03	Unemployment Comp.	400	400	400	579	579
602-3114-403.23-01	IMRF	16,984	23,332	18,998	24,474	22,657
602-3114-403.24-03	CDL Reimbursements	60	30	30	-	30
	Subtotal	316,459	352,616	280,638	340,554	315,752
Contractual Services						
602-3114-403.36-01	Fleet Maintenance	95,000	95,000	93,962	96,866	86,522
602-3114-403.36-05	Vehicle Replacement	50,000	50,000	50,000	50,000	50,000
602-3114-403.38-01	MICA	39,717	33,242	33,242	31,659	38,143
602-3114-403.39-01	Communications	-	-	-	-	-
602-3114-403.39-02	Advertising/Publishing	150	150	282	111	111
602-3114-403.39-03	Printing & Binding	182	182	-	182	-
602-3114-403.39-08	Contractual Services	12,000	-	-	-	-
	Subtotal	197,049	178,574	177,486	178,818	174,776
Commodities						
602-3114-403.46-11	Other	10,000	13,957	9,891	9,825	11,358
602-3114-403.47-01	Clothing/Uniforms	468	481	560	84	-
602-3114-403.47-02	Safety Equipment	50	80	-	-	-
	Subtotal	10,518	14,518	10,451	9,909	11,358
Transfers						
602-3114-491.62.22	Trnsfr 2014 GO Note Fd	78,980	78,980	78,977	78,977	78,977
	Totals	603,006	624,688	547,552	608,258	580,863

FUND 602 CENTRAL SERVICES FUND

PAINT & SIGN SHOP
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Wages						
602-3116-403.11-01	Regular Salary/Wages	77,556	76,326	83,921	72,619	36,676
602-3116-403.11-02	Overtime	4,061	3,962	5,262	3,370	2,012
602-3116-403.11-03	Sick Pay	4,166	4,187	3,420	3,572	2,629
602-3116-403.11-04	Holiday Pay	4,513	4,573	4,676	4,151	2,383
602-3116-403.11-15	Vacation Pay	7,826	6,774	7,667	8,102	3,858
602-3116-403.11-17	Sick Pay Buy Back		1,302	1,302		
602-3116-403.21-01	Group Insurance	27,896	28,813	28,386	24,250	9,817
602-3116-403.21-02	Retiree Insurance	-	-	-	-	-
602-3116-403.21-03	Board Paid Life Ins	148	136	150	135	73
602-3116-403.21-04	Workers' Comp	-	9,568	9,568	9,112	10,978
602-3116-403.22-01	Social Security	6,084	6,022	5,998	5,092	2,878
602-3116-403.22-02	Medicare	1,423	1,408	1,404	1,191	673
602-3116-403.22-03	Unemployment Comp.	200	200	200	125	125
602-3116-403.23-01	IMRF	7,506	10,062	10,785	10,166	5,391
602-3116-403.24-03	CDL Reimbursements	30	30	30	30	30
	Subtotal	141,409	153,363	162,769	141,915	77,522
Contractual Services						
602-3116-403.35-05	Repair & Maint Other	-	-	-	-	-
602-3116-403.36-01	Fleet Maintenance	5,000	4,000	4,775	4,864	4,799
602-3116-403.36-03	Equipment & Vehicle		-	-	-	-
602-3116-403.38-01	MICA	11,049	3,493	3,493	3,327	4,008
602-3116-403.39-03	Printing & Binding	-	-	-	-	-
602-3116-403.39-08	Contractual Services	215	-	-	-	-
	Subtotal	16,264	7,493	8,268	8,191	8,807
Commodities						
602-3116-403.45-01	Building Supplies					
602-3116-403.45-03	Equip Consumable	150	650	35	-	227
602-3116-403.45-05	Small Tools/Equip	150	150	96	-	-
602-3116-403.46-06	Signs & Posts	4,800	4,800	6,387	5,362	1,056
602-3116-403.46-07	Barricades	-	-	2,326	2,220	-
602-3116-403.46-08	Paint	23,000	22,000	19,932	13,834	15,780
602-3116-403.46-11	Other	200	200	586	52	29
	Subtotal	28,300	27,800	29,362	21,468	17,093
	Totals	185,973	188,656	200,399	171,574	103,423

FUND 602 CENTRAL SERVICES FUND

CONCRETE (STREET MAINTENANCE)
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
602-3152-403.11-01	Regular Salary/Wages	246,790	237,150	168,221	215,620	213,190
602-3152-403.11-02	Overtime	12,412	12,165	8,220	7,431	5,323
602-3152-403.11-03	Sick Pay	5,703	8,075	11,701	8,612	5,076
602-3152-403.11-04	Holiday Pay	13,390	13,608	11,861	13,554	14,953
602-3152-403.11-15	Vacation Pay	13,772	15,133	14,340	17,097	16,585
602-3152-403.11-16	Major Medical Pay	-	-	14,859	-	1,112
602-3152-403.11-17	Sick Pay Buy Back	5,975	9,827	6,200	14,626	6,391
602-3152-403.11-18	Vac Pay Buy Back	2,775	-	-	-	-
602-3152-403.21-01	Group Insurance	75,627	58,412	59,737	66,507	69,148
602-3152-403.21-02	Retiree Insurance	-	-	-	-	-
602-3152-403.21-03	Board Paid Life Ins	443	477	341	401	405
602-3152-403.21-04	Workers' Comp	-	341	-	31,600	38,072
602-3152-403.22-01	Social Security	18,199	17,922	14,006	16,461	15,469
602-3152-403.22-02	Medicare	4,286	4,191	3,279	3,849	3,618
602-3152-403.22-03	Unemployment Comp	700	700	700	750	750
602-3152-403.23-01	IMRF	22,426	28,110	23,362	30,706	29,769
602-3152-403.24-03	CDL Reimbursements	30	90	90	-	60
	Subtotal	422,528	406,201	336,917	427,214	419,920
Contractual Services						
602-3152-403.35-02	Machinery & Equip	-	-	-	-	-
602-3152-403.35-05	Other	-	-	-	13	-
602-3152-403.36-01	Fleet Maintenance	45,000	40,000	65,311	37,494	45,590
602-3152-403.36-05	Vehicle Replacement	30,576	30,576	27,726	13,476	19,276
602-3152-403.38-01	MICA	190,330	17,814	17,814	16,966	20,441
602-3152-403.38-02	Deductible	-	-	-	-	-
602-3152-403.39-08	Contracted Services	1,300	-	-	-	-
	Subtotal	267,206	88,390	110,851	67,949	85,307
Commodities						
602-3152-403.45-03	Equip Consumable	800	800	428	682	177
602-3152-403.45-04	Equip Replace Parts	200	200	-	116	14
602-3152-403.45-05	Small Tools/ Equip	1,400	1,400	405	139	344
602-3152-403.46-01	Concrete	2,000	(348)	(2,280)	-	41
602-3152-403.46-03	Sand, Stone & Gravel	-	-	-	-	-
602-3152-403.46-07	Barricades	100	100	106	-	-
602-3152-403.46-10	Lumber	300	300	-	121	57
602-3152-403.46-11	Other	500	500	123	1,246	583
602-3152-403.47-01	Clothing/Uniforms	50	50	-	-	-
602-3152-403.47-02	Safety Equipment	-	-	41	32	-
	Subtotal	5,350	3,002	(1,177)	2,336	1,215
Capital Outlay						
602-3152-403.52-05	Machinery & Equip	-	-	19,691	108,725	-
602-3152-403.52-08	Controllable	1,500	2,500	-	1,759	-
602-3152-403.53-09	Other	-	0	-	-	-
	Subtotal	1,500	2,500	19,691	110,484	-
Miscellaneous						
602-3152-403.61-04	Other	675	675	675	-	-
	Totals	697,259	500,768	466,957	607,983	506,442

FUND 602 CENTRAL SERVICES FUND

STREET CLEANING
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
602-3153-403.11-01	Regular Salary/Wages	-	-	-	-	96,558
602-3153-403.11-02	Overtime	-	-	-	-	1,659
602-3153-403.11-03	Sick Pay	-	-	-	-	15,145
602-3153-403.11-04	Holiday Pay	-	-	-	-	4,526
602-3153-403.11-15	Vacation Pay	-	-	-	-	9,255
602-3153-403.11-16	Major Medical Pay	-	-	-	-	21,840
602-3153-403.11-17	Sick Pay Buy Back	-	-	-	-	65
602-3153-403.11-18	Vac Pay Buy Back	-	-	-	-	3,953
602-3153-403.21-01	Group Insurance	-	-	-	-	48,761
602-3153-403.21-03	Board Paid Life Ins	-	-	-	-	235
602-3153-403.21-04	Workers' Comp	-	-	-	-	17,496
602-3153-403.22-01	Social Security	-	-	-	-	8,190
602-3153-403.22-02	Medicare	-	-	-	-	1,915
602-3153-403.22-03	Unemployment Comp	-	-	-	-	344
602-3153-403.23-01	IMRF	-	-	-	-	17,344
602-3153-403.24-03	CDL Reimbursements	-	-	-	-	35
	Subtotal	-	-	-	-	247,320
Contractual Services						
602-3153-403.36-01	Fleet Maintenance	-	-	-	-	19,973
602-3153-403.38-01	MICA	-	-	-	-	12,341
602-3153-403.38-02	Deductible	-	-	-	-	-
	Subtotal	-	-	-	-	32,314
Commodities						
602-3153-403.45-05	Small Tools/ Equip	-	-	-	-	-
602-3153-403.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	-	-	-	-	279,634

FUND 602 CENTRAL SERVICES FUND

BRUSH/COMPOST
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Contractual Services						
602-3154-403.39-08	Contracted Services	810,000	570,273	568,919	561,154	552,861
	Totals	810,000	570,273	568,919	561,154	552,861

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 2019 the following replacements were funded:

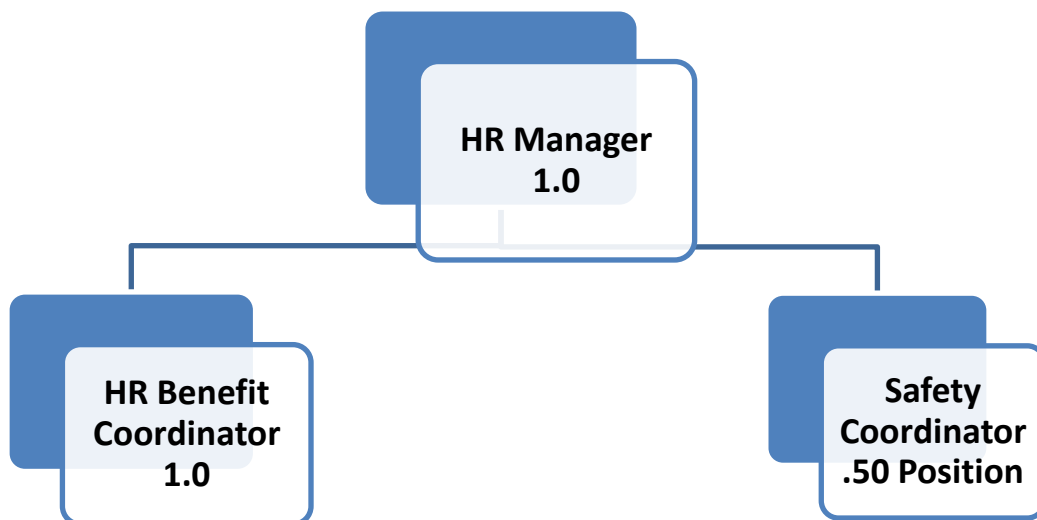
- Water Distribution - \$45,540 used to replace 2002 dump truck #86W (total cost \$89,531)
- Sewer Distribution - \$134,130 used to replace 2002 dump truck #30 (total cost \$176,910)

- Water Meter - \$19,089 used to replace a van with a total cost of \$36,056
- Water Distribution \$69,444 used to replace 2005 truck #20 (burned)

The FY 2020 budget plans for the following replacements:

- Garbage - to replace two - 2003 trucks - \$250,000
- Recycle - possibly replace two trucks - \$250,000
- Water Distribution - contingency replacement \$100,000
- Water Meter - contingency replacement \$100,000
- Sewer Distribution - contingency replacement \$100,000
- Other replacement contingency - \$350,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
603-0000-331.01-01	Deposit Accounts	20,000	9,000	20,338	11,614	7,727
603-0000-363.03-03	Fire Department	6,936		6,936	6,936	
603-0000-363.03-06	Water Fund	74,500	85,000	69,549	65,930	38,935
603-0000-363.03-07	Sewer Fund	125,000	145,000	133,625	79,375	49,348
603-0000-363.03-08	Airport Fund	8,428	8,424	11,190	10,000	7,000
603-0000-363.03-09	Central Services Fund	187,356	152,356	176,042	153,492	132,548
603-0000-363.03-10	Central Garage	8,400	8,400	-	-	-
603-0000-391.01-15	From Capital Proj Fund	-	-	-	-	-
	Totals	430,620	408,180	417,680	327,347	235,558
Expenses						
Contractual Services						
603-3115-403.31-05	Professional Services	-	-	-	-	-
Capital Outlay						
603-3115-403.52-05	Machinery & Equip	400,000	412,552	-	67,390	-
603-3115-403.52-06	Vehicles	750,000	758,583	303,564	320,776	-
	Totals	1,150,000	1,171,135	303,564	388,166	-



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. The Premiums and Benefits division is for the liability insurance coverage premiums and deductibles. This fund generates revenue from charges to the other city departments with a labor force, significant property, and liability exposure.

GOALS/OBJECTIVES

- Effectively manage Liability and Worker's Compensation claims in order to reduce the financial obligation of the city.
- Research transitioning weekly payrolls to bi-weekly payrolls and a compensation strategy plan.
- Prepare for impending retirements in key positions and prepare/advise on succession plans.
- Sustain effective recruitment practices in a tightening job market.

BUDGET SUMMARY

The City's MICA premium is the major component of the Self Insurance Fund. The FY 2020 premium will decrease by 10% over FY2019. The budget does reflect an 18% increase in vehicle and property liability claims. This increase is due to the number of claims under \$5,000 that the city experienced last year. Overall, Fund 611 is showing a decrease in expenditures over FY2019.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	15,000	13.64%	13,200	30,269	17,254
Charges for Services	1,953,506	-8.81%	2,142,167	2,142,376	2,037,741
Total	1,968,506	-8.67%	2,155,367	2,172,645	2,054,995

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020		2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries	145,775	-5.76%	154,682	144,022	131,533
Benefits	84,646	-8.58%	92,593	81,953	86,089
Contractual Services	2,095,192	-3.74%	2,176,521	2,169,992	1,750,464
Commodities	13,100	-18.89%	16,150	16,173	13,325
Miscellaneous	3,000	-93.15%	43,807	42,113	40,404
Transfers	75,000	5354.55%	1,375	-	1,364
Insurance Claims	65,000	22.18%	53,200	63,580	80,742
Totals	2,481,713	-2.23%	2,538,328	2,517,833	2,103,921

STAFFING

	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL	FY 2017 ACTUAL
Authorized Full Time Positions	2.50	3.1	2	2.5

Budget Summary

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.
All City departments increased the self-insurance funding by 5%.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
611-0000-331.01-01	Interest Income	15,000	13,000	30,269	17,254	13,825
611-0000-342.06-00	Restitution	-	200	-	-	305
611-0000-361.04-01	Freedom of Info copies	-	-	-	-	-
611-0000-361.05-04	Premiums	1,853,472	2,055,792	2,055,792	1,953,760	2,353,743
611-0000-361.05-05	Premium Rebates	-	-	-	-	-
611-0000-361.05-08	Premium-Outside Entities	70,000	59,727	59,726	56,883	68,534
611-0000-361.05-10	Premiums - Life Ins	30,034	26,648	26,858	27,098	26,940
	Totals	1,968,506	2,155,367	2,172,645	2,054,995	2,463,347

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
611-3810-401.11-01	Regular Salary/Wages	51,000	71,878	61,991	51,135	36,900
611-3810-401.11-03	Sick Pay	1,765	-	967	365	20
611-3810-401.11-04	Holiday Pay	2,452	3,922	3,753	1,826	2,352
611-3810-401.11-15	Vacation Pay	1,962	3,397	3,311	1,993	2,346
611-3810-401.11-17	Sick Pay Buy Back	883	3,976	3,101	3,341	137
611-3810-401.21-01	Group Insurance	9,878	9,481	7,658	11,391	-
611-3810-401.21-03	Board Paid Life Ins.	68	109	96	91	64
611-3810-401.21-04	Workers' Comp	-	843	843	803	967
611-3810-401.22-01	Social Security	3,230	5,155	4,480	3,257	2,559
611-3810-401.22-02	Medicare	740	1,206	1,048	762	599
611-3810-401.22-03	Unemployment Comp	100	200	200	125	125
611-3810-401.23-01	IMRF	3,958	8,808	7,357	6,526	4,733
	Subtotal	76,036	108,975	94,805	81,615	50,802
Contractual Services						
611-3810-401.31-01	Audit	4,125	4,085	4,085	4,031	4,032
611-3810-401.31-02	Contracted Legal	25,000	17,779	8,685	9,761	3,476
611-3810-401.31-05	Prof Svc - Other	2,900	400	669	403	269
611-3810-401.32-01	Medical	4,000	4,000	3,905	3,905	3,905
611-3810-401.35-03	R&M-Furniture & Equip	1,700	1,593	1,593	-	-
611-3810-401.36-03	Equipment and Vehicle	1,000	1,219	935	-	-
611-3810-401.38-01	MICA	877	2,975	2,975	2,833	3,413
611-3810-401.39-01	Communications	1,070	1,000	660	1,262	880
611-3810-401.39-02	Advertising/Publishing	400	164	185	599	139
611-3810-401.39-03	Printing & Binding	-	36	36	-	-
611-3810-401.39-04	Travel	1,650	2,000	959	193	122
611-3810-401.39-05	Mileage Reimb	250	250	361	241	350
611-3810-401.39-07	Regist, Schools, Mtgs	500	400	4,884	4,825	554
611-3810-401.39-08	Contracted Services	670	-	-	-	-
	Subtotal	44,142	35,901	29,932	28,053	17,141
611-3810-401.41-01	Postage	400	400	193	236	337
611-3810-401.41-02	Office Supplies	600	600	691	489	195
	Subtotal	1,000	1,000	884	725	532
Miscellaneous						
611-3810-401.61-01	Dues	3,000	3,407	1,709	-	-
611-3810-401.65-01	Admin Cost Share	-	36,000	36,000	36,000	36,050
611-3810-401.65-02	Space Cost Share	-	4,400	4,404	4,404	4,371
	Subtotal	3,000	43,807	42,113	40,404	40,421
Transfers						
611-1801-491.62-00	Transfer to GF	75,000	-	-	-	-
611-1802-401.62-86	Retiree Ins Subsidy	-	1,375	-	1,364	1,364
611-1802-402.62-85	Qcy area safety council	-	-	-	-	-
	Subtotal	75,000	1,375	-	1,364	1,364
	Totals	199,178	191,058	167,734	152,161	110,259

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**RISK MANAGEMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Salaries & Benefits						
611-3811-401.11-01	Regular Salary/Wages	72,577	57,703	52,833	50,216	53,369
611-3811-401.11-03	Sick Pay	-	-	102	100	-
611-3811-401.11-04	Holiday Pay	3,280	3,439	3,279	2,522	3,538
611-3811-401.11-15	Vacation Pay	2,074	5,095	5,266	3,788	5,049
611-3811-401.11-16	Major Medical Pay	-	-	4,503	8,255	1,437
611-3811-401.11-17	Sick Pay Buy Back	3,796	5,272	4,916	7,992	2,928
611-3811-401.11-18	Vac Pay Buy Back	5,986	-	-	-	-
611-3811-401.21-01	Group Insurance	18,508	17,742	17,587	16,806	16,734
611-3811-401.21-03	Board Paid Life Ins	130	102	102	102	100
611-3811-401.21-04	Workers' Comp	-	-	-	-	-
611-3811-401.22-01	Social Security	5,224	4,433	4,067	4,127	3,726
611-3811-401.22-02	Medicare	1,251	1,037	934	965	871
611-3811-401.22-03	Unemployment Comp	100	100	100	188	188
611-3811-401.23-01	IMRF	6,459	7,577	7,200	8,073	7,519
	Subtotal	119,385	102,500	100,889	103,134	95,461
Contractual Services						
611-3811-401.39-04	Travel	700	400	180	180	592
611-3811-401.39-05	Mileage Reimb	150	150	-	-	-
611-3811-401.39-07	Regist, Schools, Mtgs	200	240	50	-	180
	Subtotal	1,050	790	230	180	772
Commodities						
611-3811-401.41-02	Office Supplies	-	50	-	-	15
611-3811-401.47-01	Clothing/Uniforms	12,000	15,000	15,289	12,500	12,721
611-3811-401.47-03	Training Supplies	100	100	-	100	100
	Subtotal	12,100	15,150	15,289	12,600	12,836
	Totals	132,535	118,440	116,408	115,914	109,069

FUND 611 SELF INSURANCE FUND

**PREMIUMS & BENEFITS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Insurance Premiums/Claims						
611-3812-401.21-03	Board Paid Life Ins.	35,000	35,800	30,281	32,873	29,715
611-3812-401.25-01	Claims-Vehicles	35,000	25,000	34,571	43,375	20,111
611-3812-401.25-02	Claims-Prop Liability	16,800	15,000	15,177	19,294	1,856
611-3812-401.25-03	Claims-Equipment	5,000	5,000	3,822	3,299	1,764
611-3812-401.25-04	Claims-Casualty	5,000	5,000	5,010	5,774	2,000
611-3812-401.25-05	Claims-Other	3,200	3,200	5,000	9,000	1,497
	Subtotal	100,000	89,000	93,861	113,615	56,943
Contractual Services						
611-3812-401.38-01	Insurance-MICA	2,050,000	2,139,830	2,139,830	1,722,231	1,867,085
	Total	2,150,000	2,228,830	2,233,691	1,835,846	1,924,028

PURPOSE

The City's health insurance coverage is a self-funded plan administered by a Third Party Administrator and utilizes a national network for accessing discounts for health care. For plan year 2019-2020, the health Insurance plan participants will include City, 911 employees and retirees.

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

GOALS/OBJECTIVES

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

PAST FISCAL YEAR HIGHLIGHTS

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

BUDGET SUMMARY

The Health Insurance Fund is projecting a decrease in revenues and expenses for the FY 2018-2019 budget. Due to the new health clinic contract, the City is anticipating a slightly lower overall increase in costs compared to the national average of 5%.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
612-0000-331.01-01	Interest Income	10,000	10,500	8,552	10,550	8,791
612-0000-342.09-00	Other	-	-	940	936	2,403
612-0000-361.05-04	Premiums	-	17,000	1,189	13,745	36,371
612-0000-361.05-06	Premiums-City	3,977,472	3,893,467	3,564,119	3,481,265	3,552,749
612-0000-361.05-07	Premiums-Employee	989,610	990,280	935,030	975,197	931,263
612-0000-361.05-08	Prem-Outside Entities	-	712,308	678,010	706,135	743,747
612-0000-361.05-09	Premiums-Retirees	480,700	486,719	459,786	473,622	394,515
	Totals	5,457,782	6,110,274	5,647,626	5,661,450	5,669,839
Expenses						
Salaries & Benefits						
612-3812-401.21-01	Group Insurance	-	-	(853)	(178)	-
612-3812-401.21-05	Health Clinic	248,000	256,004	268,667	152,000	120,000
612-3812-401.21-06	Group Health-Claims	4,043,962	5,066,184	5,099,853	5,106,210	5,457,817
612-3812-401.21-07	Group Hlth-Fixed Cost	797,000	839,855	818,338	767,007	744,679
612-3812-401.21-09	ACA Costs	1,400	1,400	(11,885)	4,650	21,770
Miscellaneous						
612-3812-401.61-01	Dues	750	750	750	750	750
612-3812-401.61-04	Other	-	-	-	80	53
	Totals	5,091,112	6,164,193	6,174,870	6,030,519	6,345,069

PURPOSE

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

GOALS/OBJECTIVES

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

BUDGET SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
613-0000-331.01-01	Interest Income	1,000	500	1,879	828	499
613-0000-361.05-04	Premiums	34,113	36,000	34,675	42,419	41,425
	Totals	35,113	36,500	36,554	43,247	41,924
Expenses						
Salaries & Benefits						
613-3812-401.25-06	Claims-Unemply Comp	60,000	65,000	5,082	7,007	29,555
Transfers						
613-1801-491.62-02	Planning & Dev	75,000	-	-	-	-
	Totals	135,000	65,000	5,082	7,007	29,555

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

Revenue/Expenditures & Change in Fund Balance

	Economic Dev RLF 701	CDAP RLF 702	CBD RLF 703	Nghbrhd Hsg Rehab 704	DOE Loan 705
Beginning Balance, May 1	980,000	822,000	970,000	197,000	-
REVENUES					
Taxes					
Licenses & Permits					
Charges for Services					
Rent & Other Income	46,118	81,340	45,000	1,400	-
Interest Income	8,640	11,300	16,700	100	-
Debt Proceeds					
Grants					
Transfers In			-	-	
Inter-Gov. Revenues					
TOTAL REVENUE	54,758	92,640	61,700	1,500	-
Total Funds Available	1,034,758	914,640	1,031,700	198,500	-
EXPENDITURES					
Salaries & Benefits					
Contracted Services	5,800		2,000	1,500	-
Commodities					
Capital Outlay					
Miscellaneous	300,000	101,000	200,000	179,000	-
Debt Service					
Transfers	75,000	525,000	25,000		
TOTAL EXPENDITURES	380,800	626,000	227,000	180,500	-
Ending Balance, April 30	\$ 653,958	\$ 288,640	\$ 804,700	\$ 18,000	\$ -

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

Revenue/Expenditures & Change in Fund Balance

	Sister City 712	Lincoln Bicentennial 719	Human Rights 720	Landfill L/C 721	Animal Rescue 724
Beginning Balance, May 1	37,500	6,000	558	300	50,000
REVENUES					
Taxes					
Licenses & Permits					
Charges for Services					
Rent & Other Income	20,000	4,500	-		
Interest Income	50	-	-		400
Debt Proceeds					
Grants		2,750			
Transfers In	5,000	-			
Inter-Gov. Revenues				76,000	
TOTAL REVENUE	25,050	7,250	-	76,000	400
Total Funds Available	62,550	13,250	558	76,300	50,400
EXPENDITURES					
Salaries & Benefits					
Contracted Services	6,000	9,650	400	76,000	12,600
Commodities	100				-
Capital Outlay					
Miscellaneous	21,800	100			
Debt Service					
Transfers					
TOTAL EXPENDITURES	27,900	9,750	400	76,000	12,600
Ending Cash Balance	\$ 34,650	\$ 3,500	\$ 158	\$ 300	\$ 37,800

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

Revenue/Expenditures & Change in Fund Balance

	Tourism Tax 743	Total
Beginning Balance, May 1	105,000	3,063,358
REVENUES		
Taxes	1,050,000	-
Licenses & Permits		-
Charges for Services		-
Rent & Other Income		198,358
Interest Income	1,600	37,190
Debt Proceeds		-
Grants		2,750
Transfers In		5,000
Inter-Gov. Revenues	-	76,000
TOTAL REVENUE	1,051,600	319,298
Total Funds Available	1,156,600	3,382,656
EXPENDITURES		
Salaries & Benefits	-	-
Contracted Services	-	113,950
Commodities	-	100
Capital Outlay	-	-
Miscellaneous	-	801,900
Debt Service	-	-
Transfers	1,072,553	625,000
TOTAL EXPENDITURES	1,072,553	1,540,950
Ending Cash Balance	\$ 84,047	\$ 1,841,706

PURPOSE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
701-0000-331.01-01	Interest Income	-	2,319	10,426	5,108	3,932
701-0000-331.01-04	Interest/Income Loans	8,640	6,500	3,709	5,935	7,094
701-0000-331.09-00	Revolving Loan Principal	46,118	94,000	216,361	85,665	116,530
701-0000-342.09-00	Other	-	-	-	-	-
701-0000-363.09-01	Cost Share Rev/Admin	-	-	-	-	-
	Totals	54,758	102,819	230,496	96,708	127,556
Expenses						
Contractual Services						
701-6319-408.31-02	Contracted Legal	3,000	3,000	-	96	565
701-6319-408.31-05	Other	-	-	-	-	-
701-6319-408.39-08	Contracted Services	2,800	2,880	-	-	2,880
	Subtotal	5,800	5,880	-	96	3,445
Miscellaneous						
701-6319-408.61-04	Miscellaneous Other	-	-	-	-	-
701-6319-408.63-01	Loan Disb.-Econ. Dev.	300,000	500,000	-	-	-
701-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
	Subtotal	300,000	500,000	-	-	-
Transfers						
701-1801-491.62-02	Planning & Development	10,000	10,000	10,000	12,880	69,620
701-1801-491.62-15	Capital Projects Fund	-	-	-	-	-
701-1801-491.62-38	CBD Revolving Loan Fd	-	-	-	-	-
701-1802-408.62-83	GREDF	50,000	50,000	61,250	65,000	65,000
701-1802-408.62-84	Hist. Business District	-	-	-	15,000	15,000
701-1802-408.62-85	GREDF Economic Incent	15,000	15,000	-	-	-
	Subtotal	75,000	75,000	71,250	92,880	149,620
	Totals	380,800	580,880	71,250	92,976	153,065

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
702-0000-331.01-01	Interest Income	1,000	2,000	7,075	4,746	4,784
702-0000-331.01-04	Interest Income/Loans	10,300	9,000	10,498	12,245	13,632
702-0000-331.09-00	Revolving Loan Principal	81,340	84,000	85,985	87,867	78,959
	Totals	92,640	95,000	103,558	104,858	97,375
Expenses						
Miscellaneous						
702-6319-408.61-04	Misc Other	1,000	1,000	-	-	-
702-6319-408.63-01	Misc Other	100,000	300,000	-	-	-
702-6319-408.63-01	Loan Disb.-Econ. Dev.	-	-	-	-	-
702-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
Transfers						
702-1801-491.62-02	Planning & Development	25,000	25,000	25,000	25,000	5,500
702-1801-491.62-20	CDAP Capital Grant Fund	500,000	500,000	-	300,000	81,818
	Totals	626,000	826,000	25,000	325,000	87,318

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
703-0000-331.01-01	Interest Income	2,500	2,500	10,240	5,392	3,853
703-0000-331.01-04	Interest Income/Loans	14,200	14,200	12,133	12,726	14,407
703-0000-331.09-00	Revolving Loan Principal	45,000	80,000	184,770	102,724	248,216
703-0000-342.09-00	Other	-	-	-	23,940	-
703-0000-391.01-36	Econ Dev Rev Loan Fund	-	-	-	-	-
	Totals	61,700	96,700	207,143	144,782	266,476
Expenses						
Contractual Services						
703-6319-408.31-02	Contracted Legal	2,000	2,000	-	-	-
703-6319-408.31-05	Professional Svc - Other	-	-	-	-	-
Miscellaneous						
703-6319-408.63-01	Loan Disb.-Econ. Dev.	200,000	200,000	85,000	135,000	50,000
703-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
Transfers						
703-1801-491.62-02	Planning & Development	25,000	25,000	25,000	25,000	27,000
	Totals	227,000	227,000	110,000	160,000	77,000

FUND 704 NEIGHBORHOOD HOUSING REV LOAN FUND

SUMMARY

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
704-0000-331.01-01	Interest Income	100	180	664	377	268
704-0000-331.01-04	Interest Income/Loans		-	699	867	714
704-0000-331.09-00	Revolving Loan Principal	1,400	2,040	1,634	1,687	3,224
704-0000-341.08-00	Housing	-	-	-	-	-
704-0000-342.09-00	Other	-	-	-	-	-
704-0000-391-18-00	Transfer from Bank 18	-	89,000	-	-	-
	Totals	1,500	91,220	2,997	2,931	4,206
Expenses						
Contractual Services						
704-6319-408.31-02	Contracted Legal	500	500	-	-	-
704-6319-408.31-05	Professional Svc - Other	500	5,320	5,320	-	-
704-6319-408.35-01	Repair & Maint - Building	500	500	-	-	-
704-6319-408.38-09	Insurance-Liability	-	-	-	-	-
		1,500	6,320	5,320	-	-
Miscellaneous						
704-6319-408.61-02	Taxes	-	-	-	-	-
704-6319-408.63-01	Loan Disb.-Econ. Dev.	179,000	143,180	-	-	-
	Totals	180,500	149,500	5,320		

FUND 705 ENERGY LOAN FUND (DOE)

SUMMARY

When the Department of Energy Grant Fund (fund 256) receives funding to be used for the purpose of energy loans, the funds are transferred to this fund. Fund 705 offer low interest loans for energy efficient improvements to existing buildings.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
705-0000-331.01-01	Interest Income	-	-	-	118	309
705-0000-331.01-04	Interest Income/Loans	-	-	-	-	-
705-0000-331.09-00	Revolving Loan Principal	-	-	-	-	-
705-0000-342.09-00	Other	-	-	-	-	-
705-0000-391.01-14	Trnsfr from DOE Grant Fd	-	-	-	-	-
	Totals	-	-	-	118	309
Expenses						
Contractual Services						
705-6319-408.31-02	Contracted Legal	-	-	-	-	-
Miscellaneous						
705-6319-408.63-01	Loan Disbursement	-	-	-	63,206	-
	Totals	-	-	-	63,206	-

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.

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
712-0000-321.00-00	Donations-Not Restricted	10,000	10,000	15,715	30,965	2,750
712-0000-331.01-01	Interest Income	50	40	441	197	42
712-0000-342.09-00	Other	10,000	10,000	7,514	13,080	11,314
712-0000-361.05-03	Public Reimbursements	-	-	-	-	-
712-0000-391.01-01	General Fund	5,000	-	-	5,000	5,000
	Totals	25,050	20,040	23,670	49,242	19,106
Expenses						
Contractual Services						
712-1705-407.39-04	Travel	6,000	6,000	5,920	4,017	6,200
Commodities						
712-1705-407.41-01	Postage	100	130	123	-	-
Miscellaneous						
712-1705-407.61-01	Dues	800	700	695	690	680
712-1705-407.61-04	Other	21,000	19,870	17,130	13,309	9,214
	Subtotal	21,800	20,570	17,825	13,999	9,894
	Totals	27,900	26,700	23,868	18,016	16,094

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
719-0000-321.00-00	Donations-Not Restricted	4,500	-	5,000	-	-
719-0000-331.01-01	Interest Income	-	-	29	15	4
719-0000-342.09-00	Miscellaneous Other	-	-	-	-	-
719-0000-361-05-03	Public Reimbursements	-	-	4,975	-	-
719-0000-382.01-10	Local Source Restricted Cont	-	4,500	15	4,013	3,227
719-0000-382.02-01	State Grant	2,750	2,750	-	-	-
719-0000-391.01-01	Trnsfr from General Fund	-	-	-	-	-
	Totals	7,250	7,250	10,019	4,028	3,231
Expenses						
Contractual Services						
719-1707-407.31-03	Instructional	-	-	-	-	-
719-1707-407.31-05	Prof Svc - Other	-	-	-	-	-
719-1707-407.35-01	Repair & Maint - Building	-	-	-	-	-
719-1707-407.39-02	Advertising/Publishing	-	-	-	-	-
719-1707-407.39-08	Contracted Services	9,650	7,150	4,903	5,063	2,326
	Subtotal	9,650	7,150	4,903	5,063	2,326
Commodities						
719-1707-407.41-01	Postage	-	-	-	-	-
719-1707-407.41-02	Office Supplies	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
719-1707-407.61-01	Dues	100	100	100	-	-
719-1707-407.61-04	Other	-	-	-	-	-
719-1707-407.62-90	Non-Dept. Disbursements	-	-	-	-	-
	Totals	9,750	7,250	5,003	5,063	2,326

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
720-0000-321.00-00	Donations	-	-	-	-	-
720-0000-331.01-01	Interest	-	-	8	5	4
720-0000-349.09-00	Other	-	-	-	-	-
	Totals	-	-	8	5	4
Expenses						
Contractual Services						
720-1706-407.31-03	Instructional	-	-	-	-	-
720-1706-407.31-05	Other	-	-	-	-	-
720-1706-407.39-02	Advertising/Publishing	200	-	100	-	-
720-1706-407.39-08	Contracted Services	200	628	-	-	-
	Subtotal	400	628	100	-	-
Commodities						
720-1706-407.41-01	Postage	-	-	-	-	-
720-1706-407.41-02	Office Supplies	158	-	-	-	-
	Subtotal	158	-	-	-	-
Miscellaneous						
720-1706-407.61-04	Other	-	-	-	-	-
	Totals	558	628	100	-	-

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	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenue						
721-0000-331.01-01	Interest Income	-	-	5	3	2
721-0000-391.01-01	From General Fund	76,000	76,000	76,000		76,000
	Totals	76,000	76,000	76,005	3	76,002
Expenses						
Contractual Services						
721-3716-405.39-08	Contracted Services	76,000	76,000	76,000	-	76,000
	Totals	76,000	76,000	76,000		76,000

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
724-0000-321.00-00	Donations	-	-	-	-	-
724-0000-331.01-01	Interest	400	300	638	387	-
724-0000-391-01-01	Transfers from GF	-	-	-	61,800	-
	Totals	400	300	638	62,187	-
Expenses						
Contractual Services						
724-2116-402-39-08	Contracted Services	12,600	56,000	6,325	5,655	-
Commodities						
724-1704-407.46-11	Oper. Supplies-Other	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	12,600	56,000	6,325	5,655	-

FUND 743 TOURISM TAX FUND

SUMMARY

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
743-0000-314.01-02	Hotel/Motel Tax	1,050,000	1,050,000	1,009,601	1,011,461	999,581
743-0000-314.01-08	Penalties on Delinq.Tax	-	-	469	627	36
743-0000-331.01-01	Interest Income	1,600	600	1,534	801	620
743-0000-331.01-02	Interest Tax Payments	-	-	-	66	-
	Totals	1,051,600	1,050,600	1,011,604	1,012,955	1,000,237

Expenses

Transfers

743-1803-401.62-56	Oakley-Lindsay Center	750,000	750,000	727,356	782,115	745,304
743-1803-491.62-01	General Fund	40,000	-	35,413	-	-
743-1803-491.62-23	2009 OLC G/O Bond Fd	241,553	222,960	222,960	222,960	171,860
743-1803-491.62-25	1996 G/O (H/M) Bond Fd	-	-	-	-	63,980
743-1803-491.62-96	QMEA Capital Reserve Fd	20,000	20,000	20,000	5,405	-
743-1899-401.61-04	Other	-	3,000	-	-	-
743-1899-401.65-01	Cost Share Administrative	21,000	21,000	20,525	20,622	20,023
	Totals	1,072,553	1,016,960	1,026,254	1,031,102	1,001,167

FUND 745 INCREMENTAL SALES TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
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The Incremental Sales Tax Fund was set up under the 2004 Sales Tax Revenue Bond Ordinance to account for the Prairie Crossing Incremental Sales Tax per agreement. Every November, February, and June the State of Illinois sends the sales tax data and we calculate the rebate to transfer into this fund from the General Fund. All transfers were previously made to the bond ordinance escrow agent, Heartland Bank. In 2015, the bonds were restructured which eliminated the need to transfer the funds to an escrow and the city now directly rebates the project developer, Orix Sansone Quincy Venture Group. In FY 2020, this disbursement will be reflected as a General Fund sales tax rebate.

Revenues

745-0000-331.01-01	Interest Income	-	-	-	26	-
745-0000-391.01-01	From General Fund	-	470,000	406,662	459,358	458,586
	Totals	-	470,000	406,662	459,384	458,586

Expenses

Transfers

745-1803-401.61-04	Other		470,000	393,161	459,358	458,586
	Totals	-	470,000	393,161	459,358	458,586

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Purpose

Quincy Public Library is an essential service providing low-cost access to information for our city’s residents and opportunities for education at all age levels. It is also a place for community. Programs and services offered by Quincy Public Library help our community maintain a strong standard of living.

Goals and Objectives

Quincy Public Library’s goal is to offer open access to information that will fulfill community needs for literacy education; for a diversified economy by providing workforce development workshops and computer access and digital technology training; and by serving as a repository for local Quincy history. QPL will align with Quincy Next Strategic Plans and will work closely with other local organizations to meet common community needs.

Past Fiscal Year Highlights

During the past fiscal year, despite a decrease in last year’s budget, Quincy Public Library provided \$7,334,744 worth of materials and services requested by members of the community. In addition, Quincy Public Library launched major initiatives to help with childhood literacy and create better student access to library resources. *1000 Books Before Kindergarten* encourages parents to read with their young children so they are more fully prepared to succeed when they start school. A grant-funded opportunity to take library resources to neighborhood centers allows residents to conveniently access library resources in their own neighborhoods, and our intergovernmental agreement with Quincy Public Schools has allowed 3000 students access to learning resources through the eCard program. Approximately 400 people per day visited QPL to use the computers, use a meeting room, attend a program, or check out materials. Demands for library materials and services exceed the current budget limitations, including resources, personnel, and hours.

In the past year, Quincy Public Library restructured to a PTO (personal time off) system from the previous vacation time/sick time/ floating holidays/personal days system. This will allow QPL to realize long-term savings while bringing staff benefits in line with current best practices.

Budget Summary

Amount Carried Over May 1	\$ 432,000
Budgeted Revenue	\$2,388,134
Total Available	\$2,820,134
Budgeted Expenditures	\$2,654,351
Estimated Carry Over, April 3	\$ 165,783

QPL is budgeted to receive \$1,793,640 from the City of Quincy. This represents a 1.2% increase over the previous year. After taking into account the \$4,130 increase due to MICA expenditure reallocation, the FY2019/2020 budgeted funds from the City are up only 1% from FY2018/2019.

Additionally, QPL is budgeted to receive \$416,402 from the Townships of the Quincy Area Public Library District which is made up of portions of the surrounding Townships of Melrose, Gilmer, Ellington and Riverside. QPL also expects to receive \$25,000 each from the Mary Weems Barton/QCY Public Library Foundation and Friends of the Library. Any remaining revenue budgeted is from grants & donations. Quincy Public Library also projects to carry over grant and reserve funds received in previous fiscal years. In total QPL is budgeting \$2,820,134 in available funds to provide services for the community and expects to have \$165,783 remaining at year end.

Aside from Salaries and Benefits, the largest expected expenditure is for the continuation of the Historic Newspaper Digitization Project which is fully funded by a grant from the Illinois State Library. This is found in line item 001-0108-451-45-01. The \$250,000 grant was received in FY 2018/2019, and all but \$18,000 is included in the Amount Carried Over as of May 1, 2019. Budgeted expenditures are up only .79% from FY 2018/2019 when not taking into account expenditures which correspond to the \$232,000 grant money and \$35,000 of reserve money carried over and included in budgeted expenditures. The \$35,000 has been earmarked for Computer and Building Capital Outlay. This small increase was made possible in large part due to the significant reduction in the rate required to be paid to the Illinois Municipal Retirement Fund.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Revenues					
City of Quincy Funding	1,793,640	0.30%	1,788,247	1,858,620	1,797,191
QPL Per Capita	50,792		50,792	82,340	31,549
Town of Quincy Funding	416,402	0.54%	414,180	438,188	311,206
Grants	35,000	36.13%	25,711	285,961	18,350
Book Revenue	3,000	0.00%	3,000	3,989	3,103
Charges for Services	30,500	-30.68%	44,000	31,888	40,665
Donations & Memorials	58,000	36.47%	42,500	47,816	48,261
Interest	800	0.00%	800	1,006	1,094
Rebates & Refunds	-	0.00%	-	918	-
Miscellaneous	-	0.00%	-	85	508
Total Revenues	2,388,134	0.80%	2,369,230	2,750,811	2,251,927

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2019/2020	% Change	2018/2019	2018/2019	2017/2018
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	1,601,060	0.71%	1,589,784	1,761,459	1,830,275
Contractual Services	342,291	12.70%	303,719	294,634	307,276
Commodities	633,000	44.52%	438,000	349,803	382,916
Capital Outlay	42,000	661.56%	5,515	9,189	4,328
Grant Expenses	36,000	0.00%	31,711	53,920	18,193
Totals	2,654,351	12.06%	2,368,729	2,469,005	2,542,988

Totals by Division

0101 Administration	1,806,820	1.36%	1,782,530	1,944,655	1,986,449
0103 Marketing & Events	30,000	0.00%	30,000	27,876	27,235
0104 Childrens	32,500	-11.56%	36,750	26,471	25,811
0105 Adult/Circulation	155,000	8.58%	142,750	131,507	138,405
0106 Outreach	38,400	-6.34%	41,000	36,661	41,771
0107 Young Adult	9,650	4.89%	9,200	8,576	8,853
0108 Reference	280,550	271.34%	75,550	50,490	66,874
0109 Audio Visual	89,500	4.68%	85,500	83,725	74,828
0110 Tech Services	43,162	12.75%	38,280	42,964	37,011
0111 Maintenance	168,769	32.71%	127,169	116,080	135,751
Totals	2,654,351	12.06%	2,368,729	2,469,005	2,542,988

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Revenues						
001-0000-311.00-00	Quincy Tax Funds	-	1,771,792	1,858,620	1,797,191	1,856,766
001-0000-311.05-00	Property Tax Levy	732,045	-	-	-	-
001-0000-311.06-00	City Subsidy	735,925	-	-	-	-
001-0000-311.10-00	PPRT Funds	325,670	-	-	-	-
001-0000-311.10-01	PPRT Overage	-	16,455	-	-	-
001-0000-312.00-00	QPL Per Capita	50,792	50,792	82,340	31,549	31,322
001-0000-313.00-00	TQAPLD contract receipts	282,250	271,394	295,402	260,956	253,355
001-0000-314.00-00	TQ Per Capita	13,902	22,536	22,536	-	8,573
001-0000-315.02-00	TQAPLD	120,250	120,250	120,250	50,250	119,160
001-0000-321.00-00	Grants	20,000	10,711	272,961	6,750	500
001-0000-321.05-00	Big Read	15,000	15,000	13,000	11,600	9,000
001-0000-331.00-00	Lost/Damaged	3,000	3,000	3,969	3,103	3,979
001-0000-338.00-00	Landrum Books Sales	-	-	20	-	-
001-0000-341.01-00	Copier Fees	2,000	-	3,174	2,906	1,944
001-0000-341.02-00	Fax Machines	-	-	-	95	95
001-0000-341.03-00	Fines and Fees	15,000	36,000	14,478	21,447	26,837
001-0000-341.04-00	LAN Printers	5,000	-	6,332	7,607	6,803
001-0000-341.05-00	Genealogy Research	500	-	456	560	955
001-0000-341.06-00	Non Resident Cards	8,000	8,000	7,448	8,050	7,350
001-0000-351.00-00	Donations & Memorials	8,000	11,500	15,152	12,907	17,241
001-0000-351.04-00	Weems Barton Foundation	25,000	6,000	136	5,000	5,971
001-0000-351.05-00	Friends of the Library	25,000	25,000	32,528	30,354	16,055
001-0000-360.01-00	Miscellaneous	-	-	-	435	390
001-0000-361.00-00	Interest	800	800	1,006	1,094	772
001-0000-362.00-00	Rebates and Refunds	-	-	918	-	665
001-0000-363.00-00	Miscellaneous	-	-	85	73	-
001-0000-370.00-00	Fund Raising	-	-	-	-	-
		2,388,134	2,369,230	2,750,811	2,251,927	2,367,733

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
ADMINISTRATION						
Salaries & Benefits						
001-0101-451.11-01	Salary/Wages	1,149,457	1,105,989	1,272,339	1,313,599	1,099,489
001-0101-451.11-02	Overtime		-	999	507	342
001-0101-451.21-01	Health/Life	272,965	278,700	264,659	273,962	268,366
001-0101-451.22-01	FICA	87,934	84,685	93,204	96,179	80,533
001-0101-451.22-03	Unemployment	3,000	3,000	2,260	2,773	2,629
001-0101-451.23-01	IMRF	87,704	117,410	127,998	143,255	120,975
Total Salaries and Benefits		1,601,060	1,589,784	1,761,459	1,830,275	1,572,334
Contract Services						
001-0101-451.31.01	Accounting	4,500	6,000	3,000	3,000	3,000
001-0101-451.31.02	Legal	3,000	3,000	3,285	2,445	1,220
001-0101-451.31.04	Other	1,800	1,440	1,440	1,440	2,733
001-0101-451.31.06	Computer Technician	10,000	8,000	6,757	7,345	27,769
001-0101-451.32-03	Other Equip Contracts	20,000	23,000	23,455	23,570	23,140
001-0101-451.34-02	Meetings	2,000	1,000	1,944	363	259
001-0101-451.34-03	Conferences	3,000	2,700	2,180	4,804	3,622
001-0101-451.34-04	QPL Day	1,500	1,000	839	515	682
001-0101-451.35-02	Computers	1,000	2,000	708	630	630
001-0101-451.37-01	Telephone	8,000	7,000	8,213	7,015	4,407
001-0101-451.38-01	MICA	48,910	44,780	44,780	42,648	51,383
001-0101-451.38-03	Surety Bond	1,650	-	-	1,647	-
001-0101-451.39-01	Legal Advertising	500	500	-	241	238
001-0101-451.39-03	Travel (Local)	300	300	25	176	892
001-0101-451.39-04	Staff Recruitment & Mntn	500	800	1,524	317	879
001-0101-451.39-07	Dues & Memberships	2,000	1,800	2,626	2,652	1,796
001-0101-451.39-08	Bank & Finance Fees	600	600	418	429	533
Total Contracted Services		109,260	103,920	101,194	99,237	123,183
Commodities						
001-0101-451.41-01	Department	8,000	7,900	5,393	6,077	7,400
001-0101-451.41-02	Board	-	200	-	175	53
001-0101-451.41-03	Specialty Supplies	1,500	1,500	2,093	1,463	392
001-0101-451.41-07	Postage	4,000	4,000	3,181	3,623	3,687
001-0101-451.41-08	Donor Relations Supply	1,000	1,000	411	159	715
001-0101-451.43-00	Books	1,000	500	712	505	424
001-0101-451.46-00	Programs	-	-	(420)	-	-
001-0101-451.48.00	Donations & Memorials	25,000	36,500	7,523	22,414	15,935
Total Commodities		40,500	51,600	18,893	34,416	28,606
Grant Expenses						
001-0101-451.50-01	Big Read Grant	20,000	16,000	20,544	18,193	19,521
001-0101-451.50-02	Adult New Reader	-	4,500	-	-	-
001-0101-451.50-10	Digitization	-	-	18,297	-	-
001-0101-451.50-12	Back to Books	-	-	4,773	-	-
001-0101-451.50-19	Miscellaneous	16,000	11,211	10,306	-	-
Total Grant Expenses		36,000	31,711	53,920	18,193	19,521

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
Capital						
001-0101-451.52-01	Equip Capital Outlay	-	-	-		11,960
001-0101-451.52-02	Computers	20,000	5,515	9,189	4,328	8,018
001-0101-451.52-07	Building Capital Outlay	-	-	-	-	
001-0101-451.52-10	Vehicles	-	-	-	-	-
Total Capital		20,000	5,515	9,189	4,328	19,978
Administration Total		1,806,820	1,782,530	1,944,655	1,986,449	1,763,622
MARKETING & EVENTS						
Commodities						
001-0103-451.46-00	Programs	12,000	12,000	12,759	13,993	11,776
001-0103-451.47-00	Public Relations	18,000	18,000	15,117	13,242	17,952
Marketing & Events Total		30,000	30,000	27,876	27,235	29,728
CHILDRENS						
Commodities						
001-0104-451.43-00	Books	25,000	29,000	20,659	22,383	30,396
001-0104-451.44-00	Periodicals	1,000	950	961	946	975
001-0104-451.45-00	AV Materials	6,500	6,800	1,764	2,482	8,338
001-0104-451.48-00	Donations & Memorials	-	-	3,087		68
Childrens Total		32,500	36,750	26,471	25,811	39,777
ADULT CIRCULATION						
Contract Services						
001-0105-451.32-02	Auto System Serv Cont	21,000	-	2,778		43,935
001-0105-451.32-03	Other Equip Contracts	-	4,500	3,685	4,313	4,013
001-0105-451.32-04	RSA	45,000	48,750	50,748	48,738	500
Subtotal		66,000	53,250	57,211	53,051	48,448
Commodities						
001-0105-451.41-05	Dynix Supplies	6,500	6,500	6,934	6,004	7,554
001-0105-451.43-00	Books	78,000	78,000	62,855	75,066	77,076
001-0105-451.44-00	Periodicals	4,500	5,000	4,507	4,223	4,059
001-0105-451.48-00	Donations & Memorials	-	-	-	61	-
Total Commodities Subtotal		89,000	89,500	74,296	85,354	88,689
Adult/Circulation Total		155,000	142,750	131,507	138,405	137,137
OUTREACH						
Commodities						
001-0106-451.43-00	Books	25,000	24,750	22,912	25,255	24,997
001-0106-451.43-30	School Books	10,000	10,000	7,544	9,998	11,387
001-0106-451.44-00	Periodicals	400	400	525	496	535
001-0106-451.45-00	AV Materials	3,000	5,850	5,021	5,748	5,465
001-0106-451.48-00	Donations & Memorials	-	-	659	274	-
Total Commodities		38,400	41,000	36,661	41,771	42,384
YOUNG ADULT						
Commodities						
001-0107-451.43-00	Books	7,000	6,500	7,190	6,689	5,665
001-0107-451.44-00	Periodicals	450	500	412	534	446

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019/2020 PROPOSED BUDGET	2018/2019 REVISED BUDGET	2018/2019 PROJECTED ACTUAL	2017/2018 YTD ACTUAL	2016/2017 YTD ACTUAL
001-0107-451.45-00	AV Materials	2,200	2,200	974	1,630	2,377
	Total Commodities	9,650	9,200	8,576	8,853	8,488
REFERENCE						
Commodities						
001-0108-451.41-01	Department	750	500	861	33	424
001-0108-451.43-00	Books	10,000	12,100	9,997	11,164	10,470
001-0108-451.44-00	Periodicals	10,000	9,750	9,248	10,314	8,802
001-0108-451.45-01	Digital/Electronic	257,000	49,600	28,126	42,008	33,125
001-0108-451.45-06	Microfilm	2,800	3,600	2,258	3,355	3,430
001-0108-451.48-00	Donations & Memorials	-	-	-	-	23
	Total Commodities	280,550	75,550	50,490	66,874	56,274
AUDIO VISUAL						
Commodities						
001-0109-451.41-01	Department	1,000	1,000	861	878	768
001-0109-451.45-00	AV Materials	35,500	34,900	39,357	34,795	37,174
001-0109-451.45-03	Digital/Electronic	53,000	49,600	43,507	39,155	38,520
001-0109-451.45-04	Playaway	-	-	-	-	-
001-0109-451.48-00	Donations & Memorials	-	-	-	-	-
	Total Commodities	89,500	85,500	83,725	74,828	76,462
TECHNICAL SERVICES						
Contracted Services						
001-0110-451.37-04	OCLC	30,262	29,380	29,380	28,524	25,607
	Total Contracted Services	30,262	29,380	29,380	28,524	25,607
Commodities						
001-0110-451.41-01	Department	12,900	8,900	13,584	8,487	9,251
	Total Commodities	12,900	8,900	13,584	8,487	9,251
	Technical Services	43,162	38,280	42,964	37,011	34,858
MAINTENANCE						
Contracted Services						
001-0111-451.32-01	Building Service Contr	19,000	14,500	12,398	14,992	13,488
001-0111-451.33-01	Electricity	70,169	70,169	58,734	68,401	73,233
001-0111-451.33-02	Water	3,600	3,500	3,188	1,802	1,786
001-0111-451.35-01	Building Repair Mainten	10,000	9,000	10,261	10,653	3,310
001-0111-451.35-03	Equipment Repair	30,000	16,000	18,211	27,953	11,680
001-0111-451.35-05	Vehicles	4,000	4,000	4,057	2,663	2,293
	Total Contracted Services	136,769	117,169	106,849	126,464	105,790
Commodities						
001-0111-451.41-03	Specialty Supplies	10,000	10,000	9,231	9,287	9,899
	Total Commodities	10,000	10,000	9,231	9,287	9,899
Capital Outlay						
001-0111-451.52-04	Building Capital Outlay	15,000				
001-0111-451.52-12	Vehicles Replacement	7,000	-	-	-	-
		22,000				
		2,654,351	2,368,729	2,469,005	2,542,988	2,304,419

**Woodland Cemetery
Budget
FY 2019-2020**

Income:	
Appropriations	\$228,340.00
Burials	\$1,200.00
Div. Income	\$6,500.00
Sale of Lots	\$3,000.00

Total Income	\$239,040.00
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Expenses:		
Audit	\$1,500.00	
Capital Improvements	\$8,707.00	landscaping & stones \$7,707, wiring \$1,000
Equipment	\$25,000.00	mini skid \$25,000
Insurance	\$17,800.00	6% increase 2 FT employees
Labor	\$85,640.00	1- FT 52 wks-40 hrs @ \$14.25, 4PT 35 wks(40hrs)@\$10
Licenses	\$100.00	
Maintenance	\$3,000.00	
Mausoleum Repairs	\$0.00	
MICA	\$12,285.00	5% increase
Miscellaneous	\$1,000.00	
Mowers	\$0.00	
Office	\$500.00	
Other taxes	\$5,000.00	IDES

PAYROLL TAXES

Soc Sec.	\$8,620.00	
Medicare	\$2,016.00	
Total Payroll Taxes		\$10,636
Salaries	\$53,372.00	Eric \$48,000, Karen \$5,372
Gasoline	\$4,000.00	
Truck repairs	\$3,000.00	
Utilities:		
Electric	\$5,000.00	
Telephone	\$1,500.00	
Water	\$1,000.00	

Total Utilities	
Total Expenses	\$239,040.00

Labor Detail:

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