

# CITY OF BELVIDERE, ILLINOIS

## FY 2018 BUDGET



Approved April 3, 2017

**2017**

**Mayor**

Mike Chamberlain

**Council Members**

Ronald Brooks

Daniel Arevalo

John Sanders

George Crawford

Clinton Morris

Thomas Ratcliffe

Mark Sanderson

Wendy Frank

Daniel Snow

Clayton Stevens

Ric Brereton- Treasurer

Becky Tobin- Budget/Finance Officer

# City of Belvidere

## Fiscal Year 2018 Budget Highlights

### Revenues

- Gaming Tax- The city receives 5% of revenues from the video gambling tax. This ordinance was passed in December 2012 however significant revenue did not begin until 2015. Projected revenue for FY 2018 is \$219,600 however it is anticipated that at some point the market will saturate with the amount of gaming establishments there are in the City and the revenues will level off.
- Local Use Tax- This is tax on items that were purchased in another state for use in Illinois. The strong growth in this revenue source is because of online sales and the fact that Amazon started collecting use tax in February 2015. This tax is expected to increase 25% (\$126,000) from FY15 to FY18.

The growth in these revenue sources is important because some other revenue sources have expired or been eliminated. The Fire Department Safer Grant and COPS Grant have expired and the Northern Illinois Auto Theft Task Force funding has been eliminated. This represents an estimated \$200,000 decrease in revenue in the last 2 years.

We continue to see little growth in the property tax or sales tax revenues which currently represents 47% of the City General Fund revenues. These revenues are slow to recover from the recession and may never fully recover. The income tax revenues decreased in FY17 and the uncertainty with the State of Illinois makes it difficult to predict what will happen to this important revenue source in the future. The Income Tax is 15% of the General Fund revenues.

The State of Illinois has started reimbursing for some grants again and hopefully this will continue through FY 2018 however some grants have not been reinstated as of yet.

The City continues to rely on the Utility Tax revenues to help fund public safety operations, capital purchases, and pay for road projects. The Utility Tax represents 12% of the General Fund Revenues.

## Expenditures

- The city has budgeted \$725,000 dollars for road projects. Projects include:
  - Tripp Road Reconstruction (\$350,000)
  - Appleton Road Resurface - Chrysler (\$125,000)
  - Bellwood Detention Basin (\$250,000)
  - An additional \$1,275,000 has been budgeted for street overlays, pavement striping, and Newburg Bridge Engineering using Motor Fuel Tax dollars.
- The city has budgeted \$414,828 in capital expenditures. Purchases include:
  - Tree Chipper (\$75,000)
  - Roof Repair- City Hall (\$75,000)
  - Portable Radios- Fire Dept. (\$31,000)
  - Fire Engine (\$68,828 2nd year of 7 year lease)
  - (3) Dodge Chargers– Police (\$115,000)
  - Laptops for Squad Cars (\$35,000)
  - Annex Building Remodel- Police (\$15,000)

## Salaries and Personnel

- All union employees receive a 2% wage increase per contract. Non-union employees received the same raise with the exception of 1 staff member that received a wage adjustment higher than the 2%. There is no increase in staffing levels for FY 2018.

## Pensions

- Police and Fire Pension costs continue to rise. The city will spend \$1,150,588 on the Police Pension and \$1,033,688 on the Fire Pension in FY2018. That is an almost 12% increase over FY2017.
- The Illinois Municipal Retirement Fund (IMRF) is the most stable public pension plan in Illinois and is 75.31% funded on an actuarial basis (73.60% on a market basis). This plan is not funded or administered by the State of Illinois. All employees, besides police and fire, fall into this retirement plan. The employer contribution rate for 2016 was 14.58% and the contribution rate for 2017 is 13.22%.

## Health Insurance

- Health Insurance costs increased 5% this year. The City continues to be partially self-funded with Blue Cross Blue Shield.

**Tax Levy Comparison with last Year**

Levy Category	for Fund	Fund #	(Levy) Dec 15	(Extension) Dec 15	(Levy) Dec 16	% of chng Levy 16 to Levy of 15
Gen Corporate	General	01	1,760,576	1,760,579	1,681,524	-4.49%
Police Protection	General	01	20,000	20,026	20,000	0.00%
Fire Protection	General	01	20,000	20,026	20,000	0.00%
Audit	General	01	20,000	20,026	20,000	0.00%
Street Lighting	General	01	210,000	210,016	200,000	-4.76%
Civil Defense	General	01	7,000	7,024	7,000	0.00%
Street & Bridge	General	01	60,000	60,021	60,000	0.00%
Tort (legal fees)	General	01	80,000	80,018	75,000	-6.25% (1)
Forestry Program	General	01	40,000	40,024	35,000	-12.50%
I.M.R.F.	General	01	72,000	72,008	65,000	-9.72% (2)
Social Security Tax	General	01	225,000	225,021	200,000	-11.11%
Refuse/Landfill	General	01	45,000	45,016	45,000	0.00%
Insurance/Tort	General	01	320,000	320,015	290,000	-9.38%
<b>For General Fund</b>			<b>2,879,576</b>	<b>2,879,820</b>	<b>2,718,524</b>	<b>-5.59%</b>
Public Benefit	Capital Proj	41	40,000	40,024	40,000	0.00%
Police Pension	Pension	81	1,024,856	1,024,856	1,085,667	5.93%
Fire Pension	Pension	82	796,892	796,904	968,767	21.57%
<b>TOTAL CITY LEVY</b>			<b>4,741,324</b>	<b>4,741,604</b>	<b>4,812,958</b>	<b>1.51%</b>
City's actual EAV and tax rate				290,237,142	306,212,453	1.6337% 1.5718%
Library		18	676,354	678,185	686,566	1.51%
<b>TOTAL LEVY</b>			<b>5,417,678</b>	<b>5,419,790</b>	<b>5,499,524</b>	<b>1.51%</b>

(1) Portion of City Attorney's salary (excludes benefits) - "costs of protecting itself or its employees against liability"

(2) Employer rate 13.22% (Calendar year 2017)

## CITY OF BELVIDERE STAFFING LEVELS

	Actual FY 08	Actual FY 09	Actual FY 10	Actual FY 11	Actual FY 12	Actual FY 13	Actual FY 14	Actual FY 15	Budget FY 16	Budget FY 17	Budget FY 18
Elected Officials	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0
Salary	156,413	164,186	178,607	183,525	201,573	207,622	207,622	207,327	207,622	207,622	213,878
Administration	6.0	6.0	6.0	6.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Salary	298,003	316,466	316,466	329,918	242,356	249,704	253,185	252,932	259,991	265,191	270,495
Police	49.5	50.0	50.0	49.0	43.0	44.0	46.0	45.0	46.0	46.0	46.0
Salary	2,534,582	2,808,913	2,807,969	2,787,680	2,779,119	2,942,805	3,053,558	3,182,988	3,341,688	3,431,919	3,440,533
Fire	33.0	33.0	31.0	30.0	27.5	27.0	29.0	29.5	30.0	30.0	30.0
Salary	1,725,358	1,971,759	1,916,421	1,839,523	1,796,054	1,874,305	1,962,281	1,908,887	2,046,645	2,047,477	2,095,112
Community Development	6.0	6.0	4.5	2.0	2.0	2.5	2.5	3.5	3.5	4.5	4.5
Salary	299,495	267,832	250,612	112,790	93,130	112,224	139,291	155,661	161,328	216,459	217,830
Street	15.0	15.0	15.0	14.0	9.5	9.5	9.5	9.0	9.0	9.0	9.0
Salary	738,506	826,409	840,042	812,902	532,174	524,827	528,654	542,624	597,790	588,550	609,950
Water	8.5	8.5	8.5	7.5	7.5	8.0	8.5	9.0	9.0	9.0	9.0
Salary	523,853	566,504	504,309	440,469	466,890	475,051	509,798	518,051	595,136	571,634	590,454
Sewer	9.5	9.5	9.5	7.5	9.0	9.0	9.0	9.0	9.0	8.0	8.0
Salary	512,390	636,212	620,091	558,627	574,861	574,546	588,432	607,992	671,757	585,057	601,243
Sewer Collections	4.0	5.0	5.0	3.0	3.0	3.0	3.5	4.0	4.0	4.0	4.0
Salary	291,325	274,088	190,050	200,507	178,201	181,208	207,713	262,073	268,580	281,331	287,187
<b>Total Gen Fund Employees</b>	<b>122.5</b>	<b>123.0</b>	<b>119.5</b>	<b>114.0</b>	<b>99.0</b>	<b>100.0</b>	<b>104.0</b>	<b>104.0</b>	<b>105.5</b>	<b>106.5</b>	<b>106.5</b>
<b>Total W/S Employees</b>	<b>22.0</b>	<b>23.0</b>	<b>23.0</b>	<b>18.0</b>	<b>19.5</b>	<b>20.0</b>	<b>21.0</b>	<b>22.0</b>	<b>22.0</b>	<b>21.0</b>	<b>21.0</b>
<b>TOTAL EMPLOYEES</b>	<b>144.5</b>	<b>146.0</b>	<b>142.5</b>	<b>132.0</b>	<b>118.5</b>	<b>120.0</b>	<b>125.0</b>	<b>126.0</b>	<b>127.5</b>	<b>127.5</b>	<b>127.5</b>
Total General Fund	5,752,357	6,355,565	6,310,117	6,066,338	5,644,406	5,911,487	6,144,591	6,250,419	6,615,064	6,757,218	6,847,798
Total Water/Sewer	1,327,568	1,476,804	1,314,450	1,199,603	1,219,952	1,230,805	1,305,943	1,388,116	1,535,473	1,438,022	1,478,884
<b>TOTAL</b>	<b>7,079,925</b>	<b>7,832,369</b>	<b>7,624,567</b>	<b>7,265,941</b>	<b>6,864,358</b>	<b>7,142,292</b>	<b>7,450,534</b>	<b>7,638,535</b>	<b>8,150,537</b>	<b>8,195,240</b>	<b>8,326,682</b>

# **BUDGET ORDINANCE**

## **City of Belvidere**

### **Ordinance #338H**

An ordinance budgeting for all corporate purposes for the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2017, and ending April 30, 2018.

BE IT ORDAINED by the Mayor and the City Council of the City of Belvidere, Boone County, Illinois, that

SECTION 1: The amount hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of the municipality be and the same are hereby budgeted for the corporate purposes of the City of Belvidere, Boone County, Illinois as hereinafter specified for the fiscal year beginning May 1, 2017, and ending April 30, 2018.

SECTION 2: The amount budgeted for each object and purpose shall be as set forth in Exhibit A.

SECTION 3: The salaries for appointed officials and certain other employees are established and fixed as set forth in Exhibit B, which is incorporated by this reference.

SECTION 4: If any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5: A certified copy of this ordinance shall be filed with the County Clerk within 30 days after adoption.

SECTION 6: This ordinance shall be published in pamphlet form and shall be in full force and effect after its passage, approval, and publication as provided by law.

PASSED this 4<sup>th</sup> day of April, 2017, pursuant to a roll call vote by the City Council of the City of Belvidere, Boone County, Illinois.

APPROVED: 

ATTEST:   
City Clerk

AYES: Frank, Ratcliffe, Snow, Arevalo, Brooks and Crawford.

NAYES: Sanderson and Stevens.

Date Approved: April 5, 2017

Sponsor: Alderman Crawford



# EXHIBIT B

## Non-Union Salary Schedule FY18

Except as noted the following reflect 2% increases.

		FY 17	FY 18
Director PW	Anderson, Brent	\$ 97,854	\$ 99,811.08
Street/Water/Sewer Supt	Anderson, Danny	\$ 76,257	\$ 77,782.14
Budget & Finance Officer	Tobin	\$ 73,489	\$ 74,958.78
Police Chief *****	Noble	\$ 103,725	\$ 105,799.50
Dep Chief *****	Woody	\$ 97,854	\$ 99,811.08
Dep Chief *****	Wallace	\$ 97,854	\$ 99,811.08
Police Admin	Daniels	\$ 49,474	\$ 50,463.48
Fire Chief	Hyser	\$ 97,854	\$ 99,811.08
Dep CityClerk	Embry	\$ 49,530	\$ 50,520.60
Assistant Clerk	Turnipseed	\$ 35,258	\$ 35,963.16
Transcriptionist*/ Admin Assistant	Taromina	\$ 28,318	\$ 31,384.36
Det Admin Asst	Mitchell M	\$ 33,882	\$ 34,559.64
City Atty	Drella	\$ 106,914	\$ 109,052.28
Chief Building Insp.	Morelock	\$ 69,005	\$ 70,385.10
Zoning and Code Enforcement	Whetsel	\$ 41,737	\$ 42,571.74
Building / Planning Reception	Crawford	\$ 27,850	\$ 28,407.00
Com/Ind Plans Examiner (part-time)	Alms	\$ 23,066	\$ 23,066.00
Fire Admin Assistant	Gilman	\$ 27,304	\$ 27,850.08
Community Development Planner	DelRose	\$ 50,000	\$ 51,000.00

\* Includes 2% raise plus an additional \$2,500 ( Brings hourly wage from \$13.62 per hour to \$15.09 per hour)- 10.5%

\*\*\*\*\* The Police Chief's salary shall be 6% over that of the Deputy Chiefs.

The Deputy Chief's Salary shall be 6% over the sergeants pay including maximum longevity.

# Table of Contents

## General Fund

General Administration.....	1 of 16
Audit.....	2 of 16
IMRF.....	2 of 16
Social Security.....	2 of 16
Liability Insurance.....	2 of 16
Police Department.....	3 of 16
Public Safety Building.....	3 of 16
Fire Department.....	4 of 16
Police and Fire Commission.....	4 of 16
Community Development.....	5 of 16
Civil Defense.....	5 of 16
Street Department.....	6 of 16
Street Lighting.....	6 of 16
Garbage.....	7 of 16
Forestry.....	7 of 16
Engineering.....	7 of 16
Health/Social Services.....	7 of 16
Economic Development.....	7 of 16
Utility Tax.....	7 of 16

## Water/ Sewer Fund

Water Department.....	8 of 16
Sewer Department.....	9 of 16
Bond Reserves.....	10 of 16
Connection Fees/Deposits on Agreement.....	10 of 16
Depreciation Fund.....	11 of 16
Bond Payments.....	11 of 16

## Other

Motor Fuel Tax Fund.....	12 of 16
Kishwaukee TIF Fund.....	12 of 16
Kishwaukee II TIF.....	13 of 16
Special Service Area 2 (Farmington Fields).....	13 of 16
Special Service Area 3 (Farming ton Fields East).....	13 of 16
Library Operations Fund.....	14 of 16
Capital Projects Fund (Public Benefit).....	14 of 16
Capital Projects Fund (Capital Assets).....	15 of 16
Escrow Fund.....	15 of 16
Police Pension Fund.....	15 of 16
Fire Pension Fund.....	16 of 16

## **Mayor's Mission Statement**

***The primary and focused goal of this administration is to create jobs. Job growth produces a broader taxpayer base, increasing revenue streams to the City. In turn, the City is able to provide increased services to our citizens. Job growth inevitably builds property value, creating a stronger and more secure homeowner demographic. More and better employment solves, in time, almost all of the challenges a community faces. Job creation IS Job 1!***

## **2016/2017 Accomplishments**

- ***Completion of phase two of the Colombia Avenue rebuild, five years ahead of schedule.***
- ***Completion of the Downtown Streetscape project.***
- ***Completion of Well #10 project.***
- ***All the above projects achieved without borrowing money, and with maintaining a balanced budget***
- ***Over \$600 million in industrial growth, producing 2000-2200 new jobs in the next 12-18 months.***
- ***Belvidere named 6th on the list of the 25 best small cities in Illinois in which to start a small business.***
- ***Mayor Chamberlain elected as Chairman of RMAP policy Board, instrumental in the formation of a Regional Planning Commission.***
- ***Mayor Chamberlain elected to fourth consecutive term as a Vice President of the Illinois Municipal League.***
- ***Mayor Chamberlain named Executive Chair of the Community Action Agency of Boone and Winnebago County for the second straight year.***
- ***Creation of the "Community Bridge" diversity group to build stronger communication among all our people.***

## **Final Objectives for 2017**

- ***Maintain the presented and approved annual budget.***

- *Continue to build positive, proactive, and productive relationships with all of our Boone County and Belvidere citizens.*
- *Continue to build recognition for Belvidere as a “climate of yes” environment that is business friendly.*

## ***Personnel Schedule***

***Full Time ... Budgeted and actual ...1.***

THE OFFICE OF THE CITY CLERK SHALL SERVE WITH EFFICIENCY AND PROFESSIONALISM IN THE DUTIES OF WHICH ARE PERFORMED.

Belvidere City Clerk Shauna Arco  
Deputy Clerk Sue Embry  
Assistant Clerk Sarah Turnipseed.

The City Clerk shall be the **official record keeper for the city.**

The City Clerk shall **prepare and distribute agendas and packets for the Committee of the Whole and City Council Meetings.**

The City Clerk shall be the **minute taker of city meetings.**

The City Clerk shall **seal and attest all contracts and documents for the city.**

The City Clerk shall **record ordinances and resolutions as passed and adopted by the City Council.**

The City Clerk shall be the **recipient of Freedom of Information Act Requests and act as the FOIA Officer.**

The City Clerk shall be the **Registrar for birth and death certificates for the County of Boone and the City of Belvidere.**

The City Clerk shall be the **Illinois Municipal Retirement Fund Authorized Agent.**

The City Clerk shall act as the **ADA Coordinator.**

The City Clerk shall act as the **Human Resource contact for the City of Belvidere.**

The City Clerk shall be the **RMC for IMLRMA.**

The City Clerk shall **prepare IMLRMA Quarterly Man-Hour Reports** (a tool to evaluate our claim experience and the effectiveness of our loss control program).

The City Clerk shall **coordinate with Williams Manny for the partial self- funding of medical claims and total self- funding of dental claims.**

The City Clerk shall be a **Deputy Registrar for City Elections.**

The City Clerk shall be the **City Election Official.**

The City Clerk's office shall **receipt all monies due and make appropriate deposits.**

The City Clerk's office should **disburse all outgoing payments.**

The City Clerk's office shall **distribute business licenses, video gaming licenses, amusement licenses, liquor licenses and home occupation permits.**

The City Clerk's office shall **conduct payroll for the City of Belvidere Employees and Ida Public Library Employees.**

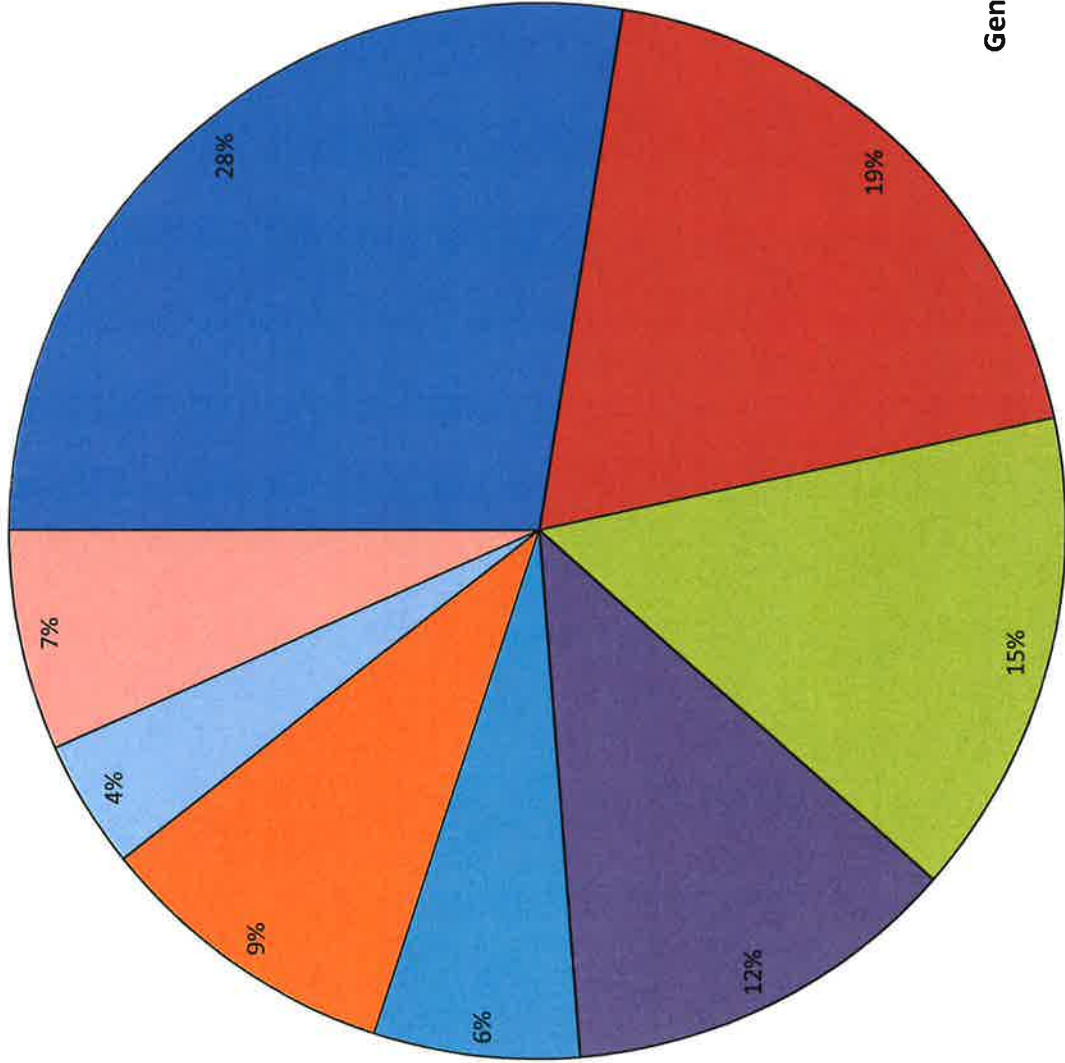
The City Clerk's office shall **maintain the city's website.**

The City Clerk's office shall **prepare OSHA (Occupational Safety & Health Administration) Reports.**

The City Clerk's office shall **report Worker's Compensation Claims.**

The City Clerk's office shall **assist the Mayor's Office and the City Attorney's Office (as they have no clerical staff).**

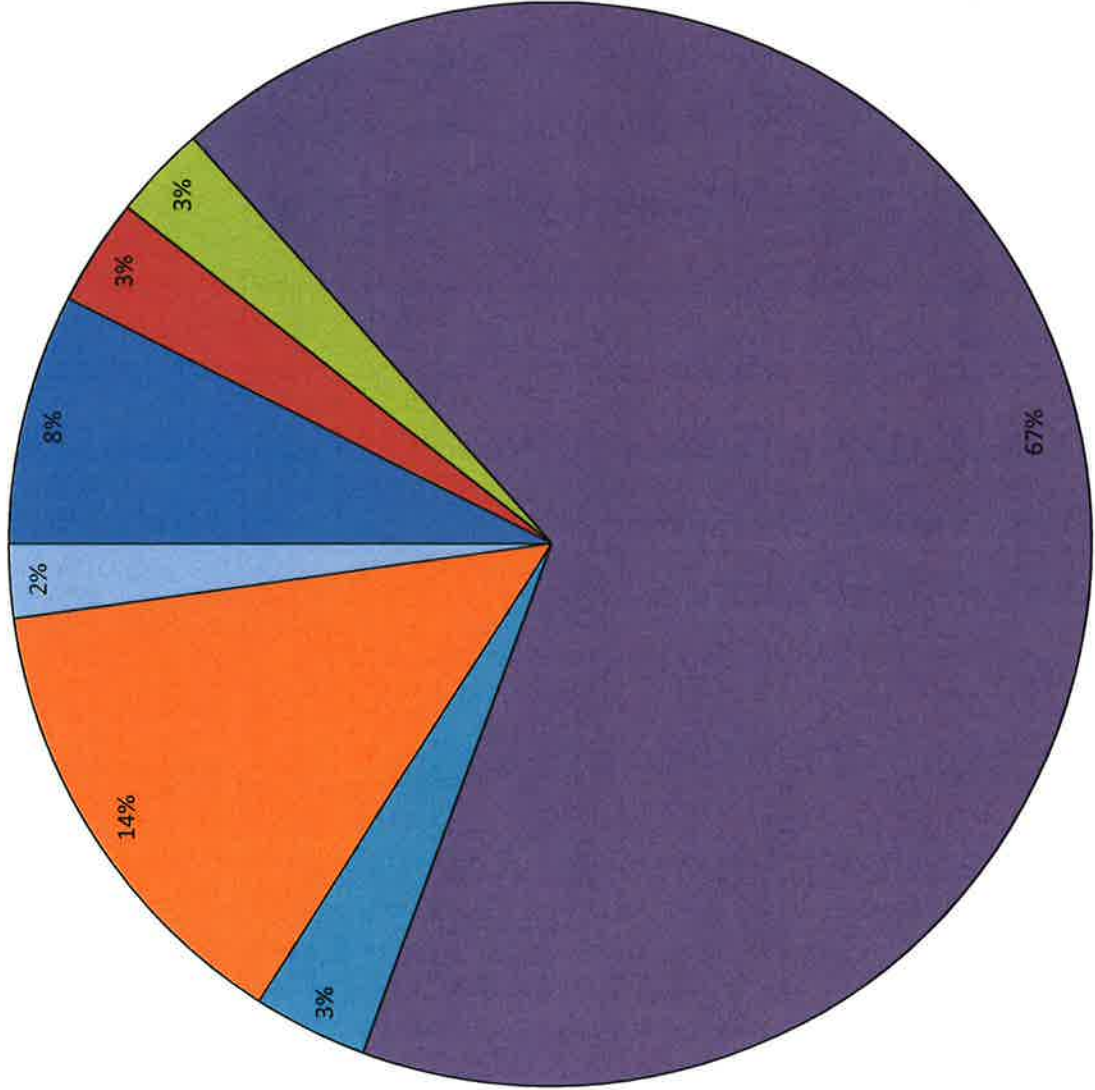
# General Fund Revenues FY 2017



- Property Tax
- Sales Tax
- Income Tax
- Utility Tax
- Other Taxes (Local Use, Replacement, etc.)
- Fines, Fees, Permits, and License
- Other (Misc., Interest, Grants, Expense Reimb.)
- Transfer In (Reserves)

General Fund Revenues = \$17,343,164

# General Fund Expenditures FY 18



- General Administration
- IMRF/ Social Security
- Liability Insurance
- Public Safety (Police, Fire, PSB)
- Economic/ Community Development
- Street Department (Includes Utility Tax Street Projects)
- Transfer Out (Capital Fund)

General Fund Expenditures = \$17,327,670



## GENERAL FUND

## EXHIBIT A

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Beginning Cash</b>		8,591,954	8,802,388	8,802,388	<b>6,933,183</b>
<b>General Administration</b>					
RE Property Tax	01-4-110-4010	1,835,159	1,840,576	1,840,576	1,756,524
Hotel / Motel Tax	01-4-110-4011	2,798	3,836	3,836	3,476
Auto Rental Tax	01-4-110-4012	6,256	6,000	6,000	6,240
Muni Infrastructure Maint	01-4-110-4013	172,424	177,600	177,600	159,420
State Income Tax	01-4-110-4100	2,731,920	2,609,670	2,609,670	2,584,085
Muni Sales Tax	01-4-110-4110	3,195,463	3,219,242	3,219,242	3,305,624
Sales Tax to Developer	01-4-110-4111	0	0	0	0
Local Use Tax	01-4-110-4112	588,796	601,247	601,247	619,157
Replacement Tax	01-4-110-4120	507,162	468,082	468,082	456,888
Repl Tax Dist to Pensions	01-4-110-4121	(256,794)	(264,958)	(264,958)	(260,246)
State Grants	01-4-110-4150	0	0	0	0
Grants (Ndevelopment)	01-4-110-4151	0	0	0	0
Business License	01-4-110-4200	18,088	16,791	16,791	17,640
Liquor License & Fines	01-4-110-4210	115,175	102,450	102,450	107,700
Amusement Machine	01-4-110-4230	7,600	9,000	9,000	9,000
Court Fines	01-4-110-4400	382,451	375,000	375,000	304,940
Parking Fines	01-4-110-4410	6,028	7,764	7,764	5,975
Seized Vehicle Fee	01-4-110-4420	73,830	87,000	87,000	61,200
Engr Fees-Subdivision	01-4-110-4430	0	20,000	20,000	20,000
Video Gambling	01-4-110-4440	184,058	180,000	180,000	219,600
Franchise Fees	01-4-110-4450	264,885	261,613	261,613	269,528
Comcast Fees	01-4-110-4455	4,843	0	0	4,481
Death/Birth Certificates	01-4-110-4460	18,225	17,470	17,470	18,358
Accident/Fire Reports	01-4-110-4470	4,850	5,147	5,147	4,917
Annexation/Plat Fees	01-4-110-4471	0	20,000	20,000	20,000
Tipping Fees	01-4-110-4472	97,756	100,000	100,000	72,000
Interest Income	01-4-110-4600	20,554	28,000	28,000	45,500
Misc Revenues	01-4-110-4900	25,101	35,600	35,600	27,400
Heritage Days	01-4-110-4901	47,733	0	0	0
Historic Preservation: Fund Raising	01-4-110-4902	2,223	0	0	0
Historic Preservation: Grant Reimb.	01-4-110-4903	0	0	0	21,000
<b>Operating Transfer in</b>	01-4-110-9998	133,705	1,900,000	1,900,000	1,173,828
<b>Total General Administration Revenues</b>		10,190,288	11,827,130	11,827,130	<b>11,034,235</b>
Telecom Tax Rebate	01-5-110-4013	0	0	0	0
Salaries - Elected Officials	01-5-110-5000	207,623	207,623	207,623	213,878
Salaries - Regular - FT	01-5-110-5010	215,619	225,850	225,850	226,472
Group Health Insurance	01-5-110-5130	426,535	454,289	454,289	513,611
Health Ins Claims Paid (Dental)	01-5-110-5131	33,617	40,000	40,000	40,000
Group Life Insurance	01-5-110-5132	1,331	1,357	1,357	1,409
Unemployment Compensation	01-5-110-5136	0	0	0	0
Health Insurance Reimbursement	01-4-110-4540	(155,658)	(146,356)	(146,356)	(156,618)
Meeting & Conferences	01-5-110-5154	11,727	15,465	15,465	15,400
<b>Subscriptions/Ed Materials</b>	01-5-110-5156	619	600	600	650
<b>Gen Admin Personnel &amp; Benefit Expenses</b>		741,413	798,828	798,828	<b>854,802</b>
Repairs/Maint - Bldgs	01-5-110-6010	19,690	48,200	48,200	21,680
Repairs/Maint - Equip	01-5-110-6020	2,249	5,000	5,000	5,000
Legal	01-5-110-6110	5,624	12,900	12,900	37,200
Other Professional Services	01-5-110-6190	14,668	2,000	2,000	2,500
Grant Expenses (Ndev)	01-5-110-6191	0	0	0	0
Telephone	01-5-110-6200	20,966	13,840	13,840	21,770
Codification	01-5-110-6225	950	6,000	6,000	2,000
Other Communications	01-5-110-6290	3,101	4,760	4,760	3,400
<b>Gen Admin Contractual Expenses</b>		67,247	92,700	92,700	<b>93,550</b>

General Administration (cont)	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
Office Supplies	01-5-110-7020	46,927	62,900	62,900	56,800
Other Supplies	01-5-110-7800	6,062	7,350	7,350	7,350
Gen Admin Supplies Expenses		52,989	70,250	70,250	64,150
Miscellaneous Expense	01-5-110-7900	102,348	78,960	78,960	85,930
Reimb of Seized Vehicle Fee	01-5-110-7901	600	0	0	0
Heritage Days	01-5-110-7902	1,872	0	0	0
Comcast Charges	01-5-110-7903	0	0	0	0
Historic Preservation	01-5-110-7904	0	0	0	0
Operating Transfers Out	01-5-110-9999	697,252	537,021	537,021	383,828
Total General Administration Expenses		1,663,721	1,577,759	1,577,759	1,482,260
<b>NET GENERAL ADMINISTRATION</b>		<b>8,526,568</b>	<b>10,249,371</b>	<b>10,249,371</b>	<b>9,551,975</b>
<b>General Fund - Audit Department</b>					
RE Taxes - Audit	01-4-130-4010	20,138	20,000	20,000	20,000
Accounting & Auditing	01-5-130-6100	33,700	33,000	33,000	36,500
<b>NET - AUDIT DEPARTMENT</b>		<b>(13,562)</b>	<b>(13,000)</b>	<b>(13,000)</b>	<b>(16,500)</b>
<b>General Fund - IMRF Department</b>					
RE Taxes - IMRF	01-4-140-4010	72,125	72,000	72,000	65,000
Replacement Tax	01-4-140-4120	89,393	92,535	92,535	90,889
Interest Income	01-4-140-4600	92	0	0	0
Expense Reimbursement	01-4-140-4940	19,945	20,543	20,543	25,854
Total IMRF Revenues		181,555	185,078	185,078	181,743
IMRF Premium Expense	01-5-140-5120	334,797	214,926	214,926	200,677
<b>NET - IMRF DEPARTMENT</b>		<b>(153,242)</b>	<b>(29,848)</b>	<b>(29,848)</b>	<b>(18,934)</b>
<b>General Fund - Social Security Department</b>					
RE Taxes - FICA/Med	01-4-150-4010	225,394	225,000	225,000	200,000
Expense Reimbursement	01-4-150-4940	120,464	132,152	132,152	137,316
Library Expense Reimbursement	01-4-150-4941	27,136	30,600	30,600	30,600
Total Soc Security Revenues		372,994	387,752	387,752	367,916
FICA Expense	01-5-150-5110	191,738	209,693	209,693	214,295
Medicare Expense	01-5-150-5112	122,988	137,489	137,489	137,352
Total Soc Security Expenses		314,726	347,182	347,182	351,647
<b>NET - SOCIAL SECURITY DEPT</b>		<b>58,268</b>	<b>40,570</b>	<b>40,570</b>	<b>16,269</b>
<b>General Fund - Liability Insurance Dept</b>					
RE Taxes - Ins Liability	01-4-160-4010	330,547	320,000	320,000	290,000
Expense Reimbursement	01-4-160-4940	0	0	0	0
Total Liability Insurance Revenues		330,547	320,000	320,000	290,000
Insurance Premium	01-5-160-6800	462,849	489,860	489,860	484,810
<b>NET - LIABILITY INSURANCE DEPT</b>		<b>(132,302)</b>	<b>(169,860)</b>	<b>(169,860)</b>	<b>(194,810)</b>

# BELVIDERE POLICE DEPARTMENT

## Mission Statement:

*"It is the mission of the Belvidere Police Department to provide a safe living, learning and working environment to all citizens and visitors to the City of Belvidere. The members of the Belvidere Police Department will work with all person(s) or groups to enforce, educate and assist in the prosecution of all violations of laws and ordinances to assure these safe environments."*

## FY 2016/2017 Accomplishments:

- Through new Illinois laws, the Police Department continues to seize multiple vehicles which were either used by the Department or sold on E-Bay. Money from these sales goes back to the Department through the Asset Forfeiture Fund or the DUI Enforcement Fund.
- The Department Gang Intervention Unit continued to be deployed in 2-man details which were instrumental in keeping gang activity very low.
- The Nixle notification system continued to be used for public distribution of press releases and important notifications.
- The BPD was again successful in applying for Illinois Department of Transportation (IDOT) Traffic Grants. These grant dollars pay for hiring back officers on high traffic evenings and weekends, which ultimately provides a more visible police presence during these peak time periods. With the reduction in manpower, this visibility and enforcement is especially beneficial to the City. Unfortunately, IDOT has been cutting back on their grants.
- There were 15 new Citizen Police Academy graduates who all went on to become VIPS.
- A summer Community Policing Initiative was implemented at Highline and Lakeshore.
- The Department participated in a Wallet Card Program for persons with autism and disabilities.
- The Explorer Post was expanded.
- The Department received an Enbridge Grant and maintained the COPS Grant.
- Generating revenue through the Sex Offender Program was established.
- A massage parlor detail successfully closed all massage parlors in town.
- SWAT was expanded to include Deputies from the Boone County Sheriff's Department.
- There were three retirements: Detective Leon Berry (31 years of service), Officer John Fish (25 years of service) and Officer John Coduto (30 years of service).
- Five new Officers were hired: Zachary Reese, Christopher Garcia, Joseph Callahan, Matthew Korn and Mark Weiland.
- Deputy Chief Woody graduated from the 263rd Session of the FBINA in Quantico, VA.
- Sergeant Wallace graduated from the Northwestern University School of Police Staff and Command.
- Officer Jon Kaplan was assigned as the School Resource Officer.
- Officer Tim Blankenship was assigned as the new Community Policing Coordinator.

## FY 2017/2018 Objectives:

- The Police Department will pursue expanding our outreach to the community, promoting community involvement and encouraging citizens to participate in the law enforcement process.
- We will continue and expand liaisons with members of the business community, civic organizations, citizen groups and other government agencies to exchange information and implement ways for the Belvidere Police Department to improve service to the community.
- The Department will maintain proactive gang, drug and alcohol related enforcement.
- We will apply for and use IDOT Grants to try to reduce the number of traffic accidents and continue making strides in reducing deaths and serious traffic related injuries.
- The Department will reestablish the Bike Patrol Unit.
- A designated separate Sniper Unit will be established with an assigned Sergeant.
- The Police Testing process will be modified to include interviews.
- The promotional testing process will be modified to include educational points.
- The Department will hire as needed to maintain our sworn authorized strength of 43 Police Officers and 3 civilian personnel.

<b>Police Department</b>	<b>Account #</b>	<b>Actual FY 16</b>	<b>FY 17 Budget</b>	<b>REVISED Budget FY 17</b>	<b>FY 18 Budget Request</b>
RE Property Tax	01-4-210-4010	1,035,517	1,044,856	1,044,856	1,105,667
Grants	01-4-210-4150	41,230	49,000	49,000	42,000
Sex Offender Registration Fee	01-4-210-4480	0	0	0	7,560
Miscellaneous Revenues	01-4-210-4900	161,352	237,959	237,959	178,675
Expense Reimbursement	01-4-210-4940	6,882	0	0	0
Sale of Assets	01-4-210-4950	0	0	0	0
<b>Total Police Department Revenues</b>		<b>1,244,981</b>	<b>1,331,815</b>	<b>1,331,815</b>	<b>1,333,902</b>
Salary - Regular - FT	01-5-210-5010	3,192,442	3,431,919	3,431,919	3,440,533
Overtime	01-5-210-5040	359,987	429,300	429,300	434,600
Police Pension	01-5-210-5122	1,015,437	1,024,856	1,024,856	1,085,667
Health Insurance	01-5-210-5130	686,280	800,348	800,348	847,215
Dental Insurance	01-5-210-5131	33,216	50,000	50,000	50,000
Unemployment	01-5-210-5136	0	0	0	0
Uniform Allowance	01-5-210-5140	61,488	64,886	64,886	68,009
Training	01-5-210-5152	62,529	64,555	64,555	73,855
<b>Police Dept Personnel &amp; Benefit Expenses</b>		<b>5,411,378</b>	<b>5,865,864</b>	<b>5,865,864</b>	<b>5,999,879</b>
Repair/Maint-Equipment	01-5-210-6020	12,274	7,425	7,425	14,645
Repair/Maint-Vehicles	01-5-210-6030	93,748	107,475	107,475	99,050
Telephone/Utilities	01-5-210-6200	41,831	42,790	42,790	44,000
Physical Exams	01-5-210-6810	0	4,270	4,270	4,270
Community Policing	01-5-210-6816	7,635	7,950	7,950	8,200
K 9 Program Expenses	01-5-210-6818	3,451	4,700	4,700	5,350
Sex Offender State Dissburse	01-5-210-6835	0	0	0	4,800
<b>Police Department - Contractual Expenses</b>		<b>158,940</b>	<b>174,610</b>	<b>174,610</b>	<b>180,315</b>
Office Supplies	01-5-210-7020	9,515	10,550	10,550	10,550
Gas & Oil	01-5-210-7030	77,836	120,000	120,000	100,000
Operating Supplies	01-5-210-7040	31,778	42,285	42,285	43,985
Miscellaneous Expense	01-5-210-7900	37,200	40,000	40,000	40,800
<b>Police Department - Supplies Expense</b>		<b>156,328</b>	<b>212,835</b>	<b>212,835</b>	<b>195,335</b>
Equipment	01-5-210-8200	34,754	50,245	50,245	59,255
Vehicles	01-5-210-8300	0	0	0	0
<b>Total Police Department Expenses</b>		<b>5,761,400</b>	<b>6,303,554</b>	<b>6,303,554</b>	<b>6,434,784</b>
<b>NET - POLICE DEPARTMENT</b>		<b>(4,516,420)</b>	<b>(4,971,739)</b>	<b>(4,971,739)</b>	<b>(5,100,882)</b>
<b>Public Safety Building Department</b>					
Salaries - Regular - FT	01-5-215-5010	586,715	657,952	657,952	664,104
Other (FICA & IMRF)	01-5-215-5079	116,092	146,263	146,263	138,599
Other Contractual Services	01-5-215-6890	327,940	230,000	230,000	270,732
<b>NET - PUBLIC SAFETY BLDG DEPT</b>		<b>(1,030,747)</b>	<b>(1,034,215)</b>	<b>(1,034,215)</b>	<b>(1,073,435)</b>



**BELVIDERE  
FIRE  
DEPARTMENT**

**123 S. State St.  
Belvidere, IL 61008**

**Fire Chief and Administration Offices**

**(815)544-2242**

**Fax (815)544-2278**

### **Mission Statement**

The main purpose of the Belvidere Fire Department is to provide the Citizens of Belvidere and Boone County with a professional Fire/Rescue/EMS service.

We are dedicated to the saving of lives, the protection of property, and the prevention of fire.

We will strive to maintain a high standard of professionalism through continuing education and training of all our members.

### **Your Department at a Glance**

- The Fire Department currently operates with 29 total personnel.
  - 1 Chief
  - 1 Administrative Assistant
  - 3 Captains
  - 3 Lieutenants
  - 21 Firefighter/Paramedics
  
- Hired 3 Firefighter/Paramedics in 2016.

### **2016/2017 Accomplishments**

**This administration has continued our efforts to flatten out our organization by appointing our personnel to positions of great importance within our department.**

These positions include:

- MABAS Coordinator – Capt. Brian Harbison is our liaison to MABAS Division 8, which ensures regional help during major incidents.
- Inspection Coordinator- Lt. Craig Wilcox oversees all aspects of City fire inspections from existing structures to new construction.



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- Fire Prevention Coordinator- Lt. Shawn Schadle oversees all aspects of fire prevention and education from early age children in our schools to the elderly citizens living in the City's low and high-rises.
- EMS Coordinator- Lt. David Burdick oversees all aspects of Emergency Medical Services from license renewals, continuing education, and maintaining medical supplies.
- Extrication Coordinator- Firefighter/Paramedic (FFP) Nic Thornton oversees all aspects of disentanglement from scheduling training, acquiring cars for training, maintaining existing equipment and testing out new equipment.
- CPR/Child Safety Seat Coordinator- FFP Mark Beck manages instruction of CPR to our members and our community and organizes Child Safety Seat Check Events.

**Through Training and Education this administration has continued our efforts to maintain and continually improve our members' skills and knowledge with the goal to provide an outstanding service to our citizens and visitors of the City of Belvidere.**

- Lt. Burdick, Lt. Schadle, FFP Letourneau, FFP Jeff Vaughan and FFP Beck completed the Fire Officer I Certification Classes.
- 8 Belvidere Fire Personnel were certified as Fire Service Instructors.
- FFP Thornton and FFP Swanson attended Advanced Extrication Specialists School and each received certifications as Extrication Specialists and they coordinate the departments extrication efforts.
- FFP Cunningham and FFP Pavlatos attended State Honor Guard training and are now certified guardsman able to lead and instruct our department Honor Guard members, and respond regionally to provide guardsman duties at funerals and other special events.
- FF EMT Ellwanger and FF EMT Tangye are presently enrolled in Paramedic School at OSF (our resource hospital) through fall of 2017. Once licensed our total number of Paramedics will be 22. Paramedic level training is the highest level of pre-hospital care.



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**We have continued to improve our infrastructure.**

**Buildings**

- Completed tuck pointing on the west wall of Station 1.
- Purchased 5 replacement windows.
- Replaced basement stairs at Station 1.
- Installed security cameras at Station 1.
- Installed new alerting system at Station 1.

**Equipment**

- Replaced 5 sets of Firefighter Turnout Gear.
- Received grants for TAC sticks, Hazmat over-pack drums, and gas detection monitors.
- Refurbished aging Fire Hose Washer and Fire Hose Dryer to like new condition for \$4,000 saving over \$21,000 compared to buying new hose washer and dryer.
- Updated our computer network to maintain data integrity, security and reduce downtime.

**Apparatus**

- Replaced 1974 Dodge Utility Truck with a 2016 Ford F350.
- Replaced 1993 Chevy Command Vehicle with a 2017 Ford Command Vehicle.
- Ordered 2017 Alexis Fire Engine to replace 2002 American La France.

**Moving Forward to FY 2018**

- Continuing education for our firefighters to become our future officers and leaders.
- Continue to review/revise/and implement Standard Operating Procedures to ensure a standard response to incidents that is efficient, ensures worker safety, and reduces liability.
- Continue to streamline our budget and budget codes to track costs and maintain fiscal responsibility to our citizens.

		Actual	FY 17	REVISED	FY 18
<b>Fire Department</b>	<b>Account #</b>	<b>FY 16</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
				<b>FY 17</b>	<b>Request</b>
RE Property Tax	01-4-220-4010	739,346	816,892	816,892	988,767
Grants	01-4-220-4150	63,831	0	0	5,000
Miscellaneous Revenues	01-4-220-4900	42,700	25,000	25,000	25,000
Expense Reimbursement	01-4-220-4940	0	0	0	0
<b>Total Fire Department Revenues</b>		<b>845,877</b>	<b>841,892</b>	<b>841,892</b>	<b>1,018,767</b>
Salaries - Regular - FT	01-5-220-5010	1,951,981	2,047,477	2,047,477	2,095,112
Overtime	01-5-220-5040	234,519	203,250	203,250	203,250
Fire Pension	01-5-220-5124	719,276	796,892	796,892	968,767
Health Insurance	01-5-220-5130	391,457	458,233	458,233	502,880
Dental Insurance	01-5-220-5131	26,907	35,000	35,000	35,000
Unemployment Insurance	01-5-220-5136	0	0	0	0
Uniform Allowance	01-5-220-5140	39,236	35,500	35,500	35,500
Training	01-5-220-5152	23,715	30,540	30,540	27,540
<b>Fire Depart Personnel &amp; Benefits Expenses</b>		<b>3,387,091</b>	<b>3,606,892</b>	<b>3,606,892</b>	<b>3,868,049</b>
Repair/Maint-Bldg	01-5-220-6010	52,026	54,050	54,050	42,850
Repair/Maint-Equipment	01-5-220-6020	0	0	0	14,800
Repair/Maint-Vehicles	01-5-220-6030	58,527	54,200	54,200	53,500
Telephone/Utilities	01-5-220-6200	14,002	13,060	13,060	17,740
Physical Exams	01-5-220-6810	1,623	2,500	2,500	2,500
Fire Prevention	01-5-220-6822	7,163	10,000	10,000	10,000
<b>Fire Department - Contractual Expenses</b>		<b>133,340</b>	<b>133,810</b>	<b>133,810</b>	<b>141,390</b>
Office Supplies	01-5-220-7020	15,180	16,830	16,830	16,600
Gas & Oil	01-5-220-7030	16,207	20,000	20,000	20,000
Operating Supplies	01-5-220-7040	11,540	6,000	6,000	4,000
Miscellaneous Expense	01-5-220-7900	996	1,000	1,000	1,000
<b>Fire Department - Supplies Expenses</b>		<b>43,922</b>	<b>43,830</b>	<b>43,830</b>	<b>41,600</b>
Equipment	01-5-220-8200	38,869	50,530	50,530	37,900
<b>Total Fire Department Expenses</b>		<b>3,603,222</b>	<b>3,835,062</b>	<b>3,835,062</b>	<b>4,088,939</b>
<b>NET - FIRE DEPARTMENT</b>		<b>(2,757,346)</b>	<b>(2,993,170)</b>	<b>(2,993,170)</b>	<b>(3,070,172)</b>
<b>Police &amp; Fire Commission Department</b>					
Physical Exams	01-5-225-6810	13,280	18,750	18,750	18,750
Other Contractual Services	01-5-225-6890	16,720	8,835	8,835	8,835
<b>NET - POLICE &amp; FIRE COMMISSION</b>		<b>(29,999)</b>	<b>(27,585)</b>	<b>(27,585)</b>	<b>(27,585)</b>



**MISSION STATEMENT**

The Mission of the Belvidere Community Development Planning Department is to implement a vision of growth for the City of Belvidere that incorporates the need of the community for balanced, controlled and smart growth. The Department communicates that vision to the citizens while guiding the development community towards the goals of that Vision. The Department is also responsible for engaging the public and promoting community spirit by assisting with festivals, community activities and events.

**2016/2017 Accomplishments**

1. Processed 30 City cases and 5 Poplar Grove cases.
2. Reviewed development site and landscaping plans: 27 plans for the City of Belvidere encompassing 19 projects.
3. Reviewed 8 downtown overlay projects (signs, decks, windows, façade, etc.).
4. Belvidere Historic Preservation Commission: Developed the 2016-2017 work plan and budget for the Belvidere Historic Preservation Commission. Closed out the 2015 Courthouse Square II Survey. Began the development process of the 10-Year Plan which is being paid for primarily through a grant. The Commission held its fifth awards program to recognize individuals and businesses completing outstanding renovation projects during the past year. The commission awarded a small grant of \$1000 to the Pearl Place Apartments. Participated in Hometown Christmas with a table at the Boone County Museum. Began distributing the History Keeper newsletter and providing informational presentations to landowners.
5. Participated in the planning and execution of the three day Heritage Days event.
6. Assisted with the City's Chili Cook-Off's booth and Hometown Christmas Tree. Staff also handed out hot chocolate during Hometown Christmas.
7. Scanned plats for the Recorder's Office, departments and citizens.
8. Staff managed and completed the separation of the City-County Planning Department (webpage, files, equipment, duties, etc.). Staff continued to provide support to county departments for six months while the county sought a new planner.
9. Continued serving as planning consultants for the Village of Poplar Grove.
10. Participates in RMAP's Planners Network and is participating in the APA Ambassador program.

**2017/2018 Objectives**

1. Continue to process planning and zoning applications, subdivision applications and Zoning Ordinance text amendments for the City of Belvidere and the Village of Poplar Grove.
2. Continue to administer the Downtown Overlay District.
3. Participate with the planning and execution of Heritage Days and Hometown Christmas
4. Continue to participate as a member of RMAP and the Transportation Committee.
5. Work closely with Growth Dimensions for economic development.
6. Continue working with and developing the Belvidere Historic Preservation Commission, continue developing the 10-year plan per the grant award; annual tour/fund raising events, awards program, matching grant program, plaques for newly designated landmarks, etc.).
7. Continue updating planning files and linking to GIS.
8. Continue to scan plats for the county clerk's office and plans for the general public.
9. Become more engaged with stormwater management
10. Begin preparing for the AICP certification.

# COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING

## MISSION STATEMENT

*To promote the construction and maintenance of safe buildings for the people entering or occupying buildings in the City of Belvidere, through the enforcement by qualified staff, of the 2015 Northwest Illinois Regional Building Code, and related codes that have been recognized by the State of Illinois and adopted by the City of Belvidere government as accepted practices and building codes.*

### 2016/ 2017 Accomplishments

1. Maintained a smooth running office and created a friendly environment for all City Hall staff and the public.
2. Provided a good level of health and safety for all Belvidere residents, whether at home or at work.
3. Continued a working relationship with the Belvidere Fire Department, the Department of Public Works, and the Planning Department, as well as the Police Department, in the enforcement of Building, Zoning, and other Local Regulations.
4. Maintained current certifications and expanded our knowledge by attending workshops and building code seminars.
5. Familiarized the Department staff with the new Web QA permitting and code enforcement software.
6. Adopted the new 2015 Northwest Illinois Building Code.

### 2017/2018 Objectives

1. To further our education and obtain additional Certifications.
2. To work with the builders, architects and homeowners to make the transition between the old and new codes a smooth one.
3. To continue to cross-train staff for a more efficient department.

### Community Development Personnel (Building and Planning)

	<u>Actual 2014/15</u>	<u>Actual 2015/16</u>	<u>Actual 2016/17</u>	<u>Projected 2017/18</u>
Full Time	3	3	4	4
Part Time	1	1	1	1

<b>Community Development</b>	<b>Account #</b>	<b>Actual FY 16</b>	<b>FY 17 Budget</b>	<b>REVISED Budget FY 17</b>	<b>FY 18 Budget Request</b>
Building Permits	01-4-230-4300	187,991	208,989	208,989	215,259
Electric Permits	01-4-230-4310	21,574	21,325	21,325	21,965
Electrician Certification Fees	01-4-230-4315	2,550	4,500	4,500	3,050
Plumbing Permits	01-4-230-4320	9,258	14,200	14,200	14,626
HVAC Permits	01-4-230-4330	3,627	5,310	5,310	6,500
Plan Review Fees	01-4-230-4340	40,993	34,149	34,149	50,000
Sidewalk/Lot Grading Fee	01-4-230-4350	723	1,575	1,575	1,575
Insulation Permits	01-4-230-4360	1,210	2,050	2,050	2,112
Zoning Review Fee	01-4-230-4370	3,348	3,430	3,430	3,535
Code Enforcement	01-4-230-4380	11,500	11,400	11,400	5,900
Other Permits	01-4-230-4390	6,248	5,690	5,690	5,861
Miscellaneous Revenues	01-4-230-4900	125	500	500	500
Expense Reimbursement	01-4-230-4940	5,366	0	0	2,700
Planning Fees	01-4-230-4950	0	9,000	9,000	13,100
Planning Misc.	01-4-230-4955	0	1,000	1,000	500
<b>Community Dev - Revenues</b>		<b>294,510</b>	<b>323,118</b>	<b>323,118</b>	<b>347,183</b>
Salaries- Regular - FT	01-5-230-5010	161,690	216,459	216,459	217,830
FICA	01-5-230-5079	12,369	16,559	16,559	16,664
IMRF	01-5-230-5120	19,945	27,955	27,955	25,854
Health Ins Expense	01-5-230-5130	43,258	70,269	70,269	86,043
Dental Insurance	01-5-230-5131	2,517	4,000	4,000	4,000
Unemployment	01-5-230-5136	0	0	0	0
Training	01-5-230-5152	4,445	6,000	6,000	6,500
<b>Building Dept Personnel &amp; Benefits Expense</b>		<b>244,225</b>	<b>341,242</b>	<b>341,242</b>	<b>356,891</b>
Repair/Maint - Equip	01-5-230-6020	2,149	5,000	5,000	6,150
Other Professional Services	01-5-230-6190	45,846	46,000	46,000	46,000
Telephone	01-5-230-6200	2,443	3,000	3,000	3,000
Postage	01-5-230-6210	778	1,500	1,500	3,000
Printing & Publishing	01-5-230-6220	1,418	1,750	1,750	2,800
<b>Building Department - Contractual Expenses</b>		<b>52,634</b>	<b>57,250</b>	<b>57,250</b>	<b>60,950</b>
Office Supplies	01-5-230-7020	3,429	5,960	5,960	6,950
Gas & Oil	01-5-230-7030	782	2,765	2,765	2,200
Miscellaneous Expense	01-5-230-7900	574	2,000	2,000	1,000
Operating Transfer Out	01-5-230-9999	0	0	0	0
<b>Building Department - Supplies Expenses</b>		<b>4,784</b>	<b>10,725</b>	<b>10,725</b>	<b>10,150</b>
<b>Total Building Department Expenses</b>		<b>301,643</b>	<b>409,217</b>	<b>409,217</b>	<b>427,991</b>
<b>NET - BUILDING DEPARTMENT</b>		<b>(7,133)</b>	<b>(86,099)</b>	<b>(86,099)</b>	<b>(80,808)</b>
<b>Civil Defense Department</b>					
RE Tax - Civil Defense	01-4-240-4010	7,017	7,000	7,000	7,000
Miscellaneous Revenues	01-4-240-4900	0	200	200	0
Miscellaneous Expense	01-5-240-7900	5,316	5,800	5,800	7,000
<b>NET - CIVIL DEFENSE DEPARTMENT</b>		<b>1,701</b>	<b>1,400</b>	<b>1,400</b>	<b>0</b>

## **STREET DEPARTMENT MISSION STATEMENT**

To provide for the safe and orderly flow of traffic in the City by the consistent maintenance and upgrading of the roadways and drainage systems within the public right-of-ways.

### **GOALS AND ACCOMPLISHMENTS**

#### **2016 Accomplishments:**

1. MFT Street Maintenance Program.
2. Mechanic's Building: new exterior installed and interior renovations completed in house.
3. Branch/Leaf Pick-up Programs.
4. Snow Removal Operations, salting/plowing/pick-up.
5. Completed storm sewer extensions for sump pump connections in Andrews Drive, Grover Street, Lincoln Avenue and Julien Street.
6. Major ditch cleaning/restoration along Columbia Avenue and South Appleton Road.
7. Continued street and storm sewer maintenance activities.
8. DCEO Grant for Chrysler Drive LED Street Light Upgrade Project

#### **2017 Objectives:**

1. Street Maintenance
  - Storm/inlet repairs
  - Crack sealing
  - Enhanced street cleaning
2. Storm Sewer System
  - Inspections for illegal connections
  - Detention pond inspections
  - Outfall inspections
  - Inlet cleaning/line cleaning
3. Traffic Signal and Street Lighting Renovations
  - LED Street Light
  - Installation of battery backups at Harrison & State, Appleton & Chrysler
4. Tree Trimming

#### **Personnel:**

Field Crew: Rusty Lindberg, Jim Roman, Jack Butenschoen, Jeff Carlson, Jeremy Klinefelter, Jason Charlesworth, Keith Hildebrand

Mechanic: Ryan Morey

<b>Street Department</b>	<b>Account #</b>	<b>Actual FY 16</b>	<b>FY 17 Budget</b>	<b>REVISED Budget FY 17</b>	<b>FY 18 Budget Request</b>
RE Tax - Road & Bridge	01-4-310-4010	318,291	300,000	300,000	320,000
Grants	01-4-310-4150	0	0	0	0
Sidewalk/Driveway/Lot Grading	01-4-310-4350	2,040	1,800	1,800	2,000
Miscellaneous Revenues	01-4-310-4900	4,457	0	0	3,000
Expense Reimbursement	01-4-310-4940	55,491	10,000	10,000	10,000
Expense Reimbursement	01-5-310-4940	21,482	10,000	10,000	10,000
Sale of Assets	01-5-310-4950	0	0	0	0
<b>Street Department - Revenues</b>		<b>401,762</b>	<b>321,800</b>	<b>321,800</b>	<b>345,000</b>
Salaries - Regular - FT	01-5-310-5010	560,396	588,550	588,550	609,950
Overtime	01-5-310-5040	34,967	40,000	40,000	40,000
Health Insurance	01-5-310-5130	200,768	217,123	217,123	238,292
Uniform Allowance	01-5-310-5140	13,396	15,000	15,000	15,000
Training	01-5-310-5152	219	1,500	1,500	1,500
<b>Street Dept - Personnel &amp; Benefits Expenses</b>		<b>809,745</b>	<b>862,173</b>	<b>862,173</b>	<b>904,742</b>
Repair/Maint - Storm Drain	01-5-310-6001	25,576	25,000	25,000	25,000
Repair/Maint - St/Parking Lot	01-5-310-6002	85,267	90,500	90,500	95,000
Repair/Maint - Sidewalk/Curb	01-5-310-6003	59,127	50,000	50,000	50,000
Repair/Maint - Building	01-5-310-6010	21,554	15,000	15,000	15,000
Repair/Maint - Equipment	01-5-310-6020	117,438	130,000	130,000	130,000
Repair/Maint - Traffic Signal	01-5-310-6024	25,204	43,000	43,000	43,000
Telephone/Utilities	01-5-310-6200	5,883	6,000	6,000	6,000
Leaf Clean-up/Removal	01-5-310-6826	14,872	15,000	15,000	15,000
<b>Street Department - Contractual Expenses</b>		<b>354,920</b>	<b>374,500</b>	<b>374,500</b>	<b>379,000</b>
Office Supplies	01-5-310-7020	3,480	6,600	6,600	6,600
Gas & Oil	01-5-310-7030	56,988	85,000	85,000	85,000
Operating Supplies	01-5-310-7040	28,232	20,000	20,000	21,000
Miscellaneous Expense	01-5-310-7900	15,946	0	0	2,000
<b>Street Department - Supplies Expenses</b>		<b>104,646</b>	<b>111,600</b>	<b>111,600</b>	<b>114,600</b>
Equipment	01-5-310-8200	40,201	0	0	0
<b>Total Street Department Expenses</b>		<b>1,309,511</b>	<b>1,348,273</b>	<b>1,348,273</b>	<b>1,398,342</b>
<b>NET - STREET DEPARTMENT</b>		<b>(907,750)</b>	<b>(1,026,473)</b>	<b>(1,026,473)</b>	<b>(1,053,342)</b>
<b>Street Lighting</b>					
RE Tax - Street Lighting	01-4-330-4010	210,359	210,000	210,000	200,000
Expense Reimbursement	01-5-330-4940	0	0	0	0
Repair/ Maint - Street Light	01-5-330-6022	40,373	20,000	20,000	40,000
Street Lighting - Electricity	01-5-330-6310	289,864	330,000	330,000	300,000
<b>NET - STREET LIGHTING</b>		<b>(119,878)</b>	<b>(140,000)</b>	<b>(140,000)</b>	<b>(140,000)</b>

		Actual	FY 17	REVISED	FY 18
	Account #	FY 16	Budget	Budget	Budget
				FY 17	Request
<b>Garbage Department</b>					
RE Tax - Refuse/Landfill	01-4-335-4010	65,108	45,000	45,000	45,000
Miscellaneous Revenues	01-4-335-4900	0	0	0	0
Miscellaneous Expenses	01-5-335-7900	69,412	51,000	51,000	79,000
<b>NET - GARBAGE DEPARTMENT</b>		<b>(4,304)</b>	<b>(6,000)</b>	<b>(6,000)</b>	<b>(34,000)</b>
<b>Forestry Department</b>					
RE Tax - Forestry	01-4-340-4010	40,074	40,000	40,000	35,000
Miscellaneous Revenues	01-4-340-4900	0	0	0	0
Forestry Department Revenues		40,074	40,000	40,000	35,000
Tree Removal or Purchase	01-5-340-6850	135,380	100,000	100,000	80,000
Miscellaneous Expense	01-5-340-7900	0	1,000	1,000	1,000
Forestry Department Expenses		135,380	101,000	101,000	81,000
<b>NET - FORESTRY DEPARTMENT</b>		<b>(95,306)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(46,000)</b>
<b>Engineering Department</b>					
Engineering	01-5-360-6140	19,061	27,000	27,000	27,000
Subdivision Expense	01-5-360-6824	3,197	10,000	10,000	10,000
Office Supplies	01-5-360-7020	5,391	8,900	8,900	8,900
Gas & Oil	01-5-360-7030	0	0	0	0
<b>NET - ENGINEERING DEPARTMENT</b>		<b>(27,649)</b>	<b>(45,900)</b>	<b>(45,900)</b>	<b>(45,900)</b>
<b>Health / Social Services</b>					
Council on Aging	01-5-410-6830	23,000	33,000	33,000	23,000
Demolition / Nuisance	01-5-410-6832	0	5,000	5,000	5,000
<b>NET - HEALTH / SOCIAL SERVICES</b>		<b>(23,000)</b>	<b>(38,000)</b>	<b>(38,000)</b>	<b>(28,000)</b>
<b>Economic Development</b>					
Planning Dept Services	01-5-610-6150	87,147	55,500	55,500	47,000
Economic / Business	01-5-610-6840	73,000	73,000	73,000	73,000
Tourism	01-5-610-6842	2,000	5,000	5,000	7,000
Historic Preservation	01-5-610-6844	4,493	12,800	12,800	12,800
<b>NET - ECONOMIC DEVELOPMENT</b>		<b>(166,640)</b>	<b>(146,300)</b>	<b>(146,300)</b>	<b>(139,800)</b>
<b>Utility Tax</b>					
Utility Tax - Electric	01-4-751-4131	1,450,229	1,486,787	1,486,787	1,475,916
Utility Tax - Gas	01-4-751-4132	279,365	342,321	342,321	312,932
Utility Tax - Telephone	01-4-751-4133	341,413	349,535	349,535	328,570
Expense Reimbursement	01-4-751-4940	7,500	0	0	0
Utility Tax Revenues		2,078,507	2,178,643	2,178,643	2,117,418
Columbia Ave (transfer to Capital)	01-5-751-8040	450,000	450,000	450,000	0
Downtown Streetscape	01-5-751-8052	32,666	700,000	700,000	0
Downtown Pavement Project	01-5-751-8054	0	500,000	500,000	0
Tripp Rd. Reconstruction	01-5-751-8056	0	0	0	350,000
Bellwood Detention Basin	01-5-751-8060	0	0	0	250,000
Utility Tax Expenses		482,666	1,650,000	1,650,000	600,000
<b>NET - UTILITY TAX</b>		<b>1,595,841</b>	<b>528,643</b>	<b>528,643</b>	<b>1,517,418</b>
<b>TOTAL GENERAL FUND REVENUES</b>		<b>16,283,715</b>	<b>18,039,428</b>	<b>18,039,428</b>	<b>17,343,164</b>
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>16,086,615</b>	<b>18,008,633</b>	<b>18,008,633</b>	<b>17,327,670</b>
<b>NET REV OVER (UNDER) EXP</b>		<b>197,100</b>	<b>30,795</b>	<b>30,795</b>	<b>15,494</b>
<b>Ending Cash</b>		<b>8,802,388</b>	<b>6,933,183</b>	<b>6,933,183</b>	<b>5,774,849</b>

## **PUBLIC WORKS DEPARTMENT MISSION STATEMENT**

To provide and maintain the highest quality services in order to meet the needs of the citizens of Belvidere.

Definition of "Public Works": Infrastructure constructed for the benefit or use of the general public.

City of Belvidere infrastructure includes:

12.455 square miles of land  
122 miles of streets  
4 miles of improved alleys  
400,000 lineal feet of storm sewers, 12" to 72"  
31 signalized intersections  
Over 2,400 street lights  
Over 2,000 traffic signs  
7 water wells, ranging in depth from 120' to 1,800', with a pumping capacity of 12.2 MGD  
In 2016, we pumped 1.07 billion gallons of water  
3 elevated storage tanks with a capacity of 1.1 million gallons  
2 ground storage reservoirs with a capacity of 1.935 million gallons  
679,624 lineal feet of watermain, 4" to 24"  
1,056 valve boxes  
1,303 valve vaults  
1,245 fire hydrants  
Over 7,400 water meters  
Activated sludge/tertiary filter wastewater treatment plant with a capacity of 5.85 MGD  
In 2016, we processed 1.18 billion gallons of sewage and land applied 5,133,102 gallons of sludge  
564,483 lineal feet of sanitary sewer main, 6" to 42"  
28,268 lineal feet of sanitary sewer forcemain, 2" to 18"  
2,439 sanitary sewer manholes  
12 sanitary sewer lift stations

The FY'18 proposed budget includes 30 full time public works employees to maintain this infrastructure as summarized below:

### **Director of Public Works**

#### **Public Works Superintendent**

##### **Street:**

60 pieces of rolling stock  
Field Crew (7)  
Mechanic (1)

##### **Water & Sewer:**

24 pieces of rolling stock  
Production Crew (5)  
Distribution Crew (5)  
Mechanic (1)  
Billing Clerks (2)  
Secretary/Receptionist (1)

##### **WWTP:**

14 pieces of rolling stock  
Field Crew (4)  
Lab (2)

## **PUBLIC WORKS DEPARTMENT MISSION STATEMENT**

To provide and maintain the highest quality services in order to meet the needs of the citizens of Belvidere.

## **ENGINEERING/ADMINISTRATION MISSION STATEMENT**

Utilize the latest technology available in the Public Works field to process and retrieve information in order to respond promptly to citizen inquiries and provide the most efficient and cost effective methods for repair and maintenance of our existing infrastructure as well as providing for the orderly extension of infrastructure to support our expanding city limits.

## **GOALS AND ACCOMPLISHMENTS**

### **2016 Accomplishments:**

1. Administration/inspections of the 50/50 Sidewalk Replacement Program.
2. Fuel system monitoring and reporting – Illinois State Fire Marshall Office
3. Project Administration:
  - Streetscape Rehabilitation Project
  - State Street Resurfacing Project
  - Columbia Avenue/Aspen Court Reconstruction Project
  - MFT Maintenance Program
  - Farmington Ponds
  - Landfill #1 and Landfill #2 O&M
  - Forestry Program
  - WWTP – Primary Digester Rehabilitation Project
  - NPDES/MS4/Stormwater Management
  - Traffic Signal Maintenance Program
  - ASB/Leath/Silver Brownfields Site

### **2017 Objectives:**

1. Continue pursuit of quality, cost effective engineering services for city projects.
2. Thorough and efficient plan/subdivision reviews.
3. Effective oversight of Public Works Departmental Operations.
4. Quality, efficient customer service to citizens.
5. Continued representation on the Northern Regional Groundwater Protection Committee
6. Continue sump pump inspections.
7. Contract/construction administration of WWTP Thickener Upgrade Project.
8. Continue computerization of storm sewer system mapping.
9. Continue ADA/PROWAG implementation strategy.

### **Personnel:**

Director of Public Works: Brent Anderson  
Public Works Superintendent: Dan Anderson



## **WATER & SEWER DEPARTMENT MISSION STATEMENT**

To provide the highest quality potable water and the safe and efficient removal of wastewater by the consistent maintenance and upgrading of the water distribution system and the sanitary sewer collection system.

### **GOALS AND ACCOMPLISHMENTS**

#### **2016 Accomplishments:**

1. Completed rehabilitation of Well #9.
2. Completed repairs and rehabilitation of Well #4.
3. Completed repairs to Well #5.
4. Completed repairs to Well #7
5. Continued updates to water & sewer system and mapping.
6. Continued addition of radio read meters to the south side of the city.
7. Continued compliance with Illinois Department of Public Health fluoride mandates.

#### **2017 Objectives:**

1. Well #8 Rehabilitation and installation of permanent standby generator.
2. Continued repair/replacement of defective sewer lines, water mains, valves and fire hydrants.
3. Continue cleaning and televising of sanitary sewer lines to reduce backups.
4. Continue addition of radio read meters to the south side of the city.

#### **Personnel:**

Production Crew: Kim Richardson, Ed Gustafson, Nick Ekberg, Ryan Culvey, Chris McElhinney

Distribution Crew: Jesse Gonzales, Tony Delmore, Bret Fidder, Ken Fisk, Chris Cox

Mechanic: Derrick Vail

Billing Clerks: Cindy Kindschy, Kelly Ahlberg

Secretary/Receptionist: Denise Delaney

# WASTEWATER TREATMENT PLANT MISSION STATEMENT

To provide the highest quality treatment and the most environmentally acceptable land application techniques for the disposal of bio-solids.

## GOALS AND ACCOMPLISHMENTS

### 2016 Accomplishments:

1. Installation of generator at Newburg #1 lift station.
2. Ongoing Plant Repair/Maintenance.
3. Continued review and update of pre-treatment and NPDES programs.
4. Primary Digester Rehabilitation Project
5. Capacity, Management, Operations and Maintenance (CMOM) Plan
6. Phosphorous discharge optimization plan
7. Land Application Sludge Program  
Applied 5,133,102 gallons of sludge

### 2017 Objectives:

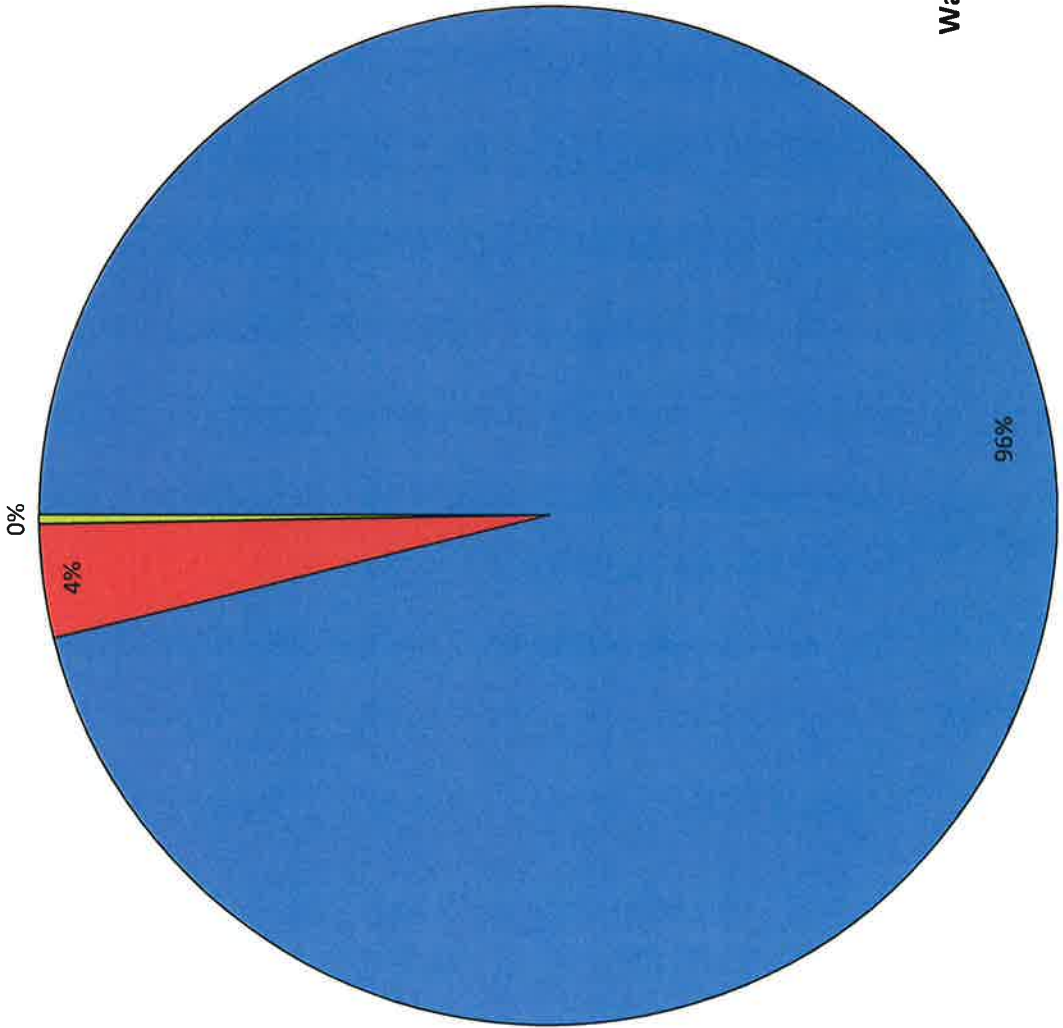
1. Continue update of pre-treatment and NPDES programs.
2. Sludge Thickener Upgrade Project, estimated project cost \$2,120,000
3. Continue plant expansion process and existing plant upgrades.
4. Land application of sludge.
6. Install generator at Highline Street Lift Station, \$50,000 budget.

### Personnel:

Field Crew: Steve Leonard, Scott Przybyla, Scott Roush, Chris Blachford

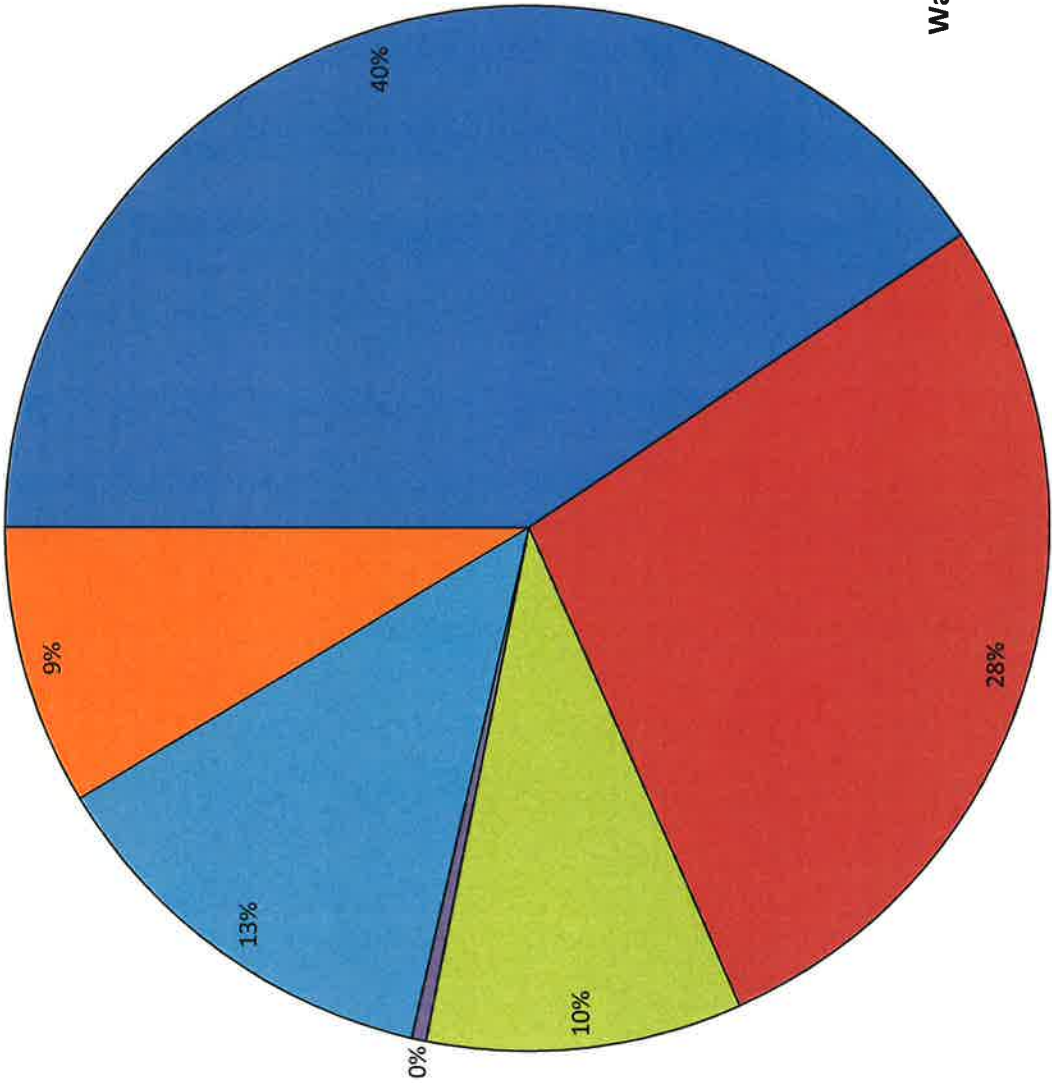
Lab: Dean Chambers, Nick Steiner

# Water Department Revenues FY 18



Water Department Revenues = \$2,459,904

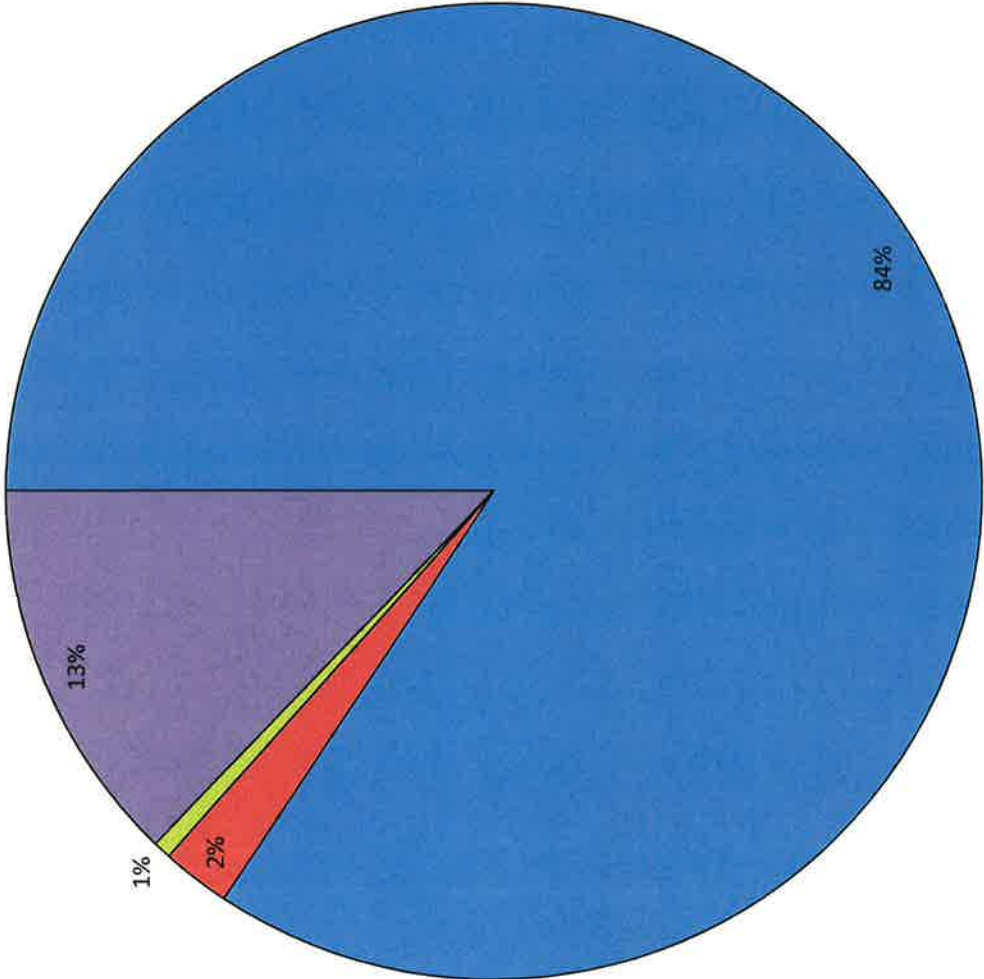
# Water Department Expenditures FY 18



- Personnel and Benefits
- Contractual Services
- Supplies
- Other (Bad Debt, Miscellaneous)
- Depreciation Set Aside
- Bond Payment Set Aside

Water Department Expenditures = \$2,458,048

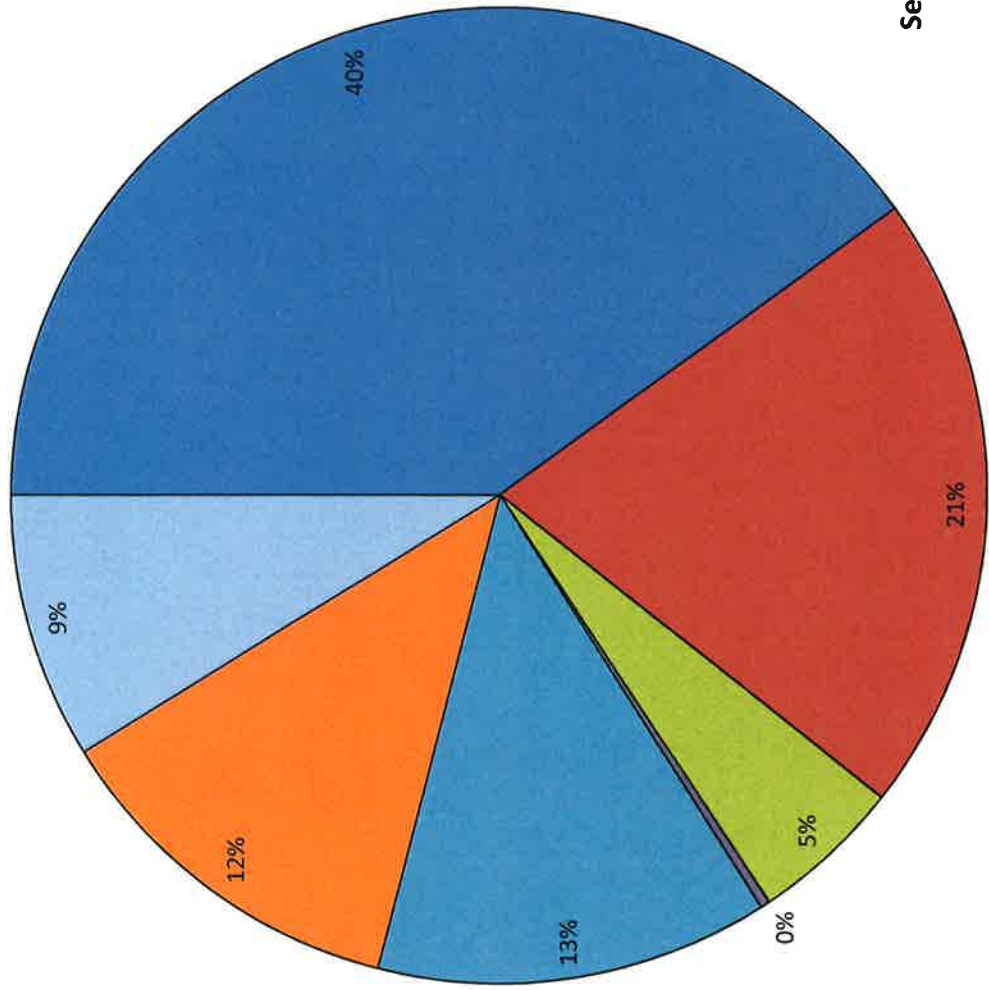
# Sewer Department Revenue FY 18



- Sewer Consumption
- Meters Sold
- Other Services
- Transfer In (Reserves)

Sewer Department Revenue = \$3,886,849

# Sewer Department Expenditures FY 18



- Personnel and Benefits
- Contractual Services
- Supplies
- Other (Bad Debt, Miscellaneous)
- Transfer Out (Depreciation)
- Depreciation Set Aside
- Bond Payment Set Aside

Sewer Department Expenditures = \$3,835,559

**WATER / SEWER FUND**

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Beginning Cash &amp; Investments - Fund</b>		9,976,681	9,607,189	9,607,189	8,848,741
<b>Water / Sewer General Administration</b>					
<b>Beginning Cash &amp; Investments</b>		75,456	75,606	75,606	75,606
Miscellaneous Revenues	61-4-110-4900	150	0	0	0
<b>Ending Cash</b>		75,606	75,606	75,606	75,606
=====					
<b>Water Department</b>					
<b>Beginning Cash &amp; Investments</b>		1,080,018	697,162	697,162	714,893
Water Consumption	61-4-810-4500	2,213,451	2,287,373	2,287,373	2,363,702
Dep on Agr - Westhills	61-4-810-4521	8,095	0	0	0
Meters Sold	61-4-810-4530	90,456	91,000	91,000	88,702
Other Services	61-4-810-4590	5,967	10,000	10,000	7,500
Miscellaneous Revenues	61-4-810-4900	0	0	0	0
Expense Reimbursement	61-4-810-4940	24,361	0	0	0
Sale of Assets	61-4-810-4950	0	0	0	0
Operating Transfers-in (Reserves)	61-4-810-9998	0	0	0	0
<b>Total Water Department Revenues</b>		2,342,330	2,388,373	2,388,373	2,459,904
Salaries - Regular - FT	61-5-810-5010	528,948	571,634	571,634	590,454
Overtime	61-5-810-5040	26,707	38,000	38,000	38,000
FICA	61-5-810-5079	50,382	44,567	44,567	45,965
IMRF	61-5-810-5120	77,466	84,952	84,952	79,222
Group Health Insurance	61-5-810-5130	192,305	207,334	207,334	227,735
Uniform Allowance	61-5-810-5140	7,846	14,100	14,100	14,000
Rep & Maint - Infrastructure	61-5-810-6000	72,790	63,900	63,900	63,900
Rep & Maint - Buildings	61-5-810-6010	18,336	24,500	24,500	24,500
Rep & Maint - Equipment	61-5-810-6020	65,019	8,000	8,000	13,000
Rep & Maint - Vehicles	61-5-810-6030	21,012	20,000	20,000	20,000
Rep & Maint - Contractual	61-5-810-6040	87,322	85,000	85,000	85,000
Other Professional Services	61-5-810-6190	3,399	11,000	11,000	12,000
Telephone	61-5-810-6200	9,548	9,500	9,500	9,000
Postage	61-5-810-6210	15,322	19,000	19,000	19,000
Utilities	61-5-810-6300	217,295	300,000	300,000	270,000
Office Equip Rental/Maint	61-5-810-6410	36,524	31,000	31,000	32,750
Liability Insurance	61-5-810-6800	108,510	122,000	122,000	134,200
Lab Expense	61-5-810-6812	25,494	33,200	33,200	33,200
Office Supplies	61-5-810-7020	8,097	9,400	9,400	9,000
Gas & Oil	61-5-810-7030	18,594	23,000	23,000	23,000
Operating Supplies	61-5-810-7040	64,854	63,000	63,000	65,000
Chemicals	61-5-810-7050	89,978	105,000	105,000	90,000
Meters	61-5-810-7060	51,632	25,000	25,000	20,000
Bad Debt Expense	61-5-810-7850	2,055	2,000	2,000	2,000
Miscellaneous Expenses	61-5-810-7900	12,321	8,750	8,750	9,000
Equipment	61-5-810-8200	0	0	0	0
Transfer Out	61-5-810-9999	500,000	0	0	0
Depreciaton Set Aside		296,703	305,604	305,604	314,772
Bond Pmt Set Aside		120,000	141,200	141,200	213,350
<b>Total Water Department Expenses</b>		2,728,460	2,370,642	2,370,642	2,458,048
<b>Net Water Department</b>		(386,131)	17,731	17,731	1,856
Change in Accounts Receivable (YTD)		3,276			
<b>Ending Cash &amp; Investments</b>		697,162	714,893	714,893	716,749

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Sewer Department</b>					
<b>Beginning Cash &amp; Investments</b>		1,055,724	1,284,737	1,284,737	855,620
Sewer Consumption	61-4-820-4500	3,488,838	3,269,987	3,269,987	3,275,147
Dep on Agr - Westhills	61-4-820-4521	4,691	0	0	0
Meters Sold	61-4-820-4530	85,694	91,000	91,000	88,702
Other Services	61-4-820-4590	54,634	14,200	14,200	23,000
Miscellaneous Revenues	61-4-820-4900	2,822	0	0	0
Expense Reimbursement	61-4-820-4940	17,492	0	0	0
Operating Transfers-In (Reserves)	61-4-820-9998	0	500,000	500,000	500,000
<b>Total Sewer Department Revenues</b>		<b>3,654,171</b>	<b>3,875,187</b>	<b>3,875,187</b>	<b>3,886,849</b>
Salaries - Regular - FT	61-5-820-5010	551,622	585,057	585,057	601,243
Overtime	61-5-820-5040	54,776	55,000	55,000	55,000
FICA	61-5-820-5079	39,892	46,894	46,894	48,091
IMRF	61-5-820-5120	84,237	89,461	89,461	82,944
Group Health Insurance	61-5-820-5130	193,555	211,439	211,439	232,417
Dental Insurance	61-5-820-5131	0	0	0	0
Uniform Allowance	61-5-820-5140	18,081	15,500	15,500	16,000
Travel	61-5-820-5151	170	0	0	0
Rep & Maint - Lift Stations	61-5-820-6005	21,011	16,500	16,500	18,000
Rep & Maint - Buildings	61-5-820-6010	46,681	103,000	103,000	100,000
Rep & Maint - Equipment	61-5-820-6020	87,630	0	0	0
Rep & Maint - Vehicles	61-5-820-6030	21,955	23,000	23,000	25,000
Rep & Maint - Contractual	61-5-820-6040	4,756	0	0	0
Other Professional Services	61-5-820-6190	58,304	73,500	73,500	73,500
Telephone	61-5-820-6200	10,336	13,500	13,500	11,000
Postage	61-5-820-6210	15,314	15,000	15,000	16,500
Utilities	61-5-820-6300	227,659	248,000	248,000	230,000
Office Equip Rental / Maint	61-5-820-6410	2,576	6,800	6,800	6,000
Liability Insurance	61-5-820-6800	122,323	144,110	144,110	158,521
Lab Expense	61-5-820-6812	33,099	56,000	56,000	50,000
Sludge Disposal	61-5-820-6814	7,531	9,700	9,700	10,000
Office Supplies	61-5-820-7020	12,646	8,700	8,700	8,000
Gas & Oil	61-5-820-7030	15,402	40,000	40,000	35,000
Operating Supplies	61-5-820-7040	20,296	12,000	12,000	15,000
Chemicals	61-5-820-7050	26,958	108,000	108,000	75,000
Meters	61-5-820-7060	3,951	25,000	25,000	20,000
Bad Debt Expense	61-5-820-7850	2,873	4,000	4,000	4,000
Miscellaneous Expense	61-5-820-7900	4,125	5,000	5,000	5,000
Equipment	61-5-820-8200	0	0	0	0
Operating Transfer Out	61-5-820-9999	500,000	500,000	500,000	500,000
		2,187,759	2,415,161	2,415,161	2,396,216
<b>Collection System Expenses</b>					
Salaries - Regular - FT	61-5-830-5010	274,308	281,331	281,331	287,187
Overtime	61-5-830-5040	22,572	30,000	30,000	30,000
FICA	61-5-820-5079	17,820	23,817	23,817	24,265
IMRF	61-5-820-5120	43,222	46,139	46,139	42,482
Group Health Ins	61-5-820-5130	91,181	98,705	98,705	108,409
Uniform Allowance	61-5-830-5140	4,681	6,600	6,600	6,600
Rep & Maint - Infrastructure	61-5-830-6000	23,834	32,000	32,000	40,000
Rep & Maint - Equipment	61-5-830-6020	11,358	8,000	8,000	12,000
Rep & Maint - Vehicles	61-5-830-6030	10,916	13,000	13,000	20,000
Office Equip Rent/Maint	61-5-830-6410	31,710	30,300	30,300	30,300
Gas & Oil	61-5-830-7030	8,392	12,500	12,500	10,000



Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
Operating Supplies	61-5-830-7040	14,312	18,500	18,500	20,000
Misc. Expense	61-5-830-7900	1,061	2,900	2,900	2,750
Equipment	61-5-830-8200	0	0	0	0
Depreciation Set Aside		439,763	452,956	452,956	467,000
Bond Pmt Set Aside		245,500	332,395	332,395	338,350
<b>Total Sewer Department Expenses</b>		<b>3,428,391</b>	<b>3,804,304</b>	<b>3,804,304</b>	<b>3,835,559</b>
Net Sewer Department		225,779	70,883	70,883	<b>51,290</b>
Change in Accounts Receivable		3,234	0	0	0
<b>Ending Cash &amp; Investments</b>		<b>1,284,737</b>	<b>855,620</b>	<b>855,620</b>	<b>406,910</b>
=====					
<b>Bond Reserves (necessary per bond ordinances)</b>					
<b>Beginning Cash &amp; Investments</b>		585,160	586,815	586,815	586,815
Interest Income		1,655	0	0	0
<b>Ending Cash &amp; Investments</b>		<b>586,815</b>	<b>586,815</b>	<b>586,815</b>	<b>586,815</b>
=====					
<b>Connection Fees / Deposits on Agreement Accounting</b>					
<b>Beginning Cash &amp; Investments</b>		4,005,992	3,719,982	3,719,982	3,807,782
<b>Sources</b>					
Interest Income		14,737	20,000	20,000	20,000
Connection Fees	61-4-810-4510	9,935	24,000	24,000	24,000
Deposits on Agreement	61-4-810-4520	5,247	5,000	5,000	5,000
Connection Fees	61-4-820-4510	18,558	28,800	28,800	28,800
Deposits on Agreement	61-4-820-4520	432	10,000	10,000	10,000
Connection Fee Set-Aside		500,000	0	0	0
<b>TOTAL Sources</b>		<b>548,909</b>	<b>87,800</b>	<b>87,800</b>	<b>87,800</b>
<b>Uses</b>					
Construction in Progress - Water		493,889	0	0	0
Construction in Progress - Sewer		0	0	0	0
Building	61-1730	341,030	0	0	0
Equip & Vehicles - 1750	61-1750	0	0	0	0
Building		0	0	0	0
Loan to Depreciation Fund		0	0	0	2,100,000
<b>TOTAL Uses</b>		<b>834,919</b>	<b>0</b>	<b>0</b>	<b>2,100,000</b>
<b>Ending Cash &amp; Investments</b>		<b>3,719,982</b>	<b>3,807,782</b>	<b>3,807,782</b>	<b>1,795,582</b>

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Depreciation Funding</b>					
<b>Beginning Cash &amp; Investments</b>		2,777,210	3,042,622	3,042,622	2,686,181
<b>Sources</b>					
Interest Income		11,912	15,000	15,000	15,000
Loan Funds & Grant Funds		0	0	0	0
Misc.		0	0	0	0
Depreciation set aside - Water (for Plant)		82,326	84,796	84,796	314,772
Depreciation set aside - Water (for System)		214,377	220,808	220,808	0
Depreciation set aside - Sewer (for System)		145,680	150,050	150,050	966,544
Depreciation set aside - Sewer (for Repl)		794,083	802,905	802,905	0
Loan From Connection Fees		0	0	0	2,100,000
<b>TOTAL Sources</b>		1,248,378	1,273,559	1,273,559	<b>3,396,316</b>
<b>Uses</b>					
Construction in Progress - Water		191,172	100,000	100,000	415,000
Construction in Progress - Sewer		72,235	1,200,000	1,200,000	2,150,000
Equipment & Vehicles		696,093	330,000	330,000	379,000
Buildings		23,466	0	0	0
<b>TOTAL Uses</b>		982,966	1,630,000	1,630,000	<b>2,944,000</b>
<b>Ending Cash &amp; Investments</b>		3,042,622	2,686,181	2,686,181	<b>3,138,497</b>
=====					
<b>Bond Payments Accounting</b>					
<b>Beginning Cash &amp; Investments</b>		240,873	200,263	200,263	121,842
<b>Sources</b>					
Interest Income		2,007	2,500	2,500	2,500
Bond Proceeds	61-4-110-4901	0	0	0	0
Operating Transfer In	61-4-110-9998	0	0	0	0
Bond Pmt Set Aside		365,500	473,595	473,595	551,700
<b>TOTAL Sources</b>		367,507	476,095	476,096	<b>554,200</b>
<b>Uses</b>					
Debt Serv - Principal	61-5-110-8910	349,505	501,068	501,068	502,335
Debt Serv - Interest	61-5-110-8920	58,612	52,924	52,924	44,257
Fiscal Charges	61-5-110-8930	0	525	525	0
Bond Issuance Cost	61-5-110-9031	0	0	0	0
<b>TOTAL Uses</b>		408,117	554,517	554,517	<b>546,592</b>
<b>Ending Cash &amp; Investments</b>		200,263	121,841	121,842	<b>129,450</b>
Gross Revenues (excludes set asides)		6,561,134	6,368,860	6,368,861	<b>6,452,053</b>
Gross Expenditures (excludes set asides)		6,780,887	7,127,308	7,127,308	<b>7,950,727</b>
<b>NET CASH FLOW</b>		(219,753)	(758,448)	(758,447)	<b>(1,498,674)</b>
Change in Accounts Receivable		(149,739)	0	0	0
<b>Ending Cash &amp; Investments - Fund</b>		9,607,189	8,848,741	8,848,742	<b>7,350,067</b>

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Motor Fuel Tax Fund #10</b>					
Cash Balance - beginning		831,001	842,557	842,557	834,712
<u>Revenues</u>					
State Allotment	10-4-310-4140	655,715	647,500	647,500	647,500
IL Jobs Now		0	0	0	0
Interest on Investments	10-4-310-4600	836	656	656	656
Misc Revenues	10-4-310-4900	29,294	29,000	29,000	154,000
Total Revenues		685,844	677,156	677,156	802,156
<u>Expenditures</u>					
Street Maintenance	10-5-310-6000	167,953	220,000	220,000	220,000
Contracted Work	10-5-310-6000	506,335	465,000	465,000	1,275,000
Miscellaneous Expenditures	10-5-310-7900	0	0	0	0
Toal Expenditures		674,288	685,000	685,000	1,495,000
Cash Balance - ending		842,557	834,712	834,712	141,868

<b>Kishwaukee TIF Fund #13</b>					
Cash Balance - beginning		242,610	244,832	244,832	246,832
<u>Revenues</u>					
Property Taxes	13-4-110-4010	21,712	22,000	22,000	22,000
Interest Income	13-4-110-4600	0	0	0	0
Misc Revenue	13-4-110-4900	0	0	0	0
Total Revenues		21,712	22,000	22,000	22,000
<u>Expenditures</u>					
Tax Increment Dist - Int	13-5-110-8920	7,185	7,208	7,208	6,519
Tax Increment Dist - Prin	13-5-110-8930	12,300	12,792	12,792	13,304
Other Contractual Services	13-5-110-6890	0	0	0	0
Miscellaneous Expense	13-5-110-7900	5	0	0	0
Total Expenditures		19,490	20,000	20,000	19,823
Cash Balance - ending		244,832	246,832	246,832	249,009

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Kishwaukee II TIF Fund #15</b>					
Cash Balance - beginning		4,915	4,915	4,915	4,915
<b>Revenues</b>					
Property Tax	15-4-110-4010	0	0	0	0
Interest Income	15-4-110-4600	0	0	0	0
Total Revenues		0	0	0	0
<b>Expenditures</b>					
Other Contractual Services	15-5-110-6890	0	0	0	0
Miscellaneous Expense	15-5-110-7900	0	0	0	0
Total Expenditures		0	0	0	0
Cash Balance - ending		4,915	4,915	4,915	4,915

<b>Sp Serv Areas # 2 (Farmington Fields) Fund #16</b>					
Cash Balance - beginning		28,085	2,475	2,475	4,961
<b>Revenues</b>					
Property Tax	16-4-110-4010	0	20,986	20,986	13,000
Interest Income	16-4-110-4600	0	0	0	0
Total Revenues		0	20,986	20,986	13,000
<b>Expenditures</b>					
Maintenance Expense	16-5-110-6090	19,021	18,000	18,000	12,000
Misc Expense	16-5-110-7900	0	500	500	500
Total Expenditures		19,021	18,500	18,500	12,500
Cash Balance - ending		9,064	4,961	4,961	5,461

\* Note: Per Auditors request, SSA #2 and #3 were separated beginning FY 2017.

<b>Sp Serv Areas # 3 (Farmington Fields) Fund #17</b>					
Cash Balance - beginning		0	6,589	6,589	2,842
<b>Revenues</b>					
Property Tax	16-4-110-4010	0	8,753	8,753	5,000
Interest Income	16-4-110-4600	0	0	0	0
Total Revenues		0	8,753	8,753	5,000
<b>Expenditures</b>					
Maintenance Expense	16-5-110-6090	0	12,000	12,000	4,000
Misc Expense	16-5-110-7900	0	500	500	500
Total Expenditures		0	12,500	12,500	4,500
Cash Balance - ending		0	2,842	2,842	3,342

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Library Operations Fund #18</b>					
Cash Balance - beginning		504,189	509,484	509,484	509,484
<b>Revenues</b>					
Property Tax	18-4-510-4010	672,090	676,354	676,354	686,566
Replacement Taxes	18-4-510-4120	39,059	25,000	25,000	25,000
Grants	18-4-510-4151	1,500	26,000	26,000	26,000
Non-Resident	18-4-510-4475	17,758	21,000	21,000	21,000
Fines	18-4-510-4477	13,376	16,000	16,000	16,000
Other	18-4-510-4900	23,924	68,646	68,646	68,434
Gift	18-4-510-4950	17,346	20,000	20,000	20,000
Meeting Room	18-4-510-4960	1,475	2,000	2,000	2,000
Total Revenues		786,529	855,000	855,000	865,000
<b>Expenditures</b>					
Librarian/Director	18-5-510-5010	52,219	53,580	53,580	54,651
Salaries	18-5-510-5020	315,769	331,190	331,190	337,813
FICA	18-5-510-5110	27,136	31,854	31,854	32,491
IMRF	18-5-510-5120	47,214	51,000	51,000	52,000
Employee Health Insurance	18-5-510-5130	42,188	68,000	68,000	68,000
Training	18-5-510-5152	1,419	2,500	2,500	2,500
Ads	18-5-510-5156	2,818	3,000	3,000	3,000
Building Maint and Supplies	18-5-510-6010	29,306	44,000	44,000	44,749
Computer Equip/Upgrades	18-5-510-6230	36,441	36,000	36,000	36,000
Online	18-5-510-6235	39,630	39,000	39,000	39,000
Utilities	18-5-510-6300	3,843	5,000	5,000	5,000
Machine Rental	18-5-510-6410	5,223	5,950	5,950	5,950
Liability Insurance	18-5-510-6800	20,461	21,000	21,000	21,420
Library Supplies	18-5-510-7020	13,820	23,000	23,000	23,000
Janitorial Services	18-5-510-7040	18,630	18,000	18,000	18,000
Books	18-5-510-7310	73,823	80,426	80,426	80,426
Periodicals	18-5-510-7320	8,245	10,500	10,500	10,000
A-V	18-5-510-7330	18,377	17,000	17,000	17,000
Programming	18-5-510-7340	10,442	6,000	6,000	6,000
Misc.	18-5-510-7900	14,232	8,000	8,000	8,000
Total Expenditures		781,234	855,000	855,000	865,000
Audit Adjustments					
Cash balance - ending		509,484	509,484	509,484	509,484

**CAPITAL PROJECTS FUND #41**

<b>Public Benefit Account</b>					
Cash Balance - beginning		724,469	1,007,427	1,007,427	(42,573)
<b>Revenues</b>					
Property Tax	41-4-110-4010	40,074	40,000	40,000	40,000
Expense Reimbursement	41-4-110-4940	3,840	0	0	0
Interest Income	41-4-110-4600	104	0	0	0
Transfer-In	41-4-110-9998	450,000	450,000	450,000	0
Total Revenues		494,018	490,000	490,000	40,000
<b>Expenditures</b>					
Miscellaneous Expenditures	41-5-110-7900	48,646	40,000	40,000	60,000
Infrastructure	41-5-110-8020	162,414	1,500,000	1,500,000	0
Operating Transfer Out	41-5-110-9999	0	0	0	0
Total Expenditures		211,060	1,540,000	1,540,000	60,000
Cash Balance - ending		1,007,427	(42,573)	(42,573)	(62,573)

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	FY 18 Budget Request
<b>Capital Assets Account</b>					
Cash Balance - beginning		95,625	203,147	203,147	194,047
Grants	41-4-752-4150	0	0	0	0
Interest Income	41-4-752-4600	746	500	500	500
Miscellaneous Revenues	41-4-752-4900	9,600	0	0	0
Bank Loan Proceeds	41-4-752-4952	0	0	0	0
Operating Transfers In	41-4-752-9998	697,252	537,021	537,021	414,828
Capital Asset Revenues		707,598	537,521	537,521	415,328
Misc. Expense	41-5-752-7900	259	0	0	0
Building and Improvements	41-5-752-8100	253,363	0	0	90,000
Equipment	41-5-752-8200	53,960	46,000	46,000	141,000
Vehicles	41-5-752-8300	233,677	442,500	442,500	183,828
Furniture & Fixtures	41-5-752-8400	0	0	0	0
Bond / Loan Prin Payments	41-5-752-8910	50,000	58,121	58,121	57,396
Bond / Loan Int Payments	41-5-752-8920	8,817	0	0	0
Capital Asset Expenditures		600,076	546,621	546,621	472,224
Cash Balance - ending		203,147	194,047	194,047	137,151

<b>Escrow Fund # 91</b>					
Cash Balance - beginning		1,067,448	1,083,292	1,083,292	1,094,792
Other Fees	91-4-110-4490	0	0	0	0
Interest Income	91-4-110-4600	1,785	1,500	1,500	1,600
Miscellaneous Revenues	91-4-110-4900	0	0	0	0
Escrow/Land Cash Fees	91-4-110-4971	54,260	50,000	50,000	50,000
Total Revenues		56,045	51,500	51,500	51,600
Disbursement of Collected Fees		40,201	40,000	40,000	40,000
Total Expenditures		40,201	40,000	40,000	40,000
Cash Balance - ending		1,083,292	1,094,792	1,094,792	1,106,392

<b>Police Pension Fund</b>					
Cash Balance - beginning		18,609,897	18,644,790	18,644,790	19,272,456
<b>Revenues</b>					
Property Tax		1,015,437	1,024,856	1,024,856	1,085,667
Replacement Tax		64,171	66,096	66,096	64,921
Interest Inc/Mkt Fluctuation		(154,998)	415,900	415,900	328,664
Contributions		291,901	298,157	298,157	301,662
Total Revenues		1,216,511	1,805,009	1,805,009	1,780,914
<b>Expenditures</b>					
Benefit Payments		1,148,335	1,138,128	1,138,128	1,371,612
Contribution Refunds		2,872	2,500	2,500	2,500
Other Expenditures		30,410	36,715	36,715	50,000
Total Expenditures		1,181,617	1,177,343	1,177,343	1,424,112
Cash Balance - ending		18,644,790	19,272,456	19,272,456	19,629,258

Line Item	Account #	Actual FY 16	FY 17 Budget	REVISED Budget FY 17	<b>FY 18 Budget Request</b>
<b>Fire Pension Fund</b>					
Cash Balance - beginning		14,101,696	13,542,592	13,542,592	13,647,515
<u>Revenues</u>					
Property Tax		719,276	796,892	796,892	968,767
Replacement Tax		64,171	66,096	66,096	64,921
Interest Inc/Market Fluctuation		(260,386)	296,350	296,350	319,210
Contributions		175,173	185,375	185,375	187,974
Total Revenues		698,234	1,344,713	1,344,713	<b>1,540,872</b>
<u>Expenditures</u>					
Benefit Payments		1,210,935	1,200,465	1,200,465	1,306,929
Refund of Contributions		10,082	2,500	2,500	2,500
Other Expenditures		36,321	36,825	36,825	50,000
Total Expenditures		1,257,339	1,239,790	1,239,790	<b>1,359,429</b>
Cash Balance - ending		13,542,592	13,647,515	13,647,515	<b>13,828,958</b>