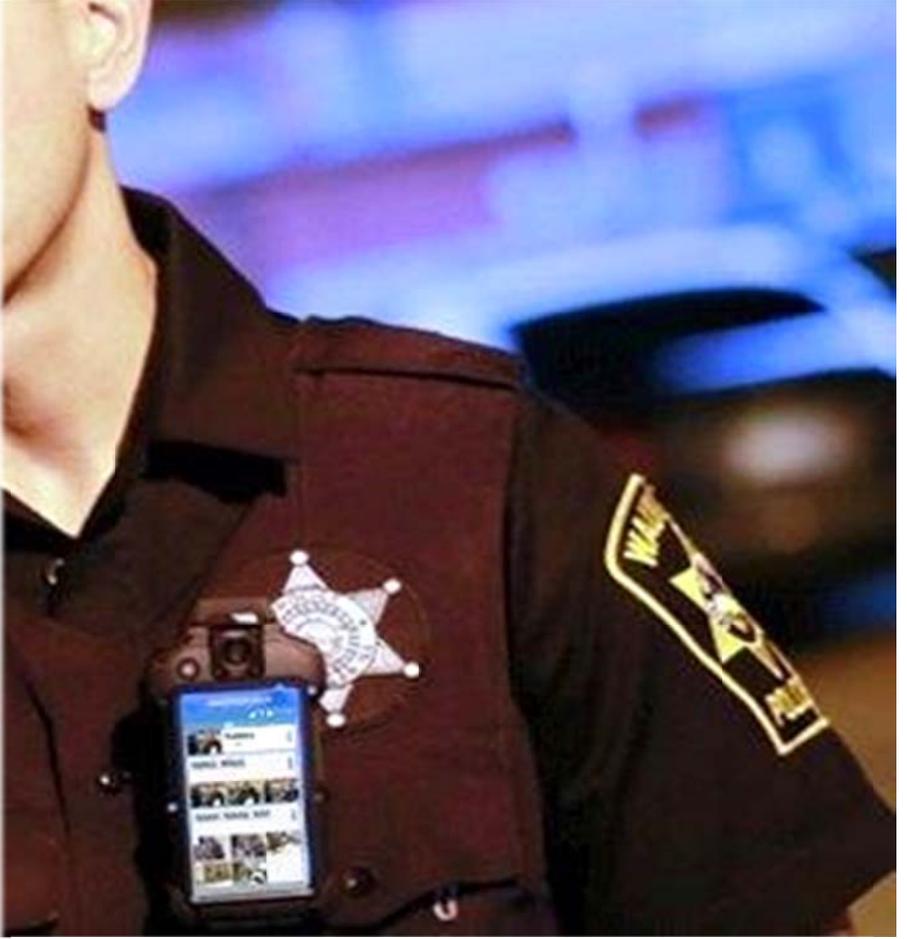


# SPECIAL REVENUE FUNDS

PROPOSED BUDGET

## 2016-2017

TRAN



Waukegan Police Officer Equipped With Body Camera.

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## **SPECIAL REVENUE FUNDS OVERVIEW**

Special Revenue funds are used to account for definite expenditures that are linked to specific revenue streams such as grants or special taxes. The Governmental Accounting Standards Board (GASB) explains, “(A) special revenue fund may only be established around one or more revenue sources that are restricted or committed to purposes other than capital projects or debt service.” Active Special Revenue funds include the following: Home Rule Sales Tax Infrastructure, Waukegan Public Library, Fire Service Training, Refuse Collection, Motor Fuel Tax, 911 Emergency System, Sunset & Delany TIF #6, North Lakefront TIF #7, Downtown TIF #8, South Lakefront TIF #9, McGaw Park TIF #10, Community Development Block Grant (CDBG), Scoop Genesee, DUI, and the Local and Federal Narcotics Funds.

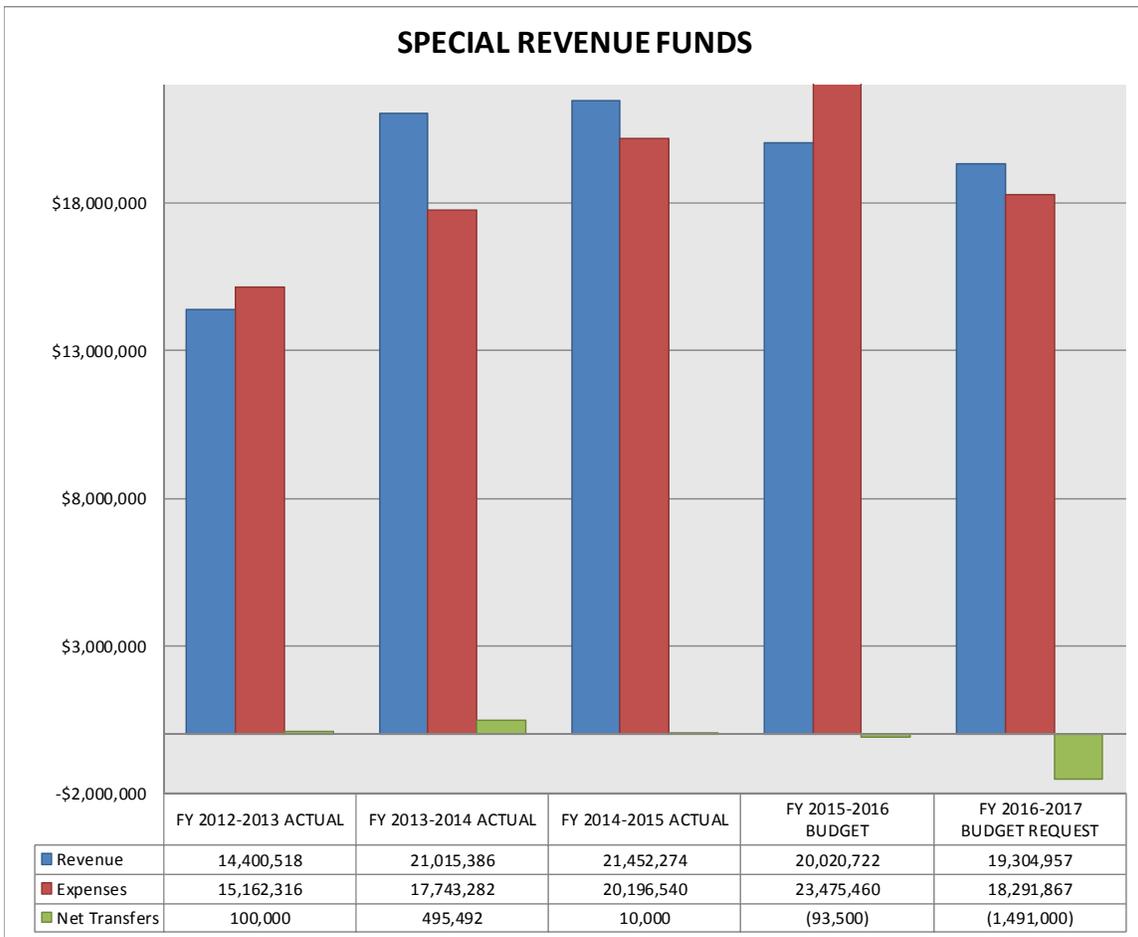
Revenues and fund balances generally must be used for the specific purpose as restricted by the statutes governing the particular tax, grant, or function; and therefore may not be tapped for general governmental operations until such time a fund is closed.

## **SOURCES & USES OF FUNDS**

Total Special Revenue estimated revenues of \$19.30 million are comprised largely of taxes and intergovernmental revenues, and estimated expenditures are \$18.29 million for the fiscal year.

Revenues	\$19,304,957
Expenditures	-18,291,867
Surplus / (Deficit) before transfers	1,013,090
Transfers-In	50,000
Transfers-Out	-1,541,000
Surplus / (Deficit) after transfers	-477,910

Revenues consist mostly of restricted taxes such as Tax Increment Financing Property Tax, Motor Fuel Tax, and 911 Emergency Fees. Another large revenue source is federal grants. Special Revenue costs includes \$4.38 million related to the Waukegan Public Library, \$4.34 million for the residential refuse collection program, \$3.75 million in Motor Fuel Tax expenditures, \$1.27 million for 911 Emergency services, \$2.09 million in CDBG programs, and other specialized spending. A planned \$50 thousand transfer in from the General Fund to defray the costs of the annual Scoop Genesee event. City management will be working to obtain donations and sponsorships to reduce this transfer as possible. A transfer out of \$1.33 million reflects Home Rule Sales Taxes collected specifically for the purpose of paying debt service on roadway bonds issued. Another \$211 thousand transfer out from the Sunset Delany TIF is to pay debt service on a bond issued to fund the Woodland Foods development located within the TIF boundaries. This leaves an operating deficit of \$478 thousand for the total Special Revenue Funds, which reflects the purposeful spend-down of fund balances for specific purposes.



**HEAD COUNT**

The City does have personnel in the Special Revenue Fund whose salary and benefits are linked to federal grants, or are permitted to be expenses against specific tax collections. The total headcount for 2016-2017 will be 19 positions supported by HUD CDBG funding or Motor Fuel Tax receipts. As the COPS grant expired in fiscal year 2015-2016, police officer positions can no longer be allocated to the Special Revenue Funds.

<b>Special Revenue Funds ~ Planning</b>						
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u> Budget	<u>2017</u> Request	<u>Change</u>
Asst Planner	-	-	-	-	-	-
Compliance Coordinator	1.0	1.0	1.0	1.0	1.0	-
Director of CDBG	1.0	1.0	1.0	1.0	1.0	-
Fiscal Assistant	1.0	1.0	-	-	-	-
Rehab Coordinator	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>-</u>
	5.0	5.0	4.0	4.0	4.0	-

<b>Special Revenue Funds ~ Fire Department</b>						
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u> Budget	<u>2017</u> Request	<u>Change</u>
Firefighter	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>	<u>-</u>	<u>-</u>	<u>-</u>
	12.0	12.0	12.0	-	-	-

<b>Special Revenue Funds ~ Police Department</b>						
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u> budget	<u>2017</u> Request	<u>Change</u>
Telecomm Mgr - E911	1.0	1.0	-	-	-	-
Telecommunicator - E911	1.5	1.5	-	-	-	-
Patrol Officer - COPS	15.0	15.0	15.0	15.0	-	(15.0)
Patrol Officer - Narcotics	-	-	-	-	-	-
Police Sergeant - Narcotics	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	17.5	17.5	15.0	15.0	-	(15.0)

<b>Special Revenue Funds ~ Public Works</b>						
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u> Budget	<u>2017</u> Request	<u>Change</u>
Laborer - MFT	4.0	4.0	4.0	5.0	1.0	(4.0)
Maintenance Worker - MFT	8.0	8.0	8.0	7.0	11.0	4.0
Public Works Supervisor - MFT	<u>2.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>-</u>
	14.0	15.0	15.0	15.0	15.0	-

**LINE ITEM DETAIL**

**FND 202 HR SALES TX  
INFRASTRUCTURE FD**

Sub 3000	Tax Collection	
202 30080	Home Rule Retail Occ/Serv. Tax	-1,330,500
		-----
Sub 3000	Tax Collection	-1,330,500
Sub 6800	Transfers To	
202 68495	Transfer to 2015 GO Sale Tx Bd	1,330,500
		-----
Sub 6800	Transfers To	1,330,500
		-----
Fnd 202	HR SALES TX INFRASTRUCTURE FD	

**FND 211 PUBLIC LIBRARY  
FUND**

Sub 2100	Personnel Services	
211 121121840	Personnel Services-Library	2,076,733
		-----
Sub 2100	Personnel Services	2,076,733
Sub 2200	Personnel Benefits	
211 121122456	Hospitalization	265,678
211 121122459	Unemployment Insurance	10,000
211 121122461	Employer Portion-OASDI (FICA)	158,870
211 121122467	Life Insurance Premiums	2,000
211 121122471	Other Compensation Benefits	30,613
211 121122610	Employer IMRF	271,791
		-----
Sub 2200	Personnel Benefits	738,952
Sub 2400	Contractual Services	
211 121124000	Library-Online Searches	10,955
211 121124076	Lease Payments - Principal	292,888
211 121124083	Literacy Grant Expense	100,000
211 121124407	Bank Service Charges	3,500
211 121124410	Building & Grounds Maintenance	6,000
211 121124411	Vehicle Maintenance	3,000
211 121124412	Equipment Maintenance	45,000
211 121124423	Telephone	43,000
211 121124426	Utilities	5,000
211 121124428	Rental/Lease Purchase	75,500
211 121124429	Conference & Travel	3,000
211 121124431	Training & Schooling	7,500

**Special Revenue Funds**

211 121124432	Postage	7,000
211 121124433	Advertising	74,200
211 121124436	Consultant Services	40,000
211 121124438	Other Professional Services	12,200
211 121124442	Photocopy	3,000
211 121124443	Membership Dues	5,500
211 121124447	Collection Agency Fees	5,000
211 121124595	Misc Contractual Services	319,050
		-----
Sub 2400	Contractual Services	1,061,293
Sub 2500	Commodities	
211 121125465	Office Supplies	4,000
211 121125467	Maintenance Supplies	23,000
211 121125468	Operating Supplies	35,400
211 121125480	Miscellaneous Expense	34,100
		-----
Sub 2500	Commodities	96,500
Sub 2600	Capital Outlay	
211 121126460	Library Materials	363,735
211 121126492	Improvements	10,000
211 121126494	Equipment	32,000
		-----
Sub 2600	Capital Outlay	405,735
Sub 3000	Tax Collection	
211 30000	Property Tax	-3,971,365
		-----
Sub 3000	Tax Collection	-3,971,365
Sub 3300	Licenses	
211 33200	Licenses-Library	-90,000
		-----
Sub 3300	Licenses	-90,000
Sub 4400	Intergovernmental Revenue	
211 44000	Intergovt Revenue-Library	-313,348
		-----
Sub 4400	Intergovernmental Revenue	-313,348
Sub 4600	Interest Earned	
211 46100	Interest Earned	-1,500
		-----
Sub 4600	Interest Earned	-1,500
Sub 4800	Miscellaneous Revenue	
211 48910	Misc & Fundraising Revenue	-3,000
		-----
Sub 4800	Miscellaneous Revenue	-3,000

Fnd 211 PUBLIC LIBRARY FUND -----

**FND 215 FIRE SERVICE  
TRAINING FUND**

Sub 2400 Contractual Services  
215 321524431 Training & Schooling 38,000  
215 321524438 Other Professional Services 5,000

Sub 2400 Contractual Services -----  
43,000

Sub 2500 Commodities  
215 321525468 Operating Supplies 2,000

Sub 2500 Commodities -----  
2,000

Sub 4400 Intergovernmental Revenue  
215 44970 Tuition - Fire Training Class -45,000

Sub 4400 Intergovernmental Revenue -----  
-45,000

Fnd 215 FIRE SERVICE TRAINING FUND -----

**FND 218 REFUSE COLLECTION  
FUND**

Sub 2400 Contractual Services  
218 121824420 Refuse Collection 3,692,995  
218 121824421 Recycling Program 651,705

Sub 2400 Contractual Services -----  
4,344,700

Sub 3000 Tax Collection  
218 30000 Property Tax -4,344,700

Sub 3000 Tax Collection -----  
-4,344,700

Fnd 218 REFUSE COLLECTION FUND -----

**FND 228 MOTOR FUEL TAX  
FUND**

Sub 2100	Personnel Services	
228 922821200	Laborer	44,000
228 922821211	Maintenance Worker II	608,000
228 922821400	Overtime	38,000
228 922821401	Double-Time	8,000
228 922821404	On-Call Pay	20,000
228 922821413	Tool Allowance	1,500
228 922821749	Public Works Supervisor II	215,000
		-----
Sub 2100	Personnel Services	934,500
Sub 2200	Personnel Benefits	
228 922822456	Hospitalization	225,000
228 922822457	Workmen's Compensation	15,000
228 922822458	Liability Insurance	15,000
228 922822461	Employer Portion-OASDI (FICA)	54,000
228 922822462	Employer Portion-Medicare Ex	13,000
228 922822467	Life Insurance Premiums	4,300
228 922822610	Employer IMRF	126,000
		-----
Sub 2200	Personnel Benefits	452,300
Sub 2400	Contractual Services	
228 922824427	Street Lighting	500,000
228 922824435	Engineering Services	150,000
		-----
Sub 2400	Contractual Services	650,000
Sub 2500	Commodities	
228 922825485	Salt	250,000
228 922825491	Concrete Patch	250,000
		-----
Sub 2500	Commodities	500,000
Sub 2700	Capital Improvements	
228 922827619	Street Renewal/Replace	400,000
228 922827636	Sidewalk Improvements	750,000
228 922827669	Street/Traffic Signal Lighting	60,000
		-----
Sub 2700	Capital Improvements	1,210,000
Sub 3000	Tax Collection	
228 30800	Motor Fuel Tax	-2,426,300
		-----
Sub 3000	Tax Collection	-2,426,300
Sub 4400	Intergovernmental Revenue	
228 44130	Grant - Federal	-1,320,000
		-----

Sub 4400	Intergovernmental Revenue	-1,320,000
Sub 4600	Interest Earned	
228 46100	Interest Earned	-500
		-----
Sub 4600	Interest Earned	-500
		-----
Fnd 228	MOTOR FUEL TAX FUND	

**FND 232 911 EMERGENCY SYSTEM  
FUND**

Sub 2100	Personnel Services	
232 323221400	Overtime	200,000
		-----
Sub 2100	Personnel Services	200,000
Sub 2200	Personnel Benefits	
232 323222456	Hospitalization	
232 323222461	Employer Portion-OASDI (FICA)	12,500
232 323222462	Employer Portion-Medicare Ex	2,900
232 323222610	Employer IMRF	30,000
		-----
Sub 2200	Personnel Benefits	45,400
Sub 2400	Contractual Services	
232 323224076	Lease Payments - Principal	260,000
232 323224409	Radio Equipment Maintenance	70,000
232 323224412	Equipment Maintenance	326,000
232 323224423	Telephone	210,000
232 323224428	Rental/Lease Purchase	1,000
232 323224429	Conference & Travel	15,000
232 323224431	Training & Schooling	5,000
232 323224437	Legal Services	1,500
232 323224438	Other Professional Services	5,000
232 323224443	Membership Dues	2,000
		-----
Sub 2400	Contractual Services	895,500
Sub 2500	Commodities	
232 323225468	Operating Supplies	7,000
232 323225469	Uniforms	3,000
232 323225478	Computer Supplies	8,000
		-----
Sub 2500	Commodities	18,000
Sub 2600	Capital Outlay	

232 323226494	Equipment	90,000
232 323226495	Computer Hardware/Equipment	25,000
		-----
Sub 2600	Capital Outlay	115,000
Sub 3000	Tax Collection	
232 30252	911 Wireless-Waukegan	-780,000
232 30600	911 Surcharges-ETSB System	-90,000
		-----
Sub 3000	Tax Collection	-870,000
Sub 3400	Fees	
232 34017	Fees - Burgler Alarm Subscribe	-100,975
232 34018	Fees - Fire Alarm Subscribe	-302,925
		-----
Sub 3400	Fees	-403,900
		-----
Fnd 232	911 EMERGENCY SYSTEM FUND	

**FND 239 SUNSET/DELANY TIF  
#6**

Sub 2400	Contractual Services	
239 123924637	Redevelopment Agreements	40,000
		-----
Sub 2400	Contractual Services	40,000
Sub 2600	Capital Outlay	
239 123926492	Improvements	287,410
		-----
Sub 2600	Capital Outlay	287,410
Sub 3000	Tax Collection	
239 30050	Property Tax - TIF District	-500,000
		-----
Sub 3000	Tax Collection	-500,000
Sub 6800	Transfers To	
239 68494	Transfers to 2012B G.O.TIFBond	210,500
		-----
Sub 6800	Transfers To	210,500
		-----
Fnd 239	SUNSET/DELANY TIF #6	37,910

**FND 242 HOME REHAB**

## ASSISTANCE

Sub 2400	Contractual Services	
242 524224424	Real Estate Tax	12,000
242 524224426	Utilities	21,000
242 524224437	Legal Services	1,000
242 524224642	Rehabilitation - HOME	63,000
242 524224675	Rehabilitation-NSP	103,000
242 524224677	Rehabilitation-NSP 3	200,000
242 524324426	Utilities	10,000
		-----
Sub 2400	Contractual Services	410,000
Sub 2600	Capital Outlay	
242 524226476	Building Acquisition NSP #1	280,000
242 524226477	Building Acquisition NSP #3	100,000
242 524226478	Building Disposition NSP #1	189,900
242 524226479	Building Disposition NSP #3	10,000
242 524226491	Building Acquisition	10,100
		-----
Sub 2600	Capital Outlay	590,000
242 44542	Lake County Consortium Home	-250,000
242 44555	Neighborhood Stabilization #1	-500,000
242 44556	Neighborhood Stabilization #3	-250,000
		-----
Sub 4400	Intergovernmental Revenue	-1,000,000
		-----
Fnd 242	HOME REHAB ASSISTANCE	

## FND 245 COMMUNITY DEV. BLOCK GRANT

Sub 2100	Personnel Services	
245 550121399	Earned Sick Leave Pay Outs	2,000
245 550121765	CDBG/Comm Service Director	86,000
245 550121815	Compliance Coordinator	131,000
245 550221714	Housing Rehabilitation Asst.	69,000
		-----
Sub 2100	Personnel Services	288,000
Sub 2200	Personnel Benefits	
245 550122456	Hospitalization	45,000
245 550122461	Employer Portion-OASDI (FICA)	14,000
245 550122462	Employer Portion-Medicare Ex	3,200
245 550122467	Life Insurance Premiums	1,000
245 550122610	Employer IMRF	33,000

245 550222456	Hospitalization	15,000
245 550222461	Employer Portion-OASDI (FICA)	4,300
245 550222462	Employer Portion-Medicare Ex	1,000
245 550222467	Life Insurance Premiums	300
245 550222610	Employer IMRF	9,700
		-----
Sub 2200	Personnel Benefits	126,500
Sub 2400	Contractual Services	
245 550124411	Vehicle Maintenance	300
245 550124412	Equipment Maintenance	4,000
245 550124423	Telephone	2,000
245 550124429	Conference & Travel	1,000
245 550124431	Training & Schooling	1,000
245 550124432	Postage	1,000
245 550124433	Advertising	1,000
245 550124437	Legal Services	1,000
245 550124438	Other Professional Services	2,000
245 550124442	Photocopy	1,000
245 550124443	Membership Dues	1,000
245 550124476	Municipal Audit Expenses	1,000
245 550224426	Utilities	1,000
245 550224438	Other Professional Services	7,000
245 550224445	Rehabilitation - CDBG	361,263
245 550324461	Catholic Charities	8,250
245 550324524	Zacharias Center	8,500
245 550324525	I-Plus Representative Payee Pr	6,000
245 550324553	NICASA	6,000
245 550324571	A Safe Place	8,000
245 550324582	CASA-Court App Special Avocate	7,500
245 550324584	Waukegan Township	11,071
245 550324606	Prairie State- Fair Housing	5,000
245 550324612	Prairie State Legal Services	10,000
245 550324617	Christain Outreach-Lutherans	8,250
245 550324623	Youth Build Lake County	8,500
245 550324624	Maristella	5,500
245 550324630	PADS Crisis Services	8,000
245 550324632	Christ Church	5,000
245 550324648	Black Chamber of Lake County	5,000
245 550324649	UMMA-Ed Empower Program	5,000
245 550324669	Waukegan to College	5,000
245 550624480	Code Enforcement Reimb Expense	50,000
		-----
Sub 2400	Contractual Services	556,134
Sub 2500	Commodities	
245 550125465	Office Supplies	1,300
245 550125466	Gasoline & Oil	2,000
245 550125468	Operating Supplies	700
245 550125471	Publications	100

245 550125478	Computer Supplies	900
245 550125480	Miscellaneous Expense	1,000
245 550225468	Operating Supplies	2,000
		-----
Sub 2500	Commodities	8,000
Sub 2700	Capital Improvements	
245 550427636	Sidewalk Improvements	111,210
		-----
Sub 2700	Capital Improvements	111,210
Sub 4400	Intergovernmental Revenue	
245 44500	Community Dev. Block Grant	-1,089,844
		-----
Sub 4400	Intergovernmental Revenue	-1,089,844
		-----
Fnd 245	COMMUNITY DEV. BLOCK GRANT	

**FND 261 NORTH LAKE FRONT  
TIF # 7**

Sub 2400	Contractual Services	
261 126124637	Redevelopment Agreements	100,000
		-----
Sub 2400	Contractual Services	100,000
Sub 3000	Tax Collection	
261 30050	Property Tax - TIF District	-100,000
		-----
Sub 3000	Tax Collection	-100,000
		-----
Fnd 261	NORTH LAKE FRONT TIF # 7	

**FND 262 DOWNTOWN TIF #8**

Sub 2400	Contractual Services	
262 126224437	Legal Services	
262 126224637	Redevelopment Agreements	100,000
		-----
Sub 2400	Contractual Services	100,000
Sub 3000	Tax Collection	
262 30050	Property Tax - TIF District	-100,000
		-----
Sub 3000	Tax Collection	-100,000

Fnd 262

DOWNTOWN TIF #8

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**FND 263 SOUTH LAKEFRONT  
TIF #9**

Sub 2400  
263 126324637

Contractual Services  
Redevelopment Agreements

100,000

-----

Sub 2400

Contractual Services

100,000

Sub 3000  
263 30050

Tax Collection  
Property Tax - TIF District

-100,000

-----

Sub 3000

Tax Collection

-100,000

-----

Fnd 263

SOUTH LAKEFRONT TIF #9

**FND 264 MCGAW PARK TIF#  
10**

Sub 2400  
264 126424637

Contractual Services  
Redevelopment Agreements

1,000,000

-----

Sub 2400

Contractual Services

1,000,000

Sub 3000  
264 30050

Tax Collection  
Property Tax - TIF District

-1,000,000

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Sub 3000

Tax Collection

-1,000,000

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Fnd 264

MCGAW PARK TIF# 10

**FND 267 SCOOP GENESEE**

Sub 2100  
267 126721400

Personnel Services  
Overtime

15,000

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Sub 2100

Personnel Services

15,000

Sub 2400  
267 126724429  
267 126724438

Contractual Services  
Conference & Travel  
Other Professional Services

45,000

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Sub 2400	Contractual Services	45,000
Sub 3400	Fees	
267 34013	Fees - Scoop Vendors	-4,000
267 34074	Fees - Veh Register - Scoop	-2,000
		-----
Sub 3400	Fees	-6,000
Sub 4800	Miscellaneous Revenue	
267 48662	Downtown Events/Food-Drink	-2,000
267 48664	Corporate Sponsorship-Scoop	-2,000
		-----
Sub 4800	Miscellaneous Revenue	-4,000
Sub 6300	Transfers - In	
267 63100	Transfers From General Fund	-50,000
		-----
Sub 6300	Transfers - In	-50,000
		-----
Fnd 267	SCOOP THE GENESEE	

### FND 292 PRISONER REVIEW/DUI SB740 FUND

Sub 2400	Contractual Services	
292 629224411	Vehicle Maintenance	25,000
292 629224431	Training & Schooling	5,000
		-----
Sub 2400	Contractual Services	30,000
Sub 2600	Capital Outlay	
292 629226493	Vehicle	80,000
292 629226494	Equipment	85,000
		-----
Sub 2600	Capital Outlay	165,000
Sub 3500	Fines	
292 35865	Fines - Prison Review Agency	-40,000
292 42860	DUI Fines-Senate Bill 740	-35,000
		-----
Sub 3500	Fines	-75,000
		-----
Fnd 292	PRISONER REVIEW/DUI SB740 FUND	120,000

### FND 295 LOCAL FORFEITURE FUND

Sub 2400	Contractual Services	
295 629524431	Training & Schooling	7,000
295 629524438	Other Professional Services	5,000
295 629524697	Canine Unit - Police Dept	7,000
295 629524954	Payment to Informants	8,000
295 629524955	Purchase of Evidence	8,000
		-----
Sub 2400	Contractual Services	35,000
Sub 2500	Commodities	
295 629525468	Operating Supplies	5,000
295 629525469	Uniforms	50,000
		-----
Sub 2500	Commodities	55,000
Sub 2600	Capital Outlay	
295 629526482	Narcotics Enforcement Equipmen	7,000
295 629526493	Vehicle	48,000
295 629526494	Equipment	185,000
		-----
Sub 2600	Capital Outlay	240,000
Sub 4200	Reimbursement	
295 42850	Contraband Forfeiture - State	-25,000
295 42855	Contraband Forfeiture - City	-25,000
		-----
Sub 4200	Reimbursement	-50,000
		-----
Fnd 295	LOCAL FORFEITURE FUND	280,000

## FND 296 NARCOTICS FORFEITURE FUND

Sub 2100	Personnel Services	
296 629621405	Overtime-Uniformed	60,000
		-----
Sub 2100	Personnel Services	60,000
Sub 2400	Contractual Services	
296 629624431	Training & Schooling	10,000
296 629624438	Other Professional Services	10,000
296 629624481	Contributions Expense	12,000
		-----
Sub 2400	Contractual Services	32,000
Sub 2500	Commodities	
296 629625468	Operating Supplies	10,000

Sub 2500	Commodities	----- 10,000
Sub 2600	Capital Outlay	
296 629626493	Vehicle	48,000
296 629626494	Equipment	30,000
296 629626495	Computer Hardware/Equipment	20,000
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Sub 2600	Capital Outlay	98,000
Sub 4200	Reimbursement	
296 42800	Contraband Forfeiture- Federal	-100,000
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Sub 4200	Reimbursement	-100,000
Sub 4400	Intergovernmental Revenue	
296 44220	DEA-Overtime Reimbursement	-60,000
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Sub 4400	Intergovernmental Revenue	-60,000
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Fnd 296	NARCOTICS FORFEITURE FUND	40,000