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# SPECIAL REVENUE FUNDS

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May 1, 2015 - April 30, 2016

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PROPOSED BUDGET

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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 Waukegan Public Library, Refuse Collection, Motor Fuel Tax, Fire Department Public Safety Grants, 911 Emergency System, Fountain Square Tax Increment Financing (TIF) District #5, Sunset & Delany TIF #6, Police Public Safety Grants, Community Development Block Grant (CDBG), 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.

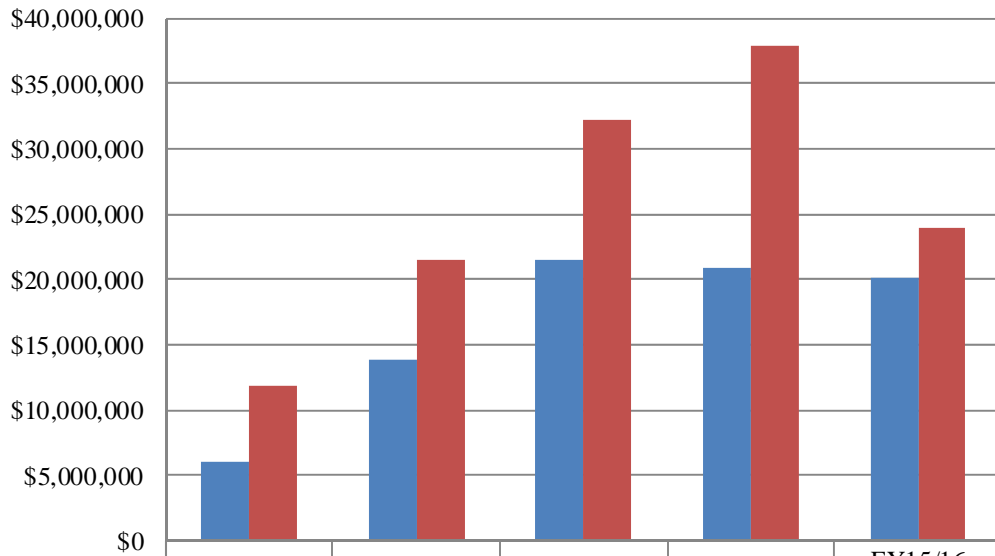
## SOURCES & USES OF FUNDS

Total Special Revenue estimated revenues of \$22 million are comprised largely of taxes and intergovernmental revenues, and estimated expenditures are \$23.8 million for the fiscal year.

Revenues	\$20,020,722
Expenditures	-23,755,892
Surplus / (Deficit) before transfers	-3,735,170
Transfers-In	50,000
Transfers-Out	-143,500
Surplus / (Deficit) after transfers	-3,828,670

Revenues consist mostly of restricted taxes such as Tax Increment Financing Property Tax, Motor Fuel Tax, and Emergency 911 Fees. Another large revenue source is state and federal grants. Special Revenue costs includes \$4.2 million related to the Waukegan Public Library, \$4.6 million for the residential refuse collection program, \$4.3 million in Motor Fuel Tax expenditures, \$1.4 million for Emergency-911 services, \$1.7 million in COPs grant expenditures, \$1.2 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 Scoopin the Loop event. City management will be working to obtain donations and sponsorships to reduce this transfer as possible. A transfer out of \$143,500 reflects Home Rule Sales Taxes collected specifically for the purpose of paying debt service on roadway bonds issued. This leaves an operating deficit of \$3.8 million for the total Special Revenue Funds, which reflects the purposeful spend-down of fund balances for specific purposes.

### Special Revenue Sources & Uses by Fiscal Year



	FY11/12 Actual	FY12/13 Actual	FY13/14 Actual	FY14/15 Budget	FY15/16 Proposed Budget
■ Revs & Trans In	5,989,038	13,799,067	21,466,672	20,812,100	20,070,722
■ Exps & Trans Out	11,777,802	21,498,733	32,162,353	37,817,872	23,899,392

Revenues appear to be lower than expenditures due to long-term buildup of funds in Special Revenue Funds that cannot be transferred to general governmental purposes. Once a fund has reached the end of its useful life, it is closed and excess funds must be disbursed based upon the law or grant guidelines. For example, During the 2015/2016 fiscal year, the Fountain Square Tax Increment Financing District fund will be closed, as the District was disbanded as of December 31, 2014, and surplus funds remitted to Lake County for appropriate distribution to the overlapping taxing districts.

## 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 2015/2016 will be 34 positions as follows: 4 in Planning, 15 in Police, and 15 in Public Works. As the SAFER grant expired, firefighter positions can no longer be allocated to the Special Revenue Funds.

<b><u>Special Revenue Funds ~ Planning</u></b>						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Change</u>
Asst Planner	1.0	-	-	-	-	-
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	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>
	6.0	5.0	5.0	4.0	4.0	-

<b><u>Special Revenue Funds ~ Fire Department</u></b>						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Change</u>
Firefighter	<u>-</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>	<u>-</u>	<u>(12.0)</u>
	-	12.0	12.0	12.0	-	(12.0)

<b><u>Special Revenue Funds ~ Police Department</u></b>						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>Change</u>
Telecomm Mgr - E911	1.0	1.0	1.0	-	-	-
Telecommunicator - E911	2.0	1.5	1.5	-	-	-
Patrol Officer - COPs	-	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>
	3.0	17.5	17.5	15.0	15.0	-

<b><u>Special Revenue Funds ~ Public Works</u></b>						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>Change</u>
Laborer - MFT	4.0	4.0	4.0	4.0	5.0	1.0
Maintenance Worker - MFT	5.0	8.0	8.0	8.0	7.0	(1.0)
Public Works Supervisor - MFT	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>-</u>
	11.0	14.0	15.0	15.0	15.0	-

**LINE ITEM DETAIL**

Revenues

FY 2016  
PROPOSED

Fnd 202	HR SALES TX INFRASTRUCTURE FD	
Sub 3000	Tax Collection	
202 30080	Home Rule Retail Occ/Serv. Tax	2,500,000-
		-----
Sub 3000	Tax Collection	2,500,000-
Fnd 211	PUBLIC LIBRARY FUND	
Sub 3000	Tax Collection	
211 30000	Property Tax	3,971,641-
		-----
Sub 3000	Tax Collection	3,971,641-
Sub 3300	Licenses	
211 33200	Licenses-Library	100,000-
		-----
Sub 3300	Licenses	100,000-
Sub 4400	Intergovernmental Revenue	
211 44000	Intergovt Revenue-Library	349,481-
		-----
Sub 4400	Intergovernmental Revenue	349,481-
Sub 4600	Interest Earned	
211 46100	Interest Earned	1,600-
		-----
Sub 4600	Interest Earned	1,600-
Sub 4800	Miscellaneous Revenue	
211 48910	Misc & Fundraising Revenue	108,700-
		-----
Sub 4800	Miscellaneous Revenue	108,700-
		-----
Fnd 211	PUBLIC LIBRARY FUND	4,531,422-
Fnd 218	REFUSE COLLECTION FUND	
Sub 3000	Tax Collection	
218 30000	Property Tax	4,587,000-
		-----
Sub 3000	Tax Collection	4,587,000-
Fnd 228	MOTOR FUEL TAX FUND	
Sub 3000	Tax Collection	
228 30800	Motor Fuel Tax	2,560,000-
		-----
Sub 3000	Tax Collection	2,560,000-
Sub 4400	Intergovernmental Revenue	
228 44130	Grant - Federal	500,000-
		-----
Sub 4400	Intergovernmental Revenue	500,000-

Sub 4600	Interest Earned	
228 46100	Interest Earned	1,000-
		-----
Sub 4600	Interest Earned	1,000-
		-----
Fnd 228	MOTOR FUEL TAX FUND	3,061,000-
Fnd 232	911 EMERGENCY SYSTEM FUND	
Sub 3000	Tax Collection	
232 30252	911 Wireless-Waukegan	416,000-
232 30600	911 Surcharges-ETSB System	430,000-
		-----
Sub 3000	Tax Collection	846,000-
Fnd 240	PUBLIC SAFETY GRANTS-POLICE	
Sub 3000	Tax Collection	
240 30000	Property Tax	1,920,000-
		-----
Sub 3000	Tax Collection	1,920,000-
		-----
Sub 4400	Intergovernmental Revenue	
240 44284	Grant - Anti-Gang	110,000-
		-----
Sub 4400	Intergovernmental Revenue	110,000-
		-----
Fnd 240	PUBLIC SAFETY GRANTS-POLICE	2,030,000-
Fnd 242	HOME REHAB ASSISTANCE	
Sub 4400	Intergovernmental Revenue	
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 245	COMMUNITY DEV. BLOCK GRANT	
Sub 4400	Intergovernmental Revenue	
245 44500	Community Dev. Block Grant	1,170,300-
		-----
Sub 4400	Intergovernmental Revenue	1,170,300-
Fnd 267	SCOOPIN' THE GENESEE	
Sub 3400	Fees	
267 34013	Fees - Scoopin Vendors	4,000-
267 34074	Fees - Veh Register - Scoopin	2,000-
		-----
Sub 3400	Fees	6,000-
Sub 4800	Miscellaneous Revenue	
267 48662	Downtown Events/Food-Drink	2,000-
267 48664	Corporate Sponsorship-Scoopin	2,000-
		-----
Sub 4800	Miscellaneous Revenue	4,000-



Fnd 267	SCOOPIN' THE GENESEE	-----	10,000-
Fnd 292	PRISONER REVIEW/DUI SB740 FUND		
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 295	LOCAL FORFEITURE FUND		
Sub 4200	Reimbursement		
295 42850	Contraband Forfeiture - State		25,000-
295 42855	Contraband Forfeiture - City		25,000-
		-----	
Sub 4200	Reimbursement		50,000-
Fnd 296	NARCOTICS FORFEITURE FUND		
Sub 4200	Reimbursement		
296 42800	Contraband Forfeiture- Federal		100,000-
		-----	
Sub 4200	Reimbursement		100,000-
Sub 4400	Intergovernmental Revenue		
296 44220	DEA-Overtime Reimbursement		60,000-
		-----	
Sub 4400	Intergovernmental Revenue		60,000-
		-----	
Fnd 296	NARCOTICS FORFEITURE FUND		160,000-
		-----	
	Report Final Totals		20,020,722-
		=====	

Transfers In

FY 2016  
PROPOSED

Fnd 267	SCOOPIN' THE GENESEE	
Sub 6300	Transfers - In	
267 63100	Transfers From General Fund	50,000-
		-----
Sub 6300	Transfers - In	50,000-
		-----
	Report Final Totals	50,000-
		=====

Expenses

		FY 2016 PROPOSED
Fnd 211	PUBLIC LIBRARY FUND	
Sub 2100	Personnel Services	
211 121121840	Personnel Services-Library	2,163,664
		-----
Sub 2100	Personnel Services	2,163,664
Sub 2200	Personnel Benefits	
211 121122456	Hospitalization	255,663
211 121122459	Unemployment Insurance	25,000
211 121122461	Employer Portion-OASDI (FICA)	161,535
211 121122467	Life Insurance Premiums	2,000
211 121122471	Other Compensation Benefits	30,613
211 121122610	Employer IMRF	311,456
		-----
Sub 2200	Personnel Benefits	786,267
Sub 2400	Contractual Services	
211 121124000	Library-Online Searches	31,480
211 121124083	Literacy Grant Expense	214,723
211 121124407	Bank Service Charges	3,000
211 121124410	Building & Grounds Maintenance	8,000
211 121124411	Vehicle Maintenance	3,000
211 121124412	Equipment Maintenance	53,320
211 121124423	Telephone	37,000
211 121124426	Utilities	5,000
211 121124428	Rental/Lease Purchase	82,028
211 121124429	Conference & Travel	3,000
211 121124431	Training & Schooling	7,500
211 121124432	Postage	10,000
211 121124433	Advertising	70,000
211 121124438	Other Professional Services	264,700
211 121124442	Photocopy	3,000
211 121124443	Membership Dues	7,500
211 121124447	Collection Agency Fees	5,000
211 121124503	Insurance Admin. Services	50,000
211 121124595	Misc Contractual Services	5,200
		-----
Sub 2400	Contractual Services	863,451
Sub 2500	Commodities	
211 121125465	Office Supplies	4,000
211 121125467	Maintenance Supplies	22,500
211 121125468	Operating Supplies	33,000
211 121125480	Miscellaneous Expense	9,100
		-----
Sub 2500	Commodities	68,600
Sub 2600	Capital Outlay	
211 121126460	Library Materials	319,510

211 121126492	Improvements	2,000
211 121126494	Equipment	34,500
		-----
Sub 2600	Capital Outlay	356,010
		-----
Fnd 211	PUBLIC LIBRARY FUND	4,237,992
Fnd 218	REFUSE COLLECTION FUND	
Sub 2400	Contractual Services	
218 121824420	Refuse Collection	3,771,000
218 121824421	Recycling Program	816,000
		-----
Sub 2400	Contractual Services	4,587,000
Fnd 228	MOTOR FUEL TAX FUND	
Sub 2100	Personnel Services	
228 922821200	Laborer	245,000
228 922821210	Maintenance Worker I	255,000
228 922821213	Maintenance Worker III	124,000
228 922821399	Earned Sick Leave Pay Outs	9,000
228 922821400	Overtime	20,000
228 922821401	Double-Time	8,000
228 922821404	On-Call Pay	20,000
228 922821413	Tool Allowance	900
228 922821723	Public Works Supervisor I	136,000
228 922821749	Public Works Supervisor II	78,000
		-----
Sub 2100	Personnel Services	895,900
Sub 2200	Personnel Benefits	
228 922822456	Hospitalization	270,000
228 922822457	Workmen's Compensation	5,000
228 922822458	Liability Insurance	5,000
228 922822461	Employer Portion-OASDI (FICA)	52,500
228 922822462	Employer Portion-Medicare Ex	13,000
228 922822467	Life Insurance Premiums	3,000
228 922822610	Employer IMRF	122,000
		-----
Sub 2200	Personnel Benefits	470,500
Sub 2400	Contractual Services	
228 922824427	Street Lighting	469,000
228 922824435	Engineering Services	150,000
		-----
Sub 2400	Contractual Services	619,000
Sub 2500	Commodities	
228 922825485	Salt	500,000
228 922825491	Concrete Patch	100,000
		-----
Sub 2500	Commodities	600,000
Sub 2700	Capital Improvements	
228 922827619	Street Renewal/Replace	1,650,000

**Special Revenue Funds**

228 922827669	Street/Traffic Signal Lighting	60,000
		-----
Sub 2700	Capital Improvements	1,710,000
		-----
Fnd 228	MOTOR FUEL TAX FUND	4,295,400
Fnd 232	911 EMERGENCY SYSTEM FUND	
Sub 2100	Personnel Services	
232 323221400	Overtime	190,000
		-----
Sub 2100	Personnel Services	190,000
Sub 2200	Personnel Benefits	
232 323222461	Employer Portion-OASDI (FICA)	11,900
232 323222462	Employer Portion-Medicare Ex	2,400
232 323222610	Employer IMRF	19,000
		-----
Sub 2200	Personnel Benefits	33,300
Sub 2400	Contractual Services	
232 323224076	Lease Payments - Principal	250,000
232 323224409	Radio Equipment Maintenance	150,000
232 323224412	Equipment Maintenance	340,000
232 323224423	Telephone	170,000
232 323224428	Rental/Lease Purchase	150,000
232 323224429	Conference & Travel	15,000
232 323224431	Training & Schooling	5,000
232 323224437	Legal Services	2,500
232 323224438	Other Professional Services	11,000
232 323224443	Membership Dues	2,000
		-----
Sub 2400	Contractual Services	1,095,500
Sub 2500	Commodities	
232 323225465	Office Supplies	400
232 323225468	Operating Supplies	7,000
232 323225469	Uniforms	3,000
		-----
Sub 2500	Commodities	10,400
Sub 2600	Capital Outlay	
232 323226494	Equipment	50,000
232 323226495	Computer Hardware/Equipment	50,000
		-----
Sub 2600	Capital Outlay	100,000
		-----
Fnd 232	911 EMERGENCY SYSTEM FUND	1,429,200
Fnd 233	FOUNTAIN SQUARE TIF #5	
Sub 2400	Contractual Services	
233 123324951	Distribution to Taxing Bodies	4,000,000
		-----
Sub 2400	Contractual Services	4,000,000

Fnd 240	PUBLIC SAFETY GRANTS-POLICE	
Sub 2100	Personnel Services	
240 624021270	Police Patrolmen	1,012,000
240 624021399	Earned Sick Leave Pay Outs	1,000
240 624021405	Overtime-Uniformed	15,000
240 624021407	Training Overtime	1,000
240 624021410	Court Time - Police Officers	20,000
240 624021411	Hire Back Overtime	20,000
240 624021412	Special Events- Overtime	2,000
		-----
Sub 2100	Personnel Services	1,071,000
Sub 2200	Personnel Benefits	
240 624022456	Hospitalization	225,000
240 624022457	Workmen's Compensation	150,000
240 624022458	Liability Insurance	120,000
240 624022462	Employer Portion-Medicare Ex	20,000
240 624022467	Life Insurance Premiums	3,000
		-----
Sub 2200	Personnel Benefits	518,000
Sub 2400	Contractual Services	
240 624024489	LLEBG Grant Expenditures	60,000
		-----
Sub 2400	Contractual Services	60,000
Sub 2500	Commodities	
240 624025469	LLEBG Uniforms	50,000
		-----
Sub 2500	Commodities	50,000
		-----
Fnd 240	PUBLIC SAFETY GRANTS-POLICE	1,699,000
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 524224675	Rehabilitation-NSP	166,000
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	200,000
242 524226479	Building Disposition NSP #3	10,000
		-----
Sub 2600	Capital Outlay	590,000
		-----
Fnd 242	HOME REHAB ASSISTANCE	1,000,000

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	84,000
245 550121815	Compliance Coordinator	164,000
		-----
Sub 2100	Personnel Services	250,000
Sub 2200	Personnel Benefits	
245 550122456	Hospitalization	30,000
245 550122461	Employer Portion-OASDI (FICA)	15,000
245 550122462	Employer Portion-Medicare Ex	4,000
245 550122467	Life Insurance Premiums	1,000
245 550122610	Employer IMRF	36,000
		-----
Sub 2200	Personnel Benefits	86,000
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	510,000
245 550324461	Catholic Charities	6,000
245 550324524	Zacharias Center	6,000
245 550324525	I-Plus Representative Payee Pr	2,000
245 550324553	NICASA	5,000
245 550324571	A Safe Place	6,000
245 550324582	CASA-Court App Special Avocate	6,000
245 550324584	Waukegan Township	4,000
245 550324606	Prairie State- Fair Housing	8,000
245 550324612	Prairie State Legal Services	8,000
245 550324617	Christain Outreach-Lutherans	6,000
245 550324620	Northern Illinois Food Bank	6,000
245 550324623	Youth Build Lake County	19,000
245 550324630	PADS Crisis Services	6,000
245 550324632	Christ Church	5,000
245 550324649	UMMA-Ed Empower Program	5,000
245 550324667	Rosalind Franklin University	1,000
245 550624480	Code Enforcement Reimb Expense	50,000
245 550624668	C.O.O.L. Food Pantry	3,000
		-----
Sub 2400	Contractual Services	686,300

Sub 2500	Commodities	
245 550125465	Office Supplies	1,000
245 550125466	Gasoline & Oil	2,000
245 550125468	Operating Supplies	1,000
245 550125478	Computer Supplies	1,000
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	140,000
		-----
Sub 2700	Capital Improvements	140,000
		-----
Fnd 245	COMMUNITY DEV. BLOCK GRANT	1,170,300
Fnd 267	SCOOPIN' THE GENESEE	
Sub 2100	Personnel Services	
267 126721400	Overtime	10,000
		-----
Sub 2100	Personnel Services	10,000
Sub 2400	Contractual Services	
267 126724438	Other Professional Services	50,000
		-----
Sub 2400	Contractual Services	50,000
		-----
Fnd 267	SCOOPIN' THE GENESEE	60,000
Fnd 292	PRISONER REVIEW/DUI SB740 FUND	
Sub 2400	Contractual Services	
292 629224411	Vehicle Maintenance	25,000
292 629224431	Training & Schooling	2,000
292 629224489	Grant Expenditures	5,000
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Sub 2400	Contractual Services	32,000
Sub 2600	Capital Outlay	
292 629226493	Vehicle	95,000
292 629226494	Equipment	90,000
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Sub 2600	Capital Outlay	185,000
		-----
Fnd 292	PRISONER REVIEW/DUI SB740 FUND	217,000
Fnd 295	LOCAL FORFEITURE FUND	
Sub 2600	Capital Outlay	
295 629526494	Equipment	500,000
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Sub 2600	Capital Outlay	500,000
Fnd 296	NARCOTICS FORFEITURE FUND	
Sub 2100	Personnel Services	



296 629621405	Overtime-Uniformed	60,000
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Sub 2100	Personnel Services	60,000
Sub 2600	Capital Outlay	
296 629626494	Equipment	500,000
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Sub 2600	Capital Outlay	500,000
		-----
Fnd 296	NARCOTICS FORFEITURE FUND	560,000
		-----
	Report Final Totals	23,755,892
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Transfers Out

FY 2016  
PROPOSED

Fnd 202	HR SALES TX INFRASTRUCTURE FD	
Sub 6800	Transfers To	
202 68495	Transfer to 2015 GO Sale Tx Bd	143,500
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Sub 6800	Transfers To	143,500
		-----
	Report Final Totals	143,500
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