



City of Belleville, Illinois

## **EXECUTIVE SUMMARY**

**of the**

## **ANNUAL BUDGET**

Fiscal Year 2017/18

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## MEMORANDUM

**To:** City Council

**From:** Mark W. Eckert, Mayor

**Date:** May 1, 2017

**Re:** Fiscal Year 2017/18 Budget

**This is the City of Belleville's 2017/18 budget. Please note that the City operates under a fund accounting system. Under this system, the most meaningful analysis is accomplished on a fund by fund basis, rather than a total fund bottom line approach.**

### Trends and Issues

**At 203 years old, the City of Belleville continues to work diligently to grow and prosper. Belleville is the largest city in Southern Illinois and is the county seat for St. Clair County. Belleville's current population is 44,478.**

**We are proud of the growth we have accomplished the past twelve plus years. The massive \$7 million downtown streetscape project and the two new retail shopping centers on Rt. 15 and Green Mount Road that were completed in 2006 and 2007 have been tremendous improvements to our City and have been significant revenue sources. In October 2016, the city completed the North Illinois Streetscape project. In 2011, Belleville was selected as an All-America City by the National Civic League after competing against 25 other finalist cities for this prestigious award.**

**In fall of 2017, renovations will be completed on City Hall. Built in 1957, the current City Hall, located at 101 S. Illinois Street, was designed by architect Charles E. King. This sturdy building with its terrazzo floors, large windows, and high ceilings has served the public well, but asbestos abatement and compliance with ADA (American with Disabilities Act) are important changes that are long overdue. Renovations also include improved energy efficiencies, safety and security upgrades and enhanced service areas.**

**In September 2016, our new police station, located at 720 West Main Street, was completed. The City's previous station was over fifty years old and the police department was spread between numerous different buildings. Jail cells were on the second floor with no elevators, making it very difficult to move prisoners.**

**In August 2017, the redesign of the city's website ([www.belleville.net](http://www.belleville.net)) will be completed. Our new, easy-to-use site will put useful information at your fingertips and help to keep you better informed. The public can easily access information on city officials, events, development projects, programs and services, as well as the quarterly newsletter. Nine years ago, the City designed and published its first quarterly newsletter with the first issue being published in April, 2008. Quarterly newsletters are mailed directly to the homes and businesses of all property owners and renters in the City. The response has been very positive.**

**In order to provide residents with necessary services, the City added a fourth Firehouse and four new firemen in 2009 at 1125 South Illinois Street, and moved Human Resources and the Parks and Recreation Department to 510 West Main Street. Since then, the City of Belleville has been awarded a Class 2 Insurance Services Office (ISO) rating, which is one of the lowest ratings awarded to communities in**

**Southern Illinois. Our good rating reflects our fire department's extensive training, aggressive building plan review, and building inspection programs.**

**The spirit of volunteerism is still strong in the City of Belleville, as evidenced at Art on the Square, Chili Cook-Off, Oktoberfest, and other public events. The countless hours of work by volunteers before, during and after these events is vital to their success. The City is also fortunate to have many motivated service organizations that support the City and its residents.**

**We continue to mentor our Character Initiative and push for stronger neighborhoods. On April 14, 2011, the City Council voted to support the Belleville Neighborhood Partnership, a new program designed to give neighborhoods direct input and a greater voice in improving their community through effective communication. We continue to support our BASIC Youth Initiative through our three high schools.**

### **Debt Limits and Bond Cap**

**The City of Belleville operates under home rule authority and therefore has no legal debt limit. The General Assembly has not limited the indebtedness that home rule municipalities may incur, nor has it required referendum approval of debt to be incurred by home rule municipalities. Consequently, home rule municipalities may legally incur indebtedness without limitation and without referendum approval. However, any municipality which is overburdened by indebtedness would have difficulty marketing its general obligation bonds. In 2014, the City of Belleville raised its bond rating from Standard & Poor's to an AA- rating. Last year our \$4,252,900 Industrial Revenue bond cap was transferred to SWIDA. Our sewer bonds are paid from user fees, and the TIF bonds are paid from sales and property tax, as is the bond issued for the General Fund for storm water separation and road projects.**

### **Policy Statements**

**Housing: A continuing goal of this department is to provide the residents of Belleville and employees of city based businesses with safe environments. This effort is accomplished with code compliance and takes an entire team to accomplish. The Housing team is comprised of building inspectors, technical inspectors, housing inspectors and administrative staff. This team conducted a total of 4,976 inspections during the fiscal year 2016/2017. The city housing inspection program has been in operation since 1988. Through this program, all housing units within the corporate limits are required to be inspected before occupancy is permitted to ensure the minimum health and safety standards are in compliance. In 2016 there were 2,587 inspections with 2,624 occupancy permits issued. The City developed a crime free housing program in 2013. The goal of the City of Belleville crime-free housing program is to increase the quality of life of residents by partnering the City with owners, landlords and managing agents to decrease the incidents of public safety violations and criminal activity in rental properties. To date 1,787 landlords/owners have been certified and 7,794 rental units have been registered. Two additional police officers have been hired from the funds generated from this program and are assigned specifically to enforce the crime free housing ordinance.**

**Economic Development and Planning: Filling vacancies in commercial areas shall be actively pursued, as shall development of the third phase of Belle Valley Industrial Park. Funding for major existing arterials and proposed highway extensions shall be actively sought within the 5-year FAU budget cycle. Subdivision regulations, as amended, shall be strictly enforced. Our superior rated schools and hospital shall be heavily marketed due to its superior ratings. We believe the development of Mid-America St. Louis Airport will provide opportunities for service oriented commercial and industrial land uses, which shall be actively pursued with the continued support of our joint use with Scott Air Force Base. The Downtown area shall be further developed and/or enhanced through public/private partnerships. The City shall encourage Mixed-Use (Residential, Commercial) development with the Downtown area. The City will support transit-oriented development around Metro Link stations. The City will support the proposed widening of Green Mount Road to four lanes to accommodate commercial and residential growth in the area. The City will**

encourage a proper mix of retail and service businesses within our community. We will determine what business types are underrepresented and strive to attract those entities to Belleville. The City will continue to work with the Greater Belleville Chamber of Commerce to continue to grow and retain businesses. The City will promote its partnership with Lindenwood University in Belleville as they continue to make many improvements. Since 2004, Lindenwood University has invested nearly \$18 million in its Belleville campus. Next to the Lindenwood Belleville campus, the Illinois State Police's \$39 million state-of-the-art crime lab is in full operation and Lindenwood Belleville offers a forensics program. The West End of Belleville has seen unprecedented growth and investment in the last two years, including the revitalization of the Marketplace and Shopland Plaza shopping centers. Work continues as Missionary Ventures, LLC constructs Hofbräuhaus-Belleville as part of the development of a 33-acre tract of land located directly across State Route 15 from the National Shrine of Our Lady of the Snows. Hofbräuhaus-Belleville is expected to open by November 2017. The City adopted its award winning Comprehensive Plan, Imagine Belleville, in June of 2014. This powerful tool is allowing us to move forward with changes to the Zoning Code as well. Much had changed since the last Comprehensive Plan was written in 2000, and this plan will guide the future growth and development of the City over the next 20 years.

**Community Development/Human Resources:** Community Development activities are administered by the office of Human Resources and continue to strengthen the City through the Belleville Neighborhood Partnership Program, the Community Development Network (CDN), and beginning in May 2017 the General and Community Assistance office. Staff serve as a liaison to the neighborhood associations and schedule City representatives to attend neighborhood meetings to provide educational presentations and address concerns. In this past year, efforts have been made to reenergize the program and improve participation in the neighborhood associations throughout the city. The CDN meets every other month and offers an opportunity for area groups to network and learn what others are doing in the community. This group has grown in number and works to avoid duplication of services and streamline assistance to our citizens. Improved ability to provide appropriate referrals is one of this group's major accomplishments. In May of 2017, the Belleville Township will be dissolved and the City will begin providing transitional and emergency assistance to Belleville citizens who qualify. Referrals to area agencies will be provided to those in need. Additionally, community assistance grants will be awarded. The General and Community Assistance office is slated to move from its current location to the City's Administration Building located at 510-512 West Main Street in October of 2017. In addition to traditional personnel management, Human Resources activities include the administration of Workers' Compensation, liability claims, fleet management, union relations, and assistance with legal compliance.

**Code Compliance:** Subdivision Regulations and Zoning Ordinances shall be strictly enforced. Occupancy permit acquisition shall be actively enforced.

**Development Tools:** The areas adjacent to and within five (5) blocks of the Metro Link stations shall have conceptual land use plans. These plans are to be utilized as a marketing tool for new residential and commercial land uses. Enterprise Zone incentives shall be made available only after financial implications of such have been fully investigated. Tax Increment Financing shall be actively promoted to realize new development and provide funding for city-wide infrastructure improvements. The City is committed to transfer at least \$1,000,000 per year to sewer construction funds. The City shall attempt to attract more grant funding for community improvements and programs. Over time, the City's goal is to reduce its reliance on financial tools to attract or retain business.

## General Overview

The City has numerous funds which fall into the following categories: the General Fund, in which all operating expenses are generally included; Utility Funds, where costs and revenues for our sewer operations and debt service are incurred; Tax Funds, which receive property taxes that are used for specific purposes; Tax Increment Financing Funds, which receive revenues from the City's TIF District; Special Revenue Funds, which receive monies from specific revenue sources and must be used for particular purposes; and finally, Pension Funds, which are maintained for employee retirements.

The General Fund includes expenses for such services as police, fire, streets, parks, sanitation and administrative activities. FY 2017/18 General Fund requested expenses total \$28,026,397. Projected 2017/18 revenues equal \$28,032,315. This represents a surplus budget of \$5,918.

## General Fund Revenues

General Fund income is projected to be \$28,032,315. Of this, the following are the four major revenue sources: sales tax, estimated to be approximately \$6,650,000, utility tax anticipated to be approximately \$3,400,000, Belleville's portion of the income tax received from the State at approximately \$4,500,000, and garbage fees are anticipated to be \$3,050,000.

The General Fund revenues are projected using a conservative approach.

One revenue source worth mentioning is the inter-fund operating transfers which represent 7% of revenue received in the General Fund. \$300,000 will be transferred from the Motor Fuel Tax Fund to the General Fund as a reimbursement for street department salaries and materials. There is also an inter-fund transfer in FY 2017/18 from the Tax Increment Financing (TIF) District 3. This is an administration fee which covers costs such as personnel, as well as a reimbursement on road work paid for by the general fund and reimbursed by the TIF fund. This transfer amounts to \$1,416,005 for the current fiscal year.

## City Program Priorities

The City's fiscal policies recognize the following hierarchies of priorities for the allocation of revenues. The first and most important priority is to appropriate adequate monies for general operations in order to continue to provide quality essential services and maintain day to day operations to the community. The second priority is funding for necessary capital equipment to provide essential services to City residents. Third, to fund for essential capital improvement projects in order to maintain and improve the integrity of the current infrastructure. Fourth, to maintain the City's contingency reserves to provide monies in the event of a major revenue shortfall, natural disaster, or any unanticipated expenditure requirement. Fifth, the City of Belleville committed 5,000 dollars for five years beginning in fiscal year 2014/2015 to the Leadership Council Southwestern Illinois to maintain the strength of Scott Air Force Base. Please note that the second and third priorities not only provide funding for capital equipment and improvement programs, but also are necessary to decrease the City's liability exposure.

## Capital Equipment & Major Projects

The City has budgeted for capital equipment in 2017/18. Major capital equipment and projects expenditures include the following: Purchase of Land, \$66,000, Building Improvements, \$3,215,924, Equipment, \$663,250, Vehicles, \$608,800, Infrastructure, \$17,547,205, Streets, \$620,000, Furniture and Fixtures, \$2,050, Books and Periodicals, \$82,070, and Other Improvements, which includes upgrading parking lots, road improvements, park improvements, street patching, sidewalks, etc., total \$4,257,500. The grand total for all capital outlay is \$27,062,799. Capital Expenditures represent approximately 21.97% of the total budget. Some of the revenue required will come from grants as well as reimbursements from

**IDOT and TIF funds. Capital Projects are budgeted within their respective fund. The City generally refers to the Master Plan as a guide for Capital Projects. The bulk of capital funds are going to street projects, City Hall renovations, and State-mandated sewer upgrades.**

### **Utilities Fund**

**The Sewer Fund revenues for 2017/18 are estimated at \$9,030,000. These revenues not only support day to day operation of the City but also go to meet the debt service that is required of the Sewer Fund. Capital Improvement projects are budgeted in the Sewer Construction Fund 24. The City is expanding the sewer plant, and is currently in Phase III of the sewer separation project. These projects will be funded by user fees, tap-on fees and transfers to Sewer Construction from the operating account and TIF 3.**

### **Tax Increment Financing (TIF) Funds**

**The City TIF District encompasses most of the main street corridors and downtown Belleville. Portions of increased real estate and sales taxes generated within the TIF District are returned to the area and are to be invested in the district's infrastructure. Important TIF projects include the North Illinois Street improvements, Juanita Place street improvements, demolitions, sidewalk and parking lot repairs, bike trails, park improvements, storm water separation street repairs, and renovating public buildings. These projects, as well as others, will be funded by property tax received in the TIF Funds. About 30% of TIF expenditures honor agreements which were renegotiated with the school districts, increasing the dollars left in TIF to be used for infrastructure. Business incentives will also be provided from these funds. A transfer of \$1,416,005 will be made to the General Fund to cover expenses incurred by the General Fund including administrating the TIF area. It will also transfer monies required for the various bond issues as well as \$1,200,000 this fiscal year to the Sewer Construction Fund for the Long Term Control Plan improvements and sewer projects.**

### **Library Fund**

**In 2014, the Belleville Public Library was awarded a Public Library Construction Grant from the State of Illinois. The Grant funds were combined with funds previously secured by the library for a combined total in excess of \$900,000. The exterior façade of the main library was completely restored, a new roof was put on the building, the secondary entrance was made ADA compliant, and new paint and carpeting were added on the inside. New service desks were built, as well as a new multipurpose training room, and new shelving. The Belleville Public Library will again offer many valuable services to residents of Belleville during 2017/18. The 2017/18 Library revenues are projected at \$1,504,950 - 85% of which is property taxes. The 2017/18 Library expenses are budgeted at \$1,504,130. Other important Library expenditures in 2017/18 include the addition of over \$82,000 in new books, audio books and periodicals, as well as \$10,000 for other equipment.**

### **Motor Fuel Tax Fund**

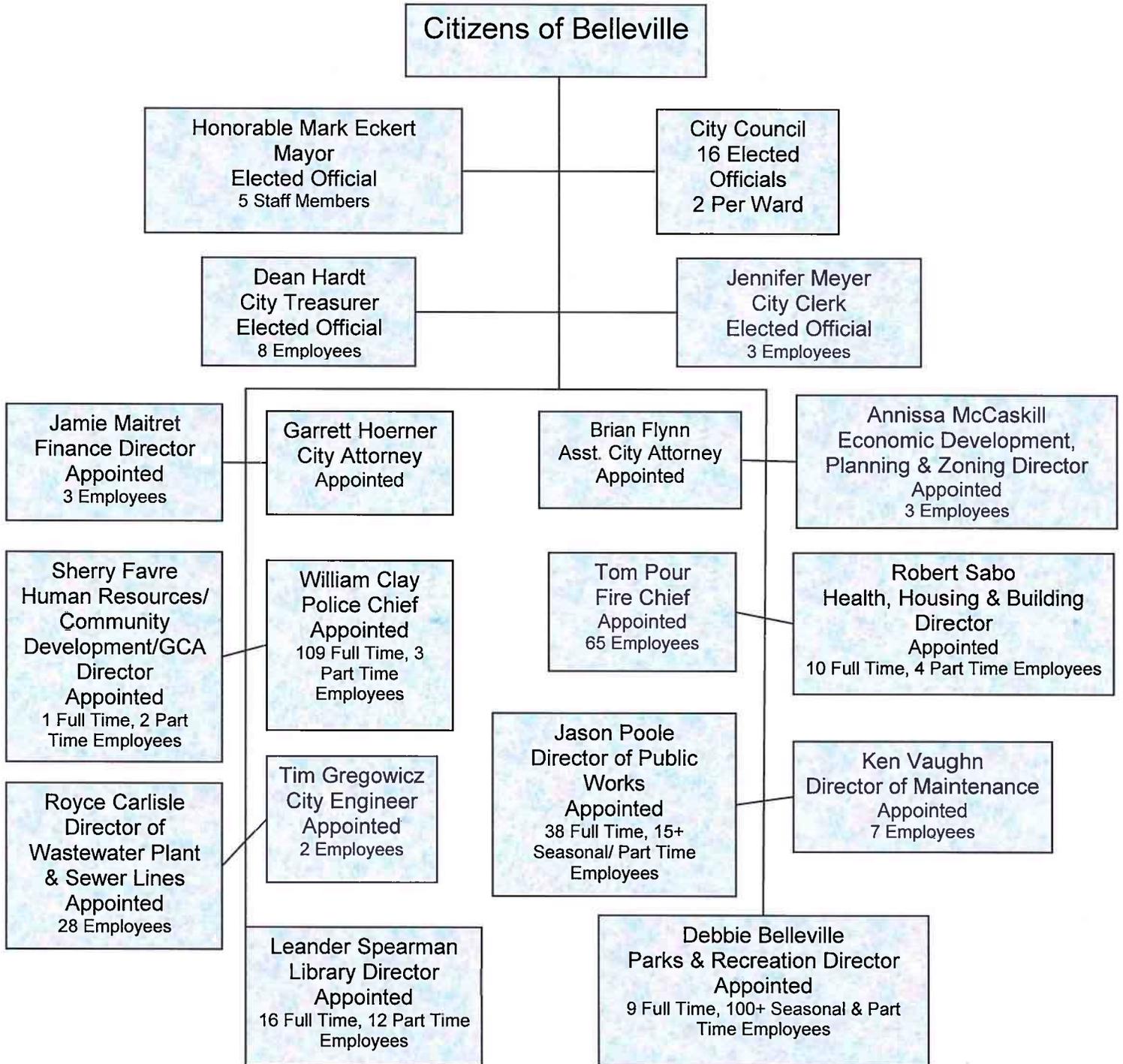
**The Motor Fuel Tax Fund has projected expenses of \$1,470,500, with projected income of \$1,225,500. The Motor Fuel Tax Fund has adequate reserves to fund the Capital Improvement Program for fiscal year 2017/18. The Motor Fuel Tax Fund will have a favorable effect on all residents who use Belleville streets. The City is continuing to take an aggressive approach to upgrading streets during 2017/18. Some of the funds for street improvements will come from the TIF funds when the streets are located in a TIF area. The 50/50 sidewalk program, concrete and asphalt patching program, as well as pavement markings are included in this year's budget. Of course the City will continue its traditional street maintenance program by scarifying some streets, striping and curb improvements, as well as the 50/50 Sidewalk Replacement Program. The City of Belleville is proud of its investment in our roads and thoroughfares as well as our Sidewalk program. The City hires a contractor and will pay 50% of the cost for sidewalk improvements**

both in our business community as well as our residential areas. The City of Belleville also has a grant opportunity for sidewalk improvements for those who are disabled or who have low income and meet the qualifying criteria.

### Summary

The City of Belleville, like all units of local government, continues to feel the challenges of our State of Illinois. Financial obstacles, many unfunded mandates, and still the uncertainty of payments make it difficult to forecast good financial budgets. In closing, I advise the City Council and the citizens of Belleville that despite the ongoing challenges with the State and National economy, the City has not incurred deficit spending. We will continue to carefully monitor our financial situation throughout the new fiscal year. This budget, which has taken many hours to prepare, is one which can't be compiled by just one individual. It has been developed with the combined efforts of department heads and administrative staff. Through the continued efforts of our employees, the guidance of the City Council, input of our residents and numerous open public meetings, we are working diligently to ensure a stable fiscal future for the City of Belleville as we work to continue to make Belleville a strong Community of Character. I extend my sincere thanks to Jamie Maitret, our Finance Director, for her leadership on developing our annual budgets.

# CITY OF BELLEVILLE ORGANIZATION CHART



**OFFICIALS OF THE CITY OF BELLEVILLE, ILLINOIS**

**ELECTED:**

<b>Mayor</b>	<b>Mark W. Eckert</b>
<b>City Clerk</b>	<b>Jennifer Meyer</b>
<b>City Treasurer</b>	<b>Dean Hardt</b>

**CITY COUNCIL**

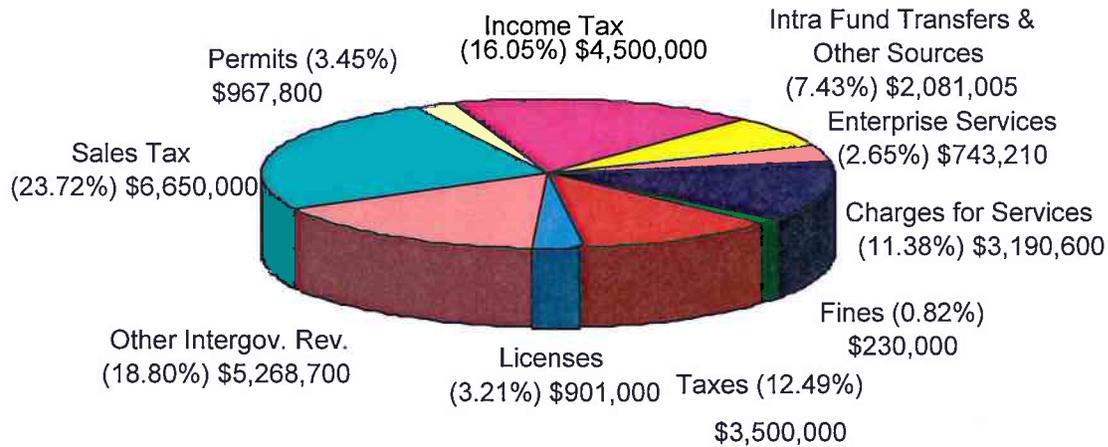
**Ken Kinsella  
Joseph Hazel  
Mike Buettner  
Jane Pusa  
Kent Randle  
Scott Tyler  
Johnnie Anthony  
Raffi Ovian  
Michelle Schaefer  
Edward Dintelman  
Andy Gaa  
Dr. Mary Stiehl  
Dennis Weygandt  
Phillip Elmore  
Roger Barfield  
Roger Wigginton**

**APPOINTED:**

<b>City Attorney</b>	<b>Garrett Hoerner</b>
<b>Assistant City Attorney</b>	<b>Brian Flynn</b>
<b>Police Chief</b>	<b>William Clay</b>
<b>Fire Chief</b>	<b>Tom Pour</b>
<b>City Engineer</b>	<b>Tim Gregowicz</b>
<b>Director of Finance</b>	<b>Jamie Maitret</b>
<b>Director of Wastewater Plant &amp; Sewer Lines</b>	<b>Royce Carlisle</b>
<b>Director of Economic Development &amp; Planning</b>	<b>Annissa McCaskill</b>
<b>Director of Parks &amp; Recreation</b>	<b>Debbie Belleville</b>
<b>Director of Human Resources/Community Development/GCA</b>	<b>Sherry Favre</b>
<b>Director of Maintenance</b>	<b>Ken Vaughn</b>
<b>Director of Public Works</b>	<b>Jason Poole</b>
<b>Director of Health &amp; Housing</b>	<b>Robert Sabo</b>
<b>Library Director</b>	<b>Leander Spearman</b>

## GENERAL FUND

### 2017/18 BUDGETED REVENUES BY SOURCE CITY OF BELLEVILLE

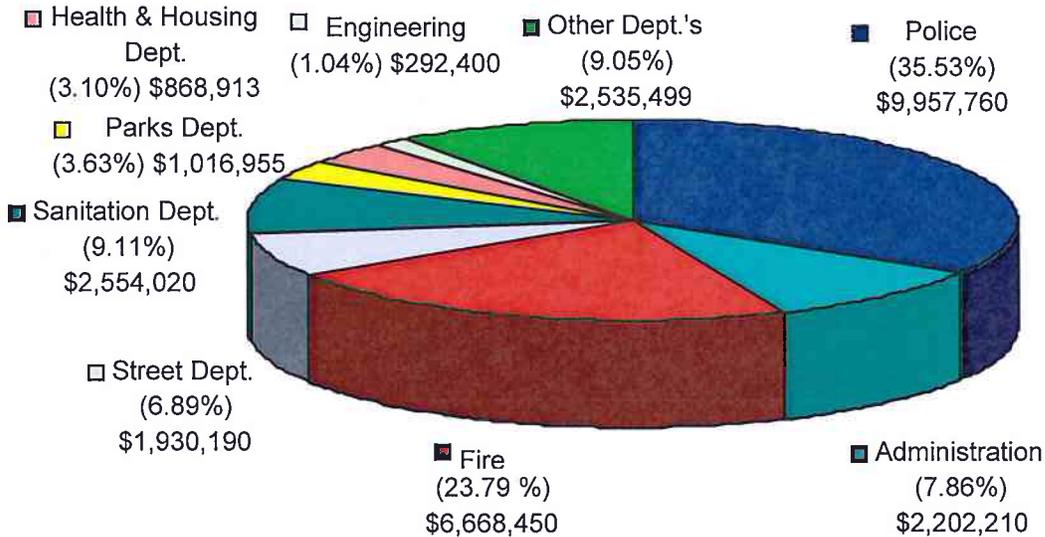


**TOTAL BUDGET = \$28,032,315**

### TOTAL GENERAL FUND REVENUES

	FY 2013/14 Actual	FY 2014/15 Actual	FY 2015/16 Actual	FY 2016/17 Actual	FY 2016/17 Budgeted	FY 2017/18 Estimated
<b>Total Taxes</b>	3,331,238	3,375,429	3,430,672	3,357,692	3,715,000	3,500,000
<b>Total Licenses</b>	756,410	872,641	888,891	849,657	932,000	901,000
<b>Total Permits</b>	699,126	712,934	700,231	735,619	780,300	967,800
<b>Total Intergovernmental</b>	15,667,025	15,352,079	15,996,424	15,607,645	16,340,600	16,418,700
<b>Total Fines</b>	435,178	349,598	260,738	175,497	356,500	230,000
<b>Total Charges for Services</b>	3,097,213	3,118,109	3,059,093	3,098,104	3,187,800	3,190,600
<b>Total Enterprise Services</b>	503,616	536,584	143,903	663,514	708,005	743,210
<b>Total Other Sources</b>	1,607,602	1,855,045	2,031,024	2,072,410	2,072,950	2,081,005
<b>Total Revenue</b>	26,097,408	26,172,419	26,510,976	26,560,138	28,093,155	28,032,315

## 2017/18 BUDGETED EXPENDITURES BY DEPARTMENT CITY OF BELLEVILLE



**TOTAL BUDGETED EXPENDITURES = \$28,026,397**

### TOTAL GENERAL FUND EXPENDITURES

Account Description	FY 2013/14 Actual	FY 2014/15 Actual	FY 2015/16 Actual	FY 2016/17 Actual	FY 2016/17 Budgeted	FY 2017/18 Requested
Total Personnel	19,390,123	20,569,890	21,234,193	21,086,598	21,338,112	21,497,427
Total Contract Services	4,197,019	4,233,056	4,272,598	4,810,954	4,981,450	5,051,860
Total Commodities	1,197,723	1,043,528	900,821	873,319	1,001,777	1,013,475
Total Debt Service	278,859	291,457	282,089	402,820	404,032	260,335
Total Capital Outlay	440,970	458,909	100,579	437,705	475,604	136,800
Total Other Expenditures	146,574	137,629	142,768	134,803	160,500	66,500
<b>GRAND TOTAL</b>	<b>25,651,268</b>	<b>26,734,469</b>	<b>26,933,048</b>	<b>27,746,199</b>	<b>28,361,475</b>	<b>28,026,397</b>

# ADMINISTRATION DEPARTMENT

Department Number: 01-50

All expenditures made from this department are for the basic operations of the City Council, Boards, and other elected officials. Belleville operates under a strong Mayoral/Aldermanic form of government. The City Council consists of two aldermen from each of eight wards elected every four years. Their terms are staggered so that half are elected every two years. The Mayor performs all of the duties prescribed by law, including Belleville ordinances and is charged with seeing that the laws and ordinances are faithfully executed. The Council establishes the policy and legislation necessary for the continued progressive development of the City.

There are many items that are used Citywide that cross over Department boundaries. These types of cross over expenses are charged to this department. Examples would be copiers, cash registers, the annual audit, network programming, codification, postage, public hearing notices, dues for professional organizations such as the Illinois Municipal League, city directories, utilities for most City-owned buildings, street lighting, etc.

The City pays the debt service for the 2009 G.O. Refunding Bonds through this department.

Boards and Commissions whose expenses are paid through this department with revenue collected in the form of donations and grants include the Historical Preservation Committee and the Labor Museum.

Account Description	ADMINISTRATION EXPENDITURES					
	City Administration	City Administration	City Administration	City Administration	City Administration	City Administration
	FY 2013/14 Actual	FY 2014/15 Actual	FY 2015/16 Actual	FY 2016/17 Actual	FY 2016/17 Budgeted	FY 2017/18 Requested
Department Number	01-50	01-50	01-50	01-50	01-50	01-50
Total Personnel	655,195	657,843	726,441	566,531	574,500	631,900
Total Contract Services	1,256,196	1,189,940	1,215,838	1,388,191	1,402,925	1,334,425
Total Commodities	24,536	21,466	13,847	17,045	21,200	14,200
Total Debt Service	278,859	291,457	282,089	402,820	404,032	187,685
Total Capital Outlay	16,819	330,962	200	1,680	3,000	2,000
Total Other Expenditures	121,365	99,258	130,542	112,271	124,000	32,000
<b>GRAND TOTAL</b>	<b>2,352,970</b>	<b>2,590,926</b>	<b>2,368,957</b>	<b>2,488,538</b>	<b>2,529,657</b>	<b>2,202,210</b>

# POLICE DEPARTMENT

Department Number: 01-51

The Belleville Police Department provides service for approximately 44,500 residents, as well as those who visit and work in the City. The department is comprised of eighty-four (84) sworn officers, eleven (11) telecommunicators, seven (7) clerical, two (2) mechanics, one (1) Civilian Crime Scene Technician, and three (3) part-time Community Service Officers.

The Police Department has an Operations and Administrative divisions, which provide a level of service and protection for the community and the citizens. The Revised City Ordinances of the City of Belleville have vested authority in the Chief of Police to adopt policies and procedures governing the control and direction of the Police Department and the members thereof. The Chief is also responsible for the department's strategic goals, priorities, initiatives, tone and code of ethics essential to the Good Order and operation of the department. One (1) Lt. Colonel (Assistant Chief of Police) is second in command of the police force, and assists the Chief in the day-to-day operations of the department. The Assistant Chief assumes the duties of the Chief in his absence.

The Administrative Division reports directly to the Chief of Police and is comprised of one (1) Master Sergeant, one (1) Officer, The Training Coordinator, one (1) Executive Secretary and one (1) Administrative Supervisor. The Administrative Supervisor oversees the secretarial staff, and assists the Chief in preparing the department's annual budget, COPS and other grant requests, submissions and reporting. The Administrative Supervisor assists in maintaining the department's web, Facebook and Twitter pages and preparing various releases for these pages. The Administrative Division oversees the ordering of supplies and equipment for the efficient 24 hour operation of the department. The Administrative Division holds tours and corresponds with neighborhood groups and organizations requesting seminars or other informational meetings. The Administrative Division ensures all required training for the department officers is accomplished. They maintain complete training records for the department and assist in training, such as Firearms, CPR, Hazmat, and blood borne pathogens. They maintain the records and budget for the police fleet. The Training Coordinator conducts pre-hiring background checks, schedules polygraphs, and is responsible for registering new officers for the academy and other employees for various training classes outside of the department.

The Operations Division is commanded by one (1) Captain. The Operations Division oversees four (4) bureaus – Special Operations, Investigations, Patrol, and Communications.

Special Operations Bureau is commanded by one (1) Captain and is composed of Code Enforcement, Street Crimes, Traffic, School Resource, Drug Tactical, DEA and the Canine Units. These units provide specialized services to the citizens from drug interdiction to enforcement of Crime Free Housing objectives. Street Crimes is a proactive unit with a primary goal of actively addressing street crimes of opportunity, order maintenance, drug and weapons violations, by conducting Hot Spot policing operations and intensive traffic enforcement. The Traffic Unit is staffed by two (2) State Certified Traffic Reconstructionists and they investigate all serious injury or fatal traffic accidents. In addition these officers code all traffic reports, establish parade routes, funeral and other motorcade escorts. The Canine Unit is composed of two (2) Officers and their K-9 partners. They assist in drug interdiction, locating contraband, suspect tracking, article searches and protection of police personnel. Additionally, they perform demonstrations for community, neighborhood organizations, and schools, showcasing their K-9 partner's ability.

Investigations Bureau is commanded by one (1) Master Sergeant. The Master Sergeant assigns caseload and oversees the handling of cases by detectives, and communicates and coordinates with the State's Attorney's Office. Detectives are responsible for maintaining their caseload and presenting each case for consideration and successful prosecution to the State's Attorney's Office or Grand Jury. The Juvenile Division investigates all criminal matters involving juveniles. The Crime Scene Unit is staffed by two sworn officers and one (1) civilian Crime Scene Technician. All three are State Certified Crime Scene Investigators. They assess, collect, photograph, video, catalogue and store all evidence. When required, they transport all evidence to the Illinois State Crime Lab and to court, keeping the chain of evidence intact.

The Patrol Bureau is comprised of four (4) Squads. Each squad is commanded by a Lieutenant along with (2) Sergeants (or Master Sergeants). Patrol consists of the uniformed officers and canine officers who are the first responders to all calls for service. These officers prepare all initial reports, enforce traffic laws, and arrest subjects who violate Federal, State and local ordinance violations within their assigned patrol districts.

The Special Response Team (SRT) is responsible for tactical entry in search warrants, drug raids, armed or barricaded situations and hostage negotiations.

Communications provide that vital link of communication between those who call for assistance in both emergency and non-emergency situations and the police officers on the street. The department's telecommunicators are trained and certified in response to 9-1-1 calls, emergency medical dispatching, and the Law Enforcement Automated Data System (LEADS). In addition to the Police Department, they dispatch fire calls for the Fire Department.

Vehicle Maintenance is responsible for the daily care and maintenance of all police vehicles. They maintain the records for all mechanical work completed.

In 2017/18, the Belleville Police Department looks forward to building stronger ties with the community, schools and businesses through our community policing efforts. The Police Department is committed to cooperating with the Mayor, City Council, and other City Departments to enhance and improve the quality of life for the people we serve.

The Police Department has placed major emphasis on pro-active enforcement for all of Belleville's citizens and visitors. The department values the partnership of the community and continues to encourage any assistance that fosters a better Belleville.

POLICE DEPARTMENT EXPENDITURES						
Account Description	Police Department FY 2013/14 Actual	Police Department FY 2014/15 Actual	Police Department FY 2015/16 Actual	Police Department FY 2016/17 Actual	Police Department FY 2016/17 Budgeted	Police Department FY 2017/18 Requested
Department Number	01-51	01-51	01-51	01-51	01-51	01-51
Total Personnel	7,917,511	8,375,767	8,808,030	8,505,613	8,695,300	8,747,800
Total Contract Services	695,618	679,813	688,216	761,553	786,570	924,460
Total Commodities	286,131	230,193	178,460	182,142	189,000	216,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	32,924	41,410	31,659	33,057	33,500	40,500
Total Other Expenditures	20,945	32,420	6,718	19,948	30,500	29,000
<b>GRAND TOTAL</b>	<b>8,953,129</b>	<b>9,359,603</b>	<b>9,713,083</b>	<b>9,502,313</b>	<b>9,734,870</b>	<b>9,957,760</b>

# FIRE DEPARTMENT

Department Number: 01-52

Under the direction of Fire Chief Tom Pour, effective August 1, 2015, the Belleville Fire Department achieved an ISO rating of 2, bringing us to the top 2% of the country. Our department is divided into two basic divisions; fire suppression and administration. The staff consists of 63 full-time firefighters; including 3 Chief Officers, 4 Battalion Chiefs, a Firehouse Office Manager, and a Database Administrator. In 2016, the Fire Department responded to 1,841 calls from the citizens of Belleville and surrounding areas for Mutual Aid. The fire incidents ranged from structure fires to rescue calls.

The Belleville Fire Department has expanded their continuing education training program under the supervision of Deputy Fire Chief Bud Jacobs. Our training programs help our firefighters to be prepared for the new challenges we face each and every day. All Fire Personnel must average 20 hours of training and testing per person per month. There are 48 subject areas to be covered and documented through the Office of the State Fire Marshall and the Illinois Department of Labor. Some examples of these subject areas are blood-borne pathogens, hazardous materials, drivers' training, vehicle extrication, fire suppression and rescue.

The Belleville Fire Department is currently forming specialty teams in Hazardous Materials, Technical Rescue, and Water Rescue.

- In Hazardous Materials, the Department has 20 members trained at Hazardous Materials technician A level, and 14 members trained above that, to the Technician B level. We currently have 6 members that are part of the Mutual Aid Box Alarm System (MABAS) deployable Hazardous Materials Team, which may be called to assist in a large scale event such as a train derailment.
- The Department Technical Rescue Team consists of 16 members currently training in the following venues: Rope Operations and Technician, Trench Rescue Operations and Technician, Confined Space Operations and Technician, and Structural Collapse Operations and Technician. The goal of this team is to prepare for any specialty rescue assignment within our City, however these firefighters will also be part of a deployable response team that can be called in the event of a large scale Technical Rescue such as a response to a tornado.
- Belleville Fire Department also has 13 members that are trained in water operations, 8 of which are water technicians and 4 that will be attending a Technician level certification class at Indiana River Rescue in Spring 2017.

With the numbers of specialty trained firefighters in the department, we are assured to have some firefighters on duty each day that can get us started on specialty rescue, whereas, just a couple of years ago we would have to wait for an outside agency for assistance. With the advancement of the Code Red system, we can now get the other members of the team, if needed, to the scene in a short amount of time.

The Fire Prevention Bureau is under the direction of Assistant Fire Chief J.P. Penet. He is ultimately responsible for all fire inspections conducted by the firefighters. Assistant Chief Penet is also responsible for plan reviews of all commercial new construction and businesses renovating commercial construction in the City of Belleville. New businesses in Belleville may not open until they have been inspected by the Fire Department. The Belleville Fire Department inspected over 2,700 businesses last year, including re-inspections. The Fire Prevention Bureau enforces the 2006 International Fire Code and the NFPA 101 Life Safety Code for new construction and existing buildings. BFD also works closely with the Office of the State Fire Marshal of the State of Illinois for underground storage tank enforcement and other areas handled by the State Fire Marshal.

In 2016, the Belleville Fire Department implemented a new inspection database program that has not only improved our capabilities, but will assist in interaction of multiple departments within the city, including Economic Development and our City's Housing Department.

Our Fire Department conducts fire drills at every school and daycare in the city. More than 8,000 children are instructed as to how to respond in case of a fire in their school. The Fire Department also goes to grade school assemblies to talk to the children about fire prevention by using Pluggie the Robot Fire Plug. The department also has an E.S.C.A.P.E. trailer that is filled with smoke and children are taught how to exit safely.

The Belleville Fire Department also offers fire prevention and safety education to businesses, groups or any individual who requests these classes. Our offerings include fire extinguisher training (either gas or laser operated), fire safety including cooking safety, holiday fire safety and almost any other safety topic you may need. These safety offerings can be tailored to any age group from preschool to the elderly.

Tours of the engine houses are also scheduled on a regular basis where fire prevention is taught and children can become familiar with fire equipment, apparatus, and firefighters gear.

Our department has 8 personnel who are Nationally Certified Child Passenger Safety Technicians. The BFD installed and conducted more than 150 car safety seat checks in 2016. The car safety seat checks are conducted free of charge at the fire stations. Car seat checks can be scheduled by contacting the Fire Administration.

Our Department's Fire Investigation Unit consists of 10 certified fire investigators and an accelerant K9, Chewy. The FIU is responsible for a cause and origin investigation of every fire. The investigators receive annual training in cause and origin, photography, report writing and interviewing techniques.

With the smoke detector program, all houses which we are called to are checked for working smoke detectors and no house is ever left without a working smoke detector. Smoke detectors are also given to and installed to the senior citizens as well as low income families. BFD also changes the batteries for the elderly and the disabled.

The Belleville Fire Department has made great advancements in emergency preparedness over the last 2 years to the benefit of not only our citizens but also all of the communities around us. The surrounding communities have taken notice that we are available throughout the area in a moment's notice. The members of the Belleville Fire Department are committed to growing our knowledge and resources as the city grows. This allows us to provide unmatched fire and rescue services to those we protect.

Department goals achieved for FY 2016/17 are as follows:

1. Continue to provide the best fire prevention and suppression service possible.
2. To continue to expand the number of people that we educate in fire prevention.
3. Continue to expand our training program.
4. Department-wide rapid intervention training to help us save our own.
5. Joint training with sewer department in Confined Space Rescue.
6. Expand the coordinated efforts to work seamlessly with the Belleville Police Department.

Department goals for 2017/18 are as follows:

1. Continue to provide the best fire prevention and suppression service possible.
2. Continue to expand our training program, to our personnel and neighboring departments.
3. Continue assistance to the Belleville Police Department.
4. Improve early tornado warning notification.
5. Increase Code Red enrollment.
6. More widespread safety checks of large multifamily structures.
7. Bring 11 firefighters up to the Fire Officer 1 level.
8. Increase the number of Haz Mat deployable level personnel.
9. Bring the technical rescue team to deployable status.

Description of call	2014	2015	2016		2014	2015	2016
Structure Fires	50	53	58	Injuries Firefighters	16	5	6
Cooking Fires	30	27	23	Deaths Firefighters	0	0	0
Grass, Weeds & Rubbish	74	46	42	Deaths Civilians	0	2	0
Mobile Property (Vehicle) Fires	38	32	41	Number of Inspections	2,763	2,754	2,704
Extrications, Rescue Calls	61	80	139	In Services/Fire Drills	228	182	168
Spills, Leaks, Carbon Monoxide Power Lines, Transformers	203	194	260				
False Calls	515	511	502				
Smoke & Odor Good Intent Calls	77	82	75				
Smoke or Odor Removal	95	105	74				
Service Calls, Assist Police	576	592	614				
Ruptures, Explosion, Overheating	7	10	13				
Bomb Scares	2	0	0				
Mutual Aid	15	15	9				
Total Calls	1,743	1,747	1,850				

FIRE DEPARTMENT EXPENDITURES						
Account Description	Fire Department					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-52	01-52	01-52	01-52	01-52	01-52
Total Personnel	5,028,172	5,663,477	5,720,802	5,854,723	5,857,112	5,830,000
Total Contract Services	523,988	515,688	534,822	603,189	613,848	638,800
Total Commodities	93,842	87,011	85,451	82,976	92,052	96,500
Total Debt Service	0	0	0	0	0	72,650
Total Capital Outlay	164,531	24,965	38,347	286,142	294,946	25,000
Total Other Expenditures	4,264	5,952	5,508	2,585	6,000	5,500
<b>GRAND TOTAL</b>	<b>5,814,797</b>	<b>6,297,093</b>	<b>6,384,930</b>	<b>6,829,615</b>	<b>6,863,958</b>	<b>6,668,450</b>

# STREET DEPARTMENT

Department Number: 01-53

The Street Department, garaged at 801 Royal Heights Road is responsible for maintaining over 500 lane miles of roadway and 60 miles of alleys. The Street Department consists of a Director of Public Works, an Assistant Director, secretary, seventeen full-time street workers, and approximately 15 part-time seasonal employees.

Duties include sign replacement, snow and ice control, concrete repairs, installing guardrails and concrete barriers, crack sealing and repairing road edges, litter control, right-of-way mowing and weed spraying, street sweeping, right-of-way tree trimming and removal, and pothole repairs. Additionally, the Street Department is also the 'Emergency Response Department', and responds to Police and Fire when asked to assist with barricades to block areas for various emergency purposes; performs clean-up measures following vehicle accidents, fires and severe weather incidents.

The Street Department is also responsible for flood control. Ditching or re-establishing ditches that have silted in or creating additional ones, as well as culvert repair and replacement, in addition to catch basin and detention basin cleaning and repairing. The Department also hauls and supplies rip rap, dirt and rock for erosion and flood control.

This department oversees traffic control, which includes signs and street markers; replacing or repairing damaged, missing or old signs. Last year we replaced signs which included numerous other informational signs, warning signs and traffic control signs, along with posts and brackets, costing over \$17,000. Stolen, lost or found bicycles and other property are picked up, tagged and stored by the Street Department; further assistance to the Police Department is given by transport of large evidence and other stolen merchandise.

The Street Department assists with detours, traffic control, and clean-up, related to various organizations, civic groups, and schools for picnic, parades, and field days; downtown festivals, events and associated promotional activities in the downtown area; miscellaneous block parties, fundraisers, 5-K runs and other charitable events held throughout the City. Banners promoting events, and noting anniversaries of various organizations, schools, etc. are hung by the Street Department. The Street Department also hangs the Christmas decorations and assists with other holiday related set-ups. (e.g. Santa House, Christmas Chalets, etc.)

The Street Department is also currently responsible for maintaining the grounds at Mt. Hope Cemetery. This includes mowing, trimming, litter pickup, debris removal, and tree maintenance.

The Street Department has been able to purchase some newer equipment and vehicles in the past few years, and will continue to work on maintaining the new and aging equipment and vehicles.

## STREET SIGN REPLACEMENT PROGRAM

	2014	2014	2015	2015	2016	2016
Street Markers	126	\$3,131.89	100	\$1,699.13	133	\$2,094.62
Traffic Control	1139	\$16,411.18	447	\$8,414.52	229	\$11,845.35
Information/Warning	893	\$5,821.29	350	\$3,912.42	86	\$3,550.16
Total	2158	\$25,364.36	897	\$14,026.07	448	\$17,490.13

## SUMMARY OF WORK HOURS

	2011	2012	2013	2014	2015	2016
Banners/Special Events	394	542	281	1302	1014	639
Blacktop	2337	1814	1748	2577	2375	2485
Catch Basins	915	581	942	777	1033	630
Central Crew	1828	1989	1803	1662	1865	1831
Christmas Decorations	422	256	456	352	456	384
Concrete	1591	3120	2729	2000	2665	1385
Crack Seal	0	0	483	437	144	1096
Culvert Replacement/Ditching	888	1761	2055	600	960	640
Election Supplies	118	176	128	236	100	246
Emergency	3143	2355	1992	1892	1979	1864
Litter	1509	963	552	284	590	595
Miscellaneous	500	0	733	569	289	1757
Mowing	1676	1401	0	1864	2110	3585
Oil & Chip	760	0	0	0	596	540
Oil & Chip Overtime					118	185
Rock/Dirt	996	1850	1309	1770	1535	1744
Rodder/Vactor	132	184	260	128	0	0
Shop	2857	3353	3155	2891	3010	3062
Snow/Ice	976	186	506	858	374	436
Snow/Ice Overtime	1157	511	1706	1958	1516	715
Storm Debris	88	0	0	0	0	0
Sweeping	1713	1242	1673	1478	1554	1374
Training	62	56	0	64	32	120
Trees/Stump Removal	1854	1461	1397	1349	1516	2126
Vehicle Preparation	272	154	392	557	392	272
Weed Spraying	32	40	36	32	28	40
Mt. Hope Cemetery	3166	6016	8708	6432	7214	4372

## STREET DEPARTMENT EXPENDITURES

Account Description	Street Department					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
<b>Department Number</b>	<b>01-53</b>	<b>01-53</b>	<b>01-53</b>	<b>01-53</b>	<b>01-53</b>	<b>01-53</b>
Total Personnel	1,373,906	1,359,656	1,332,977	1,461,395	1,467,000	1,493,600
Total Contract Services	223,357	215,521	233,581	224,551	237,550	257,590
Total Commodities	262,954	195,235	191,954	162,444	195,500	179,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>1,860,217</b>	<b>1,770,412</b>	<b>1,758,512</b>	<b>1,848,390</b>	<b>1,900,050</b>	<b>1,930,190</b>

# PARKS DEPARTMENT

Department Number: 01-54

The Belleville Parks Department is charged with the responsibility of maintaining all parklands within the city limits of Belleville, an area covering approximately 16 square miles and consisting of approximately 250 acres of park land. In addition to the 250 acres of parkland, the department also maintains about a dozen ball diamonds at the schools and parks that are used for department programs.

The City of Belleville Parks Department opened our Bicentennial Park on May 1, 2013 in honor of the Bicentennial year 2014. This is our most “rustic” Community Park with natural trails and 5 fishing ponds totaling 43 acres. The park is conveniently located off the 17<sup>th</sup> Street corridor, at 4811 Belleville Crossing. The “Kimball Plaza” development includes a wedding-like gazebo, ADA fishing pier, a “tree” themed playground, a spectacular motioned art sculpture “Whimsical Palm”, a restroom facility and a lighted parking lot. We were awarded the IDNR-OSLAD grant to continue developing this park at the 21<sup>st</sup> Street entrance. A nature themed large playground, pavilion, restroom, additional trail expansion, and lighted parking will be included in this development and completed in 2018.

Belleville’s Dog Park is located in Rotary Park, 110 N. 6<sup>th</sup> Street, and has had an overwhelming response of registering almost 900 memberships. This premiere park includes agility equipment for both small & large dogs in the fenced area, totaling 2.5 acres.

Our major goal for the Parks & Recreation Department is to work towards the development, construction and completion of a few awarded grant projects in the next few years, in addition to the implementation of the Parks Master Plan for the bike trail extensions. Park Grant improvements will be seen throughout the City's over 20 parks. We take pride in our park system, and with the five full-time Parks Maintenance employees and seasonal part-time employees, we strive to provide the proper maintenance of these areas and enhance and improve the quality of life for the people of Belleville.

PARKS & RECREATION ... THE BENEFITS ARE ENDLESS!

PARKS DEPARTMENT EXPENDITURES						
Account Description	Parks Department	Parks Department	Parks Department	Parks Department	Parks Department	Parks Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-54	01-54	01-54	01-54	01-54	01-54
Total Personnel	464,694	458,777	474,885	539,174	547,200	525,000
Total Contract Services	184,912	206,893	189,781	224,608	264,405	286,330
Total Commodities	132,371	121,699	119,326	110,667	172,625	163,125
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	70,963	58,043	18,288	47,384	64,600	42,500
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>852,940</b>	<b>845,412</b>	<b>802,280</b>	<b>921,833</b>	<b>1,048,830</b>	<b>1,016,955</b>

# CEMETERY DEPARTMENT

Department Number: 01-55

Walnut Hill Cemetery, owned and operated by the City of Belleville, is conveniently located in the southeast quadrant of the City off IL Route 177. Walnut Hill has faithfully served Belleville families since 1850. Staffing includes two full-time maintenance workers, and six part-time workers in the summer months. One Street Department employee is also usually assigned to the Cemetery during the grass growing season to aid in maintenance.

When the big cholera epidemic hit Belleville in 1849 the citizens did not want the victims of cholera to be buried nearby in family plots. As a result our officials sought a municipal burial plot and thus Walnut Hill was born.

Comprised of 162 acres of gently rolling grounds, Walnut Hill Cemetery is one of the last area cemeteries to permit above ground monuments and headstones. One of the oldest and most historic public cemeteries, Walnut Hill is also the site of a Civil War Memorial, Veterans of Foreign Wars Memorial, Lawn Crypts and numerous significant ground monuments. Providing a remarkable source of history and beauty, Walnut Hill Cemetery offers a tranquil sanctuary for remembrance of loved ones.

<b>CEMETERY DEPARTMENT EXPENDITURES</b>						
Account Description	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department	Cemetery Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-55	01-55	01-55	01-55	01-55	01-55
Total Personnel	236,756	203,615	189,699	180,605	186,500	187,400
Total Contract Services	25,925	20,553	28,561	25,903	29,450	37,320
Total Commodities	27,956	24,036	18,588	23,133	23,300	23,800
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>290,637</b>	<b>248,204</b>	<b>236,848</b>	<b>229,641</b>	<b>239,250</b>	<b>248,520</b>

# SANITATION DEPARTMENT

Department Number: 01-56

The Sanitation Department is located at 2115 Freeburg Avenue. The department consists of a Director, an Assistant Director, a foreman, 15 drivers and 1 secretary. This department has many responsibilities. They enforce the City's sanitation ordinances and regulations with the help of three Belleville Community Police Officers.

The full-time staff offers refuse, yard waste, and recyclable pick-up. Residents of the city receive a weekly pick-up at their home. The Sanitation Department has 6 trash trucks, 3 yard waste trucks and 3 recycling trucks that go out each day.

Trash fees are billed along with the sewer bill every month. The cost as of July 3, 2017 is \$20.00 per month. Senior citizens receive a discounted price of \$15.00 per month. The City also offers a large item pick-up for a minimum \$45.00 fee.

While the City encourages recycling, it is not mandatory. In 2010, the City began single-stream recycling in which the different types of recyclables are no longer separated. This program made recycling easier for the residents and the City. The City collects from approximately 20,500 residential customers on a weekly basis.

Our goals remain the same: We do our part to keep our City clean and beautiful, and encourage our residents to do the same.

## ITEMIZED VOLUME REPORT

	2011 Pounds Collected	2012 Pounds Collected	2013 Pounds Collected	2014 Pounds Collected	2015 Pounds Collected	2016 Pounds Collected
Yard Waste	3,811,500	3,753,000	4,127,375	4,702,000	4,148,500	4,999,500
Refuse	26,470,800	25,503,500	24,761,320	24,883,700	28,487,920	27,071,540
Commingled Recyclables	899,214	902,749	1,109,460	1,726,900	2,107,160	2,179,200

SANITATION DEPARTMENT EXPENDITURES						
Account Description	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department	Sanitation Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-56	01-56	01-56	01-56	01-56	01-56
Total Personnel	1,040,224	1,063,932	1,091,536	1,051,353	1,056,500	1,118,500
Total Contract Services	948,638	977,131	1,001,718	1,177,177	1,185,700	1,166,020
Total Commodities	310,110	313,904	244,144	245,960	249,500	254,500
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	125,040	0	9,770	27,408	27,500	15,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>2,424,012</b>	<b>2,354,967</b>	<b>2,437,168</b>	<b>2,501,898</b>	<b>2,519,200</b>	<b>2,554,020</b>

# FIRE & POLICE COMMISSION

Department Number: 01-58

The Fire and Police Commission consist of three members appointed by the Mayor for a three year term. The Chiefs of the Fire and Police Departments are not covered by the rules and regulations of the Board, as they are subject to the Mayor and/or City Council as defined by ordinance.

The duties of the Commission are to participate in oral examinations for appointments and promotions to the Fire and Police Departments. The Board also handles all of the hearings of charges, removals, suspensions, discharges and leaves of absence.

<b>FIRE &amp; POLICE COMMISSION EXPENDITURES</b>						
<b>Account Description</b>	<b>Fire &amp; Police Commission</b>					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-58	01-58	01-58	01-58	01-58	01-58
Total Personnel	0	0	0	0	0	0
Total Contract Services	1,050	3,865	0	5,595	6,000	6,000
Total Commodities	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>1,050</b>	<b>3,865</b>	<b>0</b>	<b>5,595</b>	<b>6,000</b>	<b>6,000</b>

# LEGAL DEPARTMENT

Department Number: 01-60

The City's legal department is made up of the City Attorney and the Assistant City Attorney. The City Attorney acts as corporate counsel to the City and serves as the attorney for the Board of Fire and Police Commissioners. As such, he provides legal advice to all departments of the City. His duties also include attending Council meetings, drafting ordinances or other legal documents that the City might need, and handling any litigation filed by the City or against the City.

The Assistant City Attorney acts as attorney for the Zoning Board and Street Graphics Review Board. His duties also include prosecuting ordinance violations and handling demolition cases for the City.

LEGAL DEPARTMENT EXPENDITURES						
Account Description	Legal Department	Legal Department	Legal Department	Legal Department	Legal Department	Legal Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-60	01-60	01-60	01-60	01-60	01-60
Total Personnel	156,387	168,071	178,071	175,021	175,200	178,600
Total Contract Services	24,892	159,914	117,829	56,686	59,200	20,900
Total Commodities	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>181,279</b>	<b>327,985</b>	<b>295,900</b>	<b>231,707</b>	<b>234,400</b>	<b>199,500</b>

# HEALTH & HOUSING DEPARTMENT

Department Number: 01-61

The Building, Health & Housing Department is located in the Public Services Building at 407 East Lincoln Street. Business hours are from 8:00 a.m. to 5:00 p.m. Monday through Friday. The department has one director, four secretaries, six full-time inspectors, three part-time inspectors, and four officers, assigned to the department from the Belleville Police Department.

Any improvements to private property within the corporate limits of Belleville do require appropriate permits to be obtained through the Building, Health & Housing Office. The fees for the permits vary as to the size and scope of the project. Applications for permits and information on building codes and zoning regulations can be obtained at the office. Last year the Housing Department issued 372 building permits at a construction value of \$47,630,325. The City of Belleville is made up of nearly 36% rental units and therefore is making a concerted effort to encourage single family homes. Our efforts are apparently working because last year 42 new single family homes were built in Belleville.

As noted above, all construction in Belleville must conform to the adopted codes and ordinances and appropriate permits obtained before work commences. Residents are advised to contact the Building, Health & Housing Office before any work of this nature is contracted, to determine if a permit is required and if the contractor is licensed or bonded by the City.

Residents moving into Belleville are advised that a "Certificate of Occupancy" is required to be obtained before the residence can legally be occupied. An inspection of the dwelling unit is conducted by the City to ensure that there are no substantial defects and violations of the "Property Maintenance Code" that must be corrected before occupancy is permitted. Critical areas of inspection include the electrical and plumbing systems, exterior and interior structural elements, and other areas that are readily visible. During the year 2016, 2,717 occupancy permits were issued.

Complaints regarding derelict properties are handled through the Building, Health and Housing Department with the assistance of the Belleville Police Department to enforce nuisance ordinances and regulations. The Building Health and Housing Department is helping to clean up the City of Belleville. During 2016, 492 court action citations for nuisances were filed. Our property values will increase as our citizens take more pride in their neighborhoods.

The Housing Department has been recycling our used police cars to provide uniformity in transportation for all housing inspectors. This results in better reliability for the inspectors and less use of personal cars. All housing cars are appropriately marked.

The Housing Department implemented the Crime Free Housing Ordinance on November 1, 2013. 1,960 landlords/owners have been certified and 7,794 rental units have been registered under this program.

Goals for 2017-2018: Increase public awareness of housing inspection program, evaluate and review housing inspection procedures and requirements. One of the City of Belleville's highest priorities is to improve the quality of neighborhoods through enforcement of maintenance standards as well as pursue the demolition of sub-standard, vacant structures. The City succeeded in the demolition of 16 condemned structures in 2016.

	2013	Construction Value	2014	Construction Value	2015	Construction Value	2016	Construction Value
Residential Building	214	\$ 7,851,079	238	\$11,744,162	262	\$ 5,452,564	291	\$10,114,040
Business/Commercial	92	\$ 25,232,408	65	\$15,513,822	81	\$ 6,378,613	80	\$16,516,285
Industrial	14	\$ 254,500	2	\$ 920,000	0	\$ 0	0	\$ 0
Non-Profit/Public Bldg	1	\$ 429,000	2	\$ 920,000	2	\$ 25,300	1	\$21,000,000
Total Building Permits	321	\$ 33,766,987	307	\$29,097,984	345	\$11,856,477	372	\$47,630,325
Electrical Permits	648	\$ 21,230	723	\$ 23,090	708	\$ 23,050	758	\$ 24,945
Gas, Oil & Fuel	85	\$ 1,503	95	\$ 1,495	114	\$ 2,018	116	\$ 1,980
Plumbing Permits	142	\$ 3,105	134	\$ 2,941	211	\$ 4,979	386	\$ 14,812
Housing Inspections	4,230	\$ 155,610	4,346	\$ 161,550	2,503	\$ 156,850	2,627	\$ 157,625
Occupancy Permits	2,774	\$ 138,675	2,659	\$ 138,750	2,727	\$ 141,800	2,717	\$ 135,850
New Housing Starts	28		28		11		42	

<b>HEALTH &amp; HOUSING DEPARTMENT EXPENDITURES</b>						
Account Description	Health & Housing					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-61	01-61	01-61	01-61	01-61	01-61
Total Personnel	691,218	736,872	763,327	762,595	773,500	724,300
Total Contract Services	64,177	63,950	89,539	124,075	128,900	125,013
Total Commodities	19,889	16,207	12,898	12,000	14,700	19,100
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	261	0	566	320	1,100	500
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>775,545</b>	<b>817,029</b>	<b>866,330</b>	<b>898,990</b>	<b>918,200</b>	<b>868,913</b>

# ECONOMIC DEVELOPMENT AND PLANNING

Department Numbers: 01-62

The Department of Economic Development and Planning of the City of Belleville has two (2) primary focuses, both of which are designed to enhance the City's opportunities and overall quality of life. They are the expansion or creation of additional and diverse economic bases, and creating a pro-development posture via pro-active development controls with preservation and growth having equal importance. Specifically, the City Staff divides its efforts equally between the two major focuses.

Accomplishments in the past year include:

## **Happenings in Belleville 2016**

1. Art on the Square is named #1 art show in the U.S. by Art Fair Source Book Magazine.
2. Missionary Ventures, LLC announces \$28 million Hyatt Place hotel and convention center to begin construction spring, 2017.
3. Construction continues on the Hofbrauhaus brewery/restaurant.
4. Abraham Lincoln School is named a National School of Character.
5. New police station is completed at 720 West Main St.
6. Renovations to City Hall begin, including ADA improvements and an expanded City Council Chamber.
7. Parkway Estates and Business Centre begins construction near Frank Scott Parkway and South 11th St.
8. Belleville named as one of "The 5 Most affordable Cities in Illinois" by livability.com.
9. North Illinois Streetscape is completed between 'A' Street and Douglas Ave.
10. Marketplace Shopping Center at 6401 W. Main St. is revitalized by a local developer.
11. City of Belleville creates new Business District to accommodate the Marketplace Shopping Center revitalization.
12. The EDGE begins expansion to include indoor go-karts, 4-D attraction, bowling lanes, and the remodeling of D.S. Vespers at 701 South Belt West.
13. Belleville Optometry completes expansion at 18 North Jackson St.
14. 4204 Main Street Brewing Company is named among Top 21 Illinois Breweries and continues expansion with new brewing facility.
15. Construction begins on St. Clair County Event Center to host Adam's Auction Service and more.

16. Pro-Pack Testing Laboratory completes expansion in Belle Valley Industrial Park.
17. Chelar Tool & Die completes expansion at their North Florida Ave. facility.
18. City of Belleville continues its \$44,000,000 wastewater treatment plant expansion.
19. Fresenius Dialysis Center breaks ground for new facility at 6525 West Main St.
20. St. Louis Bread Co. opens new restaurant at Belleville Crossing Shopping Center.
21. City issues 80 Commercial Occupancy Permits, including:
  - a. Vertical Performance
  - b. Seafood by Crushed Velvet
  - c. Olive Oil Marketplace
  - d. Roundtable Restaurant
  - e. Demetria's Dancewear
  - f. Special Education Services
  - g. North Belt Automotive
22. City of Belleville receives \$30,000 grant from St. Clair County Parks Grant Commission for Laderman Park Fitness Trail improvements.
23. City of Belleville receives \$2,144 grant from Metro East Park & Recreation District for 18-hole disc golf course at Bicentennial Park.
24. Revitalization of Shopland Plaza Shopping Center at West Main St. & 70th St. is announced.
25. City of Belleville creates new Business District to accommodate the Shopland Plaza Shopping Center revitalization.

PLANNING & ECONOMIC DEVELOPMENT EXPENDITURES						
Account Description	Econ. Dev & Planning					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-62	01-62	01-62	01-62	01-62	01-62
Total Personnel	213,267	212,620	218,508	243,485	246,100	260,300
Total Contract Services	77,105	37,079	8,229	11,388	21,960	20,560
Total Commodities	2,962	1,519	2,070	1,173	4,900	5,200
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	2,804	0	0	150	6,500	7,200
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>296,138</b>	<b>251,218</b>	<b>228,807</b>	<b>256,196</b>	<b>279,460</b>	<b>293,260</b>

# MAYOR'S OFFICE

Department Number: 01-82

Belleville operates under a Mayor-Council form of municipal government. The Mayor is the Chief Executive Officer of the City and performs all duties prescribed by law. The Mayor is elected to a four-year term, as are the City Clerk and City Treasurer. The Illinois Liquor Control Act commissions the Mayor as the local liquor control commissioner with the power to enforce all laws relating to the subject. In addition to these duties, the Mayor also appoints members to various boards within the City as well as Department Heads with the advice and consent of the City Council, except where specifically provided by ordinance. In addition to these duties, the Mayor also attends numerous community functions, represents the City with various civic organizations, and serves on several local boards.

The Mayor works with the members of the City Council to establish policies, procedures, and goals for Belleville. Goals for 2017/2018 include continued enhancement and enforcement of the housing ordinances, continued efforts to expand commercial and residential development in the City, the rehabilitation of our aging sewer system, extensive road repairs and development, an intensified effort to market our community, more beautification projects for the City, creating more efficient and responsive City departments, working towards an expedited business assistance program and the continued modernization of our record keeping capabilities and the ongoing effort to promote public safety.

Belleville is a home rule municipality and may pass ordinances regulating the areas of building, zoning, sanitation, nuisance, civil disturbance, and all other matters of public health, safety, morale and welfare unless specifically restricted by state law or other provisions of the constitution. It may supplement state law as long as the ordinance does not try to reduce minimum standards or provide for a lesser penalty than state law imposes.

<b>MAYOR'S OFFICE EXPENDITURES</b>						
Account Description	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office	Mayor's Office
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-82	01-82	01-82	01-82	01-82	01-82
Total Personnel	189,793	188,781	194,431	196,051	197,000	208,100
Total Contract Services	3,904	5,259	4,358	4,486	7,100	7,250
Total Commodities	3,043	3,281	2,179	1,738	2,800	2,700
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	500	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>196,740</b>	<b>197,321</b>	<b>200,968</b>	<b>202,275</b>	<b>207,400</b>	<b>218,050</b>

# FINANCE DEPARTMENT

Department Number: 01-83

The Finance Department is responsible for the financial and accounting functions of the City. Principal functions include coordination of budget preparation and budget monitoring, preparation of the tax levy, working with the City’s auditors, maintenance of revenue and expenditure accounts, processing of all cash disbursements, dissemination of monthly financial reports, and payroll. The Finance Department is responsible for the issuance and recording of all purchase orders, receives all invoices, verifies receipt of goods or services Citywide, and processes all payments. The Director of Finance is also responsible for adherence to Federal and State regulations to ensure compliance with proper accounting regulations.

The Finance Department consists of four employees; a Finance Director, a Clerical Supervisor, a Payroll Manager, and an Accounts Payable/Assistant Payroll Clerk. The Department processes approximately 7,000 accounts payable checks annually. The Finance Department works in conjunction with the Finance Committee and records all minutes of meetings. The Finance Department has restructured the chart of accounts to more closely follow DCCA’s recommendation. The Finance Department maintains a filing system that keeps two years of invoices maintained in the office. The Finance Department also handles all payroll functions and issues approximately 10,000 payroll checks annually. The City has approximately 350 full time employees who are paid 26 times per year. Our payroll is over \$20,000,000 annually. This Department is responsible for the Illinois Municipal Retirement Fund, and they file all monthly, quarterly, and year-end tax reports, as well as issuing W-2’s for all employees.

<b>FINANCE DEPARTMENT EXPENDITURES</b>						
Account Description	Finance Department	Finance Department	Finance Department	Finance Department	Finance Department	Finance Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-83	01-83	01-83	01-83	01-83	01-83
Total Personnel	172,601	177,110	185,803	240,920	241,658	262,250
Total Contract Services	1,123	1,131	1,453	1,910	2,300	2,100
Total Commodities	875	697	696	777	900	900
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	67	0	500	0
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>174,599</b>	<b>178,938</b>	<b>188,019</b>	<b>243,607</b>	<b>245,358</b>	<b>265,250</b>

# HUMAN RESOURCES/COMMUNITY DEVELOPMENT DEPARTMENT

Department Number: 01-84

The Human Resources Department oversees processes related to personnel. These include:

- Hiring – advertises, processes and evaluates employment applications and may participate in the interview and selection process (for all positions except Police Officers and Firefighters). Oversees criminal background screening and drug testing requirements.
- Record Management – develops and maintains records and files for all City positions, except Police Officers and Firefighters.
- Personnel Policies – develops and administers personnel and employment-related policies throughout the City.
- Training and Development – provides employee training to enhance skills.
- Union Relations – interprets union contracts, assists with negotiations and grievances, and ensures compliance.
- Performance Management – assists with disciplinary issues, the development of employee skills, and business process improvement.
- Human Relations – facilitates processes and practices to improve interpersonal relationships within City departments and to citizens served.
- Legal compliance – Ensures legal compliance in City processes and serves as liaison to City attorney. Oversees ADA, VESSA and FMLA.
- Risk Management – minimizes loss from exposure to property, liability, and personnel risks to include worker’s compensation and unemployment claims. Serves as liaison between the City and the insurance providers to expedite all claims.
- Fleet Management – oversees processes for proper fleet management to include licensing, insurance, liability claims, and license requirements.

The Human Resources staff also provides assistance with Community Development initiatives such as:

- Belleville Neighborhood Partnerships – assists with providing information from City and linking to Public Safety resources.
- Community Meetings – participates in various group meetings throughout the City.
- General and Community Assistance Office – provides supervision of processes, staffing, and operations of the former Belleville Township to offer assistance to Belleville citizens in need, and community organizations that serve them.

<b>HUMAN RESOURCES EXPENDITURES</b>						
Account Description	Human Resources					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-84	01-84	01-84	01-84	01-84	01-84
Total Personnel	133,242	147,340	155,573	158,686	159,200	151,027
Total Contract Services	8,416	30,501	27,246	26,442	32,000	28,500
Total Commodities	639	72	454	437	500	300
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	0	0	0	0	2500	250
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>142,297</b>	<b>177,913</b>	<b>183,273</b>	<b>185,565</b>	<b>191,950</b>	<b>180,077</b>

# CLERK'S OFFICE

Department Number: 01-85

The Municipal Clerk along with the Tax Collector is the oldest of public servants. The clerk is the direct link between the citizens and their government. The Municipal Clerk attends at least 24 meetings annually of the City Council and keeps a full journal of its proceedings. The Clerk is responsible for filing all city records. The Clerk is accountable for the issuance and record keeping of over 500 city business licenses, 1,600 fire inspections, several city leases and yard sale permits.

The Municipal Clerk is the custodian of the municipal seal. Since certified copies of municipal documents are evidence in the court of law, one of the clerk's duties is to prepare copies of documents in their custody and certify as to their correctness. The Freedom of Information Act, the Open Meetings Act, the Americans with Disabilities Act, the Right to Privacy Act, the Truth in Taxation Act are all adhered to strictly by the Municipal Clerk for the municipality. The Clerk is also the Freedom of Information Officer for the City of Belleville.

Another important function of the Clerk's Office is managing the city's health insurance program.

You can visit our website at [www.belleville.net](http://www.belleville.net) to view the latest City Council Meeting agendas and minutes. Other documents are also available along with the revised Code of Ordinances. Recently, the Illinois State Archives has microfilmed 24 volumes of city council minutes from 1846-1951, Belleville City Ordinances from October 1877-June 1927, Belleville Township Minutes 1935-1971, Motor Fuel Tax Meeting Minutes 1938-1979, Burial records 1878-1888, Death Records 1888-1923, Justice of the Peace Dockets 1901-1925, and Belleville Board of Local Improvements Minutes 1897-1932. All records are available at the Library.

The Clerk's Office recently streamlined the event process in the City prior to Council approval. New event guidelines, applications and processes are now in place to assist City Staff and event organizers in planning a successful event. All event information can be found at [www.belleville.net](http://www.belleville.net). Additionally, the Clerk's Office assists the Aldermen and the Ordinance & Legal Review Committee with agendas, minutes and ordinance adoption process. The Clerk's Office continues to update and improve the information available on the City's website.

<b>CITY CLERK'S OFFICE EXPENDITURES</b>						
Account Description	City Clerk's Office					
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-85	01-85	01-85	01-85	01-85	01-85
<b>Total Personnel</b>	286,393	275,622	281,442	237,636	242,742	230,000
<b>Total Contract Services</b>	2,562	11,104	14,002	19,530	20,442	30,200
<b>Total Commodities</b>	2,392	2,369	4,000	1,434	1,500	3,000
<b>Total Debt Service</b>	0	0	0	0	0	0
<b>Total Capital Outlay</b>	686	492	1,000	14,758	14,758	1,200
<b>Total Other Expenditures</b>	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>292,033</b>	<b>289,587</b>	<b>300,444</b>	<b>273,358</b>	<b>279,442</b>	<b>264,400</b>

# TREASURER'S OFFICE

Department Number: 01-86

The Treasurer is elected for a four-year term along with the Mayor and the City Clerk. He is the custodian of all City Funds. The office is responsible for two different departments: the Treasurer's Office, and the Sewer Billing and Collection Department.

The Treasurer's Office receives all monies belonging to the City of Belleville, pays all warrants signed by the Mayor and countersigned by the City Clerk and keeps a separate account of each fund or appropriation. All monies received by the Treasurer's Office are deposited within 48 hours as part of a checks and balances policy. All bank reconciliations are done in the Treasurer's Office, while all checks are produced in the Finance Department. The City of Belleville expects to receive approximately \$119,200,000 in revenues in the 2017-2018 fiscal year.

After the annual audit is completed by no later than six months from the start of the fiscal year (May 1), or by October 31, the annual Treasurer's Report is generated in the Treasurer's Office, published in the local newspaper, and filed with the County Clerk.

The Police and Firemen's Pension Funds are also under control of the Treasurer. By state statute the City Treasurer is the custodian of both the Police and Fire Pension Funds. These funds have a combined total of approximately \$64,560,349, most of which is invested through money managers.

<b>CITY TREASURER'S OFFICE EXPENDITURES</b>						
Account Description	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office	Treasurer's Office
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Budgeted	Requested
Department Number	01-86	01-86	01-86	01-86	01-86	01-86
<b>Total Personnel</b>	129,901	133,724	132,972	142,998	144,100	146,050
<b>Total Contract Services</b>	4,797	5,105	6,123	5,788	9,000	9,645
<b>Total Commodities</b>	869	1,289	1,392	2,112	2,300	1,550
<b>Total Debt Service</b>	0	0	0	0	0	0
<b>Total Capital Outlay</b>	538	922	195	359	400	400
<b>Total Other Expenditures</b>	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>136,105</b>	<b>141,040</b>	<b>140,682</b>	<b>151,257</b>	<b>155,800</b>	<b>157,645</b>

# MAINTENANCE DEPARTMENT

Department Number: 01-87

The City's Maintenance Department provides a variety of services to City owned property. Buildings are constantly being updated, making them more energy efficient and saving the City money. A staff of eight personnel takes care of approximately twenty buildings, including the beautiful Veterans Memorial Fountain and the Gateway Fountain on North Illinois Street.

The Maintenance Department performs duties such as plumbing, electrical, painting, repairs, roofing, heating, cooling, moving and placement of offices, computers, and telephone lines. We also assist other departments in emergency problems like power outages, accidents, heavy item pick up, and many other recycling activities.

<b>MAINTENANCE DEPARTMENT EXPENDITURES</b>						
Account Description	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department	Maintenance Department
	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2016/17	FY 2017/18
	Actual	Actual	Actual	Actual	Requested	Requested
Department Number	01-87	01-87	01-87	01-87	01-87	01-87
Total Personnel	493,816	521,216	532,587	544,373	547,000	555,300
Total Contract Services	85,804	97,659	90,389	128,857	148,500	119,647
Total Commodities	21,434	19,300	20,715	25,075	25,400	26,600
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	490	746	344	513	1,250	1,250
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>601,544</b>	<b>638,921</b>	<b>644,035</b>	<b>698,818</b>	<b>722,150</b>	<b>702,797</b>

# ENGINEERING DEPARTMENT

Department Number: 01-88

The Engineering Department is responsible for the planning, design, construction and long term maintenance of all roadways and bridges in the City of Belleville. The Engineering Department is responsible for administering the City's Capital Improvement Program. This consists of preliminary investigations of known and purported problems, assessment of alternatives to resolve the problem, coordination of project design and finally, management of the project construction. The Department also acts as an internal consultant to advise and assist the other departments of the City in engineering related problems, which they may become involved.

The department is presently made up of three individuals. The City Engineer, a licensed engineer under the laws of the State of Illinois, a secretary who handles the administrative duties of the department, and a Construction Project Manager. At some times in the year there are also two seasonal college interns who work to handle construction inspections.

The department is responsible for millions of dollars in capital improvements. Some key projects for FY 2017/18 include; 2017 Ditching, Infrastructure, Asphalt, Sidewalks, Pavement Markings, Traffic Signals and Concrete Patch, preparation for the 6th - 17th Streetscape project, and miscellaneous Parking Lots repairs.

<b>ENGINEERING DEPARTMENT EXPENDITURES</b>						
Account Description	Engineering Department FY 2013/14 Actual	Engineering Department FY 2014/15 Actual	Engineering Department FY 2015/16 Actual	Engineering Department FY 2016/17 Actual	Engineering Department FY 2016/17 Budgeted	Engineering Department FY 2017/18 Requested
Department Number	01-88	01-88	01-88	01-88	01-88	01-88
Total Personnel	207,048	225,468	247,110	225,439	227,500	247,300
Total Contract Services	64,555	11,949	20,915	21,024	25,600	37,100
Total Commodities	7,718	5,251	4,646	4,206	5,600	7,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	25,915	1,369	143	25,935	26,800	1,000
Total Other Expenditures	0	0	0	0	0	0
<b>GRAND TOTAL</b>	<b>305,236</b>	<b>244,037</b>	<b>272,814</b>	<b>276,604</b>	<b>285,500</b>	<b>292,400</b>

# PUBLIC LIBRARY

## Fund 04

The city of Belleville is home to a historic Illinois Carnegie public library guided by Director Leander Spearman. Under his leadership, the main and satellite facilities have been structurally enhanced, maintained and upgraded to insure the safety and comfort of patrons, staff and community members. The library and its satellite have been upgraded technologically to assure today's youth and adult population the most modern tools available to enhance education, career and social opportunities. A redesigned interior space accommodates ever growing electronic reading and research needs with high-speed internet connection. New computers, public fax service and a media lab housing a 3-D printer are available. Job seekers are served by providing internet access to job search programs. Also the library provides telescopes and wireless internet "Hot Spot" technology that patrons may borrow for private use.

Space is efficiently rearranged to accommodate a quarter million books, audiobooks, CDs, DVDs and computerized databases. The re-designed children's section has a direct entrance to encourage young reader's use of the library's exceptional summer reading program, a hallmark of the Belleville community. Space was created especially for teen readers to encourage and promote their use of the library. Community outreach programs are constantly being enhanced to capture the interest and enjoyment of youth and adult patrons.

The improved library is an educational and cultural hub of the City. Overseen by a nine-member Board of Trustees appointed by the Mayor, it provides a forum for public speaking events, public meetings, voter registration, genealogical and historic research and a variety of free programs for adult enrichment. An administrative assistant and twenty-seven staff members assist the Library Director to maintain the daily operation of the library.

The main Belleville Public Library is located at 121 East Washington Street. The West Branch is located at 3414 West Main Street. Both are fully accessible to the Belleville community who either "stop in" or choose to access services via the internet.

<b>LIBRARY – FUND 04 - REVENUE</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Estimated</b>
Total Taxes	1,178,162	1,203,836	1,202,983	1,235,730	1,250,000	1,285,000
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	114,542	768,253	65,412	109,427	103,000	97,000
Total Fines	42,287	38,513	40,082	39,153	46,800	44,600
Total Charges for Services	4,133	17	0	1,201	0	1,000
Total Enterprise Services	10,353	20,751	34,297	101,262	69,900	77,350
Total Other Sources	0	5,940	0	0	0	0
<b>Total Revenues</b>	<b>1,349,477</b>	<b>2,037,310</b>	<b>1,342,774</b>	<b>1,486,773</b>	<b>1,469,700</b>	<b>1,504,950</b>

<b>LIBRARY – FUND 04 - EXPENDITURES</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Requested</b>
Total Personnel	1,003,095	1,006,989	1,045,322	1,074,840	1,117,350	1,152,200
Total Contract Services	184,741	150,665	213,574	206,765	217,825	224,830
Total Commodities	18,579	21,845	32,470	19,656	25,700	25,000
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	27,972	1,217,053	203,079	87,263	100,500	93,000
Total Other Expenditures	4,349	7,051	5,535	7,315	7,400	9,100
<b>Total Expenses</b>	<b>1,238,736</b>	<b>2,403,603</b>	<b>1,499,980</b>	<b>1,395,839</b>	<b>1,468,775</b>	<b>1,504,130</b>

## **SEWER OPERATION & MAINTENANCE**

### **Fund 21**

The Sewer Operation and Maintenance Fund is divided into three departments; Collections, Sewer Lines and Sewer Plant. The City provides sewer services to a great majority of its residents and certain surrounding communities as well. All revenues generated from sewer charges are deposited in this fund. Transfers are made to fund the Bond Issues and IEPA Loans. The balance is used for the operations of the plant, lines and administrative departments. All capital improvements are budgeted through the Sewer Construction Fund.

The third phase of the city's Long Term Control Plan, as required by the Environmental Protection Agency, is nearly completed. This project cost \$21,196,266. Phase 4 of the LTCP has been awarded at a cost of \$7,394,377. Other EPA mandated projects, totaling approximately \$10,000,000 are also in varying stages of design.

### **SEWER COLLECTIONS**

#### **Department 21-75**

The Sewer and Trash Billing Department generates all sewer and trash bills for the City of Belleville, and it receives and deposits the monies collected. The combined Billing and Collections Department has five full-time employees. The City bills customers monthly, and bills for most rental property are in the names of the property owners. The department generates approximately 196,000 bills per year for sewer and trash customers. Customers who are significantly delinquent in paying their accounts may be placed on level-pay billing. These customers are required to pay current charges each month plus a predetermined amount toward retiring their debt. In its proactive policy for debt collection, the City has an agreement with the Illinois American Water Company whereby the water company, at the City's request, will shut off water service to sewer-trash customers who do not pay their bills. Liens are placed on the property of the most recalcitrant debtors. These actions and the threat of the actions have greatly increased the City's ability to secure payment for service.

Sewer bills are based on the amount of water consumption. For the 2017-2018 fiscal year, sewer billings are expected to be approximately \$8,805,000 and billings for trash pickup is to be approximately \$3,050,000. The money collected for trash services is transferred to the General Fund each month. The General Fund pays all bills for the Sanitation Department such as salaries and landfill fees.

Payment may be made by cash, check, money order, credit card, and automatic withdrawal. The City continues to strive both for improved collection and for efficiency and accuracy in processing payments. The goal is excellent customer service.

## **SEWER LINES**

Department 21-77

The Sewer Lines Department is staffed with 9 employees that operate and maintain 300 miles of sewer lines owned by the City. This department is responsible for repairing and replacing any sewer line that might collapse or tearing out old lines and replacing them with newer PVC (polyvinyl chloride) lines. This department operates a vactor truck for flushing and clearing sewer line clogs and a rodder truck for root cutting in areas where sewer lines are susceptible to root intrusion. This department is also responsible for J.U.L.I.E. locates, which is the location and marking of any City owned sewer line due to construction projects or emergencies.

Because this system is a combined sewer system, during heavy rains most of the Sewer Lines Department, including management, are answering calls dealing with basement back-ups and flooding.

Major storm water and sanitary sewer separation projects have solved some severe flooding problems. However, much more still needs to be done to separate this combined sewer system. The City has eliminated many back-up problems in the East Creek sewer shed with the completion of a surge storage tank and pump station project. Engineering is wrapping up for several more I & I in this area with construction projects to begin late 2017.

A concentrated effort will be placed on removing as much storm water and infiltration from this collection system as possible. Therefore, this department will conduct more smoke testing of problem areas that will lead to the disconnection of roof drains, foundation sump pumps and catch basins that are connected to the sanitary sewer system. The more rain water, ground water and any other unpolluted water that can be removed from the sewer system will reduce pumping and treatment costs.

The Sewer Lines Department continues to take a proactive approach to sewer line cleaning with the continuation of our sewer line collection system cleaning program. This proactive approach will reduce back-up calls and keep the City compliant with our NPDES permit. The IEPA has approved our Long Term Control Plan (LTCP) mandating elimination of combined sewer overflows. Construction of the first, second, and third phases are complete, and construction of the fourth phase should start by the end of 2017.

## **SEWER PLANT**

Department Number 21-78

The City owns and operates a Treatment Plant that is permitted to treat and discharge 12.4 million gallons per day and excess flow capacity of 27 million gallons per day. The treatment plant operates 24 hours per day, 365 days per year and has at least one operator on duty at all times. This department operates and maintains 50 satellite stations that pump sewage from different parts of the City into approximately 300 miles of sewer lines. Some parts of the sewer collection system are combined sewers that carry both sanitary sewage and storm water. The original Wastewater Treatment Plant was built during the 1930's and went into operation in 1939. Most of the original buildings are still used and some of the original equipment that operated 76 years ago is still operating today. Improvements to the plant that have been completed include a 4.4 million gallon per day (MGD) plant expansion, digester upgrade, tertiary filter upgrade, various electrical upgrades and construction of a large combined sewage pump station. Other improvements were made to the headworks, concrete structures and electrical upgrades. This publicly owned treatment works, referred to in Federal Regulations as a POTW, is closely scrutinized by the Environmental Protection Agency. Any violation of the compliance requirements can cost the city \$10,000 per day per violation.

The Pre-treatment program, as mandated by the Federal Consent Decree of 1988, is responsible for sampling, inspecting and enforcing all rules and regulations that pertain to all Significant Industrial Users of the City's sewer system. The Combined Sewer Overflow Program requires sampling and inspecting 13 permitted outfalls throughout the community within 24 hours of each rainfall. The City's EPA mandated long term control plan (LTCP) is under construction. Phase three of the LTCP is complete and includes a large pump station and sewer piping to remove four permitted combined sewer overflows (CSO's).

Goals for the 2017/2018 fiscal year include continued upgrades at the treatment plant, and start of construction on Phase 4 of the Long Term Control Plan.

<b>SEWER OPERATION &amp; MAINTENANCE FUND 21 - REVENUE</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Estimated</b>
Total Taxes	0	0	0	0	0	0
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	0	0	0	0	0	0
Total Fines	0	0	0	0	0	0
Total Charges for Services	6,697,966	7,093,971	7,757,383	8,037,333	8,388,000	8,808,000
Total Enterprise Services	175,286	191,992	206,897	212,758	210,500	221,500
Total Other Sources	0	0	0	0	500	500
<b>Total Revenues</b>	<b>6,873,252</b>	<b>7,285,963</b>	<b>7,964,280</b>	<b>8,250,091</b>	<b>8,599,000</b>	<b>9,030,000</b>

<b>SEWER OPERATION &amp; MAINTENANCE FUND 21 - EXPENDITURES</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Requested</b>
Total Personnel	2,564,965	2,556,611	2,661,891	2,633,362	2,692,450	2,771,450
Total Contract Services	1,671,869	1,852,120	1,876,430	1,954,864	2,081,075	2,074,550
Total Commodities	171,260	191,656	214,173	304,707	366,200	343,200
Total Debt Service	0	0	0	0	0	0
Total Capital Outlay	396,317	107,878	119,325	107,414	146,000	112,500
Total Other Expenditures	2,442,481	2,909,016	2,983,372	4,365,063	4,366,262	4,091,224
<b>Total Expenses</b>	<b>7,246,892</b>	<b>7,617,281</b>	<b>7,855,191</b>	<b>9,365,410</b>	<b>9,651,987</b>	<b>9,392,924</b>

# TIF 3 FUND

## Fund 38

The Tax Increment Financing (TIF) 3 Fund, a special revenue fund, was established in 1982. The District encompasses a large portion of the entire corporate limits of Belleville. The purpose of the TIF was to provide funding support for several commercial projects including the Westfield Plaza development located along 74<sup>th</sup> Street and Old St. Louis Road. Numerous projects located in the Belle Valley Industrial Park (Phase I and Phase II), on Illinois Rt. 177/Mascoutah Avenue, have taken advantage of TIF 3 incentives. The construction of the Richland Creek Office Complex on West Main Street was also assisted through this TIF. In addition, the City has intergovernmental agreements with several of the school districts having properties within the TIF whereas the City rebates the various districts for the loss of property taxes based on a formula of the base year assessment (when the TIF was formed) compared to their tax levy and the current tax base for the entire TIF. The City renegotiated these agreements so that additional funds could be made available for infrastructure improvements. Several other projects have received assistance from TIF 3 such as Carlyle Plaza, the 170,000 square foot Magna (Regions) Operations Center at Route 15 and South 74<sup>th</sup> Street, and Belle Valley Industrial Park (Phase I and Phase II).

There are certain eligible costs that can be paid for with TIF monies. These costs include infrastructure, acquisition and demolition of property, public infrastructure engineering fees, and others as outlined by State law.

TIF 3 funds have been used to assist in the expansion of the wastewater treatment plant, numerous public improvements and several commercial projects.

<b>TIF 3 – FUND 38 - REVENUE</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Estimated</b>
Total Taxes	10,502,616	10,658,717	10,826,328	11,081,101	11,225,000	11,600,000
Total Licenses	0	0	0	0	0	0
Total Permits	0	0	0	0	0	0
Total Intergovernmental	555,500	130,703	245,080	9,170	14,000	432,000
Total Fines	0	0	0	0	0	0
Total Charges for Services	0	0	0	0	0	0
Total Enterprise Services	59,476	75,276	75,268	178,648	152,000	87,000
Total Other Sources	98,218	22,718	138,156	0	170,000	130,000
<b>Total Revenues</b>	<b>11,215,810</b>	<b>10,887,414</b>	<b>11,284,832</b>	<b>11,268,919</b>	<b>11,561,000</b>	<b>12,249,000</b>

<b>TIF 3 – FUND 38 - EXPENDITURES</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Requested</b>
Total Personnel	0	0	0	0	0	0
Total Contract Services	4,398,736	5,781,516	5,812,012	5,281,771	5,761,900	5,284,750
Total Commodities	0	0	0	0	0	0
Total Debt Service	903,196	685,392	0	0	0	0
Total Capital Outlay	3,983,481	2,774,901	2,550,663	3,458,215	3,773,100	4,104,300
Total Other Expenditures	1,549,383	2,075,889	4,504,681	3,637,205	3,638,854	3,386,809
<b>Total Expenses</b>	<b>10,834,796</b>	<b>11,317,698</b>	<b>12,867,356</b>	<b>12,377,191</b>	<b>13,173,854</b>	<b>12,775,859</b>

**BUDGETED REVENUE AND EXPENSE ALL OTHER FUNDS 2017/18**

<b>NAME OF FUND</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>
Parks Projects Fund	40,860	30,000
Insurance Fund	4,665,100	4,665,000
Library-Gift Endowment	70	70
Playground & Recreation Fund	858,378	841,719
Fire Pension Fund	3,619,500	3,552,000
Police Pension Fund	3,959,000	3,630,900
Capital Projects Fund	575,035	584,985
TIF 8 Fund	140,200	146,000
TIF 9 Fund	88,600	172,000
TIF 10 Fund	1,206,000	1,393,000
TIF 11 Fund	28,250	27,000
TIF 12 Fund	148,150	146,000
TIF 13 Fund	47,200	202,000
TIF 14 Fund	106,200	161,410
TIF 15 Fund	3,166,350	3,375,000
TIF 16 Fund	694,250	811,000
TIF 17 Fund	40,100	42,000
TIF 18 Fund	37,000	115,000
TIF 19 Fund	2,536,700	2,536,000
TIF 20 Fund	89,400	68,000
TIF 21 Fund	5,650	52,000
TIF 22 Fund	0	0
Route 15 North Business District Fund	30,000	30,000
Special Service Area Reserve	600	0
Special Service Area I & S Fund	101,769	101,119
2011 TIF Bonds I & S Fund	255,300	254,301
2014 PD Project Debt Service Fund	692,150	689,350
2015 PD Project Construction Fund	8,000	3,198,924
2015 PD Project Debt Service Fund	588,563	582,863
Retirement Fund	1,490,500	1,480,000
Motor Fuel Tax Fund	1,225,500	1,470,500
Fountain Fund	4,620	5,000
Tort Liability Fund	926,200	900,000
Walnut Hill Future Care Fund	5,000	15,494
Sewer Repair & Replacement	124,652	120,000
Sewer Construction	19,371,000	18,633,195
Sewer Bond & Interest	20,024,047	20,017,002
Special Service Area	39,000	46,355
Working Cash Fund	2,500	0
Belleville Illinois Tourism	67,200	85,800
2011 Bond Fund	1,078,200	1,005,345
Police Trust Fund	14,085	14,000
Narcotics Fund	264,450	262,000
Local Law Enforcement Grant Fund	20,020	20,000
	<hr/>	<hr/>
	68,385,349	71,482,332

## **PARKS PROJECTS FUND**

### **Fund 02**

This special revenue fund was created to collect donations and proceeds from various fundraising events for park projects. Many donations received in this fund are given for a memorial tree or park bench to be placed in one of our parks in memory of a departed loved one.

This fund also allows the flexibility to accumulate small donations for the future purchase of a large item or project that takes a couple of years to collect the amount needed. In addition to the flexibility, this fund also allows individuals with a special interest to donate assuring that their donation will go to the specified project, such as; Sculptures in our Park System and along the Richland Creek Greenway, the Whitey Herzog Field, the Dog Park in Rotary Park, Tour de Belleville and others.

This fund is an excellent means of accepting donations from the business and public sector for support in community based projects and programs.

## **INSURANCE FUND**

### **Fund 03**

The Insurance Fund was established in FY 2007/08. It was created when the City decided to become partially self-insured. The premiums that the City would normally pay the insurance company are deposited in this fund. The administrator, IPMG, bills us for fixed costs as well as claims, on a weekly basis. Any unused funds will be allowed to accrue. The City hopes to reduce our overall health insurance costs, as well as keep the premium increases tied to the cost of living.

## **FIREMEN'S PENSION**

### **Fund 05**

The City of Belleville levies a tax, as calculated by the State of Illinois, for pensions for firemen. For fiscal year 2017/18, the City is contributing \$2,881,000 to the Belleville Fire Pension Fund. This will be achieved by using the tax levy and the replacement tax. By combining these two sources of revenue, the City's contribution to the pension fund will be more than the amount actuarially determined by the State to meet Section 4-118 of the Illinois Pension Code. The 63 firefighters participating in the fund will contribute about \$435,000. Belleville has 77 retirees drawing pensions, and this expense is expected to be about \$3,500,000 for the 2017/2018 year.

The fund is governed by a five-member board, which meets monthly. The money manager for the board is PNC. PNC had control of the total assets of the fund. On April 30, 2017 the fund's assets were \$26,779,836.

## **PLAYGROUND & RECREATION FUND**

### **Fund 07**

On April 3, 1945, the Belleville Parks and Recreation Department began a proud tradition on community service. It was created to provide the residents of Belleville with wholesome recreational opportunities regardless of race, creed, sex, and age or physical capabilities.

This department serves the City's population of 45,000 residents with approximately one hundred various programs throughout the year for age groups ranging from toddlers to senior citizens. The Recreation Department is constantly offering new programs and expanding on existing programs to meet the community's interest. Visit the Parks & Recreation Department on our webpage: [www.belleville.net](http://www.belleville.net) and facebook: Belleville Parks and Recreation. Learn all about the Parks amenities, activities, schedules, volunteering or use our "Online Reservation" to register for programs and facilities.

The Recreation Department is funded by both taxation and user fees. The essence of the Department's mission is to provide wholesome recreational resources in a fiscally responsible manner, without compromising the health and safety of staff members and park visitors or the beauty of the environment. We are committed to continuing the cooperative working relationships established in the community, especially the usage of the school facilities to provide the residents of Belleville with indoor athletic and leisure programs. After all, it is the community as a whole that we are here to serve, while making Belleville a better place to live or work. While the Recreation staff is quite small in the number of employees, their efforts and results stand the test of "We do the Work so you can Play."

## **POLICE PENSION FUND**

### **Fund 08**

The City of Belleville levies a tax, as calculated by the State of Illinois, for police officers' pensions. For Fiscal Year 2017/18, the City will contribute approximately \$2,885,000 to the Police Pension Fund. This will be achieved by using the tax levy and the replacement tax. By combining these two sources of revenue, the City's contribution to the pension fund will be more than the amount actuarially determined by the State to meet Section 3-125 of the Illinois Pension Code. This fund presently has 84 participants which will generate approximately \$571,000 in employee contributions. There are 69 retirees who will draw about \$3,540,000 during fiscal year 2017/2018.

The pension fund is governed by a five-member board, which meets monthly. The fund utilizes the services of Zemenick & Walker, Inc as its investment manager. The value of the fund on April 30, 2017 was \$37,780,513.

## **RETIREMENT FUND**

### **Fund 11**

In 2016/17, the City levied \$770,000 for payment towards non-sworn employees' pensions in the 2017/18 fiscal year, and \$632,000 towards their Social Security. All IMRF (Illinois Municipal Retirement Fund) and Social Security payments for employees paid from the General Fund are made from this fund. The monies needed for IMRF and Social Security pension payments from the Library, Sewer Fund, and Playground & Recreation are paid directly from the individual funds.

## **MOTOR FUEL TAX**

### **Fund 13**

The Motor Fuel Tax Fund (MFT) is financed through an Illinois state-wide tax on the sale of petroleum products. The City of Belleville receives a per capita share of these taxes. The City receives approximately \$1.2 million per year from this revenue source.

The use of the motor fuel funds is restricted to specific types of projects as allowed by State of Illinois law. Expenditure of MFT funds can be broken down as follows: Pavement Markings (2%), Maintenance Traffic Signals (4%), Sidewalk Replacement (10%), Asphalt Patches (10%), Concrete Street Patch (6%), Ditching (6%), Street Department Labor (20%), Infrastructure Repair (6%), Maintenance Materials (34%), and Engineering Observation (2%).

Maintenance Materials include the purchases of ice control materials, asphalt patch materials, gravel of various gradations, storm water culverts, and other road maintenance materials.

## **FOUNTAIN FUND**

### **Fund 14**

A committee of local business, labor, and civic men and women has been formed with the mission: "To provide a trust fund that perpetuates the Veteran's Memorial Fountain in Downtown Belleville that will maintain the highest quality standard for the entire area to admire."

The Veteran's Memorial Fountain was originally built in 1937, as a memorial to American servicemen. In 1985, a renovation committee was formed to raise funds for much needed repairs. Re-dedication of the renovated fountain occurred on May 3, 1986. Funds secured by the renovation committee in 1985 were then depleted and the City of Belleville then began absorbing current expenses.

On November 11, 1998 the Veteran's Memorial Monument was dedicated capping off a very successful campaign drive raising money for the upkeep of the Memorial Fountain for years to come. 1,560 Veteran's names were engraved in granite around an American flag on the southeast quadrant of the public square. The Veteran's Memorial Trust Fund Committee surpassed their goal by raising \$177,000. It cost approximately \$47,000 to erect the monument. The investment income from the remainder of the trust fund will be used to cover ongoing electrical and water expenses as well as repairs and renovations for the Fountain.

The Fountain has been completely sand blasted, sealed and painted on the outside. The inside has been completely renovated. Thanks to the Parks Department and Maintenance Department for all of their hard work maintaining the Fountain.

## **TORT LIABILITY FUND**

### **Fund 15**

The Tort Liability Fund was established in FY 2003/04. It was created primarily due to large increases in the cost of liability and workmen's compensation insurance. The City opted for a plan that has a higher deductible in order to reduce the premiums. This fund also receives approximately \$775,000 in property tax revenue. These monies will be used for the higher deductibles. Any funds remaining will be rolled over

into next year. If the City can reduce claims, the monies accumulating in this fund, will be used to become completely self-insured over time.

### **WALNUT HILL FUTURE CARE FUND**

Fund 18

Walnut Hill Cemetery has a volunteer board that oversees the investments from monies received for endowed care. When a grave is sold, 15% of the cost is put into endowed care. Those monies are transferred annually to the Walnut Hill Future Care Fund and invested. The interest from these investments is used for equipment or specific projects within the Cemetery. This year the Future Care monies will be used toward printing and equipment.

### **SEWER REPAIR & REPLACEMENT FUND**

Fund 22

This fund holds revenue transferred annually from the Sewer Operation & Maintenance Fund for the purpose of replacing equipment such as pumps and electrical controls during the year. This is required by the IEPA on any equipment or structure purchased with state revolving loan money. The amount transferred is based on the inventory of replaceable equipment at the Sewer Plant. The funds are set aside and used when unforeseen repairs are needed to replaceable equipment. Funds budgeted for this year will go towards control panel upgrades at several lift stations and pump replacement.

### **SEWER CONSTRUCTION FUND**

Fund 24

This project fund is used to pay for all major sewer projects. These projects include major unexpected sewer line repairs, sewer capacity studies, sewer extensions to promote city growth and all phases of the EPA mandated Long Term Control Plan (LTCP). Construction of the third phase LTCP is nearly complete as the fourth phase is about to begin. Approximately \$66 million of the estimated \$110 million for the LTCP has been completed.

Goals for the 2017/18 fiscal year include plant upgrades of existing infrastructure at the treatment plant and many improvements to Belleville's sewer line collection system.

### **SEWER BOND & INTEREST FUND**

Fund 25

This bond fund makes annual payments on nine low-interest IEPA loans received from the State of Illinois for a total of \$2,927,367. This debt service fund receives its funds via the Sewer Operation & Maintenance Fund from the collections of sewer bills, and the Sewer Construction Fund (for the IEPA loan related to the LTCP) from the money transferred into that fund from TIF each year to help pay for the project while keeping residents' sewer rates down. The 2011 GO Refunding Bonds matured in 2017, and the 2009 GO Refunding Bonds mature in 2028.

## **SPECIAL SERVICE AREA FUND**

### Fund 30

This special revenue fund receives revenue from a special taxing district that runs approximately 6 blocks both north and south of the fountain on Main Street. It was originally set up for the purpose of issuing bonds for the purpose of beautification and maintenance of the downtown area. Planters were built, benches installed and trees were planted as part of the project. The bonds were retired in 1998 and the businesses in this special district have opted to continue the tax to cover the cost of maintenance of the area planters, trees and lighting.

## **WORKING CASH FUND**

### Fund 31

This fund represents the City of Belleville's reserve fund. It is to be kept at a minimum of \$400,000. Should the General Fund need to borrow funds which would reduce the balance below \$400,000, it must be voted on by the City Council. The Fund now is valued at \$375,155. These funds could be used in case of an emergency.

## **LIBRARY GIFT ENDOWMENT**

### Fund 32

The Library Gift Endowment Fund was created from public donations to be used by the library. Earnings from this account are used to purchase books, equipment and furnishings to enhance the library collection and patron areas as specified by donors. A portion of interest earned is used to purchase photography, local history and music related materials for the library. This fund is maintained separately from budgeted operating funds.

## **CAPITAL PROJECTS FUND**

### Fund 43

This capital project fund was used to pay for capital projects throughout the City. This fund has been depleted in prior years but the City deposited proceeds from a \$14,450,000 bond issue as well as revenue from grants and some TIF funds during FY 2005/06 to be used for a very aggressive Capital Improvement plan which includes but was not limited to; the Downtown Streetscape, Route 15 West Corridor, Carlyle and 161, 17<sup>th</sup> Street Extension, the Illinois Street garage and the purchase of land to build a salt dome as well as construct a place for the sanitation to move to when the plant expansion begins. The City expects to receive a grant in this fund from the State in FY 2017/18 to be used on various infrastructure improvements.

## **BELLEVILLE ILLINOIS TOURISM FUND**

### **Fund 44**

The Belleville Illinois Tourism Fund was created in fiscal year 2007/2008. Prior to that year the hotel motel tax was turned over to the Greater Belleville Chamber of Commerce, who in turn used it to pay the Tourism Director and associated invoices from those funds. We now reimburse the Chamber for the Director's salary, and all invoices are paid directly from this fund from the revenue generated through the hotel motel tax.

Belleville Tourism currently has more than 40 volunteers dedicated to greeting tourists who come to our area. Belleville has many attractions such as the Labor and Industry Museum, Historical Districts, Eckert's Country Store and Farm, special events and Festivals year round.

We have initiated an aggressive marketing plan which includes our beautiful downtown streetscape, which has outdoor dining at many of our restaurants and new and inviting specialty shops.

## **2015 PD PROJECT CONSTRUCTION FUND**

### **Fund 45**

In fiscal year 2014/15 the City purchased a building at 720 W. Main Street to renovate for a new police department facility. This fund was created to account for the construction costs of the Police Department renovations, costs of building of a new police garage adjacent to that location, and costs to renovate a portion of City Hall in conjunction with the police department leaving that location. The Police Department and adjacent garage were finished in fiscal year 2016/17. The City Hall renovations should be complete in Fall 2017.

## **2015 PD PROJECT DEBT SERVICE FUND**

### **Fund 46**

This fund was created by bond ordinance to account for the debt service payments associated with the second round of bonds for the police department renovations at 720 W. Main St, police garage construction, and City Hall renovations related to that project. The 2015 bond issue was for \$8,500,000. The bonds will mature on January 1, 2036.

## **TIF 8 (DOWNTOWN SOUTH)**

### **Fund 50**

The Tax Increment Financing (TIF) 8 Fund, a special revenue fund, was established in 1999. The District covers, essentially, the area from Lincoln Street, between 3<sup>rd</sup> Street and High Street, and the railroad right-of-way. Three (3) commercial projects have been completed and several other commercial projects are in the preliminary stages of design. The base assessed valuation of this TIF was \$1,781,981.

The South Illinois Corridor project is complete as a plan to redevelop the area as a commercial and entertainment area centered on two (2) train depots and the Depot Connector Trail Bikeway.

The corridor plan is complete and has generated a \$12,000,000 grant award from the Governor's Opportunity Returns program.

Several commercial projects have been completed included Duffy's Automotive and Joy Tribout Interiors. Infrastructure improvements are in the planning and construction phases. FCB Banks received TIF funds in FY 2014-2015 per a development agreement. The City of Belleville entered into a development agreement with Bank of Belleville that will provide TIF 8 funds after real estate taxes are generated on a new banking facility.

### **TIF 9 (SOUTHWIND ESTATES)**

#### Fund 51

The Tax Increment Financing (TIF) 9 Fund, a special revenue fund, was established in 1999. The District includes five (5) adjoining lots consisting of 10 acres along Lebanon Avenue, between Central Plaza and Southwind Drive. Projects for 2000 in this district included the development of commercial buildings. The initial assessed evaluation of this TIF was \$3,000.

An office facility was constructed in 2006 with TIF 9 assistance.

### **TIF 10 (LOWER RICHLAND CREEK)**

#### Fund 52

The Tax Increment Financing (TIF) 10 Fund, a special revenue fund, was established in 2000. The District is approximately 1,800 acres in size and is located in the southeastern quadrant of the city, between Illinois Routes 15 and 159. Several commercial and residential projects are currently being engineered around a floodplain. The base assessed valuation of this TIF was \$583,249.

There are certain eligible costs that can be paid for with TIF monies. These costs include infrastructure, acquisition and demolition of property, public infrastructure, engineering fees and others as outlined by State law. The Reunion mixed-use residential development is currently under construction and includes single-family homes, attached and detached on 95 acres.

TIF 10 funds were used to make improvements to Westhaven School Road in 2009/2010.

### **TIF 11 (INDUSTRIAL JOBS RECOVERY)**

#### Fund 53

The Tax Increment Financing (TIF) 11 Fund, a special revenue fund, was established in 1999. The District is rectangular in shape and is located at the northwest corner of Greenmount Road and Illinois Route 177/Mascoutah Avenue, extending northward to Windrift Drive and westward, stopping parallel to College Avenue. The base assessed valuation of this TIF was \$137,550.

TIF 11 incentives were used to aid in the construction of Fairway Golf Center. This facility included a driving range and golf pro shop. This was the first project to be located in TIF 11.

The ultimate vision or goal is to increase commercial/retail property along one of the busiest roadways in Belleville, Greenmount Road.

### **TIF 12 (SHERMAN STREET)**

Fund 54

The Tax Increment Financing (TIF) 12 Fund, a special revenue fund, was established in 2000/2001. The District is located in the east end of Belleville. It runs along Sherman Street/Rt. 161 from Orchard Drive, north to Lebanon Avenue then east along Lebanon Avenue to West Boulevard where it includes Goodall Trucking and Upchurch Concrete. Improvements to Page Avenue were completed in FY 2010. Improvements to East Belle Avenue were completed in 2016.

### **TIF 13 (DRAKE ROAD)**

Fund 55

The Tax Increment Financing (TIF) 13 Fund, a special revenue fund, was established in 2001. The District is located in the northwest portion of the city.

Various residential and commercial projects are ongoing and in the planning stages due to a sewer line extension funded in part through TIF 13 as a joint venture with the Village of Swansea. TIF 13 funds were used to improve the intersection at Frank Scott Parkway and Dapron Drive in 2011.

### **TIF 14 (ROUTE 15 EAST)**

Fund 56

The Tax Increment Financing (TIF) 14 Fund, a special revenue fund, was established in 2003. The District is approximately 200 acres in size and is located in the southwest quadrant of the intersection of Greenmount Road and Illinois Route 15 and extends west to Jefferson Road.

TIF #14 funds were used to assist in construction of a roadway to accommodate a Tractor Supply store. Other commercial projects are in the planning stage with TIF monies anticipated to be used primarily for infrastructure projects.

### **TIF 15 (CARLYLE/GREENMOUNT)**

Fund 57

The Tax Increment Financing (TIF) 15 Fund, a special revenue fund, was established in 2006. The District is 140 acres in size centered at the northeast corner of Illinois Route 161 and Greenmount Road.

TIF 15 funds were used in the development of a retail complex anchored by Lowe's Home Improvement Center and Super Wal-Mart in 2006 & 2007, as well as a number of out parcels in 2008 & 2009. We expect a significant increase in sales tax due to this new development, which totals in excess of \$110,000,000. A Chick Fil-A restaurant was constructed in TIF #15 in FY 2012-2013.

## **TIF 16 (ROUTE 15 CORRIDOR)**

### **Fund 58**

The Tax Increment Financing (TIF) 16 Fund, a special revenue fund, was established in 2005/2006. The District is approximately 450 acres in size.

TIF 16 funds were used in the development of two (2) car dealerships in the area of Illinois Route 15 and Frank Scott Parkway West, both totaling in excess of \$13,000,000 in private investment, and public investment by the City exceeding \$5,000,000 for street and public works improvements. These dealerships assist in generating an increase in sales tax.

## **SPECIAL SERVICE AREA RESERVE**

### **Fund 59**

This Fund received its revenue from the Bond Proceeds of the 2005 SSA GO Bonds. This reserve fund was created in FY 2006/07. Its purpose is to hold funds should there be a shortfall in the Special Service Area Bond I & S Fund. Funds from the bonds will be used to partially fund the downtown streetscape project. This bond issue will mature in 2027, at which time any excess funds will be returned to the Special Service Area Fund. Its' current balance is \$113,749. This amount must be maintained according to bond ordinance.

## **SPECIAL SERVICE AREA I & S**

### **Fund 60**

This Fund receives its revenue from Special Service Area, Fund 30. This debt service fund was created in FY 2006/07. Its purpose is to make the principal and interest payments for the Special Service Area Bond Series 2005. Funds from the bonds were used to partially fund the downtown streetscape project. This bond issue will mature in 2027.

## **2011 TIF BONDS I & S FUND**

### **Fund 64**

This Fund receives its revenue from TIF 3 and TIF 14. Its purpose is to make the principal and interest payments for the 2011 Street Project Bonds issued in February 2011. The bond proceeds were used to finish a road project in TIF 14, needed when the Tractor Supply store was built. The remainder of the proceeds were used to finish Phase IV of the 17<sup>th</sup> Street project. The bonds mature in 2031.

## **2014 PD PROJECT DEBT SERVICE FUND**

### **Fund 66**

This fund was created by bond ordinance to account for the debt service payments associated with bonds for the original police department renovations at 720 W. Main St, police garage construction, and City Hall renovations related to that project. The 2014 bond issue was for \$9,495,000. The bonds will mature on January 1, 2035.

## **2011 BOND FUND I & S FUND**

### **Fund 67**

Revenue from this bond issue was used to develop the Route 15 West Corridor. Two car dealerships as well as 2 big box retailers have located there. The funds were used to build roads, and provide utilities to these projects. The payments on this bond issue will come from the ¼% sales tax increase that the City passed in January, 2006. The bond issue was for \$14,450,000. The bonds will mature on January 1, 2026. These bonds were refinanced in 2012 to provide over \$1,000,000 of savings over the remaining years until maturity.

## **POLICE TRUST FUND**

### **Fund 71**

This special fund is revenue from donations by the public to the Police Department. The primary uses for these funds include equipment purchases such as ballistic vests for officers and expenses incurred by the canine unit such as training for the dog and handling expenses.

## **NARCOTICS FUND**

### **Fund 72**

This fund is revenue resulting from narcotic seizures and forfeitures generally obtained from undercover operations. These funds are reinvested and used for other undercover narcotics investigations, which in turn lead to additional seizures and forfeitures. Both the Federal and State government also transfers money from illegal drug operations to local police departments to help in the war against drugs in our communities.

## **LOCAL LAW ENFORCEMENT BLOCK GRANT FUND**

### **Fund 73**

This fund was established to track revenue from a Block Grant allocated by the Department of Justice for local law enforcement. The Grant can be used to purchase necessary equipment for the Police Department in its effort to curb crime.

## **TIF 17 (EAST MAIN STREET)**

### **Fund 75**

The Tax Increment Financing (TIF) 17 Fund, a special revenue fund, was established in 2005. The District is approximately 24 acres in size and is located along East Main Street and is bordered by East 'A' Street on the north, Oak Street on the east, East Washington Street on the south, North Jackson Street on the northwest and the Public Square on the southwest.

TIF #17 funds were used in the downtown streetscape project, including infrastructure improvements.

TIF #17 funds are used for Facade Improvement Grants for downtown businesses, as well as infrastructure improvements and other business incentives.

### **TIF 18 (SCHEEL STREET)**

#### Fund 76

The Tax Increment Financing (TIF) 18 Fund, a special revenue fund was established in 2008. The District is approximately 85 acres in size and is generally bounded by Scheel Street (north), North Missouri Avenue (west) and Carlyle Avenue (south). The overall plan for the area, as outlined in the City of Belleville 2000-2020 Comprehensive Plan, is for the redevelopment of the area, via an approved developer, to include a residential/commercial mixed use development. TIF 18 funds are anticipated to be used for infrastructure improvements to accommodate this redevelopment project.

TIF 18 funds were used for demolition of derelict structures in 2010 and 2011. Infrastructure improvements were completed with TIF 18 funds in 2015-2016.

### **TIF 19 (FRANK SCOTT PARKWAY)**

#### Fund 77

The Tax Increment Financing (TIF) 19 Fund, a special revenue fund, was established in 2006. The District is approximately 300 acres in size centered at the northeast corner of Illinois Route 15 and Frank Scott Parkway.

TIF 19 funds were used in the development of a retail complex anchored by Target and a Home Depot home improvement center in 2006 & 2007.

### **TIF 20 (RT.15/SOUTH GREENMOUNT ROAD)**

#### Fund 78

The Tax Increment Financing (TIF) 20 Fund, a special revenue fund, was established in 2009. The District is approximately 30 acres in size and is located at the northwest corner of Illinois Route 15 and South Greenmount Road. This project was site specific and related to assistance for the expansion of Eckert's Orchard and roadway improvements along South Green Mount Road.

## **TIF 21 (BELLE VALLEY III)**

### **Fund 79**

The Tax Increment Financing (TIF) 21 Fund, a special revenue fund, was established in 2010. The District is approximately 190 acres in size and is generally bounded by Illinois Route 13 and Green Mount Lane. This TIF district was established to aid in the expansion of Belle Valley Industrial Park Phase III.

TIF 21 funds are expected to be used for infrastructure improvements to accommodate Belle Valley III Industrial Park.

## **TIF 22 (ROUTE 15 NORTH)**

### **Fund 80**

The Tax Increment Financing (TIF) 22 Fund, a special revenue fund, was established in 2015. The District is approximately 33 acres in size and is generally bounded by Illinois Route 15 and DeMazenod Drive. This TIF district was site specific and related to assistance for the development of the Missionary Ventures project to include a convention center, hotels, and restaurants.

TIF 22 funds are expected to be used for site development, infrastructure improvements, and possibly police.

## **ROUTE 15 NORTH BUSINESS DISTRICT**

### **Fund 81**

This special revenue fund was created to account for the business district tax revenues and expenditures for the Route 15 North business district.

**BUDGETED REVENUE AND EXPENDITURES ALL FUNDS 2017/18**

<b>NAME OF FUND</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>
General Fund	28,032,315	28,026,397
Parks Projects Fund	40,860	30,000
Insurance Fund	4,665,100	4,665,000
Library Fund	1,504,950	1,504,130
Library-Gift Endowment	70	70
Playground & Recreation Fund	858,378	841,719
Fire Pension Fund	3,619,500	3,552,000
Police Pension Fund	3,959,000	3,630,900
Capital Projects Fund	575,035	584,985
TIF 3 Fund	12,249,000	12,775,859
TIF 8 Fund	140,200	146,000
TIF 9 Fund	88,600	172,000
TIF 10 Fund	1,206,000	1,393,000
TIF 11 Fund	28,250	27,000
TIF 12 Fund	148,150	146,000
TIF 13 Fund	47,200	202,000
TIF 14 Fund	106,200	161,410
TIF 15 Fund	3,166,350	3,375,000
TIF 16 Fund	694,250	811,000
TIF 17 Fund	40,100	42,000
TIF 18 Fund	37,000	115,000
TIF 19 Fund	2,536,700	2,536,000
TIF 20 Fund	89,400	68,000
TIF 21 Fund	5,650	52,000
TIF 22 Fund	0	0
Route 15 North Business District Fund	30,000	30,000
Special Service Area Reserve Acct	600	0
Special Service Area I & S Fund	101,769	101,119
2011 TIF Bonds I & S Fund	255,300	254,301
2014 PD Project Debt Service Fund	692,150	689,350
2015 PD Project Construction Fund	8,000	3,198,924
2015 PD Project Debt Service Fund	588,563	582,863
Retirement Fund	1,490,500	1,480,000
Motor Fuel Tax Fund	1,225,500	1,470,500
Fountain Fund	4,620	5,000
Tort Liability Fund	926,200	900,000
Walnut Hill Future Care Fund	5,000	15,494
Sewer Operation & Maintenance	9,030,000	9,392,924
Sewer Repair & Replacement	124,652	120,000
Sewer Construction	19,371,000	18,633,195
Sewer Bond & Interest	20,024,047	20,017,002
Special Service Area	39,000	46,355
Working Cash Fund	2,500	0
Belleville Illinois Tourism	67,200	85,800
2011 Bond Fund I & S	1,078,200	1,005,345
Police Trust Fund	14,085	14,000
Narcotics Fund	264,450	262,000
Local Law Enforcement Grant Fund	20,020	20,000
	<u>119,201,614</u>	<u>123,181,642</u>

**REVENUE AND EXPENDITURES ALL FUNDS 2017/18**

<b>Total All Funds Revenue</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Estimated</b>
Total Taxes	27,079,620	26,823,573	27,588,540	28,602,539	29,042,229	30,005,269
Total Licenses	756,410	872,641	888,891	849,657	932,000	901,000
Total Permits	699,126	712,934	700,231	735,619	780,300	967,800
Total Intergovernmental	30,667,101	26,115,692	25,076,314	36,931,764	37,204,378	40,380,078
Total Fines	482,741	634,603	341,278	361,073	667,400	538,700
Total Charges for Services	14,355,714	14,796,566	15,559,109	15,890,209	16,845,300	17,219,600
Total Enterprise Services	6,617,586	5,685,337	6,553,005	8,136,854	3,812,530	3,308,750
Total Other Sources	16,213,783	23,395,152	23,549,026	25,998,972	24,916,499	25,880,417
<b>Total Revenues</b>	<b>96,872,081</b>	<b>99,036,498</b>	<b>100,256,394</b>	<b>117,506,687</b>	<b>114,200,636</b>	<b>119,201,614</b>

<b>Total All Funds Expenditures</b>						
<b>Account Description</b>	<b>FY 2013/14 Actual</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Actual</b>	<b>FY 2016/17 Actual</b>	<b>FY 2016/17 Budgeted</b>	<b>FY 2017/18 Requested</b>
Total Personnel	30,452,688	31,901,713	33,048,497	33,355,950	33,906,912	34,471,552
Total Contract Services	20,455,797	21,000,578	21,701,848	21,625,543	23,067,491	22,104,883
Total Commodities	1,885,791	1,940,015	1,760,736	1,711,126	2,111,877	2,060,175
Total Debt Service	9,055,051	10,031,191	10,549,303	10,686,395	11,334,707	10,534,315
Total Capital Outlay	18,351,535	15,836,021	14,922,430	28,649,521	37,027,530	27,062,799
Total Other Expenditures	16,266,468	12,604,013	14,375,123	25,804,355	27,961,501	26,947,918
<b>Total Expenses</b>	<b>96,467,330</b>	<b>93,313,531</b>	<b>96,357,937</b>	<b>121,832,890</b>	<b>135,410,018</b>	<b>123,181,642</b>

**CAPITAL EXPENDITURES-ALL FUNDS 2017/18**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	
<b>Administration</b>	Mechanic Equipment	1,000.00
	Other Computer / IT Equipment	1,000.00
<b>Police Department</b>	Computers	15,000.00
	Tasers	2,500.00
	Safety Equipment	20,000.00
	Miscellaneous	2,500.00
	Furniture & Fixtures	500.00
<b>Fire Department</b>	Thermal Imager	10,000.00
	Other Fire Equipment (hose, air bags, tools, fans, etc.)	15,000.00
<b>Parks Department</b>	Dumpsters, grills, chairs, etc.	8,100.00
	Mowers & Trimmers	21,400.00
	Picnic Table Replacements	6,000.00
	Tracked Skid Steer	7,000.00
<b>Sanitation Department</b>	Trash Toters	15,000.00
<b>Health &amp; Housing</b>	Computer Equipment/Cameras	200.00
	Filing Cabinets	300.00
<b>Economic Development</b>	Plotter/Scanner	7,200.00
<b>Human Resources/Comm. Dev.</b>	Office Equipment	250.00
<b>City Clerk's Office</b>	Laserfiche printer	1,200.00
<b>City Treasurer's Office</b>	Computer/Printer Equipment	400.00
<b>Maintenance Department</b>	Compressor	1,000.00
	Furniture	250.00
<b>Engineering</b>	Computer Equipment	1,000.00
<b>GRAND TOTAL – General Fund</b>		<u>\$ 136,800.00</u>

<b>Parks Project Fund</b>	Park Equipment	30,000.00
<b>Library</b>	Furniture	1,000.00
	Computers/IT Equipment	10,000.00
	Periodicals	12,000.00
	Books	70,000.00
<b>Playground &amp; Recreation</b>	Computer Equipment	2,000.00
	Dog Park Shade Shelter	16,000.00
<b>Motor Fuel Tax Fund</b>	Ditching Program	85,000.00
	Infrastructure Program	85,000.00
	Sidewalk Program	150,000.00
	Pavement Marking	30,000.00
	Concrete Patch	80,000.00
	Asphalt Patch	150,000.00
<b>Walnut Hill Future Care</b>	Mowing Equipment	10,000.00
	Rolling Tent	5,000.00
<b>Sewer Collections</b>	Computer Equipment	500.00
<b>Sewer Lines</b>	Locator	1,700.00
	Camera Equipment	13,600.00
	Jetting Equipment	4,700.00
<b>Sewer Plant</b>	Pump Station Upgrades	37,500.00
	Control Panels	37,500.00
	Tuckpointing Secondary Lift Building	17,000.00
<b>Sewer Repair &amp; Replacement</b>	Control Panel Replacements	25,000.00
	Pump Replacements	35,000.00
<b>Sewer Construction</b>	Land Purchases	50,000.00
	Storm Water Pumps & Controls	75,000.00
	Blackburn Project	200,000.00
	29th Street Project	311,000.00
	Sewer Plant Project & SSO Projects	15,211,000.00
	Repair Projects	460,220.00
	Sewer Line Emergency Repairs	250,000.00
<b>Library – Gift Endowment</b>	Books	70.00

**TIF 3**

Street Dept Truck	25,000.00
Sewer Dept Truck	25,000.00
Street Dept Dump Truck Lease	30,000.00
Police Vehicles (6)	271,000.00
Rodder/Vactor Truck Lease	50,000.00
Fire Truck Lease Payments	56,100.00
Sanitation Truck Lease Pymts	97,700.00
Street Sweeper Lease	54,000.00
2017 Ditching Program	80,000.00
2017 Infrastructure Program	80,000.00
Islands at 28th Street	20,000.00
North Illinois Streetscape Match	375,000.00
Baltimore Ave	40,000.00
Amann Drive Entrance	25,000.00
Street Repairs	100,000.00
West Cleveland Patches	20,000.00
2017 Asphalt Patch	150,000.00
2017 Concrete Patch	80,000.00
2017 Pavement & Sign Management	50,000.00
2017 Traffic Signals	50,000.00
Jaycee Park Improvements	5,000.00
Pleasant Hill Park Improvements	60,000.00
Bellevue Park Improvements	25,000.00
Ebsen Park Improvements	10,000.00
Southside Park Improvements (grant)	549,500.00
Laderman Park Improvements (grant)	385,000.00
City Hall Renovations	1,000,000.00
Improvements/Acquisitions- Parking Lots	200,000.00
Landscaping	6,000.00
Façade Improvements	25,000.00
M360 Energy Improvements Pmt	40,000.00
2017 Sidewalks	120,000.00

**TIF 8**

Sidewalk Improvements	75,000.00
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**TIF 9**

Entrance Sign	70,000.00
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**TIF 10**

Infrastructure Improvements	200,000.00
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**TIF 12**

Street Overlays	40,000.00
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**TIF 13**

Infrastructure Improvements	100,000.00
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<b>TIF 16</b>	BiCentennial Park Lake Dredging	100,000.00
	BiCentennial Park Improvements (grant)	600,000.00
	Traffic Signal Repairs	5,000.00
<b>TIF 17</b>	Façade Improvements	12,000.00
<b>TIF 18</b>	Infrastructure Improvements	100,000.00
<b>Capital Projects Fund</b>	North Virginia – State Grant	84,985.00
	23rd St Improve. - State Grant	200,000.00
	Sidewalk Improve. - State Grant	100,000.00
	Prairie Ave - State Grant	200,000.00
<b>2015 PD Project Construction</b>	Police Dept/City Hall Building Improvements	3,198,924.00
<b>Narcotics Fund</b>	Police equipment, cameras, etc.	250,000.00
<b>LLE Grant Fund</b>	Computer/Radio Equipment	<u>20,000.00</u>
<b>GRAND TOTAL</b>		<b>\$27,062,799.00</b>

## SUMMARY OF FULL-TIME EMPLOYEE POSITIONS

Department	Actual 2016-17	Budget 2017-18
Administration (not including Aldermen)	4	4
Police Department	105	105
Fire Department	65	65
Street Department	20	20
Parks Department	7	6
Cemetery Department	2	2
Sanitation Department	17	17
Legal Department	2	2
Health and Housing	12	11
Economic Development	4	4
Mayor's Office	3	3
Finance Department	4	4
Human Resources	2	2
Clerk's Office	4	4
Treasurer's Office	4	4
Maintenance Department	8	8
Engineering Department	3	3
Library	17	17
Playground & Recreation	4	4
Sewer Collection	5	5
Sewer Lines	8	8
Sewer Plant	22	21
<b>TOTAL ALL DEPARTMENTS</b>	<b>322</b>	<b>319</b>

The figures in this summary only reflect number of full-time employee positions in each department. Many departments utilize part-time employees throughout the year, especially the Street Department, Parks Department, and Playground & Recreation Department.