

ORDINANCE 303

BUDGET AND APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE BATAVIA PARK DISTRICT, KANE COUNTY, ILLINOIS FOR FISCAL YEAR BEGINNING MAY 1, 2011 AND ENDING APRIL 30, 2012

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BATAVIA PARK DISTRICT, KANE COUNTY, ILLINOIS:

SECTION 1. It is hereby found and determined that:

(a) This Board has heretofore caused to be prepared a combined Annual Budget and Appropriation in tentative form, which Ordinance has been conveniently available for public inspection for at least thirty days prior to final action thereon; and

(b) A public hearing was held at the Batavia Park District, Batavia, Illinois on the 17th day of May, 2011 on said Ordinance, notice of said hearing was given at least one week prior to such hearing by publication in the Daily Herald, a newspaper published within the Park District: and

(c) That all other legal requirements for the adoption of the Annual Budget and Appropriation Ordinance of the Park District for the fiscal year beginning May 1, 2011 and ending April 30, 2012 have heretofore been performed.

SECTION 2: The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first (1st) day of May, 2011 and ending on the thirtieth (30th) day of April, 2012:

SECTION 2

	Budget	Appropriation
GENERAL CORPORATE FUND		
SALARIES AND WAGES		
Full-Time Personnel	681,007	749,108
Part-Time Personnel	147,204	161,924
	<u>828,211</u>	<u>911,032</u>
INSURANCE AND PERSONNEL BENEFITS		
Health Insurance	159,517	175,469
Uniform Expenses	6,635	7,299
Professional Dues/Memberships	12,160	13,376
Training/Continuing Education	19,075	20,983
Mileage Reimbursement	8,100	8,910
	<u>205,487</u>	<u>226,036</u>
PROFESSIONAL SERVICES		
Attorney Fees	20,000	22,000
Legal Notices	1,225	1,348
Computer Services	39,687	43,656
Other Professional Services	80,565	88,622
	<u>141,477</u>	<u>155,625</u>
ADMINISTRATIVE SERVICES AND SUPPLIES		
Copy & Duplication Expenses	8,092	8,901
Subscriptions and Publications	940	1,034
Telephone	14,595	16,055
Printing	1,900	2,090
Postage	7,900	8,690
Office Equipment	1,200	1,320
Office Equipment Maintenance & Repairs	3,462	3,808
Recruiting Expenses	500	550
Office Supplies	2,175	2,393
Computer/Accounting Supplies	19,987	21,986
Commissioner Expenses	3,700	4,070
Staff Expenses	5,715	6,287
Marketing/Public Relations	31,350	34,485
Other Administrative Services and Supplies	1,270	1,397
	<u>102,786</u>	<u>113,065</u>
RENTAL, LEASE AND UTILITY EXPENSES		
Electricity	19,160	21,076
Gas Service	11,000	12,100
Water and Sewer	3,800	4,180
Other Utility Expenses	5,832	6,415
	<u>39,792</u>	<u>43,771</u>
BUILDING AND GROUNDS EXPENSES		
Building Repairs & Maintenance	10,000	11,000
Park & Playground Equipment Maintenance	10,400	11,440
Landscaping and Turf Materials	24,800	27,280
Equipment Repairs and Maintenance	6,000	6,600
Maintenance Tools and Equipment	4,400	4,840
Safety Supplies	3,549	3,904
Refuse Removal	18,242	20,066
Building/Grounds Contractual Services	49,296	54,226
	<u>126,687</u>	<u>139,356</u>
OPERATING EQUIPMENT EXPENSES		
Operating Equipment Maintenance	21,000	23,100

SECTION 2

	Budget	Appropriation
Operating Equipment Gasoline	15,000	16,500
Operating Equipment Rental	750	825
	36,750	40,425
VEHICLE OPERATION EXPENSES		
Vehicle Maintenance/Equipment	13,000	14,300
Vehicle Gasoline	25,000	27,500
Licenses and Safety Lane Fees	240	264
	38,240	42,064
BOND PAYMENTS		
Principal Due on Bonds	1,000,000	1,100,000
Interest Due on Bonds	218,920	240,812
Other Bond Expenses	1,845	2,030
	1,220,765	1,342,842
CAPITAL IMPROVEMENTS	77,500	85,250
TOTAL CORPORATE FUND EXPENSES	2,817,695	3,099,465
<u>GENERAL RECREATION FUND</u>		
SALARIES AND WAGES		
Full-Time Personnel	454,151	499,566
Part-Time Personnel	69,928	76,921
	524,079	576,487
INSURANCE AND PERSONNEL BENEFITS		
Health Insurance	122,340	134,574
Uniform Expenses	277	305
Professional Dues/Memberships	3,300	3,630
Training/Continuing Education	6,100	6,710
Mileage Reimbursement	300	330
	132,317	145,549
PROFESSIONAL SERVICES		
Computer Services	36,803	40,483
Credit Card Administration Fees	28,800	31,680
Other Professional Services	18,000	
	83,603	91,963
ADMINISTRATIVE SERVICES AND SUPPLIES		
Copy and Duplication Expenses	5,526	6,079
Telephone	5,280	5,808
Printing	1,000	1,100
Postage	4,210	4,631
Office Equipment	250	275
Office Equipment Maintenance	1,712	1,883
Recruiting Expenses	750	825
Office Supplies	1,325	1,458
Computer Supplies	20,138	22,152
Staff Expenses	20,475	22,523
Marketing/Public Relations	150,020	165,022
Other Administrative Services/Supplies	500	550
	211,186	232,305
RENTAL, LEASE AND UTILITY EXPENSES		
Electricity	26,000	28,600
Gas Service	19,500	21,450

SECTION 2

	Budget	Appropriation
Water and Sewer	2,350	2,585
Other Rental, Lease and Utility Expenses	1,400	1,540
	49,250	54,175
PROGRAM EXPENSES		
Program Supplies, Salaries, Contractual	1,079,216	1,187,138
Concession Supplies	150	165
	1,079,366	1,187,303
BUILDING AND GROUNDS EXPENSES		
Building Repairs and Maintenance	7,500	8,250
Safety Supplies	299	329
Other Building and Grounds Expenses	48,684	53,552
	56,483	62,131
CAPITAL IMPROVEMENTS	53,000	58,300
Subtotal	2,189,284	2,408,212
<u>SWIMMING FACILITY</u>		
SALARIES AND WAGES	119,042	130,946
INSURANCE AND PERSONNEL BENEFITS		
Uniform Expenses	1,700	1,870
Training/Continuing Education/Mileage	2,600	2,860
	4,300	4,730
PROFESSIONAL SERVICES	831	914
ADMINISTRATIVE SERVICES AND SUPPLIES		
Telephone	2,544	2,798
Printing	3,825	4,208
Postage	750	825
Office Equipment	200	220
Office Equipment Maintenance	120	132
Office/Computer Supplies	2,550	2,805
Marketing Expenses	7,800	8,580
Staff Expenses and Public Relations	400	440
Sales Tax Expense	300	330
Concession Expenses	6,000	6,600
	24,489	26,938
RENTAL, LEASE AND UTILITY EXPENSES		
Electricity	28,500	31,350
Water and Sewer	1,850	2,035
	30,350	33,385
PROGRAM EXPENSES		
Program Supplies and Equipment	1,200	1,320
Contract Program Staff	300	330
	1,500	1,650
BUILDING AND GROUNDS EXPENSES		
Building Repairs and Maintenance	17,850	19,635
Facility Equipment	3,600	3,960
Safety Equipment/Supplies	500	550
Refuse Removal	1,700	1,870

SECTION 2

	Budget	Appropriation
Pool Chemicals	25,500	28,050
Other Building and Grounds Expenses	6,246	6,871
	55,396	60,936
Total Swimming Facility Expenses	235,908	259,499

TEEN CENTER

SALARIES AND WAGES	28,004	30,804
ADMINISTRATIVE SERVICES AND SUPPLIES		
Telephone	800	880
Office/Computer Supplies	50	55
Marketing	1,050	1,155
	1,900	2,090
RENTAL, LEASE AND UTILITY EXPENSES		
Electricity	1,100	1,210
Gas Service	2,500	2,750
Water and Sewer	325	358
	3,925	4,318
PROGRAM EXPENSES	15,350	16,885
BUILDING AND GROUNDS EXPENSES	2,000	2,200
CAPITAL IMPROVEMENTS	0	0
Total Teen Center Expenses	51,179	56,297
GRAND TOTAL RECREATION FUND EXPENSES	2,476,371	2,724,008

MUSEUM FUND

SALARIES AND WAGES		
Full-Time Personnel	129,965	142,962
Part-Time Personnel	35,798	39,378
	165,763	182,339
INSURANCE AND PERSONNEL BENEFITS		
Health Insurance	12,516	13,768
Professional Dues/Memberships	760	836
Training/Continuing Education	800	880
Mileage Reimbursement	300	330
	14,376	15,814
PROFESSIONAL SERVICES	1,500	1,650
ADMINISTRATIVE SERVICES AND SUPPLIES		
Telephone	1,776	1,954
Postage	1,500	1,650
Office/Computer Supplies	650	715
Staff Expenses	1,150	1,265
	5,076	5,584
RENTAL, LEASE AND UTILITY EXPENSES		
Electricity	13,450	14,795

SECTION 2

	Budget	Appropriation
Gas Service	4,400	4,840
Water & Sewer	3,850	4,235
	<u>21,700</u>	<u>23,870</u>
PROGRAM EXPENSES		
Program Supplies	1,750	1,925
Program Contractual	7,750	8,525
	<u>9,500</u>	<u>10,450</u>
BUILDING AND GROUNDS EXPENSES		
Building Repairs and Maintenance	8,300	9,130
Landscaping and Turf Materials	100	110
Other Building and Grounds Expenses	17,733	19,506
	<u>26,133</u>	<u>28,746</u>
CAPITAL IMPROVEMENTS	<u>0</u>	<u>0</u>
TOTAL MUSEUM FUND EXPENSES	<u>244,048</u>	<u>268,453</u>
<u>PAVING AND LIGHTING FUND</u>		
Paving/Lighting Expenses	34,100	37,510
TOTAL PAVING & LIGHTING FUND EXPENSES	<u>34,100</u>	<u>37,510</u>
<u>SPECIAL RECREATION FUND</u>		
Salaries	39,391	43,330
SRA Contributions	145,276	159,804
Park/Playground Accessible Equipment	236,488	260,137
Staff Expenses/Public Relations	1,000	1,100
Scholarships	2,500	2,750
TOTAL SPECIAL RECREATION FUND	<u>424,655</u>	<u>467,121</u>
<u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>		
IMRF Contributions	208,531	229,384
TOTAL ILLINOIS MUNICIPAL RETIREMENT FUND	<u>208,531</u>	<u>229,384</u>
<u>SOCIAL SECURITY FUND</u>		
FICA Contributions	167,688	184,457
TOTAL SOCIAL SECURITY FUND	<u>167,688</u>	<u>184,457</u>
<u>AUDIT FUND</u>		
Salaries	5,328	5,861
Audit Services	13,300	14,630
TOTAL AUDIT FUND	<u>18,628</u>	<u>20,491</u>
<u>LIABILITY FUND</u>		
Salaries	16,873	18,560
Public Liability Insurance	91,551	100,706
In-Service Training/Continuing Education	600	660
Subscriptions and Publications	100	
Professional Services	4,145	4,560
Administrative Services/Supplies	275	303
TOTAL LIABILITY FUND	<u>113,544</u>	<u>124,898</u>

SECTION 2

	Budget	Appropriation
<u>UNEMPLOYMENT INSURANCE FUND</u>		
Unemployment Compensation Reimbursements	10,000	11,000
TOTAL UNEMPLOYMENT INSURANCE FUND	<u>10,000</u>	<u>11,000</u>
<u>CAPITAL DEVELOPMENT FUND</u>		
Salaries	35,423	38,965
Professional Services	33,809	37,190
Park/Playground Improvements	1,494,955	1,644,451
Land Acquisition	18,600	20,460
TOTAL CAPITAL DEVELOPMENT FUND	<u>1,582,787</u>	<u>1,741,066</u>
<u>DEBT SERVICE</u>		
Bond Payments	433,000	476,300
TOTAL BOND FUND	<u>433,000</u>	<u>476,300</u>
<u>SUMMARY OF FUNDS</u>		
CORPORATE FUND	2,817,695	3,099,465
RECREATION FUND	2,476,371	2,724,008
MUSEUM FUND	244,048	268,453
PAVING AND LIGHTING FUND	34,100	37,510
SPECIAL RECREATION FUND	424,655	467,121
IMRF FUND	208,531	229,384
SOCIAL SECURITY FUND	167,688	184,457
AUDIT FUND	18,628	20,491
LIABILITY FUND	113,544	124,898
UNEMPLOYMENT INSURANCE FUND	10,000	11,000
CAPITAL DEVELOPMENT FUND	1,582,787	1,741,066
DEBT SERVICE FUND	433,000	476,300
<u>TOTAL SUMMARY OF ALL FUNDS</u>	<u>8,531,047</u>	<u>9,384,152</u>

Each of said sums of money and the aggregate thereto are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2011 and ending April 30, 2012 for the respective purposed set forth.

All unexpended balances of the appropriations of prior years are hereby specifically re-appropriated for the same general purpose for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

SECTION 3. The following determinations have been made and are hereby made a part of the aforesaid budget:

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$4,258,088.
- (b) An estimate of the cash expected to be received during the fiscal year from all sources is \$7,587,411.
- (c) An estimate of the expenditures contemplated for the fiscal year is \$8,531,047.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$3,314,452.
- (e) An estimate of the amount of property taxes to be received during the fiscal year is \$4,735,760.

SECTION 4. The receipts and revenues of the Batavia Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposed for which they were appropriated and levied, shall constitute the General Fund and shall first be placed to the credit of such fund.

SECTION 5: All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance by and the same are hereby repealed to the extent of such conflict. If any item or portion thereof of this budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 6: This ordinance shall be in full force and effect immediately upon its passage.

PASSED this 17th day of May, 2011

AYES: 5

ABSENT: 0

NAYS: 0

ABSTAIN: 0

BATAVIA PARK DISTRICT

By: 

Board President

ATTEST: 

Board Secretary

CERTIFICATION

I, MICHAEL G. CLARK, DO HEREBY CERTIFY that I am the duly appointed, qualified and acting Secretary of the Board of Commissioners of the Batavia Park District, Kane County, Illinois, and as such Secretary, I am the keeper of the minutes and records of the proceedings thereof and have in my custody the books and records of said Park District.

I DO FURTHER CERTIFY that the annexed is a true and correct copy of Ordinance #303 entitled:

**AN ORDINANCE ADOPTING THE COMBINED ANNUAL
BUDGET AND APPROPRIATION OF FUNDS FOR THE
BATAVIA PARK DISTRICT, KANE COUNTY, ILLINOIS
FOR FISCAL YEAR BEGINNING
MAY 1, 2011 AND ENDING APRIL 30, 2012**

passed and approved at a meeting of the Board of Commissioners of said Park District held on the 17th day of May, 2011, that at said meeting Park Commissioners were present and upon motion duly made and seconded that said Ordinance did pass and upon the roll being called the vote of each Park Commissioner present on the question of the passage of the Ordinance was duly and separately taken by ayes and nays and his name and vote recorded in the minutes of the proceedings of said Park District; that it appears from such record that Park Commissioners voted ayes and Park Commissioners voted nay.


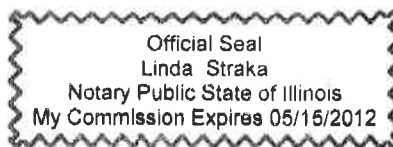
I DO HEREBY CERTIFY THAT the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said District, this 17th day of May, 2011.



Secretary

SUBSCRIBED AND SWORN
Before me this 17th day of May, 2011


Notary Public


BATAVIA PARK DISTRICT
327 W. WILSON STREET
BATAVIA, IL 60181

CERTIFICATION OF ESTIMATE OF
REVENUES FOR FISCAL YEAR 2011-2012

I, Linda K. Straka, do hereby certify that I am the duly qualified Chief Fiscal Officer of the Batavia Park District, as such officer, I do further certify that the revenues, by source, anticipated to be received by said Park District in the fiscal year beginning May 1, 2011 and ending on April 30, 2012 are estimated to be as follows:

<u>Source</u>	<u>Amount</u>
2010 Real Estate Taxes	\$4,735,760
Personal Property Replacement Tax	\$42,000
Earned Interest	\$16,200
Program Fees	\$1,939,026
Rental Income	\$93,610
Grants and Donations	\$90,641
Miscellaneous	\$45,174
Bond Proceeds	\$625,000

IN WITNESS WHEREOF, I have hereunto set my hand as affixed the seal of the Batavia Park District this 17th day of May, 2011.



Chief Fiscal Officer
Batavia Park District

(SEAL)