

BUDGET AND APPROPRIATION ORDINANCE

NORMAL TOWNSHIP GENERAL FUND

ORDINANCE Budget 17/18 - 01

An ordinance appropriating for all town purposes for Normal Township McLean County, Illinois, for the fiscal year beginning April 1, 2017 and ending March 31, 2018.

BE IT ORDAINED by the Board of Trustees of Normal Township McLean County, Illinois

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be needed or deemed necessary to defray all expenses and liabilities of Normal Township, be and the same are hereby appropriated for the town purposes of Normal Township, McLean County, Illinois as hereinafter specified for the fiscal year beginning April 1, 2017 and ending March 31, 2018.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds,

___ GENERAL TOWN	IMRF
GENERAL ASSISTANCE	SOCIAL SECURITY
SENIOR CITIZENS	INSURANCE
AUDIT	

1 **GENERAL TOWN FUND**

BEGINNING BALANCE	April 1, 2017	900,000
REVENUES		
Property Tax	1,300,000	
Replacement Tax	27,000	
Interest Income	2,500	
Rental Income	2,000	
Borrowed Funds	0	
Miscellaneous Income	0	
TOTAL REVENUES:		1,331,500
		=====
TOTAL FUNDS AVAILABLE:		2,231,500
		=====

EXPENDITURES		
1-11	Administration	1,467,650
1-12	Assessor	269,475
1-13	Cemetery	
—	Youth Services	26,000
—	Contingencies	20,000

TOTAL EXPENDITURES/APPROPRIATIONS: 1,783,125  
=====

ENDING BALANCE March 31, 2018 448,375  
=====

1-11 **ADMINISTRATION**

PERSONNEL		
	Salaries	285,000
	Health Insurance	30,000
	Unemployment Insurance	150
	Worker's Compensation	0
	Social Security Contribution	0
	Medicare Contributions	0
	Retirement Contribution	0
		315,150
CONTRACTUAL SERVICES		
	Maintenance Service-Building	7,500
	Maintenance Service-Equipment	3,000
	Accounting Service	0
	Legal Service	8,000
	Data Processing Service	0
	Postage	1,200
	Telephone	1,000
	Publishing	800
	Printing	1,000
	Dues	2,000
	Travel Expenses	1,200
	Training	1,500
	Utilities	3,000
	Publications	500
	Web Site Support	800
	Rental	0
		31,500
COMMODITIES		
	Office Supplies	2,000
	Election	0
	Newsletter	0
		2,000
DEBT SERVICE		
	Contract Payment	0

CAPITAL OUTLAY		
Building	5,000	
Computer/Copier	10,000	
ARC Debt Service Exp	277,000	
ARC Interest Expense	72,000	
New Building Costs	400,000	
		764,000
OTHER EXPENDITURES		
Miscellaneous Expense	5,000	
Transfer to Senior Citizens Fund	350,000	
		355,000
TOTAL ADMINISTRATION:		1,467,650

1-12 **ASSESSOR**

PERSONNEL		
Salaries	196,000	
Health Insurance	25,000	
Unemployment Insurance	1,000	
Worker's Compensation	0	
Social Security Contribution	0	
Medicare Contributions	0	
Retirement Contribution	0	
		222,000
CONTRACTUAL SERVICES		
Maintenance Service-Equipment	300	
Maintenance Service-Vehicle	0	
Postage	650	
Telephone	2,500	
Publishing	100	
Printing	250	
Dues	500	
Travel Expenses	2,000	
Training	3,000	
Publications/Maps	525	
Consultant/Appraisal	10,000	
Computer/Consultant	6,000	
Website Support	750	
		26,575
COMMODITIES		
Office Supplies	3,000	
		3,000
CAPITAL OUTLAY		
Miscellaneous	1,000	
Computer software	10,000	
Computer station	6,000	
		17,000
OTHER EXPENDITURES		
Miscellaneous Expense	900	
	0	
		900
TOTAL ASSESSOR:		269,475

**YOUTH SERVICES**

PERSONNEL

_____	0
_____	0
_____	0
_____	0
_____	0
_____	0

0

CONTRACTUAL SERVICES

Town of Normal	26,000
Unallocated	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0

26,000

COMMODITIES

_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0

0

CAPITAL OUTLAY

_____	0
_____	0
_____	0

0

OTHER EXPENDITURES

_____	0
_____	0

0

TOTAL \_\_\_\_\_ Youth Services

26,000

\_\_\_\_\_

=====

11 **AUDIT FUND**

BEGINNING BALANCE	April 1, 2017		5,053
REVENUES			
Property Tax		7,000	
Interest Income		10	
TOTAL REVENUES:			7,010
			=====
TOTAL FUNDS AVAILABLE:			12,063
			=====
EXPENDITURES			
CONTRACTUAL SERVICES			
Annual Audit		8,000	
TOTAL EXPENDITURES/APPROPRIATIONS:			8,000
			=====
ENDING BALANCE	March 31, 2018		4,063
			=====

12 **INSURANCE FUND**

BEGINNING BALANCE	April 1, 2017		10,663
REVENUES			
Property Tax		36,000	
Interest Income		20	
Toirma Dividend		1,300	
TOTAL REVENUES:			37,320
			=====
TOTAL FUNDS AVAILABLE:			47,983
			=====
EXPENDITURES			
PERSONNEL			
Unemployment Insurance		0	
Worker's Compensation		0	
General Town		7,000	
General Assistance			7,000
			=====
CONTRACTUAL SERVICES			
Liability Insurance		4,000	
General Insurance		25,000	
			=====
CONTINGENCIES			
		1,000	
			30,000
TOTAL EXPENDITURES/APPROPRIATIONS:			37,000
			=====
ENDING BALANCE	March 31, 2018		10,983

13 **ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)**

BEGINNING BALANCE	April 1, 2017		56,573
			=====
REVENUES			
Property Tax		53,000	
Interest Income		100	
	TOTAL REVENUES:		53,100
			=====
	TOTAL FUNDS AVAILABLE:		109,673
			=====
EXPENDITURES			
PERSONNEL			
Retirement Contribution		66,000	
Administration GT	26,000		
Assessor	12,500		
General Assistance	3,500		
Senior Citizen	24,000		
CONTINGENCIES	2,000	2,000	
	TOTAL EXPENDITURES/APPROPRIATIONS:		68,000
			=====
ENDING BALANCE	March 31, 2018		41,673
			=====

14 **SOCIAL SECURITY FUND**

BEGINNING BALANCE	April 1, 2017		55,034
			=====
REVENUES			
Property Tax		60,000	
Interest Income		120	
TOTAL REVENUES:			60,120
			=====
TOTAL FUNDS AVAILABLE:			115,154
			=====
EXPENDITURES			
PERSONNEL			
Social Security Contribution		59,500	
G.T. Administrat	17700.00		
G.T. Assessor	12300.00		
General Assistar	2200.00		
Senior Citizens	27300.00		
Medicare Contributions		14,500	
G.T. Administrat	4500.00		
G.T. Assessor	3000.00		
General Assistar	500.00		
Senior Citizens	6500.00		
Contingencies		2,000	
TOTAL EXPENDITURES/APPROPRIATIONS:			76,000
			=====
ENDING BALANCE	March 31, 2018		39,154
			=====

**GENERAL ASSISTANCE FUND**

BEGINNING BALANCE	April 1, 2017	344,843	=====
REVENUES			
Property Tax	250,000		
Grants-State	0		
Interest Income	600		
Transfer from General Town	0		
Misc. & Soc Sec Reimbursement	4,000		
	0		
TOTAL REVENUES:		254,600	=====
TOTAL FUNDS AVAILABLE:		599,443	=====
EXPENDITURES			
23-11 Administration	62,400		
23-31 Home Relief	292,200		
Contingencies	15,000		
TOTAL EXPENDITURES/APPROPRIATIONS:		369,600	=====
ENDING BALANCE	March 31, 2018	229,843	=====

23-11 ADMINISTRATION

PERSONNEL			
Salaries	35,000		
Health Insurance			
Unemployment Insurance	50		
Worker's Compensation	0		
Social Security Contribution	0		
Medicare Contributions	0		
Retirement Contribution	0		
	0		
	0		
	0		
		35,050	
CONTRACTUAL SERVICES			
Maintenance Service-Building	6,500		
Maintenance Service-Equipment	1,000		
Other Professional Services	1,000		
Postage	1,000		
Telephone	1,300		
Publishing	500		
Printing	2,500		
Travel Expenses	200		
Rentals	0		
Accounting/Audit	0		
Workfare Insurance	0		
Dues	150		
Training	500		



Utilities (Twp Hall)	4,000	
Publications	200	
Web Site Support	1,000	

19,850

COMMODITIES

Maintenance Supplies-Building	0
Maintenance Supplies-Equipment	0
Office Supplies	2,000
Operating Supplies	0

2,000

CAPITAL OUTLAY

Equipment - remodel offices	4,000
Computer software update	0
<hr/>	0

4,000

OTHER EXPENDITURES

Miscellaneous Expense	1,500
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1,500

TOTAL ADMINISTRATION:

62,400

23-31 HOME RELIEF

CONTRACTUAL SERVICES

Physician Service	3,000
Hospital Service-In Patient	30,000
Hospital Service-Out Patient	10,000
Dental Service	2,000
Catastrophic Medical Premium	2,700
Funeral & Burial Service	500
Shelter	65,000
Utilities	12,000
Pharmacy	3,000
Fuel	4,000
Emergency Shelter	45,000
Emergency Utilities	25,000
Community Health Care Clinic	37,000

239,200

COMMODITIES

Food	30,000
Personal Incidentals	1,000
Household Incidentals	3,000
Flat Grant	0
Drugs	0
Fuel	0

34,000

OTHER EXPENDITURES

Miscellaneous Expense	17,000
Church Funds	2,000

19,000

TOTAL HOME RELIEF:

292,200

**SENIOR CITIZENS FUND**

BEGINNING BALANCE	April 1, 2017	227,856
=====		
REVENUES		
Real Estate Taxes	244,000	
Interest	425	
Membership fees	87,500	
Program fees	50,000	
Transfer from General Town Fund	350,000	
Town of Normal Grant	11,500	
Misc Income-COBT, shuttle bus, etc	45,000	
Living Memorial Fund	10,000	
TOTAL REVENUES:		798,425
=====		
TOTAL FUNDS AVAILABLE:		1,026,281
=====		
EXPENDITURES		
PERSONNEL		
Salaries	440,000	
Social Security	0	
Unemployment	2,400	
Health Insurance	104,000	
IMRF	0	
		546,400
CONTRACTUAL SERVICES		
Telephone	9,500	
Postage	7,000	
Building Supplies	40,000	
Utilities - Electric	35,000	
Utilities - Gas	14,000	
Utilities - Other	8,000	
Building Service Contracts	0	
Publications	1,000	
Dues	500	
Travel	500	
Training	1,000	
Speakers	3,500	
Nurse Service Contract	15,000	
Instructor Contracts	40,000	
Peace Meal	16,000	
PATH	0	
Publishing	1,000	
Printing	3,000	
Web Site Support	5,000	
Bus Trips - 28 pass bus	2,500	
		202,500
COMMODITIES		
Office Supplies	5,000	
Equipment Maintenance	15,000	
	0	
-----		
		20,000

CAPITAL OUTLAY		
Building & Equipment	50,000	
New Building Study Expenses	0	
		50,000
OTHER EXPENDITURES		
Program Supplies	24,000	
Promotions		
Open House	4,000	
Brochures	2,000	
Publicity	3,000	
Program Entertainment	4,000	
Advertising Expense	5,000	
Shuttle Bus Expense	5,000	
Miscellaneous Expense	4,000	
		51,000
Contingencies		40,000
TOTAL EXPENDITURES/APPROPRIATIONS:		909,900
		=====
ENDING BALANCE	March 31, 2018	116,381
		=====

SECTION 3: That amount appropriated for town purposes for the fiscal year beginning April 1, 2017 and ending March 31, 2018 by fund shall be as follows:

1 GENERAL TOWN FUND	\$1,783,125
11 AUDIT FUND	\$8,000
12 INSURANCE FUND	\$37,000
13 SOCIAL SECURITY FUND	\$76,000
14 ILLINOIS MUNICIPAL RETIREMENT FUND	\$68,000
GENERAL ASSISTANCE FUND	\$369,600
SENIOR CITIZENS FUND	<u>\$909,900</u>
TOTAL APPROPRIATIONS:	\$3,251,625
	=====

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

SECTION 5: That each appropriated fund total shall be divided among the the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriation in the amount of Three Million Two Hundred Fifty-one Thousand Six Hundred Twenty-five Dollars (\$3,251,625.00) for the fiscal year beginning April 1, 2017 and ending March 31, 2018.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of the Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget and Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 11th day of April 2017 pursuant to a role call vote by the Board of Trustees of Normal Township, McLean County, Illinois

BOARD OF TRUSTEES	AYE	NAY	ABSENT
	_____	_____	_____
	_____	_____	_____
_____	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Chairman

CERTIFICATION OF BUDGET AND APPROPRIATION ORDINANCE

NORMAL TOWNSHIP

The undersigned, duly elected, qualified and acting Clerk of Normal Township McLean County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget and Appropriation Ordinance of said Township for the fiscal year beginning April 1, 2017 and ending March 31, 2018 as adopted this 11th day of April, 2017.

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Normal Township, McLean County, Illinois. This certification must be filed within 30 days after the adoption of the Budget and Appropriation Ordinance.

Dated this 11th day of April, 2017

\_\_\_\_\_  
Town Clerk

Filed this \_\_\_\_\_ April, 2017

\_\_\_\_\_  
County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

FOR NORMAL TOWNSHIP

The undersigned, Supervisor, Chief Fiscal Officer, of Normal Township, McLean County, Illinois, does hereby certify that the estimate of revenues by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of the said estimate.

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Normal Township, McLean County, Illinois. This certification must be filed within 30 days after the adoption of the Budget and Appropriation Ordinance.

Dated this 11th day of April, 2017

\_\_\_\_\_  
Supervisor-Chief Fiscal Officer

Filed this \_\_\_\_\_ day of April, 2017

\_\_\_\_\_  
County Clerk