

BUDGET AND APPROPRIATION ORDINANCE

NORMAL TOWNSHIP GENERAL FUND

ORDINANCE No. 19/20 - 01

An ordinance appropriating for all town purposes for Normal Township, McLean County, Illinois, for the fiscal year beginning April 1, 2019 and ending March 31, 2020.

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 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, 2019 and ending March 31, 2020.

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**

| | | |
|-----------------------------|---------------|-----------|
| Projected BEGINNING BALANCE | April 1, 2019 | 1,835,000 |
| REVENUES | | |
| Property Tax | 1,302,198 | |
| Replacement Tax | 25,906 | |
| Interest Income | 24,000 | |
| Rental Income | 1,200 | |
| Misc Income | 500 | |
| TOTAL REVENUES: | | 1,353,804 |
| | | ===== |
| TOTAL FUNDS AVAILABLE: | | 3,188,804 |
| | | ===== |

| | | | |
|--------------|------------------------------------|----------------|-----------|
| EXPENDITURES | | | |
| 1-11 | Administration | 2,226,700 | |
| 1-12 | Assessor | 269,475 | |
| | Contingencies | 40,000 | |
| | TOTAL EXPENDITURES/APPROPRIATIONS: | | 2,536,175 |
| | | | ===== |
| | ENDING BALANCE | March 31, 2020 | 652,629 |
| | | | ===== |
| 1-11 | ADMINISTRATION | | |
| | PERSONNEL | | |
| | Salaries | 295,000 | |
| | Health Insurance | 32,000 | |
| | Unemployment Insurance | 100 | |
| | | | 327,100 |
| | CONTRACTUAL SERVICES | | |
| | Maintenance Service-Building | 10,000 | |
| | Maintenance Service-Equipment | 4,000 | |
| | Accounting Service | 500 | |
| | Legal Service | 10,000 | |
| | Data Processing Service | 4,000 | |
| | Postage | 1,200 | |
| | Telephone | 2,100 | |
| | Publishing | 1,300 | |
| | Printing | 1,000 | |
| | Dues | 2,000 | |
| | Travel Expenses | 500 | |
| | Training | 1,000 | |
| | Utilities | 6,000 | |
| | Publications | 1,000 | |
| | Web Site Support | 4,000 | |
| | | | 48,600 |
| | COMMODITIES | | |
| | Office Supplies | 2,000 | |
| | | | 2,000 |
| | COMMUNITY AGENCY FUNDING | | |
| | Grants | 45,000 | |
| | | | 45,000 |
| | CAPITAL OUTLAY | | |
| | Building & Equipment | 32,000 | |
| | Technology | 8,000 | |
| | ARC Debt Service Exp | 277,000 | |
| | ARC Interest Expense | 72,000 | |
| | New Building Costs | 1,120,000 | |
| | | | 1,509,000 |

| | | |
|----------------------------------|---------|---------|
| OTHER EXPENDITURES | | |
| Miscellaneous Expense | 5,000 | |
| Transfer to Senior Citizens Fund | 290,000 | 295,000 |

TOTAL ADMINISTRATION: 2,226,700

ASSESSOR

PERSONNEL

| | | |
|------------------------|---------|---------|
| Salaries | 200,000 | |
| Health Insurance | 22,000 | |
| Unemployment Insurance | 1,000 | 223,000 |

CONTRACTUAL SERVICES

| | | |
|-------------------------------|--------|--------|
| Maintenance Service-Equipment | 300 | |
| 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 | 900 | |
| Computer software | 9,500 | |
| Computer station | 5,500 | 15,900 |

OTHER EXPENDITURES

| | | |
|-----------------------|-------|-------|
| Miscellaneous Expense | 1,000 | 1,000 |
|-----------------------|-------|-------|

TOTAL ASSESSOR: 269,475

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11 **AUDIT FUND**

BEGINNING BALANCE April 1, 2019 7,423

| | | |
|------------------------------------|-----------------------|---------------|
| REVENUES | | |
| Property Tax | 2,500 | |
| Interest Income | 150 | |
| TOTAL REVENUES: | | 2,650 |
| ===== | | |
| TOTAL FUNDS AVAILABLE: | | 10,073 |
| ===== | | |
| EXPENDITURES | | |
| Annual Audit | 6,000 | |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | 6,000 |
| ===== | | |
| ENDING BALANCE | March 31, 2020 | 4,073 |
| ===== | | |
| 12 | INSURANCE FUND | |
| BEGINNING BALANCE | April 1, 2019 | 22,726 |
| ===== | | |
| REVENUES | | |
| Property Tax | 28,000 | |
| Interest Income | 900 | |
| Toirma Dividend | 1,500 | |
| TOTAL REVENUES: | | 30,400 |
| ===== | | |
| TOTAL FUNDS AVAILABLE: | | 53,126 |
| ===== | | |
| EXPENDITURES | | |
| PERSONNEL | | |
| Worker's Compensation | 5,500 | |
| | | 5,500 |
| CONTRACTUAL SERVICES | | |
| Liability Insurance | 3,600 | |
| General Insurance | 24,000 | |
| CONTINGENCIES | | |
| | 1,000 | |
| | | <u>28,600</u> |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | 34,100 |
| ===== | | |
| ENDING BALANCE | March 31, 2020 | 19,026 |

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

| | | | |
|------------------------------------|----------------|--------|--------|
| BEGINNING BALANCE | April 1, 2019 | | 60,273 |
| | | | ===== |
| REVENUES | | | |
| Property Tax | | 19,000 | |
| Interest Income | | 800 | |
| TOTAL REVENUES: | | | 19,800 |
| | | | ===== |
| TOTAL FUNDS AVAILABLE: | | | 80,073 |
| | | | ===== |
| EXPENDITURES | | | |
| Retirement Contribution | | 52,000 | |
| Administration GT | 18,000 | | |
| Assessor | 10,000 | | |
| General Assistance | 2,000 | | |
| Senior Citizen | 22,000 | | |
| CONTINGENCIES | 2,000 | 2,000 | |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | | 54,000 |
| | | | ===== |
| ENDING BALANCE | March 31, 2020 | | 26,073 |
| | | | ===== |

14 **SOCIAL SECURITY FUND**

| | | | |
|------------------------|---------------|--------|---------|
| BEGINNING BALANCE | April 1, 2019 | | 39,751 |
| | | | ===== |
| REVENUES | | | |
| Property Tax | | 65,000 | |
| Interest Income | | 900 | |
| TOTAL REVENUES: | | | 65,900 |
| | | | ===== |
| TOTAL FUNDS AVAILABLE: | | | 105,651 |
| | | | ===== |
| EXPENDITURES | | | |
| FICA Contribution | | 62,500 | |
| G.T. Administration | 18,000 | | |
| G.T. Assessor | 13,000 | | |
| General Assistance | 2,500 | | |
| Senior Citizens | 29,000 | | |

| | | | |
|------------------------------------|----------------|--------|--------|
| Medicare Contributions | | 15,800 | |
| G.T. Administration | 4,500 | | |
| G.T. Assessor | 3,500 | | |
| General Assistance | 800 | | |
| Senior Citizens | 7,000 | | |
| Contingencies | | 2,000 | |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | | 80,300 |
| | | | ===== |
| ENDING BALANCE | March 31, 2020 | | 25,351 |
| | | | ===== |

GENERAL ASSISTANCE FUND

| | | | |
|------------------------------------|----------------|---------|---------|
| BEGINNING BALANCE | April 1, 2019 | | 257,820 |
| | | | ===== |
| REVENUES | | | |
| Property Tax | | 300,000 | |
| Donations | | 2,000 | |
| Interest Income | | 6,000 | |
| Misc. & Soc Sec Reimbursement | | 6,000 | |
| TOTAL REVENUES: | | | 314,000 |
| | | | ===== |
| TOTAL FUNDS AVAILABLE: | | | 571,820 |
| | | | ===== |
| EXPENDITURES | | | |
| 23-11 Administration | | 39,800 | |
| 23-31 Home Relief | | 341,500 | |
| Contingencies | | 30,000 | |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | | 411,300 |
| | | | ===== |
| ENDING BALANCE | March 31, 2020 | | 160,520 |
| | | | ===== |

| | | | |
|------------------------|--|--------|--------|
| 23-11 ADMINISTRATION | | | |
| PERSONNEL | | | |
| Salaries | | 35,000 | |
| Health Insurance | | 0 | |
| Unemployment Insurance | | 50 | |
| | | | 35,050 |
| SERVICES & SUPPLIES | | | |

| | | |
|------------------------------|-------|---------------|
| Postage | 800 | |
| Printing | 1,800 | |
| Travel Expenses | 200 | |
| Dues | 150 | |
| Training | 500 | |
| Office Supplies | 1,000 | |
| Miscellaneous Expense | 300 | |
| | | 4,750 |
| TOTAL ADMINISTRATION: | | 39,800 |

23-31 HOME RELIEF

GENERAL ASSISTANCE

| | | |
|------------------------------|---------|----------------|
| Medical Services | 2,000 | |
| Catastrophic Medical Premium | 2,500 | |
| Funeral & Burial Service | 500 | |
| Shelter | 100,000 | |
| Utilities | 19,000 | |
| Fuel | 4,500 | |
| Grocery | 43,000 | |
| Incidentals | 1,000 | |
| Miscellaneous Expense | 17,000 | |
| | | <u>189,500</u> |

EMERGENCY ASSISTANCE

| | | |
|---------------------|--------|----------------|
| Emergency Shelter | 95,000 | |
| Emergency Utilities | 55,000 | |
| | | <u>150,000</u> |

OTHER EXPENDITURES

| | | |
|---------------------------|-------|-----------------------|
| Church Funds | 2,000 | |
| | | <u>2,000</u> |
| TOTAL HOME RELIEF: | | <u>341,500</u> |

SENIOR CITIZENS FUND

| | | |
|-------------------|---------------|----------------|
| BEGINNING BALANCE | April 1, 2019 | <u>349,816</u> |
| | | ===== |

REVENUES

| | |
|---------------------------------|---------|
| Real Estate Taxes | 255,000 |
| Interest | 4,000 |
| Membership fees | 100,000 |
| Program fees | 110,000 |
| Transfer from General Town Fund | 290,000 |
| Health Partners | 47,000 |

| | | |
|------------------------|--------|-----------|
| Bus Trips | 20,000 | |
| COBT | 40,000 | |
| Misc Income | 15,000 | |
| Sponsorships | 20,000 | |
| Room Rental | 10,000 | |
| Living Memorial Fund | 35,000 | |
| TOTAL REVENUES: | | 946,000 |
| | | ===== |
| TOTAL FUNDS AVAILABLE: | | 1,295,816 |
| | | ===== |

EXPENDITURES

PERSONNEL

| | | |
|------------------|---------|---------|
| Salaries | 460,000 | |
| Unemployment | 2,000 | |
| Health Insurance | 70,000 | |
| IMRF | 0 | |
| | | 532,000 |

OPERATIONS

| | | |
|-------------------------|--------|---------|
| Telephone | 3,500 | |
| Postage | 3,500 | |
| Building Supplies | 42,000 | |
| Utilities - Electric | 38,000 | |
| Utilities - Gas | 8,000 | |
| Utilities - Other | 6,000 | |
| Publications | 500 | |
| Dues | 500 | |
| Training | 5,000 | |
| Nurse Service Contract | 10,000 | |
| Instructor Contracts | 80,000 | |
| Peace Meal | 14,000 | |
| Publishing | 500 | |
| Printing | 3,000 | |
| Web Site Support | 5,000 | |
| Bus Trips - 28 pass bus | 16,000 | |
| | | 235,500 |

COMMODITIES

| | | |
|-----------------------|--------|--------|
| Office Supplies | 5,000 | |
| Coffee Supplies | 7,800 | |
| Bingo Supplies | 5,200 | |
| Equipment Maintenance | 15,000 | |
| | | 33,000 |

CAPITAL OUTLAY

| | | |
|----------------------|--------|--|
| Building & Equipment | 75,000 | |
|----------------------|--------|--|

| | | |
|------------------------------------|----------------|---------|
| | | 75,000 |
| OTHER EXPENDITURES | | |
| Program Supplies | 20,000 | |
| Credit Card Fees | 2,400 | |
| Promotions | | |
| Publicity | 3,000 | |
| Program Entertainment | 3,000 | |
| Miscellaneous Expense | 2,100 | |
| | | 30,500 |
| Contingencies | | 40,000 |
| TOTAL EXPENDITURES/APPROPRIATIONS: | | 946,000 |
| | | ===== |
| ENDING BALANCE | March 31, 2020 | 349,816 |

SECTION 3: That amount appropriated for town purposes for the fiscal year beginning April 1, 2019 and ending March 31, 2020 by fund shall be as follows:

| | |
|---------------------------------------|----------------------|
| 1 GENERAL TOWN FUND | \$2,536,175 |
| 11 AUDIT FUND | \$6,000 |
| 12 INSURANCE FUND | \$34,100 |
| 13 SOCIAL SECURITY FUND | \$80,300 |
| 14 ILLINOIS MUNICIPAL RETIREMENT FUND | \$54,000 |
| GENERAL ASSISTANCE FUND | \$411,300 |
| SENIOR CITIZENS FUND | <u>\$946,000</u> |
| TOTAL APPROPRIATIONS: | \$4,067,875 ===== |

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 Four Million, Sixty-Seven Thousand, Eight Hundred and Seventy-Five Dollars (\$4,067,875.00) for the fiscal year beginning April 1, 2019 and ending March 31, 2020.

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 18th day of April 2019 pursuant to a role call vote by the Board of Trustees of Normal Township, McLean County, Illinois

| BOARD OF TRUSTEES | AYE | NAY | ABSENT |
|--------------------------|-----|-------|--------|
| <u>Arlene Hosea</u> | x | _____ | _____ |
| <u>Sally Pyne</u> | x | _____ | _____ |
| <u>Dayna Schickedanz</u> | x | _____ | _____ |
| <u>Ray Ropp</u> | x | _____ | _____ |
| <u>Sarah Grammer</u> | x | _____ | _____ |

