

BUDGET AND APPROPRIATION ORDINANCE

NORMAL TOWNSHIP GENERAL FUND

ORDINANCE No. 20/21 - 01

An ordinance appropriating for all town purposes for Normal Township, McLean County, Illinois, for the fiscal year beginning April 1, 2020 and ending March 31, 2021.

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, 2020 and ending March 31, 2021.

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

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

1 **GENERAL TOWN FUND**

Projected	BEGINNING BALANCE	April 1, 2020	1,038,405
	REVENUES		
	Property Tax	1,303,000	
	Replacement Tax	35,000	
	Interest Income	28,000	
	Rental Income	1,200	
	Misc Income	500	
	TOTAL REVENUES:		1,367,700
			=====

	TOTAL FUNDS AVAILABLE:		2,406,105
			=====
	EXPENDITURES		
1-11	Administration	1,300,725	
1-12	Assessor	269,475	
	Contingencies	40,000	
	TOTAL EXPENDITURES/APPROPRIATIONS:		1,610,200
			=====
	ENDING BALANCE	March 31, 2021	795,905
			=====
1-11	<b>ADMINISTRATION</b>		
	PERSONNEL		
	Salaries	380,000	
	Health Insurance	120,000	
	Unemployment Insurance	7,000	
			507,000
	CONTRACTUAL SERVICES		
	Maintenance Service-Building	52,000	
	Maintenance Service-Equipment	20,000	
	Accounting Service	500	
	Legal Service	10,000	
	Data Processing Service	5,000	
	Postage	1,200	
	Telephone	3,000	
	Publishing	1,300	
	Printing	2,000	
	Dues	2,000	
	Travel Expenses	500	
	Training	3,000	
	Utilities	6,000	
	Publications	1,500	
	Web Site Support	8,000	
			116,000
	COMMODITIES		
	Office Supplies	2,000	
			2,000
	COMMUNITY AGENCY FUNDING		
	Grants	60,000	
			60,000
	CAPITAL OUTLAY		
	Buildings & Equipment	250,000	
	Technology	6,725	

ARC Debt Service Exp	279,000	
ARC Interest Expense	75,000	
New Building Costs	0	610,725
<b>OTHER EXPENDITURES</b>		
Miscellaneous Expense	5,000	
Transfer to Senior Citizens Fund	0	5,000
<b>TOTAL ADMINISTRATION:</b>		<b>1,300,725</b>
<b>ASSESSOR</b>		
<b>PERSONNEL</b>		
Salaries	199,500	
Health Insurance	22,000	
Unemployment Insurance	1,000	222,500
<b>CONTRACTUAL SERVICES</b>		
Maintenance Service-Equipment	300	
Postage	650	
Telephone	3,000	
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	
		27,075
<b>COMMODITIES</b>		
Office Supplies	3,000	3,000
<b>CAPITAL OUTLAY</b>		
Miscellaneous	900	
Computer software	9,500	
Computer station	5,500	
		15,900
<b>OTHER EXPENDITURES</b>		
Miscellaneous Expense	1,000	1,000
<b>TOTAL ASSESSOR:</b>		<b>269,475</b>
		=====

11 **AUDIT FUND**

BEGINNING BALANCE	April 1, 2020		4,089
REVENUES			
Property Tax		3,500	
Interest Income		75	
TOTAL REVENUES:			3,575
			=====
TOTAL FUNDS AVAILABLE:			7,664
			=====
EXPENDITURES			
Annual Audit		5,500	
TOTAL EXPENDITURES/APPROPRIATIONS:			5,500
			=====
ENDING BALANCE	March 31, 2021		2,164
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12 **INSURANCE FUND**

BEGINNING BALANCE	April 1, 2020		23,058
			=====
REVENUES			
Property Tax		28,000	
Interest Income		900	
Toirma Dividend		1,500	
TOTAL REVENUES:			30,400
			=====
TOTAL FUNDS AVAILABLE:			53,458
			=====
EXPENDITURES			
PERSONNEL			
Worker's Compensation		5,700	
			5,700
CONTRACTUAL SERVICES			
Liability Insurance		3,900	
General Insurance		23,700	
CONTINGENCIES			
		1,000	
			<u>28,600</u>
TOTAL EXPENDITURES/APPROPRIATIONS:			34,300
			=====

	ENDING BALANCE	March 31, 2021	19,158
<b>13</b>	<b>ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)</b>		
	BEGINNING BALANCE	April 1, 2020	26,243
			=====
	REVENUES		
	Property Tax		55,000
	Interest Income		1,000
	TOTAL REVENUES:		56,000
			=====
	TOTAL FUNDS AVAILABLE:		82,243
			=====
	EXPENDITURES		
	Retirement Contribution		60,000
	Administration GT	26,000	
	Assessor	10,000	
	General Assistance	2,000	
	Senior Citizen	22,000	
	CONTINGENCIES	1,000	1,000
	TOTAL EXPENDITURES/APPROPRIATIONS:		61,000
			=====
	ENDING BALANCE	March 31, 2021	21,243
			=====
<b>14</b>	<b>SOCIAL SECURITY FUND</b>		
	BEGINNING BALANCE	April 1, 2020	36,359
			=====
	REVENUES		
	Property Tax		75,000
	Interest Income		1,500
	TOTAL REVENUES:		76,500
			=====
	TOTAL FUNDS AVAILABLE:		112,859
			=====
	EXPENDITURES		
	FICA Contribution		61,000
	G.T. Administration	23,500	

G.T. Assessor	11,000
General Assistance	2,000
Senior Citizens	24,500

Medicare Contributions		15,500
G.T. Administration	6,000	
G.T. Assessor	3,000	
General Assistance	500	
Senior Citizens	6,000	

Contingencies		2,000
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TOTAL EXPENDITURES/APPROPRIATIONS:		78,500
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ENDING BALANCE	March 31, 2021	34,359
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**GENERAL ASSISTANCE FUND**

BEGINNING BALANCE	April 1, 2020	303,481
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REVENUES

Property Tax	300,000
Donations	2,000
Interest Income	5,000
Misc. & Soc Sec Reimbursement	5,000
Grants	5,000

TOTAL REVENUES:	317,000
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TOTAL FUNDS AVAILABLE:	620,481
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EXPENDITURES

23-11	Administration	34,750
23-31	Home Relief	399,000
	Contingencies	20,000

TOTAL EXPENDITURES/APPROPRIATIONS:	453,750
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ENDING BALANCE	March 31, 2021	166,731
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23-11 ADMINISTRATION

PERSONNEL			
Salaries	30,000		
Health Insurance	0		
Unemployment Insurance	300		
			30,300
SERVICES & SUPPLIES			
Postage	800		
Printing	1,800		
Travel Expenses	100		
Dues	150		
Training	300		
Office Supplies	1,000		
Miscellaneous Expense	300		
			4,450
TOTAL ADMINISTRATION:			34,750

23-31 HOME RELIEF

GENERAL ASSISTANCE

Medical Services	0		
Catastrophic Medical Premium	2,500		
Funeral & Burial Service	500		
Shelter	100,000		
Utilities	35,000		
Fuel	4,000		
Grocery	45,000		
Incidentals	1,000		
<u>Miscellaneous Expense</u>	<u>14,000</u>		
			<u>202,000</u>

EMERGENCY ASSISTANCE

Emergency Shelter	120,000		
<u>Emergency Utilities</u>	<u>50,000</u>		
			<u>170,000</u>

OTHER EXPENDITURES

Church Funds	2,000		
<u>John M Scott Funds</u>	<u>5,000</u>		
			7,000

Contingencies 20,000

TOTAL HOME RELIEF: 399,000

## SENIOR CITIZENS FUND

BEGINNING BALANCE April 1, 2020 478,271

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### REVENUES

Real Estate Taxes	258,000
Interest	7,000
Membership fees	100,000
Program fees	115,000
Transfer from General Town Fund	0
Health Partners	55,000
Bus Trips	20,000
COBT	40,000
Misc Income	18,000
Sponsorships	15,000
Grants	20,000
Room Rental	500
Living Memorial Fund	70,000

TOTAL REVENUES: 718,500

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TOTAL FUNDS AVAILABLE: 1,196,771

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### EXPENDITURES

#### PERSONNEL

Salaries	397,000
Unemployment	0
Health Insurance	0
IMRF	0

397,000

#### OPERATIONS

Telephone	3,500
Postage	3,000
Utilities - Electric	33,000
Utilities - Gas	7,200
Utilities - Other	6,000
Publications	500
Dues	500
Nurse Service Contract	10,000
Instructor Contracts	85,000
Printing	3,500
Web Site Support	4,000



Bus Trips - 28 pass bus	8,000	164,200
COMMODITIES		
Office Supplies	5,000	
Coffee Supplies	7,800	
Bingo Supplies	5,200	18,000
CAPITAL OUTLAY		
Capital Outlay - Greenspace	70,000	70,000
OTHER EXPENDITURES		
Program Supplies	18,000	
Credit Card Fees	2,200	
Promotions		
Publicity	2,000	
Program Entertainment	2,000	
Mileage	3,000	
Miscellaneous Expense	2,100	29,300
Contingencies		40,000
TOTAL EXPENDITURES/APPROPRIATIONS:		718,500
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ENDING BALANCE	March 31, 2021	478,271

SECTION 3: That amount appropriated for town purposes for the fiscal year beginning April 1, 2020 and ending March 31, 2021 by fund shall be as follows:

1	GENERAL TOWN FUND	\$1,610,200
11	AUDIT FUND	\$5,500
12	INSURANCE FUND	\$34,300
13	SOCIAL SECURITY FUND	\$78,500
14	ILLINOIS MUNICIPAL RETIREMENT FUND	\$61,000
	GENERAL ASSISTANCE FUND	\$453,750
	SENIOR CITIZENS FUND	<u>\$718,500</u>
	TOTAL APPROPRIATIONS:	\$2,961,750 =====

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 Two Million, Nine Hundred, Sixty-One Thousand, Seven Hundred and Fifty Dollars (\$2,961,750.00) for the fiscal year beginning April 1, 2020 and ending March 31, 2021.


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 16<sup>th</sup> day of April 2020 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>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Sally Pyne</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Dayna Schickedanz</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Ray Ropp</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Sarah Grammer</u>	<u>X</u>	<u>      </u>	<u>      </u>

  
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Amy Conklin, Town Clerk

  
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Sarah Grammer, Supervisor


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, 2020 and ending March 31, 2021 as adopted this 16th day of April, 2020 .

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 16th day of April, 2020

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

Filed this \_\_\_\_\_ April, 2020

\_\_\_\_\_  
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 16th day of April, 2020

  
Supervisor-Chief Fiscal Officer

Filed this \_\_\_\_\_ day of April, 2020

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County Clerk