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AUG 04 2004

Mark Sheldon
CHAMPAIGN COUNTY CLERK

ORDINANCE #480

**BUDGET AND APPROPRIATION ORDINANCE
For Fiscal Year 2004 – 2005**

**AN ORDINANCE ADOPTING THE COMBINED
ANNUAL BUDGET AND APPROPRIATION OF
FUNDS FOR THE CHAMPAIGN PARK DISTRICT
CHAMPAIGN, ILLINOIS
FOR THE FISCAL YEAR BEGINNING ON THE
FIRST (1ST) DAY OF MAY 2004, AND ENDING ON
THE THIRTIETH DAY (30TH) OF APRIL, 2005**

**BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE
CHAMPAIGN PARK DISTRICT, CHAMPAIGN, ILLINOIS:**

SECTION I. It is hereby found and determined:

- (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 30 days prior to final action thereon; and
- (b) A public hearing was held at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, on the 14th day of July, 2004 on said Ordinance, notice of said hearing having been given by publication in the Champaign News Gazette, being a newspaper published within the District, at least one week prior to such hearing; and
- (c) That all other legal requirements for the adoption of the Annual Budget and Appropriation of this Park District for the fiscal year beginning May 1, 2004 and ending April 30, 2005 have heretofore been performed

SECTION II. 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 2004 and ending the thirtieth (30th) day of April, 2005.

I. GENERAL CORPORATE FUND

	<u>Budget</u>	<u>Appropriation</u>
A. Personnel		
1. Management	569,700	655,155
2. Administration Staff	292,725	336,634
3. Operations Staff	562,900	647,335
4. Seasonal Staff and Overtime	232,000	266,800
5. Benefits	172,200	198,030
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Total Personnel	1,829,525	2,103,954
B. Contractual Services		
1. Postage	50,700	58,305
2. Printing/Publications	81,200	93,380
3. Staff Meetings and Training	10,100	11,615
4. Legal Publications/Job Notices	8,550	9,833
5. Advertising/Publicity/Promotions	14,800	17,020
6. Membership Dues and Fees	11,025	12,679
7. Conference and Travel	14,975	17,221
8. Board Expense	13,000	14,950
9. Attorney Fees	27,000	31,050
10. Other Professional Fees	18,700	21,505
11. Landfill Fees	18,550	21,333
12. Vehicle Repairs and Allowance	13,150	15,123
13. Building, Equipment and Facility Repairs	19,950	22,943
14. Equipment Rentals	8,600	9,890
15. Service Contracts	16,500	18,975
16. Facility and Grounds Contracts	46,600	53,590
17. Contractual Mowing	145,000	166,750
18. Other Contractual Services	5,525	6,354
19. Personnel and Wellness Costs	11,000	12,650
20. Internet/Cell Phone/Pager Expenses	14,600	16,790
21. Intern Stipends	9,000	10,350
22. Licenses Fees and Allowances	4,400	5,060
23. Other Contractual Projects	5,000	5,750
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Total Contractual Services	567,925	653,114
C. Commodities and Supplies		
1. Office Supplies	18,350	21,103
2. Duplicating, Stationery Supplies	6,650	7,648
3. Books and Photographic Supplies	5,900	6,785
4. First Aid/Safety Supplies	5,000	5,750
5. Staff Uniforms	10,175	11,701
6. Participant Uniforms	3,500	4,025
7. Building Maintenance Supplies	74,500	85,675
8. Grounds Maintenance Supplies	45,750	52,613
9. Cleaning/Janitorial Supplies	18,050	20,758
10. Small Tools and Supplies	11,600	13,340
11. Vehicle/Equipment Repair Parts	35,650	40,998
12. Gasoline and Fuel	40,600	46,690
13. Chemicals	38,150	43,873
14. Plant Materials	104,500	120,175
15. Plaques, Prizes and Awards	8,000	9,200
16. Program Supplies	5,050	5,808
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Total Commodities and Supplies	431,425	496,139

	<u>Budget</u>	<u>Appropriation</u>
D. Utilities		
1. Sanitary Fees and Charges	12,800	14,720
2. Gas and Electricity	205,000	235,750
3. Water	68,850	79,178
4. Telephone	18,200	20,930
	<u>304,850</u>	<u>350,578</u>
E. Other Expenses		
1. Drainage and Property Taxes	1,500	1,725
2. Credit Card and Bank Fees	8,000	9,200
	<u>9,500</u>	<u>10,925</u>
F. Capital Expenses		
1. Office Equipment	33,500	38,525
2. Recreation Equipment	36,500	41,975
3. Repair Projects, Equipment	265,000	304,750
	<u>335,000</u>	<u>385,250</u>
Total General Corporate Fund	<u><u>3,478,225</u></u>	<u><u>3,999,959</u></u>

II. Recreation Fund

A. Personnel		
1. Recreation Administration	456,150	524,573
2. Recreation Leaders/Instructors	320,050	368,058
3. General Staff	415,600	477,940
4. Custodial and Maintenance	56,525	65,004
5. Benefits	78,000	89,700
	<u>1,326,325</u>	<u>1,525,274</u>
B. Contractual Services		
1. Postage	11,725	13,484
2. Printing/Publications/Notices	5,875	6,756
3. Staff Meetings and Training	11,400	13,110
4. Contractual Personnel	6,175	7,101
5. Advertising	9,525	10,954
6. Membership Dues, Professional Fees	5,650	6,498
7. Conference and Travel	9,925	11,414
8. Vehicle/Equipment Repairs and Allowances	3,775	4,341
9. Equipment Rentals	16,975	19,521
10. Facility Rentals	9,400	10,810
11. Service Contracts/Landfill Fees	20,500	23,575
12. Personnel and Intern Costs	2,500	2,875
13. Cell Phone/Pager Service	4,000	4,600
14. Internet Services/Subscriptions	1,000	1,150
15. Other Contractual Services	3,150	3,623
16. Contractual Entertainment	5,950	6,843
17. Field/Special Trips	55,950	64,343
	<u>183,475</u>	<u>210,996</u>
Total Contractual Services	<u>183,475</u>	<u>210,996</u>

	<u>Budget</u>	<u>Appropriation</u>
C. Commodities and Supplies		
1. Office Supplies	6,675	7,676
2. Paper, Stationery, Duplicating Supplies	2,500	2,875
3. Books and Photo Supplies	4,950	5,693
4. Staff Uniforms	13,175	15,151
5. Participant Uniforms	17,850	20,528
6. Building/Grounds Maintenance Supplies	7,800	8,970
7. Cleaning/Janitorial Supplies	1,825	2,099
8. Vehicle/Equipment Repair Parts	2,500	2,875
9. Gasoline and Fuel	6,000	6,900
10. Chemicals	13,500	15,525
11. Plaques, Prizes and Awards	13,150	15,123
12. Program Supplies	46,125	53,044
13. Food Supplies	24,900	28,635
14. Merchandise for Resale	24,300	27,945
	<u>185,250</u>	<u>213,038</u>
Total Commodities and Supplies	185,250	213,038
D. Utilities		
1. Telephone	5,000	5,750
E. Other Expenses		
1. Sales Tax	3,975	4,571
2. Credit Card and Bank Fees	4,000	4,600
	<u>7,975</u>	<u>9,171</u>
Total Other Expenses	7,975	9,171
Total Recreation Fund	<u>1,708,025</u>	<u>1,964,229</u>

III. Museum Fund

A. Personnel		
1. Museum Administration	312,975	359,921
2. Recreation Leaders/Instructors	178,950	205,793
3. General and Union Staff	99,300	114,195
4. Custodial	61,875	71,156
5. Benefits	38,800	44,620
	<u>691,900</u>	<u>795,685</u>
Total Personnel	691,900	795,685
B. Contractual Services		
1. Postage	12,550	14,433
2. Printing and Publications	26,675	30,676
3. Staff Meetings and Training	3,725	4,284
4. Memberships, Dues and Fees	2,575	2,961
5. Advertising/Publicity/Notices	50,775	58,391
6. Professional Fees	5,000	5,750
7. Conference, Travel and Lodgings	7,000	8,050
8. Landfill Fees	3,900	4,485
9. Vehicle, Equipment, Building Repairs	4,750	5,463
10. Licenses and Fees	4,575	5,261
11. Equipment/Film Rental	50,650	58,248
12. Facility Rentals	12,000	13,800
13. Service Contracts/Pest Control	3,300	3,795

	<u>Budget</u>	<u>Appropriation</u>
14. Facility and Grounds Contracts	5,000	5,750
15. Cell Phone/Pager Service	1,350	1,553
16. Internet Services	6,000	6,900
17. Other Contractual Services	7,400	8,510
18. Personnel and Intern Costs	700	805
19. Contractual Personnel	41,000	47,150
20. Subscriptions, Special Projects	1,300	1,495
21. Contractual Entertainment	145,050	166,808
22. Scholarships	15,000	17,250
23. Field/Special Trips	5,725	6,584
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Total Contractual Services	416,000	478,400
C. Commodities and Supplies		
1. Office Supplies	7,300	8,395
2. Paper, Stationery, Duplicating Supplies	2,550	2,933
3. Books and Photographic Supplies	1,375	1,581
4. First Aid/Safety Supplies	1,300	1,495
5. Staff Uniforms	2,400	2,760
6. Participant Uniforms	4,350	5,003
7. Building Maintenance Supplies	22,600	25,990
8. Cleaning/Janitorial Supplies	7,400	8,510
9. Vehicle/Equipment Repair Parts	2,100	2,415
10. Gasoline and Fuel	2,000	2,300
11. Plaques, Prizes and Awards	5,100	5,865
12. Program Supplies	27,975	32,171
13. Food/Hospitality Supplies	18,150	20,873
14. Animal Supplies	15,200	17,480
15. Merchandise for Resale	19,775	22,741
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Total Commodities and Supplies	139,575	160,511
D. Utilities		
1. Sanitary Fees and Charges	1,175	1,351
2. Gas and Electricity	96,050	110,458
3. Water	4,550	5,233
4. Telephone	8,150	9,373
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Total Utilities	109,925	126,414
E. Other Expenses		
1. Sales Taxes	4,000	4,600
2. Credit Card and Bank Fees	16,000	18,400
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Total Other Expenses	20,000	23,000
F. Capital Expenses		
1. Repair Projects, Equipment	50,000	57,500
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Total Capital Expenses	50,000	57,500
Total Museum Fund	<hr/> <hr/>	<hr/> <hr/>
	1,427,400	1,641,510

IV. LIABILITY INSURANCE FUND

	<u>Budget</u>	<u>Appropriation</u>
1. Risk Manager	32,500	37,375
2. Workers Compensation Premium	72,000	82,800
3. Unemployment Compensation	14,000	16,100
4. Liability Insurance Premium	42,000	48,300
5. Employment Practices	12,000	13,800
6. Property Insurance	36,000	41,400
7. Training Expenses	5,000	5,750
8. Licenses, Fees and Testings	4,000	4,600
9. Personnel Costs	5,000	5,750
10. Safety Supplies	7,500	8,625
11. Capital Safety Projects	9,000	10,350
	<u>239,000</u>	<u>274,850</u>
Total Liability Insurance Fund	<u>239,000</u>	<u>274,850</u>

V. IMRF FUND

1. IMRF Contributions	<u>162,000</u>	<u>186,300</u>
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VI. AUDIT FUND

1. Audit Expense	<u>10,000</u>	<u>11,500</u>
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VII. PAVING AND LIGHTING FUND

1. Capital and Repair Projects	<u>84,000</u>	<u>96,600</u>
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VIII. BOND AMORTIZATION FUND

1. Bond Redemption	985,000	1,132,750
2. Bond Interest	15,650	17,998
3. Professional Fees	500	575
4. Permanent Fund Transfer	10,000	11,500
	<u>1,011,150</u>	<u>1,162,823</u>
Total Bond Amortization Funds	<u>1,011,150</u>	<u>1,162,823</u>

IX. ACTIVITY AND AFFILIATES FUND**A. Contractual Services**

1. Postage, Mailings, Printings, Advertising	1,200	1,380
2. Equipment and Facility Rentals	1,000	1,150
3. Program Registration Fees/Field Trips	1,250	1,438
4. Other Contractual Services	5,800	6,670

Total Contractual Services	9,250	10,638
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C. Commodities and Supplies

1. Office Supplies	1,200	1,380
2. Uniforms	1,000	1,150
3. Plant and Building Supplies	1,000	1,150
4. Flowers and Cards	2,150	2,473

	<u>Budget</u>	<u>Appropriation</u>
5. Plaques, Prizes and Awards	1,650	1,898
6. Program and Safety Supplies	5,850	6,728
7. Food,Vending Supplies	<u>5,500</u>	<u>6,325</u>
Total Commodities and Supplies	<u>18,350</u>	<u>21,103</u>
Total Activities and Affiliates Fund	<u><u>27,600</u></u>	<u><u>31,740</u></u>

X. SPECIAL DONATIONS FUND

A. Contractual Services		
1. Postage	6,000	6,900
2. Printing	16,200	18,630
3. Advertising	3,000	3,450
4. Professional Fees	7,500	8,625
5. Equipment Repair and Rentals	1,500	1,725
6. Other Contractual Services	2,250	2,588
7. Special Projects	10,000	11,500
8. Conferences and Field Trips	2,000	2,300
9. Scholarships	<u>21,000</u>	<u>24,150</u>
Total Contractual Services	69,450	79,868
B. Commodities and Supplies		
1. Office Supplies	2,500	2,875
2. Envelopes and Stationery	2,500	2,875
3. Plant Materials	10,000	11,500
4. Plaques, Prizes and Awards	3,000	3,450
5. Food Supplies	1,000	1,150
6. Program Supplies	<u>9,000</u>	<u>10,350</u>
Total Commodities and Supplies	28,000	32,200
C. Capital Expenses		
1. Park/Facility Improvements	<u>225,000</u>	<u>258,750</u>
Total Special Donations Fund	<u><u>322,450</u></u>	<u><u>370,818</u></u>

XI. SOCIAL SECURITY FUND

1. Social Security Tax Payments	<u>290,000</u>	<u>333,500</u>
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XII. SPECIAL RECREATION FUND

A. Personnel		
1. Administration	132,675	152,576
2. Recreation Leaders/Instructors	136,425	156,889
3. General Staff	27,675	31,826
4. Benefits	<u>20,700</u>	<u>23,805</u>
Total Personnel	317,475	365,096

	<u>Budget</u>	<u>Appropriation</u>
B. Contractual Services		
1. Postage and Mailings	4,000	4,600
2. Printing and Publications	11,500	13,225
3. Staff Meetings and Training	3,800	4,370
4. Dues, Licenses and Subscriptions	700	805
5. Advertising/Legal Publications	3,500	4,025
6. Contractual Personnel/Entertainment	8,000	9,200
7. Conference and Travel	2,500	2,875
8. Vehicle/Equipment/Building Repairs	1,500	1,725
9. Auto Allowance	1,500	1,725
10. Rental Facilities	3,200	3,680
11. Service Contracts/Pest Control	1,000	1,150
12. Cell Phone/Pager Service	2,750	3,163
13. Internet Services	1,000	1,150
14. Other Contractual Services	4,000	4,600
15. Personnel and Intern Costs	1,150	1,323
16. Field/Special Trips	19,850	22,828
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Total Contractual Services	69,950	80,443
C. Commodities and Supplies		
1. Office Supplies	3,450	3,968
2. Staff Uniforms	2,075	2,386
3. Participant Uniforms	725	834
4. Maintenance/Cleaning Supplies	2,000	2,300
5. Vehicle/Equipment Repair Parts	1,500	1,725
6. Gasoline and Fuel	3,150	3,623
7. Plaques, Prizes and Awards	1,000	1,150
8. Books and Photographic Supplies	1,100	1,265
9. Program Supplies	12,250	14,088
10. Food/Merchandise Supplies	7,200	8,280
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Total Commodities and Supplies	34,450	39,618
D. Utilities		
1. Gas and Electricity	3,000	3,450
2. Telephone	3,000	3,450
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Total Utilities	6,000	6,900
E. Other Expenses		
1. Transfers	50,000	57,500
2. Credit Card and Bank Fees	150	173
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Total Other Expenses	50,150	57,673
F. Capital Expenses		
1. Office and Recreation Equipment	3,000	3,450
2. Park Construction/Improvement	20,000	23,000
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Total Capital Expenses	23,000	26,450
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Total Special Recreation Fund	<u>501,025</u>	<u>576,179</u>

XIII. CAPITAL IMPROVEMENT FUND

	<u>Budget</u>	<u>Appropriation</u>
1. Architect, Engineer, Professional Fees	25,000	28,750
2. Repair Projects and Equipment	75,000	86,250
3. Vehicle and Landscape Equipment	50,000	57,500
4. Park and Facilities Improvements	170,000	195,500
5. Land Development	<u>200,000</u>	<u>230,000</u>
Total Capital Improvement Fund	<u>520,000</u>	<u>598,000</u>

XIV. THE TENNIS CENTER FUND

A. Personnel		
1. Administration	87,750	100,913
2. Instructors and General Staff	38,600	44,390
3. Benefits	<u>6,500</u>	<u>7,475</u>
Total Personnel	132,850	152,778
B. Contractual Services		
1. Postage and Printings	750	863
2. Advertising, Dues, Notices	2,400	2,760
3. Landfill Fees	400	460
4. Service Contracts/Pest Control	1,100	1,265
5. Equipment Rental and Repairs	275	316
6. Internet/Other Contractual Services	500	575
7. Program Registration Fees	<u>1,000</u>	<u>1,150</u>
Total Contractual Services	6,425	7,389
C. Commodities and Supplies		
1. Office Supplies	200	230
2. Uniforms	250	288
3. Building Maintenance Supplies	1,000	1,150
4. Cleaning/Janitorial Supplies	1,000	1,150
5. Gasoline and Fuel	150	173
6. Plaques, Prizes and Awards	2,000	2,300
7. Program Supplies	4,500	5,175
8. Merchandise for Resale	1,500	1,725
9. Food Supplies	<u>600</u>	<u>690</u>
Total Commodities and Supplies	11,200	12,880
D. Utilities		
1. Gas and Electricity	28,000	32,200
2. Water and Sanitary Fees	850	978
3. Telephone	<u>2,500</u>	<u>2,875</u>
Total Utilities	31,350	36,053
E. Other Expenses		
1. Sales Tax	<u>400</u>	<u>460</u>
Total Tennis Center Fund	<u>182,225</u>	<u>209,559</u>

XV. POLICE PROTECTION FUND

	<u>Budget</u>	<u>Appropriation</u>
1. Contractual Personnel	10,000	11,500
2. Program Supplies	1,000	1,150
3. Transfers	<u>25,000</u>	<u>28,750</u>
Total Police Protection Fund	<u><u>36,000</u></u>	<u><u>41,400</u></u>

XVI. BOND PROCEEDS FUNDS

1. Park/Facility Improvements	1,000,000	1,150,000
2. Other Contractual Services	<u>3,500</u>	<u>4,025</u>
Total Bond Proceeds Fund	<u><u>1,003,500</u></u>	<u><u>1,154,025</u></u>

SUMMARY OF FUNDS

I. General Corporate Fund	\$3,478,225	\$3,999,959
II. Recreation Fund	1,708,025	1,964,229
III. Museum Fund	1,427,400	1,641,510
IV. Liability Insurance Fund	239,000	274,850
V. IMRF Fund	162,000	186,300
VI. Audit Fund	10,000	11,500
VII. Paving and Lighting Fund	84,000	96,600
VIII. Bond Amortization Funds	1,011,150	1,162,823
IX. Activity and Affiliates Fund	27,600	31,740
X. Special Donations Fund	322,450	370,818
XI. Social Security Fund	290,000	333,500
XII. Special Recreation Fund	501,025	576,179
XIII. Capital Improvements Fund	520,000	598,000
XIV. The Tennis Center Fund	182,225	209,559
XV. Police Protection Fund	36,000	41,400
XVI. Bond Proceeds Fund	<u>1,003,500</u>	<u>1,154,025</u>
Total All Funds	<u><u>\$11,002,600</u></u>	<u><u>\$12,652,990</u></u>

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2004 and ending April 30, 2005 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2004 and prior years are hereby specifically reappropriated for the same general purposes 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 revenues 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 credit of such fund.

SECTION III. 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 \$2,691,425.
- (b) An estimate of the cash expected to be received during the fiscal from all sources is \$10,718,200.
- (c) An estimate of the expenditures contemplated for the fiscal year is \$11,002,600.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$2,407,025.
- (e) An estimate of the amount of taxes to be received during the fiscal year is \$6,707,950.

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

SECTION V. All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance be 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 such items or the remaining portion of this ordinance.

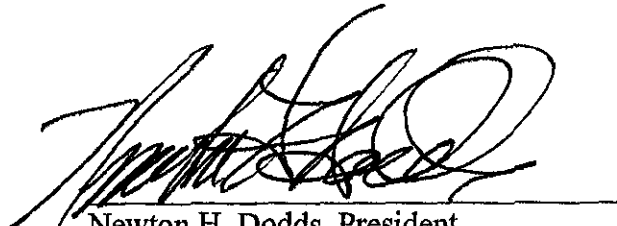
This ordinance shall be in full force and effect immediately upon its passage.

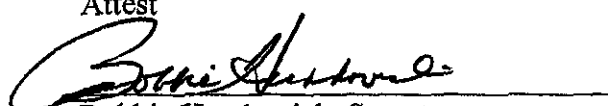
Passed by the Board of Commissioners of the Champaign Park District this 14th day of July 2004.

AYES: Barham, Dodds, Griggs, Kuhl, Petry

NAYS: None

ABSENT OR NOT VOTING


Newton H. Dodds, President

Attest

Bobbie Herakovich, Secretary

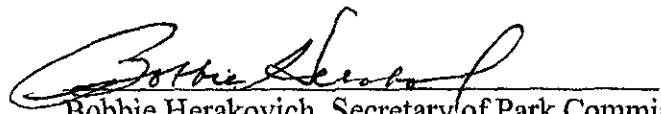
STATE OF ILLINOIS)
) S.S.
COUNTY OF CHAMPAIGN)
CHAMPAIGN, ILLINOIS)

I, Bobbie Herakovich, do hereby certify that I am the duly qualified and acting Secretary of the Champaign Park District in the county and state aforesaid, and as such Secretary I am the keeper of the records and files of the Board of Park Commissioners of said District.

I do further certify that the attached and foregoing is a true and complete copy of the "Combined Annual Budget and Appropriation Ordinance of the Champaign Park District, Champaign, Illinois for the Fiscal Year beginning May 1, 2004 and ending April 30, 2005 as adopted by the Board of Park Commissioners at its properly convened meeting held on the 14th of July 2004, as appears from the official records of said District in my care and custody.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said District at Champaign, Illinois, on this 14th day of July 2004.

(SEAL)


Bobbie Herakovich, Secretary of Park Commissioners