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ORDINANCE #517

Mark Sheldon

BUDGET AND APPROPRIATION ORDINANCE
For Fiscal Year 2007 – 2008

**AN ORDINANCE ADOPTING THE COMBINED
ANNUAL BUDGET AND APPROPRIATION OF
FUNDS FOR THE CHAMPAIGN PARK DISTRICT
CHAMPAIGN COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING ON THE
FIRST (1ST) DAY OF MAY 2007, AND ENDING ON
THE THIRTIETH DAY (30TH) OF APRIL, 2008**

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

SECTION 1. 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 11th day of July, 2007 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, 2007 and ending April 30, 2008 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 2007 and ending the thirtieth (30th) day of April, 2008.

I. GENERAL CORPORATE FUND

	<u>Budget</u>	<u>Appropriation</u>
A. Personnel		
1. Management	774,950	891,193
2. Administration Staff	221,425	254,639
3. Operations Staff	674,275	775,416
4. Seasonal Staff, Overtime and Allowances	478,050	549,758
5. Benefits	206,000	236,900
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Total Personnel	2,354,700	2,707,905
B. Contractual Services		
1. Postage	48,300	55,545
2. Printing/Publications	79,000	90,850
3. Staff Meetings and Training	13,500	15,525
4. Legal Publications/Job Notices	14,500	16,675
5. Advertising/Publicity/Promotions	16,900	19,435
6. Membership Dues and Fees	15,900	18,285
7. Conference and Travel	25,500	29,325
8. Board Expense	12,000	13,800
9. Attorney Fees	46,000	52,900
10. Architect/Engineering Fees	125,000	143,750
11. Professional Fees	93,000	106,950
12. Landfill Fees	17,350	19,953
13. Vehicle, Equipment Repairs and Allowance	19,875	22,856
14. Building and Facility Repairs	48,500	55,775
15. Equipment Rentals	16,150	18,573
16. Service Contracts and Licenses	27,700	31,855
17. Facility and Grounds Contracts	93,950	108,043
18. Contractual Mowing	149,000	171,350
19. Other Contractual Services	12,450	14,318
20. Personnel and Wellness Costs	15,000	17,250
21. Internet Services	6,000	6,900
22. Other Contractual Projects	15,000	17,250
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Total Contractual Services	910,575	1,047,161
C. Commodities and Supplies		
1. Office Supplies	35,200	40,480
2. Program Supplies	21,950	25,243
3. Uniforms	20,150	23,173
4. Building Maintenance Supplies	71,500	82,225
5. Grounds Maintenance Supplies	58,200	66,930
6. Cleaning/Janitorial Supplies	7,200	8,280
7. Small Tools and Supplies	34,550	39,733
8. Vehicle/Equipment Repair Parts	49,000	56,350
9. Gasoline and Fuel	80,600	92,690
10. Chemicals	25,100	28,865
11. Plant Materials	135,400	155,710
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Total Commodities and Supplies	538,850	619,678

	<u>Budget</u>	<u>Appropriation</u>
D. Utilities		
1. Gas and Electricity	168,000	193,200
2. Water and Sanitary Fees	50,200	57,730
3. Telephone	16,400	18,860
	<u>234,600</u>	<u>269,790</u>
E. Other Expenses		
1. Drainage and Property Taxes	2,000	2,300
2. Permanent Transfers	300,000	345,000
3. Credit Card and Bank Fees	18,000	20,700
	<u>320,000</u>	<u>368,000</u>
F. Capital Expenses		
1. Office Equipment	125,000	143,750
2. Recreation/Operation Equipment	200,000	230,000
3. Repair Projects, Equipment	460,000	529,000
4. Park and Facility Acquisition/Development	1,115,000	1,282,250
	<u>1,900,000</u>	<u>2,185,000</u>
Total General Corporate Fund	<u>6,258,725</u>	<u>7,197,534</u>

II. Recreation Fund

A. Personnel		
1. Recreation Administration	476,000	547,400
2. Recreation Leaders/Instructors	505,450	581,268
3. Camp and Pool Staff	323,900	372,485
4. General Staff and Allowances	287,225	330,309
5. Benefits	69,750	80,213
	<u>1,662,325</u>	<u>1,911,674</u>
B. Contractual Services		
1. Postage	15,325	17,624
2. Printing/Advertising/Notices	28,575	32,861
3. Staff Meetings and Training	10,100	11,615
4. Membership Dues, Professional Fees	10,500	12,075
5. Conference and Travel	15,000	17,250
6. Vehicle/Equipment Repairs and Allowances	7,850	9,028
7. Equipment/Facility Rentals	22,550	25,933
8. Building Repairs/Landfill Fees	15,600	17,940
9. Service Contracts	53,300	61,295
10. Internet/Cell Phone Expenses	26,700	30,705
11. Other Contractual Services	13,650	15,698
12. Contractual Entertainment	10,050	11,558
13. Field/Special Trips	97,350	111,953
	<u>326,550</u>	<u>375,533</u>
Total Contractual Services	<u>326,550</u>	<u>375,533</u>

	<u>Budget</u>	<u>Appropriation</u>
C. Commodities and Supplies		
1. Office Supplies	20,925	24,064
2. Staff Uniforms	13,050	15,008
3. Participant Uniforms	19,475	22,396
4. Maintenance Supplies	36,400	41,860
5. Cleaning/Janitorial Supplies	24,350	28,003
6. Chemicals	32,000	36,800
7. Plaques, Prizes and Awards	16,175	18,601
8. Program Supplies	68,050	78,258
9. Food Supplies	23,725	27,284
10. Merchandise for Resale	<u>78,450</u>	<u>90,218</u>
Total Commodities and Supplies	332,600	382,490
D. Utilities		
1. Gas and Electricity	220,500	253,575
2. Water and Sanitary Fees	49,000	56,350
3. Telephone	<u>12,600</u>	<u>14,490</u>
Total Utilities	282,100	324,415
E. Other Expenses		
1. Sales Tax	13,675	15,726
2. Credit Card and Bank Fees	<u>1,000</u>	<u>1,150</u>
Total Other Expenses	14,675	16,876
F. Capital Expenditures		
1. Acquisitions and Development	<u>225,000</u>	<u>258,750</u>
Total Recreation Fund	<u><u>2,843,250</u></u>	<u><u>3,269,738</u></u>

III. LIABILITY INSURANCE FUND

1. Administration	45,000	51,750
2. Workers Compensation Premium	65,000	74,750
3. Unemployment Compensation	16,000	18,400
4. Liability Insurance Premium	48,000	55,200
5. Employment Practices	20,000	23,000
6. Property Insurance	42,000	48,300
7. Training Expenses	15,000	17,250
8. Licenses, Fees and Testings	4,000	4,600
9. Personnel/Professional Costs	13,000	14,950
10. Safety Supplies	10,000	11,500
11. Capital Safety Projects	<u>50,000</u>	<u>57,500</u>
Total Liability Insurance Fund	<u><u>328,000</u></u>	<u><u>377,200</u></u>

IV. Museum Fund

	<u>Budget</u>	<u>Appropriation</u>
A. Personnel		
1. Museum Administration	374,175	430,301
2. Cultural Arts Leaders/Instructors	202,500	232,875
3. General and Union Staff	111,525	128,254
4. Benefits	45,100	51,865
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Total Personnel	733,300	843,295
B. Contractual Services		
1. Postage	25,850	29,728
2. Printing and Publications	20,350	23,403
3. Staff Meetings/Training/Dues	9,050	10,408
4. Advertising/Publicity/Notices	53,900	61,985
5. Conference, Travel and Lodgings	13,500	15,525
6. Repairs and Landfill Fees	10,275	11,816
7. Fees and Service Contracts	15,375	17,681
8. Film/Equipment Rental	72,300	83,145
9. Facility Rentals	17,500	20,125
10. Internet/Cellphone Services	7,650	8,798
11. Contractual Entertainment	101,025	116,179
12. Contractual Personnel	50,950	58,593
13. Other Contractual Services	5,700	6,555
14. Scholarships	15,000	17,250
15. Field/Special Trips	5,250	6,038
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Total Contractual Services	423,675	487,226
C. Commodities and Supplies		
1. Office Supplies	11,525	13,254
2. Uniforms	3,525	4,054
3. Building Maintenance Supplies	25,500	29,325
4. Cleaning/Janitorial Supplies	7,800	8,970
5. Vehicle/Equipment Supplies	4,500	5,175
6. Plaques, Prizes and Awards	2,975	3,421
7. Program Supplies	29,700	34,155
8. Food/Hospitality Supplies	13,225	15,209
9. Animal Supplies	17,000	19,550
10. Merchandise for Resale	19,500	22,425
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Total Commodities and Supplies	135,250	155,538
D. Utilities		
1. Water and Sanitary Fees	8,150	9,373
2. Gas and Electricity	122,500	140,875
3. Telephone	7,900	9,085
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Total Utilities	138,550	159,333
E. Other Expenses		
1. Sales Taxes	5,000	5,750
2. Credit Card and Bank Fees	12,500	14,375
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Total Other Expenses	17,500	20,125

	<u>Budget</u>	<u>Appropriation</u>
F. Capital Expenses		
1. Acquisitions/Developments/Improvements	<u>250,000</u>	<u>287,500</u>
Total Museum Fund	<u><u>1,698,275</u></u>	<u><u>1,953,016</u></u>

V. ACTIVITY AND AFFILIATES FUND

A. Contractual Services		
1. Postage, Mailings, Printings, Advertising	2,950	3,393
2. Equipment and Facility Rentals	1,500	1,725
3. Program Registration Fees/Field Trips	1,000	1,150
4. Other Contractual Services	<u>6,300</u>	<u>7,245</u>
Total Contractual Services	11,750	13,513
B. Commodities and Supplies		
1. Office Supplies	3,000	3,450
2. Plaques, Prizes and Awards	7,600	8,740
3. Program and Safety Supplies	17,200	19,780
4. Food,Vending Supplies	<u>9,400</u>	<u>10,810</u>
Total Commodities and Supplies	<u>37,200</u>	<u>42,780</u>
Total Activities and Affiliates Fund	<u><u>48,950</u></u>	<u><u>56,293</u></u>

VI. BOND AMORTIZATION FUND

1. Bond Redemption	975,000	1,121,250
2. Bond Interest	37,950	43,643
3. Permanent Fund Transfer	<u>20,000</u>	<u>23,000</u>
Total Bond Amortization Funds	<u><u>1,032,950</u></u>	<u><u>1,187,893</u></u>

VII. BOND PROCEEDS FUND

1. Park/Facility Improvements	825,000	948,750
2. Bond Redemption	265,000	304,750
3. Bond Interest	282,275	324,616
4. Professional Fees	<u>20,775</u>	<u>23,891</u>
Total Bond Proceeds Funds	<u><u>1,393,050</u></u>	<u><u>1,602,008</u></u>

VIII. SPECIAL RECREATION FUND

	<u>Budget</u>	<u>Appropriation</u>
A. Personnel		
1. Administration	167,325	192,424
2. Recreation Leaders/Instructors	140,700	161,805
3. General Staff	58,525	67,304
4. Benefits	<u>59,550</u>	<u>68,483</u>
Total Personnel	426,100	490,015
B. Contractual Services		
1. Postage, Printings and Advertising	11,200	12,880
2. Meetings/Traings/Conferences	8,200	9,430
3. Professional Fees	24,100	27,715
4. Equipment/Rental/Repairs and Allowances	6,300	7,245
5. Rental Facilities	37,750	43,413
6. Service Contracts	4,400	5,060
7. Other Contractual Services	2,625	3,019
8. Contractual Personnel/Entertainment	3,000	3,450
9. Intern Expenses	4,200	4,830
10. Field/Special Trips	<u>46,500</u>	<u>53,475</u>
Total Contractual Services	148,275	170,516
C. Commodities and Supplies		
1. Office Supplies	4,225	4,859
2. Uniforms	2,375	2,731
3. Maintenance/Cleaning Parts/Supplies	2,300	2,645
4. Gasoline and Fuel	5,500	6,325
5. Program Supplies	7,700	8,855
6. Food/Merchandise Supplies	<u>3,400</u>	<u>3,910</u>
Total Commodities and Supplies	25,500	29,325
D. Utilities		
1. Gas and Electricity	5,000	5,750
2. Telephone	<u>3,700</u>	<u>4,255</u>
Total Utilities	8,700	10,005
F. Capital Expenses		
1. Office and Recreation Equipment	6,000	6,900
2. Accessibility Projects and Improvements	<u>442,200</u>	<u>508,530</u>
Total Capital Expenses	<u>448,200</u>	<u>515,430</u>
 Total Special Recreation Fund	 <u><u>1,056,775</u></u>	 <u><u>1,215,291</u></u>

IX. SPECIAL DONATIONS FUND

	<u>Budget</u>	<u>Appropriation</u>
A. Contractual Services		
1. Postage	5,000	5,750
2. Printing/Advertising	4,500	5,175
3. Professional Fees	5,000	5,750
4. Other Contractual Services	3,000	3,450
5. Special Projects	100,000	115,000
6. Conferences and Field Trips	2,000	2,300
7. Scholarships	30,000	34,500
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Total Contractual Services	149,500	171,925
B. Commodities and Supplies		
1. Office Supplies	4,000	4,600
2. Plant Materials	20,000	23,000
3. Plaques, Prizes and Awards	3,000	3,450
4. Program Supplies	13,000	14,950
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Total Commodities and Supplies	40,000	46,000
C. Capital Expenses		
1. Park/Facility Improvements	350,000	402,500
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Total Special Donations Fund	<u>539,500</u>	<u>620,425</u>

X. CAPITAL IMPROVEMENT FUND

1. Architect, Engineering, Professional Fees	25,000	28,750
2. Repair Projects and Equipment	200,000	230,000
3. Park and Facilities Improvements	500,000	575,000
4. Land Development	125,000	143,750
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Total Capital Improvement Fund	<u>850,000</u>	<u>977,500</u>

XI. POLICE PROTECTION FUND

1. Contractual Personnel	25,000	28,750
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Total Police Protection Fund	<u>25,000</u>	<u>28,750</u>

XII. SOCIAL SECURITY FUND

1. Social Security Tax Payments	<u>325,000</u>	<u>373,750</u>
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	<u>Budget</u>	<u>Appropriation</u>
XIII. IMRF Fund		
1. IMRF Contributions	<u>230,000</u>	<u>264,500</u>
XIV. PAVING AND LIGHTING FUND		
1. Capital and Repair Projects	<u>100,000</u>	<u>115,000</u>
XV. AUDIT FUND		
1. Audit Expense	<u>17,500</u>	<u>20,125</u>

SUMMARY OF FUNDS

I. General Corporate Fund	\$6,258,725	\$7,197,534
II. Recreation Fund	2,843,250	3,269,738
III. Liability Insurance Fund	328,000	377,200
IV. Museum Fund	1,698,275	1,953,016
V. Activity and Affiliates Fund	48,950	56,293
VI. Bond Amortization Fund	1,032,950	1,187,893
VII. Bond Proceeds Fund	1,393,050	1,602,008
VIII. Special Recreation Fund	1,056,775	1,215,291
IX. Special Donations Fund	539,500	620,425
X. Capital Improvement Fund	850,000	977,500
XI. Police Protection Fund	25,000	28,750
XII. Social Security Fund	325,000	373,750
XIII. IMRF Fund	230,000	264,500
XIV. Paving and Lighting Fund	100,000	115,000
XV. Audit Fund	<u>17,500</u>	<u>20,125</u>
 Total All Funds	 <u>\$16,746,975</u>	 <u>\$19,259,021</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, 2007 and ending April 30, 2008 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2007 and prior years are hereby specifically re-appropriated 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 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 \$5,958,800.
- (b) An estimate of the cash expected to be received during the fiscal from all sources is \$14,371,475.
- (c) An estimate of the expenditures contemplated for the fiscal year is \$16,746,975.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$3,583,300.
- (e) An estimate of the amount of taxes to be received during the fiscal year is \$8,662,150.

SECTION 4. The receipts and revenues of the Champaign 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 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 5. 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.

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

