

BUDGET & APPROPRIATION ORDINANCE

TOWNSHIP

ORDINANCE No. 02-06-17-08

An ordinance appropriating for all town purposes for Orland Township, Cook County, Illinois, for the fiscal year beginning April 1, 2008 and ending March 31, 2009.

BE IT ORDAINED by the Board of Trustees of Orland Township, Cook County, Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of Orland Township, be and the same are hereby appropriated for the town purposes of Orland Township, Cook County, Illinois, as hereinafter specified for the fiscal year beginning April 1, 2008 and ending March 31, 2009.

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

General Town Fund Social Security Fund

Audit Fund General Assistance Fund

Insurance Fund _____

IMRF Fund _____

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2008, and ending March 31, 2009 by fund shall be as follows:

1	General Town Fund	<u>3,682,427</u>
11	Audit Fund	<u>7,725</u>
12	Insurance Fund	<u>117,000</u>
13	Illinois Municipal Retirement Fund (IMRF)	<u>60,000</u>
14	Social Security Fund	<u>65,000</u>
15	General Assistance Fund	<u>160,101</u>
	<u> </u> Fund	<u>0</u>

TOTAL APPROPRIATIONS:

4,092,253

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 this ordinance.

SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of four million, ninety two thousand, two hundred fifty three (\$4,092,253.00) for the fiscal year beginning April 1, 2008 and ending March 31, 2009.

General Town Fund

2	<u>BEGINNING BALANCE 4/1/2008</u>	<u>2,980,028</u>
3		
4	<u>REVENUES:</u>	<u>2008 - 2009</u>
5		<u>BUDGETED</u>
5 01	3010 Property Tax(& other fund levies)	1,964,044
6 01	3020 Replacement Tax	18,000
7 01	3100 Interest Income	50,000
8 50	3060 Vehicle Stickers	20,000
9 50	3148 Recycling Revenue	300
10 50	3175 Miscellaneous Revenues	50,000
11 53	3110 Youth Services	45,000
12 55	3025 SAAA	2,000
13 55	3035 Senior Transportation Fees	30,000
14 55	3130 Senior Activities	180,000
15 56	3140 Physical Fees	15,000
16 56	3030 GRG Grant	-
17 56	3141 Health Activities	3,000
18 56	3142 Dental Fees	23,000
19 56	3143 Vision Fees	10,000
20 56	3144 Immunization	25,000
21 56	3145 Flu Shot Program	90,000
22 56	3147 Podiatry Fees	2,500
23 56	3148 Cholesterol Screening Program	70,000
24 80	3045 Holiday Donations	10,000
25 80	3050 Food Pantry	19,000
26	Total Revenues	<u>2,626,844</u>
27		
28	<u>TOTAL FUNDS AVAILABLE</u>	<u>5,606,872</u>
29		
30	<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>
31	General Administration	2,438,738
32	Assessor	125,903
33	Youth Services	197,034
34	Senior Services	558,040
35	Health Services	254,912
36	Supervisor & Trustees	51,300
37	Clerk	16,200
38	Road & Bridge	9,700
39	Food Pantry	30,600
40	Other Fund Expenditures	249,725
41	Sr. Citizen Outreach Grant	-
42	Total Expenditures	<u>3,932,152</u>
43	Contingencies	5,000
44		
45	<u>ENDING BALANCE 3/31/2009</u>	<u>1,669,720</u>

46	Administration	<u>APPROPRIATION</u>
47	Expenses: Personnel	
48	4057 Administrator	58,892
49	4058 Asst. Executive Administrator	50,132
50	4059 Administrative Assistant	31,306
51	4060 Operations Coordinator	21,640
52	4061 Building Maintenance	24,960
53	4403 Employees Med/Life Insur.	29,458
54	SubTotal Personnel	216,388
55		
56	Expenses: Contractual Services	
57	5001 Maintenance Building	3,000
58	5003 Maintenance Equipment	1,500
59	5005 Landscape Service/Snow Removal	10,000
60	5021 Bank Service	700
61	5022 Meeting Expenses	100
62	5023 Telephone	13,000
63	5025 Bonding/Notary Public	1,800
64	5026 Utilities	5,000
65	5027 Equipment Lease	10,000
66	5029 Travel Expenses	1,000
67	5030 Janitor Services	8,000
68	5031 Training	4,000
69	5032 Postage	10,000
70	5033 Refuse Service	2,500
71	5034 Printing & Legal Notices	30,000
72	5037 Attorney/Legal	25,000
73	5038 Other Prof Services	1,800
74	5040 Com-Ed	37,000
75	5042 Water & Sewer	5,000
76	5043 Dues/Subscriptions	6,000
77	5047 Security Alarm System	3,500
78	5048 Payroll Service	3,500
79	5070 Park Maintenance	1,500
80	5099 Scheduled Activities	4,500
81	5299 Other Program Activity	2,500
82	5399 Community Org Supp	5,000
83	5845 Open Space/Retention Mowing	20,000
84	5847 Vehicle Stickers	20,000
85	5848 Accounting	6,500
86	5849 Cook County Hire Back	14,000
87	5850 Condominium Expenses	31,000
88	5851 Computer Servicing	3,000
89	5852 Web Site Maintenance	1,500
90	5880 Ad Book Expense	500
91	Subtotal Contractual Services	292,400

92	Expenses: Commodities	
93	6045 Holiday Expense	500
94	6465 Office Supplies	4,200
95	6466 Promotional Items	15,000
96	6467 Building Maint. Supplies	200
97	6468 Operating Supplies	12,000
98	6470 Equipment Maint Supplies	250
99	6471 Books/Pamphlet/Literature	250
100	Subtotal Commodities	32,400
101		
102	Expenses: Other	
103	8480 Petty Cash / Misc	300
104	8475 Interest	
105	Subtotal Other	300
106		
107	Capital Outlay	
108	9473 Technology Improvements	5,000
109	9490 New Building Expense	400,000
110	9491 Building Payments	88,000
111	9494 Equipment	750
112	9495 Furniture/Fixtures	2,000
113	9496 Other/Misc Items	1,500
114	9498 Building Purchase	1,400,000
115	Subtotal Capital Outlay	1,897,250
116		
117	<u>Administration</u>	<u>2,438,738</u>

118	51	Assessor	APPROPRIATION
119		Expenses: Personnel	
120		4001 Elec Official	16,200
121		4002 Chief Deputy Assessor	43,259
122		4003 Deputy Assessor	32,455
123		4099 Other Personnel	3,000
124		4403 Employee's Med/Life Ins	16,159
125		Subtotal Personnel	111,073
126			
127		Expense Contractual Services	
128		5003 Maintenance Equipment	800
129		5023 Telephone	-
130		5025 Bonding / Notary	55
131		5029 Travel Expenses	700
132		5031 Training Expenses	750
133		5032 Postage	25
134		5034 Printing & Legal Notices	2,500
135		5038 Other Prof. Services	1,250
136		5043 Dues/Subscriptions	1,000
137		5046 Rent: Other	650
138		Subtotal Contractual Services	7,730
139			
140		Expenses Commodities	
141		6465 Office Supplies	200
142		6468 Operating Supplies	400
143		Subtotal Commodities	600
144			
145		Capital Outlay	
146		9494 Equipment	1,500
147		9495 Furniture/Fixtures	5,000
148		Subtotal Capital Outlay	6,500
149			
150		Assessor	125,903
151			
152	53	Youth Services	APPROPRIATION
153		Expenses Personnel	
154		4052 Clinical Director	46,541
155		4053 Part Time Counselor	16,640
156		4080 Counselor/Community Outreach	32,523
157		4081 P/T Counselor/Prevention Coord.	25,000
158		4403 Employee's Med/Life Ins.	19,730
159		Subtotal Personnel	140,434
160			
161		Expenses: Contractual Services	
162		5001 Maintenance: Buildings	1,000
163		5003 Maintenance: Equipment	750
164		5023 Telephone	4,500
165		5026 Utilities	6,500
166		5029 Travel Expenses	300
167		5030 Janitor Services	2,800
168		5031 Training Expenses	1,000
169		5032 Postage	50

170	5033 Garbage/Refuse Service	200
171	5034 Printing & Legal Notices	15,000
172	5038 Other Prof. Services	5,000
173	5043 Dues/Subscriptions	200
174	5099 Scheduled Activity	8,000
175	5299 Other Prog. Activity	2,500
176	5375 Leadership Conference	3,200
177	5851 Computer Servicing	1,500
178	Subtotal Contractual Services	52,500
179		
180	Commodities	
181	6465 Office Supplies	700
182	6468 Operating Supplies	2,200
183	6470 Equipment Maintenance	300
184	6471 Books/Pamphlet/Literature	100
185	8480 Petty Cash/Misc Expense	250
186	Subtotal Commodities	3,550
187		-
188	Capital Outlay	-
189	9494 Equipment	250
190	9495 Furniture	200
191	9496 Other/ Misc Items	100
192	Subtotal Capital Outlay	550
193		
194	Youth Services	197,034
195		
196	55 Senior Services	APPROPRIATION
197	Expenses: Personnel	
198	4023 Services Co-Ord.	32,569
199	4024 Services Asst.	12,730
200	4025 Trans Disp/Scheduler	31,319
201	4026 Transportation Drivers F/T	24,037
202	4055 Transportation Drivers P/T	85,949
203	4099 Activity Assistant	25,847
204	4403 Medical & Life Ins	33,339
205	Subtotal Personnel	245,790
206		
207	Expenses: Contractual Services	
208	5002 Maintenance: Vehicles	7,000
209	5003 Maintenance: Equipment	100
210	5023 Telephone	5,000
211	5029 Travel expenses	300
212	5031 Training	250
213	5032 Postage	-
214	5034 Printing & Legal Notices	25,000
215	5038 Other Prof. Serv.	1,300
216	5043 Dues/Subscriptions	500
217	5099 Scheduled Activities	175,000
218	5299 Other Prog/Activities	3,000
219	5300 Arthritis Foundation Programs	2,000
220	5399 Community Org. Support	600
221	Subtotal Contractual Services	220,050

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Expenses Commodities

6465 Office Supplies	100
6466 Gas & Oil	35,000
6468 Operating Supplies	16,000
8480 Misc / Petty Cash	750
Subtotal Commodities	51,850

Capital Outlay

9472 Sr. Act. Center Improvements	-
9493 Vehicles	40,000
9495 Furniture/Fixtures	250
9496 Other/Misc Items	100
Subtotal Capital Outlay	40,350

Senior Services **558,040**

239	56 Health Services	APPROPRIATION
240	Expenses: Personnel	
241	4023 Services Co-Ord	36,504
242	4024 Services Asst.	12,730
243	4403 Employee's Med/Life Ins	7,929
244	Subtotal: Personnel	57,162
245		
246	Expenses: Contractual Services	
247	5029 Travel	500
248	5031 Training Expenses	250
249	5034 Printing & Legal Notices	9,000
250	5038 Other Prof. Services	2,000
251	5043 Dues/Subscriptions	200
252	5099 Scheduled Activities	3,000
253	5299 Other Program Activities	150
254	5601 Physical/Hearing	13,000
255	5602 Immunization	30,000
256	5603 Dental	23,000
257	5604 Vision	11,000
258	5605 Flu Shot Program	75,000
259	5606 CPR	500
260	5607 Podiatry	5,000
261	5608 Cholesterol Screening Program	5,000
262	Subtotal Contractual Services	177,600
263		
264	Expense Commodities	
265	6464 Health Supplies	12,000
266	6465 Office Supplies	500
267	6468 Operating Supplies	3,500
268	6469 GRG Expenses	900
269	6471 Books/Pamphlet/Literature	250
270	Subtotal Commodities	17,150
271		
272	Capital Outlay	
273	9494 Equipment	1,000
274	9495 Furniture/Fixtures	2,000
275	Subtotal Capital Outlay	3,000
276		
277	Health Services	254,912
278		
279		

280			
281	Supervisor & Trustees	APPROPRIATION	
282	Expenses: Personnel		
283 57	4001 Supervisor	22,100	
284 58	4001 Trustees	29,200	
285	Salaries: Sup & Trustees	51,300	
286			
287	Clerk		
288 59	Expenses: Personnel		
289	4001 Salaries: Elected Officials	16,200	
290	Subtotal Personnel	16,200	
291			
292	Clerk	16,200	
293			
294	Road & Bridge		
295 62	Expenses: Personnel		
296	4001 Salaries: Elected Officials	9,700	
297	4026 Salaries: Treas. Rd/Bridge*	-	
298	Road & Bridge Personnel	9,700	
299			
300	<u>Total Elected Officials</u>	77,200	
301			
302			
303			
304		APPROPRIATION	
305 77	3025 Grant: Sr. Citizen Outreach	-	
306	Total Sr. Citizen Outreach	-	
307			

308	Food Pantry	APPROPRIATION
309 80	Expenses: Personnel	
310	4058 Coordinator	-
311	4403 Employee's Med/Life Ins	-
312	Sub Total Personnel	-
313		
314	Expenses: Contractual Services	
315	5034 Printing & Legal Notices	5,000
316	5038 Other Professional Services	1,000
317	Sub Total Contractual Services	6,000
318		
319	Expenses: Commodities	
320	6045 Holiday Pantry	4,000
321	6050 Food Pantry	15,000
322	6055 School Supply Program	4,500
323	6056 Post Office Food Drive	250
324	6465 Office Supplies	250
325	6468 Operating Supplies	500
326	9496 Other / Misc. Items	100
327	Subtotal Commodities	24,600
328		
329	<u>Food Pantry</u>	<u>30,600</u>
330		
331		
332		

333	<u>AUDIT FUND</u>	APPROPRIATION	
334			
335	BEGINNING BALANCE 4/1/2008		-
336			
337	REVENUES		
338	Property Tax	7,725	
339	Interest Income	-	
340	Total Revenues	7,725	
341			
342	TOTAL FUNDS AVAILABLE		<u>7,725</u>
343			
344	CONTRACTUAL SERVICES		
345	5035 Accounting Audit Services	7,725	
346			
347	ENDING BALANCE		<u>-</u>
348			
349			
350	<u>INSURANCE FUND</u>		
351			
352			
353	BEGINNING BALANCE 4/1/2008		-
354			
355	REVENUES		
356	Property Tax	117,000	
357	Interest Income	-	
358	Total Revenues	117,000	
359			
360	TOTAL FUNDS AVAILABLE		<u>117,000</u>
361			
362	EXPENDITURES		
363	PERSONNEL		
364	<u>Unemployment Insurance</u>		
365	5015 Workers Compensation	22,000	
366	Subtotal Personnel	22,000	
367			
368	CONTRACTUAL SERVICES		
369	5017 Liability Insurance	60,000	
370	5019 General Insurance	35,000	
371	Subtotal Contractual Services	95,000	
372			
373	TOTAL EXPENDITURES	117,000	
374			
375	ENDING BALANCE		<u>-</u>

376 **ILLINOIS MUNICIPAL RETIREMENT FUND**

377

378

379

BEGINNING BALANCE 4/1/2008

-

380

381 REVENUES

382

Property Tax

60,000

383

Interest Income

-

384

Total Revenues

60,000

385

386

TOTAL FUNDS AVAILABLE

60,000

387

388 EXPENDITURES

389

PERSONNEL

390

5014 Retirement Contribution

60,000

391

392

ENDING BALANCE

-

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395 **SOCIAL SECURITY FUND**

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397

398

399

BEGINNING BALANCE 4/1/2008

-

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401 REVENUES

402

Property Tax

65,000

403

Interest Income

-

404

Total Revenues

65,000

405

406

TOTAL FUNDS AVAILABLE

65,000

407

408

409 EXPENDITURES

410

PERSONNEL

411

5013 Social Security & Medicare

65,000

412

413

414

ENDING BALANCE

-

415

416

1 **General Assistance Fund**

2
3 **BEGINNING BALANCE 4/1/2008**

439,747

2008-2009

5 **REVENUES:**

BUDGETED

6	3010 Property Tax	199,733
7	3100 Interest Income	12,500
8	3175 Other Miscellaneous Income	15,000
10	Total Revenues	227,233

11
12 **TOTAL FUNDS AVAILABLE**

666,980

13
14 **EXPENDITURES:**

15	Administration	138,701
16	Home Relief	21,400
17	Total Expenditures	160,101

18
19 Contingencies

20
21 **Total Appropriations** 160,101

22
23
24 **ENDING BALANCE 3/31/2009**

506,879

25 **Administration**

26 **Expenses: Personnel**

APPROPRIATION

27	4057 Caseworker Salaries	10,000
28	4058 Food Assistance Coordinator	37,251
29	4403 Medical/Life Insurance	1,000
30	5013 FICA/Medicare	3,500
31	5014 IMRF	2,000
32	5015 Workers Compensation	1,800
33	Personnel	55,551

34
35 **Expenses: Contractual Services**

36	5003 Maintenance-Equipment	200
37	5017 Liability Insurance	12,000
38	5021 Bank Fees	250
39	5029 Travel	1,500
40	5031 Training	1,000
41	5032 Postage	100
42	5034 Printing & Legal Notices	7,500
43	5035 Audit	3,000
44	5037 Legal Services	2,500
45	5038 Other Professional Services	-

46	5043 Dues & Subscriptions	50
47	5046 Rent	30,000
48	5848 Accounting Services	3,000
49	Contractual Services	61,100
50		-
51	Expenses: Commodities	-
52	6465 Office Supplies	600
53	6468 Operating Supplies	800
54	6471 Books, Pamphlets, & Literature	50
55	9496 Other Miscellaneous Items	600
56	Commodities	2,050
57		
58	9494 Capital Outlay-Equipment	20,000
59		
60	Total Administration	138,701

61		
62	Home Relief	APPROPRIATION
63	Expenses: Contractual Services	
64	7448 Physicians	500
65	7449 Hospital (In-patient)	500
66	7550 Hospital (Out-patient)	500
67	7452 Dental Care	500
68	7453 Other Medical Care	500
69	7454 Gas (Heat & Cooking)	2,000
70	7455 Utility Payments	3,500
71	7457 Shelter	3,500
72	7474 Rent Assistance	8,000
73	Contractual Services	19,500
74		
75	Expenses: Commodities	
76	7470 Food	650
77	7472 Personal Incidentals	300
78	7473 Household Incidentals	100
79	7475 Fuel (transportation - gas)	600
80	7451 Pharmaceuticals	250
81	Commodities	1,900
82		
83	Total Home Relief	21,400

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this 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 & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 17th day of June, 2008 pursuant to a roll call vote by the Board of Trustees of Orland Township, Cook County, Illinois.

BOARD OF TRUSTEES

AYE

NAY

ABSENT

Robert J. Maher

✓

Joan Herman

✓

Martin McGuire

✓

Marjorie O'Hern

✓

Kay Yunker

✓



Patricia Ann Thompson

Town Clerk



Robert J. Maher

Chairman

CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

TOWNSHIP

The undersigned, duly elected, qualified and acting Clerk of Orland Township, Cook County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Township for the fiscal year beginning April 1, 2008 and ending March 31, 2009 as adopted this 17th day of June, 2008.

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

Dated this 17th day of June, 2008.



Town Clerk

Filed this _____ day of _____, 2008

County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

TOWNSHIP

The undersigned, Supervisor, Chief Fiscal Officer, of Orland Township, Cook 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 said estimate.

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

Dated this 17 day of June, 2008



Supervisor - Chief Fiscal Officer

Filed this _____ day of _____, 2008.

County Clerk