

BUDGET & APPROPRIATION ORDINANCE

TOWNSHIP

ORDINANCE No. 02-06-21-11

An ordinance appropriating for all town purposes for Orland Township, Cook County, Illinois, for the fiscal year beginning April 1, 2011 and ending March 31, 2012.

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, 2011 and ending March 31, 2012.

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, 2011, and ending March 31, 2012 by fund shall be as follows:

1	General Town Fund	<u>2,116,215</u>
11	Audit Fund	<u>10,875</u>
12	Insurance Fund	<u>60,000</u>
13	Illinois Municipal Retirement Fund (IMRF)	<u>89,000</u>
14	Social Security Fund	<u>69,233</u>
15	General Assistance Fund	<u>321,515</u>
	<u> </u> Fund	<u>0</u>
TOTAL APPROPRIATIONS:		<u>2,666,838</u>

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 Two million, Four Hundred Twelve Thousand Seven Hundred Thirty Dollars for the fiscal year beginning April 1, 2011 and ending March 31, 2012.

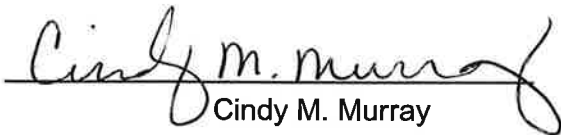
SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

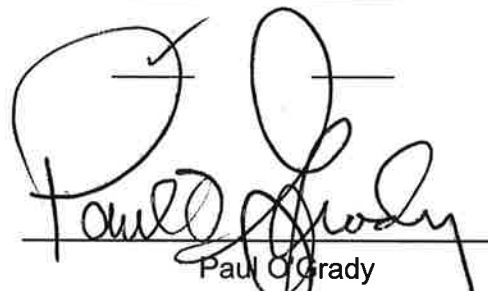
SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 21st day of June, 2011 pursuant to a roll call vote by the Board of Trustees of Orland Township, Cook County, Illinois.

BOARD OF TRUSTEES

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<u>Paul O'Grady</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Maria Sanfilippo</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jacob Vandenberg</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Kristi Griffin</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Patrick Feldner</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


Cindy M. Murray
Town Clerk


Paul O'Grady
Chairman

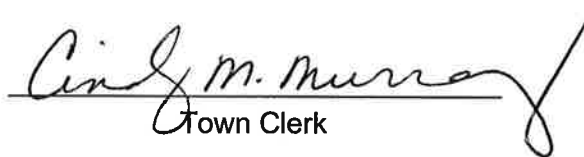
CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

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, 2011 and ending March 31, 2012 as adopted this 21st day of June, 2011.

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 21st day of June, 2011.


Town Clerk

Filed this _____ day of _____, 2011

County Clerk

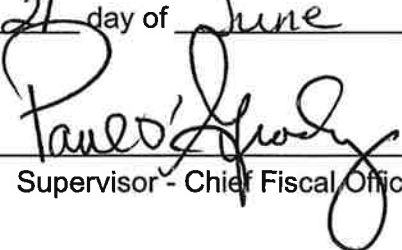
CERTIFIED ESTIMATE OF REVENUES BY SOURCE

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 21 day of June, 2011.



Supervisor - Chief Fiscal Officer

Filed this _____ day of _____, 2011.

County Clerk

General Town Fund

2	<u>BEGINNING BALANCE 4/1/2011</u>	<u>2,819,612</u>
3		
4	<u>REVENUES:</u>	<u>2011-2012 BUDGETED</u>
5 01	3010 Property Tax(& other fund levies)	2,043,391
6 01	3020 Replacement Tax	15,000
7 01	3100 Interest Income	7,000
8 50	3060 Vehicle Stickers	21,500
9 50	3072 Loan Proceeds	-
10 50	3148 Recycling Revenue	-
11 50	3175 Miscellaneous Revenues	15,000
12 50	3600 Rent - Office	30,000
13 53	3110 Youth Services	50,000
14 55	3035 Senior Transportation Fees	25,000
15 55	3130 Senior Activities	100,000
16 56	3140 Physical Fees	8,000
17 56	3141 Health Activities	6,000
18 56	3142 Dental Fees	25,000
19 56	3143 Vision Fees	6,000
20 56	3144 Immunization	12,000
21 56	3145 Flu Shot Program	12,500
22 56	3147 Podiatry Fees	3,000
23 56	3148 Cholesterol Screening Program	4,000
24 80	3045 Holiday Donations	18,000
25 80	3050 Food Pantry	22,000
26	Total Revenues	<u>2,423,391</u>
27		
28	<u>TOTAL FUNDS AVAILABLE</u>	<u>5,243,003</u>
29		
30	<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>
31	General Administration	834,026
32	Assessor	148,739
33	Youth Services	136,211
34	Senior Transportation	204,033
35	Senior Services	206,520
36	Health Services	196,358
37	Supervisor & Trustees	51,300
38	Clerk	16,200
39	Road & Bridge	19,400
40	Food Pantry	74,320
41	Other Fund Expenditures	229,108
42	Sr. Citizen Outreach Grant	-
43	Total Expenditures	<u>2,116,215</u>
44	Contingencies	-
45		
46	<u>ENDING BALANCE 3/31/2011</u>	<u>3,126,789</u>

47	Administration	APPROPRIATION
48	50 Expenses: Personnel	
49	4057 Administrator	51,000
50	4058 Asst. Executive Administrator	54,038
51	4059 Administrative Assistant	32,951
52	4060 Operations Coordinator	25,500
53	4100 Part Time Summer Help	30,600
54	4056 Project/Program Coordinator	13,900
55	4403 Employees Med/Life Insur.	45,000
56	SubTotal Personnel	252,989
57		
58	Expenses: Contractual Services	
59	5001 Maintenance Building	15,000
60	5003 Maintenance Equipment	15,000
61	5005 Landscape Service/Snow Removal	-
62	5021 Bank Service	1,300
63	5022 Meeting Expenses	-
64	5023 Telephone	15,000
65	5025 Bonding/Notary Public	1,000
66	5026 Utilities	28,000
67	5027 Equipment Lease	9,000
68	5029 Travel Expenses	250
69	5030 Janitor Services	18,000
70	5031 Training	1,000
71	5032 Postage	11,188
72	5033 Refuse Service	2,000
73	5034 Printing & Legal Notices	25,000
74	5037 Attorney/Legal	25,000
75	5038 Other Prof Services	15,000
76	5043 Dues/Subscriptions	4,700
77	5047 Security Alarm System	2,000
78	5048 Payroll Service	5,200
79	5070 Park Maintenance	3,500
80	5099 Scheduled Activities	4,000
81	5299 Other Program Activity	7,500
82	5399 Community Org Supp	1,800
83	5845 Open Space/Retention Mowing	5,000
84	5847 Vehicle Stickers	21,500
85	5848 Accounting	10,000
86	5849 Cook County Hire Back	17,500
87	5851 Computer Servicing	12,500
88	5852 Web Site Maintenance	-
89	5880 Ad Book Expense	-
90	Subtotal Contractual Services	276,938
91		

92	Expenses: Commodities	
93	6045 Holiday Expense	2,500
94	6465 Office Supplies	3,500
95	6466 Promotional Items	5,000
96	6467 Building Maint. Supplies	-
97	6468 Operating Supplies	7,500
98	6470 Equipment Maint Supplies	-
99	6471 Books/Pamphlet/Literature	-
100	Subtotal Commodities	18,500
101		
102	Expenses: Other	
103	8480 Misc Expense	2,500
104	8475 Interest	100
105	Subtotal Other	2,600
106		
107	Capital Outlay	
108	9473 Technology Improvements	8,000
109	9490 HVAC	150,000
110	9492 Parking Lot Repairs	100,000
111	9494 Equipment	10,000
112	9495 Furniture/Fixtures	15,000
113	9496 Other/Misc Items	-
114	Subtotal Capital Outlay	283,000
115	<u>Administration</u>	<u>834,026</u>

116	Assessor	<u>APPROPRIATION</u>
117	51 Expenses: Personnel	
118	4001 Elec Official	16,200
119	4002 Chief Deputy Assessor	44,123
120	4003 Deputy Assessor	33,103
121	4099 Other Personnel	7,000
122	4403 Employee's Med/Life Ins	39,120
123	Subtotal Personnel	139,546
124		
125	Expense Contractual Services	
126	5003 Maintenance Equipment	850
127	5025 Bonding / Notary	55
128	5029 Travel Expenses	300
129	5031 Training Expenses	1,350
130	5032 Postage	738
131	5034 Printing & Legal Notices	2,000
132	5038 Other Prof. Services	1,000
133	5043 Dues/Subscriptions	900
134	5046 Rent: Other	650
135	Subtotal Contractual Services	7,843
136		
137	Expenses Commodities	
138	6465 Office Supplies	150
139	6468 Operating Supplies	200
140	Subtotal Commodities	350
141		
142	Capital Outlay	
143	9494 Equipment	500
144	9495 Furniture/Fixtures	500
145	Subtotal Capital Outlay	1,000
146		
147	<u>Assessor</u>	<u>148,739</u>
148		

149	Youth Services	APPROPRIATION
150	53 Expenses Personnel	
151	4052 Clinical Director	47,472
152	4053 Part Time Counselor	12,693
153	4080 Counselor/Community Outreach	21,332
154	4081 P/T Counselor/Prevention Coord.	23,823
155	4403 Employee's Med/Life Ins.	11,616
156	Subtotal Personnel	116,936
157		
158	Expenses: Contractual Services	
159	5003 Maintenance: Equipment	100
160	5029 Travel Expenses	300
161	5031 Training Expenses	500
162	5032 Postage	4,125
163	5034 Printing & Legal Notices	6,000
164	5038 Other Prof. Services	5,000
165	5043 Dues/Subscriptions	250
166	5099 Scheduled Activity	2,500
167	5299 Other Prog. Activity	-
168	Subtotal Contractual Services	18,775
169		
170	Commodities	
171	6465 Office Supplies	-
172	6468 Operating Supplies	500
173	6470 Equipment Maintenance	-
174	6471 Books/Pamphlet/Literature	-
175	Subtotal Commodities	500
176		
177	Capital Outlay	
178	9494 Equipment	-
179	9495 Furniture	-
180	9496 Other/ Misc Items	-
181	Subtotal Capital Outlay	-
182		
183	<u>Youth Services</u>	<u>136,211</u>
184		
185		

186	Senior Transportation		
187	54	Expenses: Personnel	
188		4025 Trans Disp/Scheduler	31,946
189		4026 Trans. Drivers F/T	24,756
190		4055 Trans. Drivers P/T	76,143
191		4403 Medical & Life Insurance	17,500
192		Subtotal Personnel	<u>150,346</u>
193			
194		Expenses: Contractual services	
195		5002 Maintenance: Vehicles	5,000
196		5023 Telephone/Radios	3,000
197		5032 Postage	688
198		Subtotal Contractual Services	<u>8,688</u>
199			
200		Expenses: Commodities	
201		6466 Gas & Oil	25,000
202		Subtotal Commodities	<u>25,000</u>
203			-
204		Expenses: Capital Outlay	-
205		9493 Vehicles	20,000
206		Subtotal Capital Outlay	<u>20,000</u>
207			
208		<u>Senior Transportation</u>	<u>204,033</u>
209			

210	Senior Services	<u>APPROPRIATION</u>
211 55	Expenses: Personnel	
212	4023 Services Co-Ord.	32,640
213	4024 Services Asst.	24,480
214	4123 Activity Assistant	18,000
215	4403 Medical & Life Ins	4,000
216	Subtotal Personnel	79,120
217		
218	Expenses: Contractual Services	
219	5003 Maintenance: Equipment	250
220	5029 Travel expenses	350
221	5031 Training	250
222	5032 Postage	5,500
223	5034 Printing & Legal Notices	10,000
224	5038 Other Prof. Serv.	-
225	5043 Dues/Subscriptions	300
226	5099 Scheduled Activities	100,000
227	5299 Other Prog/Activities	2,000
228	5300 Arthritis Foundation Programs	3,000
229	5399 Community Org. Support	750
230	Subtotal Contractual Services	122,400
231		
232	Expenses Commodities	
233	6465 Office Supplies	-
234	6466 Gas & Oil	-
235	6468 Operating Supplies	4,000
236	8480 Misc / Petty Cash	1,000
237	Subtotal Commodities	5,000
238		
239	Capital Outlay	
240	9472 Sr. Act. Center Improvements	-
241	9493 Vehicles	-
242	9495 Furniture/Fixtures	-
243	9496 Other/Misc Items	-
244	Subtotal Capital Outlay	-
245		
246	<u>Senior Services</u>	<u>206,520</u>
247		

248	Health Services	APPROPRIATION
249	56 Expenses: Personnel	
250	4023 Services Co-Ord	36,720
251	4024 Services Asst.	28,050
252	4403 Employee's Med/Life Ins	9,000
253	Subtotal: Personnel	73,770
254		
255	Expenses: Contractual Services	
256	5029 Travel	200
257	5031 Training Expenses	250
258	5032 Postage	3,438
259	5034 Printing & Legal Notices	7,000
260	5038 Other Prof. Services	2,000
261	5043 Dues/Subscriptions	200
262	5099 Scheduled Activities	-
263	5299 Other Program Activities	1,000
264	5601 Physical/Hearing	6,000
265	5602 Immunization	30,000
266	5603 Dental	30,000
267	5604 Vision	7,000
268	5605 Flu Shot Program	19,000
269	5606 CPR	-
270	5607 Podiatry	4,000
271	5608 Cholesterol Screening Program	2,000
272	Subtotal Contractual Services	112,088
273		
274	Expense Commodities	
275	6464 Health Supplies	8,000
276	6465 Office Supplies	500
277	6468 Operating Supplies	2,000
278	6469 GRG Expenses	-
279	6471 Books/Pamphlet/Literature	-
280	Subtotal Commodities	10,500
281		
282	Capital Outlay	
283	9494 Equipment	-
284	9495 Furniture/Fixtures	-
285	Subtotal Capital Outlay	-
286		
287	Health Services	196,358
288		
289		
290		

291	Supervisor & Trustees	APPROPRIATION
292	Expenses: Personnel	
293 57	4001 Supervisor	22,100
294 58	4001 Trustees	29,200
295	Salaries: Sup & Trustees	51,300
296		
297	Clerk	
298	Expenses: Personnel	
299 59	4001 Salaries: Elected Officials	16,200
300	Subtotal Personnel	16,200
301		
302	Clerk	16,200
303		
304	Road & Bridge	
305	Expenses: Personnel	
306 62	4001 Salaries: Elected Officials	19,400
307	4026 Salaries: Treas. Rd/Bridge*	-
308	Road & Bridge Personnel	19,400
309		
310	<u>Total Elected Officials</u>	<u>86,900</u>
311		
312		
313		APPROPRIATION
314 77	3025 Grant: Sr. Citizen Outreach	-
315	Total Sr. Citizen Outreach	
316		
317		
318		
319		-
320		

321	Food Pantry	APPROPRIATION
322	Expenses: Personnel	
323	80 4058 Coordinator	37,995
324	4403 Employee's Med/Life Ins	-
325	Sub Total Personnel	37,995
326		
327	Expenses: Contractual Services	
328	5032 Postage	1,375
329	5034 Printing & Legal Notices	3,000
330	5038 Other Professional Services	-
331	Sub Total Contractual Services	4,375
332		
333	Expenses: Commodities	
334	6045 Holiday Pantry	4,000
335	6050 Food Pantry	22,000
336	6055 School Supply Program	5,000
337	6056 Post Office Food Drive	200
338	6465 Office Supplies	250
339	6468 Operating Supplies	500
340	9496 Other / Misc. Items	-
341	Subtotal Commodities	31,950
342		
343	<u>Food Pantry</u>	<u>74,320</u>
344		
345		
346		

347	<u>AUDIT FUND</u>	APPROPRIATION	
348			
349	BEGINNING BALANCE 4/1/2010		-
350			
351	REVENUES		
352	Property Tax	10,875	
353	Interest Income	-	
354	Total Revenues	<u>10,875</u>	
355			
356	TOTAL FUNDS AVAILABLE		
357			<u><u>10,875</u></u>
358	CONTRACTUAL SERVICES		
359	5035 Accounting Audit Services	10,875	
360			
361	ENDING BALANCE		
362			<u><u>-</u></u>
363			
364	<u>INSURANCE FUND</u>		
365			
366			
367	BEGINNING BALANCE 4/1/2010		-
368			
369	REVENUES		
370	Property Tax	60,000	
371	Interest Income	-	
372	Total Revenues	<u>60,000</u>	
373			
374	TOTAL FUNDS AVAILABLE		
375			<u><u>60,000</u></u>
376	EXPENDITURES		
377			
378	PERSONNEL		
379	5015 Workers Compensation	<u>25,000</u>	
380	Subtotal Personnel	25,000	
381			
382	CONTRACTUAL SERVICES		
383	5017 Liability Insurance	<u>35,000</u>	
384	Subtotal Contractual Services	35,000	
385			
386	TOTAL EXPENDITURES	<u><u>60,000</u></u>	
387			
388	ENDING BALANCE		

389	<u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>		-
390			
391			
392	BEGINNING BALANCE 4/1/2010		
393			-
394	REVENUES		
395	Property Tax	89,000	
396	Interest Income	-	
397	Total Revenues	<u>89,000</u>	
398			
399	<u>TOTAL FUNDS AVAILABLE</u>		
400			<u>89,000</u>
401	EXPENDITURES		
402	PERSONNEL		
403	5014 Retirement Contribution	<u>89,000</u>	
404			
405	ENDING BALANCE		
406			-
407			
408	<u>SOCIAL SECURITY FUND</u>		
409			
410			
411			
412	BEGINNING BALANCE 4/1/2010		
413			-
414	REVENUES		
415	Property Tax	69,233	
416	Interest Income	-	
417	Total Revenues	<u>69,233</u>	
418			
419	TOTAL FUNDS AVAILABLE		
420			<u>69,233</u>
421			
422	EXPENDITURES		
423	PERSONNEL		
424	5013 Social Security & Medicare	69,233	
425			
426			
427	ENDING BALANCE		
428			-
429			
430			
431			
432			

433 **General Assistance Fund**

434

435 **BEGINNING BALANCE 4/1/2010** **253,617**

436

2011-12437 **REVENUES:****BUDGETED**

438 3010 Property Tax 220,480

439 3100 Interest Income 2,500

440 3175 Other Miscellaneous Income 2,000

441 **Total Revenues** **224,980**

442

443 **TOTAL FUNDS AVAILABLE** **478,597**

444

445 **EXPENDITURES:**

446 Administration

447 Personnel 12,240

448 Contractual Services 44,350

449 Commodities 225

450 Capital Outlay -

451 **Total Administration** **56,815**

452

453 **Home Relief**

454 Contractual Services 231,700

455 Commodities 33,000

456 **Total Home Relief** **264,700**

457

458

459 **Total Appropriations** **321,515**

460

461 **ENDING BALANCE 3/31/2011** **157,082**

462

463

464	Administration	
465	Expenses: Personnel	<u>APPROPRIATION</u>
466	4057 Caseworker Salaries	12,000
467	Personnel	<u>12,000</u>
468		
469	Expenses: Contractual Services	
470	5017 Liability Insurance	-
471	5029 Travel	500
472	5031 Training	1,000
473	5032 Postage	25
474	5034 Printing & Legal Notices	2,500
475	5035 Audit	4,125
476	5037 Legal Services	2,500
477	5043 Dues & Subscriptions	200
478	5046 Rent	30,000
479	5848 Accounting Services	3,500
480	Contractual Services	<u>44,350</u>
481		
482	Expenses: Commodities	
483	6465 Office Supplies	-
484	6468 Operating Supplies	-
485	6471 Books, Pamphlets, & Literature	225
486	9496 Other Miscellaneous Items	-
487	Commodities	<u>225</u>
488		
489	9494 Capital Outlay-Equipment	-
490		
491	Total Administration	<u><u>56,575</u></u>
492		
493		

494	Home Relief	APPROPRIATION
495	Expenses: Contractual Services	
496	7445 Community Outreach Program	250
497	7446 Indigent Medical Assistance	1,000
498	7447 Catastrophic Insurance	4,250
499	7448 Physicians	500
500	7449 Hospital (In-patient)	1,000
501	7550 Hospital (Out-patient)	1,000
502	7452 Dental Care	500
503	7453 Other Medical Care	1,200
504	7454 Gas (Heat & Cooking)	15,000
505	7455 Utility Payments	30,000
506	7456 Mortgage Assistance	30,000
507	7457 Shelter	100,000
508	7474 Rent Assistance	40,000
509	7476 Job Fair	2,000
510	7477 Job Training	5,000
511	7478 Computers for Job Training	-
512	7479 Job Training Instructor	-
513	Contractual Services	231,700
514		
515	Expenses: Commodities	
516	7470 Food	15,000
517	7472 Personal Incidentals	10,000
518	7473 Household Incidentals	1,000
519	7475 Fuel (transportation - gas)	7,000
520	7451 Pharmaceuticals	-
521	Commodities	33,000
522		
523	Total Home Relief	264,700
524		