

THE BOARD OF LIBRARY TRUSTEES OF
THE ELA AREA PUBLIC LIBRARY DISTRICT
LAKE COUNTY, ILLINOIS

ORDINANCE NO. 15-09-02

COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2015/2016

WHEREAS, the Illinois Municipal Budget Law, 50 ILCS 330/1, et seq., as amended, requires all Illinois municipal corporations, as broadly defined therein, to adopt a combined annual budget and appropriation ordinance, specifying the objects and purposes of expenditures; and the Illinois Public Library District Act, 75 ILCS 16/30-85 and 75 ILCS 16/35-25, provides procedures for the passage of a budget and appropriation ordinance and a tax levy ordinance; and

WHEREAS, pursuant to the above and other appropriate statutes, a budget and appropriation ordinance has been prepared in tentative form at the designation of this Board, and has been made available for public inspection for at least thirty (30) days prior to final action, and a public hearing on said budget and appropriation ordinance was held prior to final action hereon on September 15, 2015, and notice of said hearing was published on August 13, 2015, in the *Lake Zurich Courier*, a secular newspaper with a general circulation within the District;

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the Ela Area Public Library District, Lake County, Illinois, as follows:

Section 1. The following budget containing an estimate of all receipts of said Library District, and of the expenditures there from, be and the same hereby is adopted as the budget for said District for the fiscal year beginning July 1, 2015 and ending

June 30, 2016, and the same sums are hereby appropriated as necessary to defray the said expenses and liabilities of this Library District, for the objects and purposes indicated, for said fiscal year:

I. GENERAL FUND

A ESTIMATED RECEIPTS:

CASH ON HAND (07-01-15)	\$	2,635,982
TAX REVENUES	\$	4,652,190
CORPORATE REPLACEMENT TAX	\$	7,220
PER CAPITA GRANT	\$	32,000
OTHER GRANTS	\$	0
FINES	\$	0
LOST/DAMAGED PROGRAMS	\$	4,300
GIFTS	\$	16,000
INTEREST	\$	8,500
COPIER	\$	25,000
TRANSFER TO FUND	\$	10,000
TRANSFER FROM FUND	\$	-165,000
OTHER REVENUE	\$	93,750
TOTAL INCOME	\$	7,319,942

B APPROPRIATIONS FOR ESTIMATED EXPENDITURES

PRINT AND NONPRINT MATERIALS	\$	500,000
ELECTRONIC INFORMATION	\$	220,000
TOTAL MATERIALS	\$	720,000

I. GENERAL FUND continued

SERVICE & TECHNOLOGY		
PILOTS	\$	15,000
POSTAGE	\$	17,000
PROGRAM - ADULT	\$	70,000
PROGRAM - CHILDREN'S	\$	36,000
PROGRAM - FORGE	\$	20,000
PUBLICITY	\$	14,000
PRINTING	\$	31,000
TRAVEL	\$	12,000
TRAINING/MEMBERSHIP	\$	32,000
OFFICE SUPPLIES	\$	85,000
DATA BASE SERVICES	\$	145,000
TOTAL SUPPORT SERVICES	\$	477,000
OVERHEAD	\$	
UTILITIES - ELECTRICITY	\$	125,000
UTILITIES - GAS	\$	35,000
UTILITIES - TELEPHONE	\$	17,000
UTILITIES - DATALINES	\$	30,000
UTILITIES - WATER	\$	15,000
TOTAL UTILITIES	\$	222,000
ACCOUNTING/PAYROLL	\$	36,000
LEGAL -		
ATTORNEY/PUBLICATION	\$	14,000
OTHER - CONTRACTUAL SERVICE	\$	30,000
OTHER - GIFTS	\$	10,000
OFFICE EQUIPT./COPIER MAINT.	\$	65,000
FURNITURE/EQUIPMENT	\$	65,000
COMPUTER		
HARDWARE/SOFTWARE	\$	170,000
CONTINGENCY	\$	12,000
TOTAL NON-UTILITY OVERHEAD	\$	402,000
TOTAL OVERHEAD	\$	624,000
SALARIES:	\$	3,000,000
BENEFITS: HEALTH INSURANCE	\$	275,000
TOTAL LIBRARY FUND APPROPRIATIONS (EXCLUSIVE OF TRANSFERS)	\$	5,096,000

I. GENERAL FUND continued

<u>INCLUDED TRANSFERS:</u>		
TO CAPITAL FUND -		
SPECIAL RESERVE	\$	75,000
TO IMRF FUND	\$	0
TO SOCIAL SECURITY	\$	0
TO LIABILITY	\$	0
TO SITE AND BUILDING		
FUND	\$	<u>90,000</u>
TOTAL ALL TRANSFERS	\$	165,000

I. GENERAL FUND

ESTIMATED CASH ON HAND 6/30/16 2,223,942

II. SPECIAL RESERVE FUND

A <u>ESTIMATED RECEIPTS:</u>		
CASH ON HAND 7/1/15	\$	2,647,870
TRANSFERS TO FUND	\$	75,000
GIFTS – IMPACT FEES	\$	2,400
INTEREST	\$	12,000
TOTAL RECEIPTS	\$	<u>2,737,270</u>

APPROPRIATIONS FOR ESTIMATED

B <u>EXPENDITURES:</u>		
CAPITAL	\$	500,000
TOTAL EXPENDITURES	\$	500,000

ESTIMATED CASH ON HAND 6/30/16 - RESERVE FOR DEPRECIATION PURSUANT TO STATUTE 2,237,270

**III. ILLINOIS MUNICIPAL
RETIREMENT FUND**

A	<u>ESTIMATED RECEIPTS:</u>		
	CASH ON HAND 7/1/15	\$	222,817
	TAX REVENUES	\$	346,674
	TRANSFER TO FUND	\$	0
	INTEREST	\$	2,165
	TOTAL RECEIPTS	\$	571,656

	<u>APPROPRIATIONS FOR ESTIMATED EXPENDITURES:</u>		
B	EMPLOYEE BENEFITS	\$	360,000
	TOTAL IMRF APPROPRIATIONS	\$	360,000
	ESTIMATED CASH ON HAND 6/30/16	\$	211,656

IV. SOCIAL SECURITY FUND

A	<u>ESTIMATED RECEIPTS:</u>		
	CASH ON HAND 7/1/15	\$	117,151
	TAX REVENUES	\$	197,265
	TRANSFER FROM GENERAL FUND	\$	0
	INTEREST	\$	600
	TOTAL RECEIPTS	\$	315,016

	<u>APPROPRIATIONS FOR ESTIMATED EXPENDITURES:</u>		
B	EMPLOYEE BENEFITS	\$	225,000
	TOTAL SOCIAL SECURITY FUND EXPENDITURES	\$	225,000
	ESTIMATED CASH ON HAND 6/30/16		90,016

V. LIABILITY INSURANCE

A ESTIMATED RECEIPTS:		-	
CASH ON HAND 7/1/15	\$		24,508
TAX REVENUES	\$		49,808
TRANSFER FROM GENERAL FUND	\$		0
INTEREST	\$		265
TOTAL RECEIPTS	\$	74,581	
APPROPRIATIONS FOR ESTIMATED			
B EXPENDITURES:			
LIABILITY & BUSINESS INSURANCE	\$		60,000
TOTAL LIABILITY INSURANCE EXPENDITURES	\$	60,000	
ESTIMATED CASH ON HAND 6/30/16	\$		14,581

VI. SITE AND BUILDING FUND

A ESTIMATED RECEIPTS:		-	
CASH ON HAND 7/1/15	\$		58,048
TAX REVENUES	\$		229,132
TRANSFER TO FUND	\$		90,000
INTEREST	\$		1,000
TOTAL RECEIPTS	\$	378,180	
APPROPRIATIONS FOR ESTIMATED			
EXPENDITURES:			
EQUIPMENT PURCHASE	\$		30,000
BUILDING MAINTENANCE & SUPPLIES	\$		70,000
TECHNICAL CONSULTING EQUIPMENT	\$		30,000
MAINTENANCE	\$		55,000
GROUNDS MAINTENANCE	\$		50,000
HVAC REPAIR AND MAINTENANCE	\$		50,000
TTL SITE & BLDG EXPENDITURES	\$	285,000	
Estimated cash on hand 6/30/2016	\$	93,180	

Section 2. There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of revenue:

I. General	5,096,000
II. Special Reserve	500,000
III. IMRF	360,000
IV. Social Security	225,000
V. Liability Insurance	60,000
VI. Site and Building	285,000
Aggregate Appropriations (All Funds)	6,526,000

Section 3. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund, heretofore established according to 75 ILCS 16/40-5, pursuant to plans developed and adopted by this Board and said unexpected balances shall be accumulated in this fund for the purpose of erecting a new library building, purchasing a site for the same, or building an addition thereto, or furnishing necessary equipment therefore. The Board further appropriates all sums accumulated in said fund or transferred thereto during the 2015/2016 fiscal year, subject to compliance with statutory procedures set forth above.

Section 4. Except as otherwise provided by law, no further appropriations shall be made at any time within such fiscal year, provided that this Board may from time to time make transfers between the various items in any fund not affecting the total amount appropriated, or appropriations in excess of those authorized by the budget in

order to meet an immediate and unforeseen emergency, by two-thirds (2/3) vote of the trustees present and voting, as provided by 75ILCS 16/30-90, et seq., and this Board may amend this budget and appropriation ordinance from time to time by the same procedure as prescribed by statute for the original adoption of a budget and appropriation ordinance; provided that nothing in this section shall be construed to permit transfer between funds required by law to be kept separate. Any remaining balances after the close of the fiscal year up to twenty percent (20%) of the appropriation shall be available until August 31st for the authorization of payment of obligations incurred prior to the close of the fiscal year, and until September 30th for the payment of such obligation, and any remaining balances shall be available for the transfer to the Special Reserve Fund to be accumulated, as provided by 75 ILCS 16/30-90.

Section 5. A copy of this ordinance in tentative form has been available for public inspection at the library with notice thereof given by posting and by publication in the *Lake Zurich Courier*, a secular newspaper with a general circulation within this District, in substantially the following form:

PUBLIC NOTICE is hereby given that a public hearing will be held on the proposed annual budget and appropriation ordinance for the fiscal year July 1, 2015 to June 30, 2016, at the following time and place: 6:00 p.m. on September 15, 2015 at the Ela Area Public Library, 275 Mohawk, Lake Zurich, Illinois. The said ordinance in tentative form shall be available for public inspection by request at said library during regular library hours.

Section 6. This ordinance is passed pursuant to statutory authority and the Illinois Public Library District Act; Illinois Municipal Budget Law; and Illinois Revenue Code, and other statutes hereunto appertaining.

Section 7. This ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

Section 8. 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 9. That each appropriated fund shall be divided among several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 1, constituting the total appropriations in the amount of SIX MILLION, FIVE HUNDRED TWENTY-SIX THOUSAND DOLLARS (\$6,526,000.00) for the fiscal year July 1, 2015 to June 30, 2016.

Section 10. That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerks within 30 days after adoption.

PASSED by the Board of Library Trustees of the Ela Area Public Library District,
Lake County, Illinois on this 15th day of September, 2015, by a vote of:

AYES:

NAYS:

ABSENT:

APPROVED:

President, the Board of Library Trustees
of the Ela Area Public Library District,
Lake County, Illinois

ATTEST:

Secretary

PASSED: September 15, 2015

APPROVED: September 15, 2015