

Breakdown of Current Monthly IT Expenses...

ProactiveIT Monitoring & Service (4 Servers & 36 Workstations)	\$1,254
Antivirus (Servers & Workstations)	\$106
Email Filtering (63 email accounts)	\$441
Office 365 Software Licensing (19 accounts)	\$237
Firewall-as-a-Service (4)	\$365
Server Backup Solution	\$100
TOTAL FEES for network monitoring, software licensing, etc.	\$2,503
Contracted Tech Service Hours (3 hours @ \$110)	\$330
Total Monthly Contracted IT Expenses	\$2,833
Averaged additional tech service hour fees (per month)	\$1,130
AVERAGE TOTAL MONTHLY IT EXPENSES	\$3,963

ORDINANCE NO. 18-01

DEKALB PARK DISTRICT BUDGET AND APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE DEKALB PARK DISTRICT, DEKALB COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST (1ST) DAY OF MARCH, 2018 AND ENDING ON THE 28TH DAY OF FEBRUARY 2019

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS (“BOARD”) OF THE DEKALB PARK DISTRICT (“Park District”), DeKalb County, Illinois:

SECTION 1. It is hereby found and determined that:

(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 Ellwood House Visitors Center, 509 North First Street, DeKalb, Illinois on the 15th day of February, 2018 on said Ordinance, notice of said hearing having been given at least one (1) week prior to such hearing by publication in the Daily Chronicle, a newspaper published within the Park District; and

(c) That all other legal requirements for the adoption of the Annual Budget and Appropriation Ordinance of the Park District for the fiscal year beginning March 1, 2018 and ending February 28, 2019 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 March, 2018 and ending on the 28th day of February, 2019:

I. CORPORATE FUND		
Administrative Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$284,367	\$284,367
HR Recruiting	4,700	4,700
Employee Group Health Insurance	39,938	39,938
Marketing	9,665	9,665
Education & Staff Development	8,265	8,265
Postage & Office Supplies	8,000	8,000
Memberships and Association Fees	9,335	9,335
Computer Services	69,246	69,246
Commissioner's Expenses	6,015	6,015
Telephone	11,472	11,472
Attorneys' Fees	54,600	54,600
Copier Services	3,660	3,660
Publication of Legal Notices	1,000	1,000
Professional Services	12,500	12,500
Bank Charges	1,080	1,080
Transfers to Other Funds	45,869	45,869
Administrative Department Total	\$569,712	\$569,712
Park Maintenance	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$616,742	\$616,742
Employee Group Health Insurance	77,047	77,047
Education & Staff Development	5,656	5,656
Telephone	7,628	7,628
Natural Gas	6,660	6,660
Water/ Sewer	5,200	5,200
Electricity	21,000	21,000
Fuel	25,000	25,000
Garbage	9,000	9,000
Equipment Repairs	49,000	49,000
Maintenance Contractual	21,765	21,765
Maintenance Supplies	56,700	56,700
Landscaping	7,500	7,500
Park Maintenance Total	\$908,898	\$908,898
Hopkins Community Center	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$34,181	\$34,181

Employee Group Health Insurance	2,277	2,277
Marketing	2,300	2,300
Education & Staff Development	200	200
Telephone	204	204
Natural Gas	8,000	8,000
Electricity	8,000	8,000
Credit Card Processing Fees	2,300	2,300
Cost of Sales	14,000	14,000
Equipment Repairs	5,500	5,500
Maintenance Contractual	8,630	8,630
Maintenance Supplies	6,500	6,500
Hopkins Community Center Total	\$92,092	\$92,092
I. CORPORATE FUND TOTAL	<u>\$1,570,702</u>	<u>\$1,570,702</u>
II. RECREATION FUND		
Recreation Administration Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$144,211	\$144,211
Employee Group Health Insurance	189	189
Marketing	3,500	3,500
Education & Staff Development	1,881	1,881
Office Supplies & Postage	250	250
Telephone	972	972
Computer Supplies & Services	4,939	4,939
Scholarship Administrative	3,700	3,700
Scholarships Provided	5,800	5,800
Transfers to Other Funds	41,495	41,495
Rec Admin Department Total	\$206,937	\$206,937
Recreation Programs Department		
Recreation Programs Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$105,345	\$105,345
Employee Group Health Insurance	11,744	11,744
Marketing	12,600	12,600
Education & Staff Development	1,470	1,470
Office Supplies & Services	2,000	2,000
Program Materials & Supplies	9,931	9,931
Telephone	804	804
Program Contractual	34,685	34,685

Rec Programs Department Total	\$178,579	\$178,579
Athletic Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$113,236	\$113,236
Employee Group Health Insurance	140	140
Marketing	1,800	1,800
Education & Staff Development	1,870	1,870
Office Supplies & Services	3,026	3,026
Program Materials & Supplies	39,038	39,038
Telephone	804	804
Program Contractual	42,428	42,428
Athletic Department Total	\$202,342	\$202,342
Concessions Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$1,944	\$1,944
Cost of Goods Sold	1,500	1,500
Maintenance Supplies	615	615
Concessions Department Total	\$4,059	\$4,059
Haish Gymnasium	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$40,959	\$40,959
Employee Group Health Insurance	455	455
Education & Staff Development	200	200
Telephone	2,550	2,550
Natural Gas	4,800	4,800
Water/ Sewer	600	600
Electricity	8,040	8,040
Garbage	1,128	1,128
Equipment Repairs	3,100	3,100
Maintenance Contractual	3,000	3,000
Maintenance Supplies	5,475	5,475
Haish Gymnasium Department Total	\$70,307	\$70,307
Sports & Rec Center	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$93,374	\$93,374
Employee Group Health Insurance	11,944	11,944
Telephone	2,220	2,220
Natural Gas	20,000	20,000
Water/ Sewer	2,000	2,000

Electricity	22,000	22,000
Garbage	1,500	1,500
Equipment Repairs	5,000	5,000
Maintenance Contractual	12,430	12,430
Maintenance Supplies	6,000	6,000
Field Maintenance	14,360	14,360
Sports & Rec Department Total	\$190,828	\$190,828
II. RECREATION FUND TOTAL		
	<u>\$853,052</u>	<u>\$853,052</u>
III. AUDIT FUND		
	Budget (\$)	Appropriations (\$)
Salaries and Wages	\$3,862	\$3,862
Employee Group Health Insurance	451	451
Audit of Park District Accounts	22,500	22,500
Audit Supplies & Postage	370	370
III. AUDIT FUND TOTAL	<u>\$27,183</u>	<u>\$27,183</u>
IV. INSURANCE FUND		
	Budget (\$)	Appropriations (\$)
Salaries and Wages	\$9,301	\$9,301
Employee Group Health Insurance	1,625	1,625
Liability & Workers Comp Insurance	106,124	106,124
Unemployment Insurance	20,000	20,000
Risk Management	22,380	22,380
IV. INSURANCE FUND TOTAL	<u>\$159,430</u>	<u>\$159,430</u>
V. SOCIAL SECURITY FUND		
	Budget (\$)	Appropriations (\$)
Employer's share of FICA and Medicare taxes	\$167,000	\$167,000
V. SOCIAL SECURITY FUND TOTAL	<u>\$167,000</u>	<u>\$167,000</u>

VI. ILLINOIS MUNICIPAL RETIREMENT FUND	Budget (\$)	Appropriations (\$)
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Participation in the Illinois Municipal Retirement Fund, as provided 40 ILCS 5/7-101	\$355,765	\$355,765
VI. ILLINOIS MUNICIPAL RETIREMENT FUND TOTAL	<u>\$355,765</u>	<u>\$355,765</u>

VII. MUSEUM FUND	Budget (\$)	Appropriations (\$)
Salaries and Wages	\$27,624	\$27,624
Employee Group Health Insurance	6,271	6,271
Office Supplies & Services	900	900
Marketing	1,050	1,050
Utilities	31,865	31,865
Maintenance & Operations	53,979	53,979
Grant Project	101,400	101,400
Contractual Services	5,440	5,440
VII. MUSEUM FUND TOTAL	<u>\$228,529</u>	<u>\$228,529</u>

VIII. SPECIAL RECREATION FUND	Budget (\$)	Appropriations (\$)
Salaries and Wages	\$20,451	\$20,451
Employee Group Health Insurance	2,039	2,039
Administrative Expenses	1,950	1,950
Kishwaukee SRA Contribution	104,342	104,342
Inclusion Programs	14,400	14,400
Capital Improvements for ADA	104,300	104,300
VIII. SPECIAL RECREATION FUND TOTAL	<u>\$247,482</u>	<u>\$247,482</u>

IX. CAPITAL PROJECTS FUND	Budget (\$)	Appropriations (\$)
Salaries & Wages	\$39,051	\$39,051
Employee Group Health Insurance	9,327	9,327
Capital Improvements	692,700	692,700
Transfers to Other Funds	347,055	347,055
IX. CAPITAL PROJECTS FUND	<u>\$1,088,133</u>	<u>\$1,088,133</u>

TOTAL		
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X. DEBT SERVICE FUND	Budget (\$)	Appropriations (\$)
Bond Principal Payments	\$1,589,535	\$1,589,535
Bond Interest Payments	31,082	31,082
X. DEBT SERVICE FUND TOTAL	<u>\$1,620,617</u>	<u>\$1,620,617</u>

XI. GOLF COURSE FUND		
Buena Vista Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$143,368	\$143,368
Employee Group Health Insurance	15,127	15,127
Administrative Expenses	6,250	6,250
Utilities	11,619	11,619
Contractual Services	3,550	3,550
Concessions Cost of Sales	17,975	17,975
Course Maintenance & Operations	37,065	37,065
Buena Vista Department Total	\$234,954	\$234,954
River Heights Department	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$304,558	\$304,558
Employee Group Health Insurance	31,928	31,928
Administrative Expenses	9,123	9,123
Utilities	26,477	26,477
Contractual Services	6,725	6,725
Concessions Cost of Sales	62,485	62,485
Course Maintenance & Operations	84,810	84,810
River Heights Department Total	\$526,106	\$526,106
XI. GOLF COURSE FUND TOTAL	<u>\$761,060</u>	<u>\$761,060</u>

XII. HOPKINS POOL FUND	Budget (\$)	Appropriation (\$)
Salaries & Wages	\$180,672	\$180,672

Employee Group Health Insurance	3,140	3,140
Administrative Expenses	9,795	9,795
Program Materials and Supplies	700	700
Program Contractual	3,100	3,100
Utilities	33,106	33,106
Maintenance & Operations	24,060	24,060
XII. HOPKINS POOL FUND TOTAL	<u>\$254,573</u>	<u>\$254,573</u>

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SUMMARY OF FUNDS

	Budget (\$)	Appropriation (\$)
I. CORPORATE FUND	\$1,570,702	\$1,570,702
II. RECREATION FUND	853,052	853,052
III. AUDIT FUND	27,183	27,183
IV. INSURANCE FUND	159,430	159,430
V. SOCIAL SECURITY FUND	167,000	167,000
VI. ILLINOIS MUNICIPAL RETIREMENT FUND	355,765	355,765
VII. MUSEUM FUND	228,529	228,529
VIII. SPECIAL RECREATION FUND	247,482	247,482
IX. CAPITAL PROJECTS FUND	1,088,133	1,088,133
X. DEBT SERVICE FUND	1,620,617	1,620,617
XI. GOLF COURSE FUND	761,060	761,060
XII. HOPKINS POOL FUND	254,573	254,573
TOTAL SUMMARY OF ALL FUNDS	<u>\$7,333,526</u>	<u>\$7,333,526</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 March 1, 2018 and ending February 28, 2019 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended February 28, 2019 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 revenue 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 the 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 \$3,516,458.
- b. An estimate of the cash expected to be received during the fiscal year from all sources is \$7,331,098.
- c. An estimate of the expenditures contemplated for the fiscal year is \$7,333,526.
- d. An estimate of the cash expected to be on hand at the end of the fiscal year is \$3,514,030.
- e. An estimate of the amount of taxes to be received during the fiscal year is \$3,893,853.

SECTION 4. The receipts and revenues of the DeKalb 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 Fund and shall first be placed to the credit of such fund.

SECTION 5. All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance shall 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.

PASSED this 15th day of February, 2018.

AYES:

NAYS:

ABSTAIN:

ABSENT:

DEKALB PARK DISTRICT

By: _____
Phil Young, Board President

ATTEST:

Keith Nyquist, Board Secretary

[SEAL]