

## **BUDGET AND APPROPRIATION ORDINANCE 21-01**

**THE COMBINED BUDGET AND APPROPRIATION ORDINANCE OF THE WEST CHICAGO PARK DISTRICT, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF MAY A.D., 2021 AND ENDING ON THE THIRTIETH DAY OF APRIL A.D., 2022.**

WHEREAS, the Board of Commissioners of the West Chicago Park District, DuPage County, Illinois cause to be prepared in tentative form a combined Budget and Appropriation Ordinance, and the Secretary of this Board has made the same conveniently available for public inspection for at least thirty days prior to final action thereon; and

WHEREAS, a public hearing was held as to said Budget and Appropriation Ordinance on the Eighth (8th) day of June 2021 and notice of said hearing was given at least one week prior thereto as required by law, and all other legal requirements have been complied with.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE WEST CHICAGO PARK DISTRICT, DUPAGE COUNTY, AND ILLINOIS AS:  
FOLLOWS:**

**SECTION 1:** That the amounts herein set forth, or so much thereof as may be authorized by law, and as may be needed are herein budgeted and appropriated for the corporate purposes of the West Chicago Park District, DuPage County, Illinois, to defray all necessary expenses of said Park District as specified in Section 2 of this Ordinance for the fiscal year.

**SECTION 2:** The amounts budgeted and appropriated for each object or purpose is as follows:

**I. CORPORATE FUND:**

**ADMIN:**

	Budget:	Appropriation:
Salaries	\$ 231,203.00	\$ 249,699.24
Attorney Fees	15,000.00	16,200.00
Legal Publications	500.00	540.00
Subscriptions	500.00	540.00
Rent - Office Printers	13,000.00	14,040.00
Rent-Shred Box	500.00	540.00
Executive Director Search Consultants	10,000.00	10,800.00
IT Consultants	19,040.00	20,563.20
Software Maintenance	10,000.00	10,800.00
Payroll Processing Fees	26,000.00	28,080.00
Misc.	1,500.00	1,620.00
Office Supplies	2,800.00	3,024.00
Finance Supplies	2,500.00	2,700.00
Human Resources Supplies	2,500.00	2,700.00
Utilities-Telephones	5,000.00	5,400.00
Utilities-Water/Sewer	3,500.00	3,780.00
Utilities-Electricity	10,000.00	10,800.00
Utilities-Natural Gas	3,500.00	3,780.00
Health/Dental/Life Insurance	55,800.00	60,264.00
Memberships	10,000.00	10,800.00
IPRA and NRPA Conference	11,000.00	11,880.00
Staff meetings	15,000.00	16,200.00
Mileage Reimbursement	750.00	810.00
Staff Service Awards/Recognition	6,000.00	6,480.00
Staff Holiday Event	2,500.00	2,700.00

**PARKS:**

	Budget:	Appropriation:
Salaries	154,738.00	167,117.04
Seasonal Labor	264,044.40	285,167.95
Parks Contractual	77,530.00	83,732.40
Consultants	12,000.00	12,960.00
Rent-Toilets	10,500.00	11,340.00
Lease Payments	35,092.48	37,899.88
Refuse Removal	1,400.00	1,512.00
Refuse Removal-Hazard	1,570.00	1,695.60
License Inspect Fees	6,610.00	7,138.80
Personnel Supplies	4,310.00	4,654.80
Ice Control	9,029.00	9,751.32
Safety Supplies	2,671.97	2,885.73
Building Supplies	9,534.00	10,296.72
Janitorial Supplies	5,669.50	6,123.06
Chemical Supplies	6,292.27	6,795.65
Vehicle/Machine Supplies	3,683.79	3,978.49
Fuel/Oil	43,375.00	46,845.00

Tools/Hardware	3,586.65	3,873.58
Landscape Supplies	30,175.50	32,589.54
Signs	3,875.00	4,185.00
Conservation	5,225.00	5,643.00
Buildings R&M	26,600.00	28,728.00
Vehicle & Machines R&M	24,330.00	26,276.40
Playgrounds R&M	39,829.59	43,015.96
Equipment R&M	16,600.00	17,928.00
Equipment Acquisition	22,000.00	23,760.00
<b>TOTAL CORPORATE FUND:</b>	<b>\$ 1,278,365.15</b>	<b>\$ 1,380,634.36</b>

**II. RECREATION FUND:****A. ADMIN:**

	Budget:	Appropriation:
Salaries/Wages-Full Time	\$ 394,058.00	\$ 433,463.80
Salaries/Wages-Part-time	20,400.00	22,440.00
Salaries/Wages-Rentals	1,400.00	1,540.00
Salaries/Wages-Staff Training	3,000.00	3,300.00
Attorney Fees	15,000.00	16,500.00
Legal Publications	1,000.00	1,100.00
Subscriptions	600.00	660.00
Rent Office Printers	13,000.00	14,300.00
Rent-Toilets	5,000.00	5,500.00
Rent-Postage Meter	600.00	660.00
Rent-Shredder	500.00	550.00
IT Consultants	19,040.00	20,944.00
Software Maintain.	10,000.00	11,000.00
Alarm Monitoring	300.00	330.00
Licenses	2,104.00	2,314.40
EAP	700.00	770.00
Employee Testing/Physical	1,500.00	1,650.00
Contractual-Crim Background Checks	4,000.00	4,400.00
Miscellaneous	2,500.00	2,750.00
Office Supplies	3,200.00	3,520.00
Postage - Office	4,500.00	4,950.00
Software Supplies	3,000.00	3,300.00
Promotional Postage	17,100.00	18,810.00
Hardware Supplies	8,450.00	9,295.00
First Aid Supplies	7,041.41	7,745.55
Athletic Field Supplies	18,730.00	20,603.00
Programming General Supplies	1,000.00	1,100.00
Utilities-Telephones	5,500.00	6,050.00
Utilities-Water/Sewer	3,500.00	3,850.00
Utilities-Electricity	12,000.00	13,200.00
Utilities-Natural Gas	3,500.00	3,850.00
Insurance Expense	200,800.00	220,880.00
R&M Athletic Facilities	2,170.00	2,387.00
IRPA/NRPA Conference Attendance	11,000.00	12,100.00
Staff CE, Training and Prof Development	5,000.00	5,500.00
Spec. Purp. Mileage Reimbursement	1,500.00	1,650.00
Spec. Purp.-Awards/Recognition	6,000.00	6,600.00
Employee Logo Wear	1,400.00	1,540.00
Spec. Purp.-Bank Serv Fees	500.00	550.00
Spec. Purp-Credit Card Fees	24,000.00	26,400.00
Media Marketing	10,239.00	11,262.90
Branding/Signage	3,987.78	4,386.56
Public Relations Event Supplies	400.00	440.00
Marketing Annual Appeal Expenses	3,000.00	3,300.00

Promo Materials & PR	7,687.00	8,455.70
Debt Retirement - Notes Payable	5,000.00	5,500.00
Marketing Design & Print	21,097.00	23,206.70
Special Purpose - Sales Tax	500.00	550.00
TOTAL RECREATION FUND ADMIN:	<u>\$ 886,504.19</u>	<u>\$ 975,154.61</u>

	Budget:	Appropriation:
<b>B. GENERAL PROGRAMMING</b>		
Wages	\$ 126,762.50	\$ 139,438.75
Contractual	60,521.50	66,573.65
Supplies	27,639.75	30,403.73
Awards	675.00	742.50
<b>TOTAL GENERAL PROGRAMMING:</b>	<u>\$ 215,598.75</u>	<u>\$ 237,158.63</u>

**C. FACILITIES**

**ARC CENTER:**

Customer Service Staff	\$ 138,767.45	\$ 152,644.20
Kids Area Staff	37,598.00	41,357.80
Wages-ARC Programs	65,833.75	72,417.13
Wages Room Rentals	2,295.00	2,524.50
Wages Gym Attendants	3,372.00	3,709.20
Maintenance Agreements	27,164.00	29,880.40
Contractual -Custodial Services	125,004.00	137,504.40
Alarm System	8,848.92	9,733.81
Equipment Rental	608.40	669.24
Contracted Repairs	13,310.00	14,641.00
Contractual-ARC Programs	330.00	363.00
Office Supplies	1,700.00	1,870.00
Supplies-Personnel	196.00	215.60
Safety Supplies	3,700.00	4,070.00
Janitorial/Sanitation Supplies	18,826.00	20,708.60
Supplies-Facility Equipment	3,070.00	3,377.00
Treehouse Supplies	858.00	943.80
Supplies ARC Programs	3,725.00	4,097.50
Telephone	18,000.00	19,800.00
Water & Sewer	7,000.00	7,700.00
Electricity	120,000.00	132,000.00
Natural Gas	6,900.00	7,590.00
R&M Buildings	8,000.00	8,800.00
R&M Equipment	24,300.00	26,730.00
Marketing Supplies	12,249.00	13,473.90
Promotional Materials	4,650.00	5,115.00
<b>TOTAL ARC CENTER:</b>	<u>\$ 656,305.52</u>	<u>\$ 721,936.07</u>

**TURTLE SPLASH:**

Wages - Turtle Splash Operations	\$ 108,326.00	119,158.60
Wages - Aquatic Programs	4,975.00	5,472.50
Cont Serv-Computer Maintenance	75.00	82.50
Cont Serv-Custodial	875.00	
Cont Serv - Alarm Monitoring	3,768.36	4,145.20
Cont Serv - Lifeguard Certifications	2,450.00	2,695.00
Cont Serv - Inspections	1,225.20	1,347.72
Cont Serv - Aquatic Programs	720.00	792.00

	Budget:	Appropriation:
Cont Serv - Lifeguards Audit	2,350.00	2,585.00
Cont Serv-Season Open/Close	7,572.50	8,329.75
Supplies - Staff and Office	190.00	209.00
Supplies - Admissions Merchandise	30.00	33.00
Supplies - Uniforms	3,191.00	3,510.10
Supplies - Aquatic Safety Supplies	3,578.20	3,936.02
Supplies - Janitorial	2,098.05	2,307.86
Supplies - Chemicals	19,555.00	21,510.50
Supplies - Operational	1,062.00	1,168.20
Supplies- Aquatic Programs	40.00	44.00
Utilities - Telephone	2,700.00	2,970.00
Utilities - Water/Sewer	90,000.00	99,000.00
Utilities - Electricity	42,000.00	46,200.00
Utilities - Natural Gas	12,000.00	13,200.00
Repairs & Maintenance - Buildings	41,500.00	45,650.00
Repairs & Maintenance - Equipment	50,000.00	55,000.00
Repairs & Maintenance - Slides	16,000.00	17,600.00
Staff Awards & Recognition	480.00	528.00
Marketing Promo	4,259.50	4,685.45
<b>TOTAL TURTLE SPLASH:</b>	<b>\$ 421,020.81</b>	<b>\$ 343,001.79</b>

#### **ZONE 250 PERFORMANCE CENTER**

Wages -Rental Attendants	\$ 624.00	\$ 686.40
Cont Ser - Maintenance	13,079.00	14,386.90
Cont Ser - Custodial	625.00	687.50
Alarm System	4,978.80	5,476.68
Cont Ser - Repairs	1,500.00	1,650.00
Supplies - Safety	344.00	378.40
Supplies - Sanitation/Janitorial	1,044.00	1,148.40
Supplies - Facility/Equipment	100.00	110.00
Water & Sewage	1,050.00	1,155.00
Electricity	21,600.00	23,760.00
Natural Gas	2,090.00	2,299.00
R&M Building	3,376.00	3,713.60
R&M Equipment	2,000.00	2,200.00
<b>TOTAL ZONE 250:</b>	<b>\$ 52,410.80</b>	<b>\$ 57,651.88</b>

<b>TOTAL FACILITIES</b>	<b>\$ 1,129,737.13</b>	<b>\$ 1,186,223.99</b>
-------------------------	------------------------	------------------------

<b>TOTAL RECREATION FUND:</b>	<b>\$ 2,231,840.07</b>	<b>\$ 2,343,432.07</b>
-------------------------------	------------------------	------------------------

#### **III. LIGHTING AND PAVING**

Paving	500.00	\$540.00
<b>TOTAL LIGHTING AND PAVING</b>	<b>\$500.00</b>	<b>\$540.00</b>

	Budget:		Appropriation:
<b>IV. IMRF FUND</b>			
IMRF Employer	\$60,000.00		\$64,800.00
<b>TOTAL IMRF FUND:</b>	<b>\$60,000.00</b>		<b>\$64,800.00</b>
<b>V. FICA/MEDICARE FUND</b>			
FICA/Medicare Employer	\$ 110,000.00		\$118,800.00
<b>TOTAL FICA/MEDICARE FUND:</b>	<b>\$ 110,000.00</b>	<b>\$</b>	<b>118,800.00</b>
<b>VI. LIABILITY INSURANCE</b>			
General and Worker's Comp	\$ 70,000.00		\$75,600.00
Unemployment	20,000.00		\$30,000.00
<b>TOTAL LIABILITY INSURANCE FUND:</b>	<b>\$ 90,000.00</b>	<b>\$</b>	<b>105,600.00</b>
<b>VII. AUDIT</b>			
Audit Service Expense	\$ 20,000.00		\$21,600.00
<b>TOTAL AUDIT FUND:</b>	<b>\$ 20,000.00</b>	<b>\$</b>	<b>21,600.00</b>
<b>VIII. WDSRA</b>			
Salaries/Wages	\$ 28,750.00	\$	28,750.00
Toilet Rental ADA	12,745.00		12,745.00
Program Room Use	4,680.00		4,680.00
Inclusion Costs	20,000.00		20,000.00
Supplies Landscaping	267,025.00		267,025.00
Capital Projects	15,000.00		15,000.00
WDSRA Operations	191,749.33		191,749.33
Transfer to IPDLAF Capital	191,749.33		191,749.33
<b>TOTAL WDSRA FUND:</b>	<b>\$ 731,698.66</b>	<b>\$</b>	<b>731,698.66</b>
<b>VIII. DEBT RETIREMENT</b>			
Attorney Fees	\$ 33,500.00	\$	36,180.00
Bond Principal Payments	1,044,405.00		1,127,957.40
Bond Interest Payments	839,425.34		906,579.37
Bond Registrar Fees	8,250.00		8,910.00
<b>TOTAL DEBT RETIREMENT:</b>	<b>\$ 1,925,580.34</b>	<b>\$</b>	<b>2,043,446.77</b>
<b>X. CAPITAL PROJECTS</b>			
Consultants and Architects	\$ 79,000.00	\$	75,000.00
ARC Center Indoor Play Space	668,000.00		714,760.00
Splash Pad Renovation Pioneer Park	300,000.00		345,000.00
Kress Creek Trails System	200,000.00		130,000.00



	Budget:	Appropriation:
Reed Kepler New Pavilion	85,000.00	97,750.00
Fuel System Upgrade	15,000.00	22,000.00
<b>TOTAL CAPITAL:</b>	<b>\$ 1,347,000.00</b>	<b>\$ 1,384,510.00</b>
<b>TOTAL FUNDS 30 - 91</b>	<b>\$ 4,284,779.00</b>	<b>\$ 4,470,995.43</b>
<b>TOTAL ALL FUNDS:</b>	<b>\$ 7,794,984.22</b>	<b>\$ 8,195,061.86</b>

**SECTION 3:** As part of the annual budget, it is stated:

- A. That the total cash and investments on hand at the beginning of the fiscal year is \$2,081,131 and that the cash and investments on hand for each fund is as follows:

Corporate Fund	\$927,462
Recreation Fund	227,104
Lighting and Paving Fund	5,052
I.M.R.F. Fund	134,964
Social Security Fund	66,675
Liability Insurance	51,611
Audit Fund	6,648
Special Recreation Fund	14,845
Debt Retirement Fund (2012 GO Limited)	123,160
Debt Retirement Fund (2013 GO Limited)	155,418
Debt Certificate Fund (Annual Rollover)	18,741
Debt Retirement Fund (2010 Limited Bonds)	10,782
Debt Retirement Fund (2017 Alt Revenue Bonds)	92,916
Debt Retirement Fund (2015B Limited Refunding Bonds)	55,409
Debt Retirement Fund (2015A Alt Revenue Bonds)	98,957
Capital Projects Fund	91,387

- B. That the estimated cash expected to be received during the fiscal year from all sources other than Personal Property Replacement Taxes is \$8,038,008.21.
- C. That the estimated cash expected to be received during the fiscal year from Personal Property Replacement Taxes is \$150,000.00.
- D. That the estimated expenditures contemplated for the fiscal year in all accounts are \$7,794,984.22
- E. That the estimated cash expected to be on hand at the end of the fiscal year from all funds are \$2,474,154.99.

**SECTION 4:** That all sums of money not needed for immediate specific purposes, may be invested in interest bearing obligations of the United States or of the State of Illinois, including savings accounts and savings certificates of deposit of any State or National Bank, provided that they are fully insured by the Federal Deposit Insurance Corporation.

**SECTION 5:** That the receipts and revenue of the West Chicago Park District derived from sources other than taxation and not specifically appropriated, and all unexpected 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 6:** This ordinance shall be in full force and effect from and after its passage and approval, as required by law.

**ADOPTED THIS** 8th day of June 2021 pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**WEST CHICAGO PARK DISTRICT**

\_\_\_\_\_  
President

**ATTESTED:**

\_\_\_\_\_  
Secretary

**CHIEF FISCAL OFFICER'S CERTIFICATION OF ESTIMATED REVENUE  
FOR THE WEST CHICAGO PARK DISTRICT  
DUPAGE COUNTY, ILLINOIS**

I, LESLIE HOFFMANN, do hereby certify as follows:

- 1 I am the chief fiscal officer of the West Chicago Park District, DuPage County, Illinois
- 2 I estimate the revenue, by source, of said district for the fiscal year beginning May 1, 2021 and ending April 30, 2022 to be as follows:

SOURCE	AMOUNT
Real Estate Taxes (current)	\$ 4,170,427.71
Fees and Charges for Services and Programs	1,390,360.00
Bond Issue Proceeds	2,071,125.00
Personal Property Replacement Taxes	150,000.00
Reimbursed Expenses	354,700.00
Donations and Sponsorships	44,395.50
Interest from Investments	7,000.00
<b>TOTAL:</b>	<b>\$ 8,188,008.21</b>

---

Treasurer, West Chicago Park District  
June 8, 2021

SEAL:

**CERTIFICATION**

State of Illinois        )  
                                  )  
County of DuPage        )

I, MELISSA L. MEDEIROS, do hereby certify that I am the duly appointed and qualified Secretary and keeper of the records and corporate seal of the West Chicago Park District, a municipal corporation, and that the attached copy of the Ordinance, entitled "Budget and Appropriation Ordinance 21-01" of the West Chicago Park District for the fiscal year, beginning May 1, 2021 and ending April 30, 2022, is a true and correct copy of said Ordinance duly adopted at a meeting of the Board of Commissioners of the West Chicago Park District on the 8th day of June, 2021, and that said Ordinance is now in full force and effect.

I do further certify that a Public Hearing was held as to said Budget and Appropriation Ordinance at a meeting of the Board of Commissioners on the 8th day of June, 2021 following a notice of Public Hearing given in the Daily Herald on April 30<sup>th</sup>, 2021, said hearing falling after the thirty (30) day public inspection period.

**IN WITNESS WHEREOF**, I have affixed my name as Secretary and have caused the corporate seal of the said corporation to be hereunto affixed this 8<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Secretary, West Chicago Park District

SEAL:

**LEGAL NOTICE  
WEST CHICAGO PARK DISTRICT  
NOTICE OF PUBLIC INSPECTION AND HEARING**

Notice is hereby given by the Board of Commissioners of the West Chicago Park District that a tentative Budget and Appropriations Ordinance for said Park District for the fiscal year beginning May 1, 2021 and ending April 30, 2022, will be available for public inspection on the West Chicago Park District website at [www.we-goparks.org](http://www.we-goparks.org) from May 7th through June 7th, 2021. A paper copy is also available during the inspection period by calling Leslie Hoffmann, Superintendent of Finance at 630-231-9474 or emailing [lhoffmann@we-goparks.org](mailto:lhoffmann@we-goparks.org). On June 8th, 2021 there shall be a public hearing on said Budget and Appropriations Ordinance beginning at 6:00 p.m. at the West Chicago Park District ARC Center, 201 W. National Street, West Chicago, IL 60185.

Dated this 30th day of April 2021

Melissa L. Medeiros, Secretary  
West Chicago Park District  
(Published in the Daily Herald April 30th, 2021)