

FY 20/21

**PALATINE PUBLIC LIBRARY DISTRICT
BUDGET & APPROPRIATIONS ORDINANCE**

FOR PUBLIC VIEWING

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

**PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS
ESTIMATE OF REVENUES
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020
AND ENDING JUNE 30, 2021**

I, the undersigned, do hereby certify that I am the regularly appointed, qualified and acting Treasurer of the PALATINE PUBLIC LIBRARY DISTRICT, Cook County, Illinois, and as such that I am chief fiscal officer of said District.

I do further certify that the following is an estimate of revenues, by source, anticipated to be received by the PALATINE PUBLIC LIBRARY DISTRICT in the following fiscal year, being the fiscal year of July 1, 2020 through June 30, 2021.

1.	<u>\$ 6,300,798.44</u>	Balance on hand July 1, 2020
2.	<u>\$ 8,685,788.00</u>	Taxes anticipated to be received in 2020-2021 fiscal year from levy of 2020 and prior years
3.	<u>\$ 367,567.00</u>	Other receipts (replacement tax, interests, fines, gifts, grants, etc.)
	<u>\$9,053,355.00</u>	Total estimated revenues anticipated to be received in the following fiscal year

I do further certify that the above estimate of revenues anticipated to be received in the following fiscal year was made in full compliance with the provisions of Act 200, Section 18-50 of Chapter 35, of the Illinois Compiled Statutes, as amended.

Bruce Jefferson
Treasurer and Chief Fiscal Officer
PALATINE PUBLIC LIBRARY DISTRICT

ORDINANCE NO. 2021-02

**ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS
OF PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020, AND ENDING JUNE 30, 2021**

WHEREAS, the Board of Library Trustees for the Palatine Public Library District, Cook County, Illinois, caused to be prepared in tentative form a Budget and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held as to such Budget on the 15th day of September 2020, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

NOW, THEREFORE, be it ordained by the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, as follows:

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2020, and end on June 30, 2021.

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be and the same is hereby adopted as the Budget and Appropriations for this Public Library District for this fiscal year; and the sum of \$24,718,097.45, or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Palatine Public Library District, as hereinafter specified for said fiscal year.

PART I

Estimated Revenue Available

Item 1:	Balance on hand as of July 1, 2020	\$6,300,798.44
Item 2:	Receipts during current fiscal year from library district levy of 2020 and prior years, and receipts from other sources such as fines, rentals, donations and personal property replacement taxes	\$9,053,355.00
	TOTAL ESTIMATED AMOUNT AVAILABLE	<u>\$15,354,153.44</u>

PART II

Estimated Expenditures - Operating Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Print Materials	324,650.00	405,812.50
Databases	236,454.49	295,568.11
Nonprint Materials	186,505.00	233,131.25
Electronic Materials	171,000.00	233,131.25
Total Materials	918,609.49	1,167,643.11
Furniture	20,000.00	30,000.00
Computers/Technology	256,347.00	512,694.00
Total Capital Expenditures	276,347.00	542,694.00
Gross Salaries	3,318,704.33	4,148,380.42
Health & Life Insurance	282,580.80	423,871.20
Misc. Fringe Benefits	19,624.00	29,436.00
Total Capital Expenditures	3,620,909.13	4,601,687.61
Gas	28,632.67	42,949.00
Electricity	188,476.33	282,714.50
Water	9,296.33	16,268.58
Total Utilities	226,405.33	341,932.08

Copier Costs	29,073.96	36,342.45
Technology Support	95,811.00	143,716.50
Postage Machine Lease	1,890.67	2,363.33
LAN Management	83,412.00	104,265.00
Integrated Library Systems	155,265.78	194,082.23
Internet Service	23,406.84	35,110.26
Bibliographic Support	350.00	700.00
Book Recovery Service	4,403.67	6,605.50
Accounting/Payroll	12,268.00	18,402.00
Leases (Office Park)	2,638.00	3,297.50
Consultants	29,600.00	59,200.00
Leases (Branches)	37,080.00	55,620.00
Telephone Lease	21,342.24	32,013.36
Total Contracts	496,542.16	691,718.13

Human Resources Supplies	1,500.00	2,250.00
Art & Printing Supplies	11,000.00	16,500.00
Copier & Printer Supplies	3,500.00	4,375.00
Library Services Supplies	49,000.00	73,500.00
Program Supplies	15,000.00	22,500.00
Total Supplies	80,000.00	119,125.00

Interlibrary Loan/Recip Borrow	6,726.00	8,407.50
Telephone	3,087.60	6,175.20
Postage	1,835.33	4,588.33
Cultural/Educational Programs	35,400.00	53,100.00
Inservice & Training	32,137.16	48,205.75
Memberships	11,736.00	17,604.00
Community Information	14,000.00	21,000.00
Legal	6,350.00	12,700.00
Want Ads/Legal Notices	872.00	1,744.00
Gifts/Donations	10,000.00	110,000.00
POC Shared Administrative Costs	10,000.00	15,000.00
Other Grant Expenditures	0.00	100,000.00
Sales Tax	1,200.00	1,800.00
Total Operating - Other	132,144.10	398,524.78

Newsletter/Communication	68,000.00	85,000.00
Volunteer Programs	3,000.00	3,750.00
Total Auxiliary	71,000.00	88,750.00
TOTAL OPERATING FUND	5,821,957.21	7,952,074.72

PART III

Estimated Expenditures - Audit Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Audit Fund Expenses	5,400.00	6,750.00

PART IV

Estimated Expenditures - Building and Maintenance Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Cleaning Service	100,000.00	125,000.00
Equipment Repair	500.00	625.00
Trash	4,000.00	5,000.00
Landscaping & Lawn Service	12,636.00	18,954.00
Fire and Security	11,000.00	13,750.00
Elevator	9,000.00	27,000.00
Building Maintenance	25,000.00	37,500.00
Snow Removal	10,000.00	17,500.00
HVAC	55,000.00	110,000.00
Parking Areas	10,000.00	15,000.00
Van Maintenance	500.00	1,500.00
Roof Maintenance	4,500.00	9,000.00
Van Fuel	1,300.00	1,950.00
Maintenance Supplies	35,000.00	43,750.00
Total Building & Maintenance Fund	278,436.00	426,529.00

PART V

Estimated Expenditures - Illinois Municipal Retirement Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
IMRF Fund Expense	416,661.08	520,826.35

PART VI

Estimated Expenditures - Social Security Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Social Security Expenses	252,623.20	315,779.00

PART VII

**Estimated Expenditures – Tort Immunity Fund
(Including Workers' Compensation & Public Officials' Insurance)**

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Tort Immunity Expenses	94,890.49	142,335.74

PART VIII

Estimated Expenditures - Unemployment Compensation

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Unemployment Fund Expenses	500.00	5,500.00

PART IX

Estimated Expenditures – Special Reserve Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Capital Expenditures	432,750.00	865,500.00

PART X

Estimated Expenditures – Bond Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Bond Fund Expenses	666,041.67	832,552.09

PART XI

Estimated Expenditures – Capital Projects Fund

ACCOUNT	AMOUNT BUDGETED	AMOUNT APPROPRIATED
Total Capital Projects Fund	6,825,125.28	13,650,250.55

SUMMARY

TOTAL APPROPRIATIONS

OPERATING		7,952,074.72
AUDIT		6,750.00
BUILDING AND MAINTENANCE		426,529.00
IMRF		520,826.35
SOCIAL SECURITY		315,779.00
TORT IMMUNITY		142,335.74
UNEMPLOYMENT		5,500.00
SPECIAL RESERVE		865,500.00
BOND FUND		832,552.09
CAPITAL PROJECTS		13,650,250.55
TOTAL ALL FUNDS		\$24,718,097.45

Section 3: That all unexpended balances of any item or items of any general appropriation in this Ordinance be expended in making up any insufficiency in any other item or items in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

Section 4: That the invalidity of any item or section of this Ordinance shall not affect the validity of the whole or part thereof.

Section 5: That all ordinances or parts of ordinances conflicting with any provision of this Ordinance be and the same are hereby repealed.

Section 6: That the Board of Library Trustees of the Palatine Public Library District has established a Special Reserve Fund to be accumulated from the unexpended balance from the proceeds received from the library taxes levied for the year 1989 and subsequent years, said fund to be accumulated and set aside as a Special Reserve Fund for the purchase of sites and construction and equipment of buildings for library purposes in accordance with Chapter 75, Act 16/40-50 of the Illinois Compiled Statutes as amended, and that said Board of Library Trustees

has adopted a plan or plans pursuant to the provisions of Article 40 of the Public Library District Act of 1991.

Section 7: That this Ordinance shall be in full force and effect from and after passage and publication as provided by law.

ADOPTED this day 15th day of September, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Andrea Vanderhoek
President, Board of Library Trustees

ATTEST:

Tracy Boland
Secretary, Board of Library Trustees