

9/16/2020

BUDGET AND APPROPRIATION ORDINANCE

ORDINANCE NO. 2020-2021-002

**HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
DUPAGE COUNTY, ILLINOIS**

FISCAL YEAR JULY 1, 2020 to JUNE 30, 2021

This Ordinance constitutes the Budget and Appropriation Ordinance of the Helen M. Plum Memorial Public Library District, DuPage County, Illinois, for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

BE IT ORDAINED by the Board of Library Trustees of the Helen M. Plum Memorial Public Library District as follows:

SECTION 1. The following amounts are budgeted and appropriated for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

GENERAL FUND

Personnel

1.	Salaries	\$	3,236,000.00
2.	IMRF Retirement, employer's share		297,000.00
3.	FICA/Medicare, employer's share		248,000.00
3.	Employer's cost Health and Life Insurance		331,000.00
4.	Training and Travel		44,000.00
5.	Tuition Reimbursement		7,000.00
6.	Employee Assistance Program		2,000.00
7.	Payroll Processing		19,000.00
8.	Personnel – Miscellaneous		10,000.00
	Subtotal	\$	<u>4,194,000.00</u>

FILED
SEP 17 2020

Jean Kaczmarek
DuPage County Clerk

Collections

1.	Adult Collections	\$	409,000.00
2.	Youth Collections		152,000.00
3.	Teen Collections		15,000.00
4.	Memorials		9,000.00
5.	Collection Management		14,000.00
	Subtotal	\$	<u>599,000.00</u>

Operations

1.	Supplies	\$	132,000.00
2.	Postage		28,000.00
3.	Telephone		13,000.00
4.	Public Relations		15,000.00
5.	Printing		51,000.00
6.	Special Events		3,000.00
7.	Programs – Adult		15,000.00
8.	Programs – Youth		28,000.00
9.	Programs – Teens		5,000.00
10.	Dues		8,000.00
11.	Copier		22,000.00
12.	Equipment Rental and Maintenance		9,000.00
13.	Automation Purchase and Repair		136,000.00
14.	Innovative Interfaces Purchase and Maintenance		109,000.00
15.	OCLC		39,000.00
16.	Library Operations – Miscellaneous		5,000.00
17.	Bankcard Charges		3,000.00
	Subtotal	\$	<u>621,000.00</u>

Facilities

1.	Building Maintenance	\$	141,000.00
2.	Grounds Maintenance		29,000.00
3.	Security		5,000.00
4.	Maintenance Materials		57,000.00
5.	Utilities		124,000.00
6.	Replacements and Long-Term Repair		63,000.00
7.	Building and Contents Insurance		12,000.00
8.	Liability Insurance		12,000.00
9.	Professional Services		97,000.00
10.	Furniture / Equipment Purchase		9,000.00
	Subtotal	\$	<u>549,000.00</u>

<u>Contingency</u>	\$ <u>250,000.00</u>
<u>Capital Improvements</u>	
a. Special Reserve – Construction	\$ 1,500,000.00
b. Bond Issuance Cost	\$ 600,000.00
c. Land Acquisition and Construction Cost	\$ 30,000,000.00
Subtotal	\$ <u>32,100,000.00</u>
 <u>Debt Service – Bonds</u>	 \$ <u>1,250,000.00</u> ¹
 TOTAL	 \$ 39,563,000.00

SECTION 2. There is hereby appropriated from real estate taxes to be levied for the fiscal year and from other sources the sum of \$39,563,000 for the purposes stated.

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

- a. The cash on hand at the beginning of the fiscal year is \$13,650,650.²
- b. The estimated cash expected to be received during the fiscal year from all sources is \$28,612,796.³
- c. The estimated expenditures for the fiscal year are \$26,449,958.⁴
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$15,813,488.
- e. The estimated real estate taxes to be received during the fiscal year is \$7,414,092.

¹ At some point the Board expects to sell bonds with the bond sale proceeds used for Capital Improvements. The date of a bond sale is to be determined. A Debt Service amount is included simply to authorize payment in the event bonds are sold prior to June 30, 2021 and debt service payments are due before June 30, 2021.

² This includes cash in Special Reserve and Capital Project Funds but excludes the first installment of real estate taxes generated by the Library District's Levy Ordinance filed in November 2019. The Capital Project Fund includes funds allocated from the Library Fund (General Operating) for amounts approximating the increase in taxes resulting from voter approval via referendum in November, 2016 of an increase in the Library District's limiting rate.

³ Real estate tax revenue of \$7,414,092 (County Clerk's tax extension) plus other revenue of \$21,198,704. This amount includes estimated revenues if bonds are sold prior to June 30, 2021.

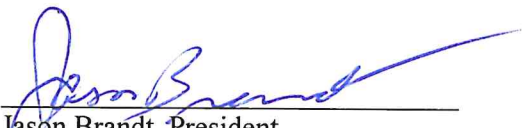
⁴ Estimate of \$4,764,341 million for operations plus \$21,685,617 for Capital Project Fund plus debt service/transfer to Special Reserve Fund. Expenditures for Capital Improvements are dependent, in large part, on receipt of revenue from the sale of bonds.

- f. The estimated amount of income to be received from sources other than library taxes during the fiscal year is \$200,000.

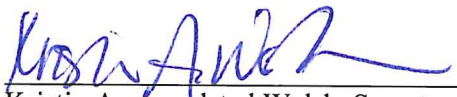
SECTION 4. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund.

PASSED by the Board of Library Trustees on September 16, 2020.


AYES: 7
NAYS: 0
ABSENT: 0
ABSTAINING: 0



Jason Brandt, President
The Board of Library Trustees
Helen M. Plum Memorial Public Library District

ATTEST:


Kristin Aasmundstad Walsh, Secretary
The Board of Library Trustees
Helen M. Plum Memorial Public Library District

FILED
SEP 17 2020

DuPage County Clerk

(SEAL)

STATE OF ILLINOIS)
) SS.
COUNTY OF DUPAGE)

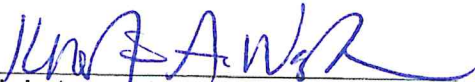
CERTIFICATE OF AUTHENTICITY

I, Kristin Aasmundstad Walsh, the duly qualified and acting Secretary of the Board of Library Trustees of the Helen M. Plum Memorial Public Library District, and the keeper of the records thereof, hereby certify that attached hereto is a true and correct copy of an Ordinance entitled:

BUDGET AND APPROPRIATION ORDINANCE

ORDINANCE NO. 2020-2021-002

adopted at a meeting of the Board of Library Trustees held on September 16, 2020.



Kristin Aasmundstad Walsh, Secretary
Board of Library Trustees
Helen M. Plum Memorial Public Library District

Date signed: September 16, 2020

(Library Seal)

FILED
SEP 17 2020


Jean Kacynski
DuPage County Clerk

FILED
SEP 17 2020
Jean Kaczmarek
DuPage County Clerk

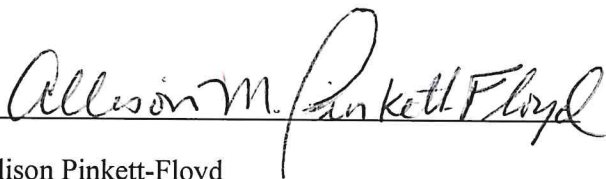
CERTIFIED ESTIMATE OF REVENUES BY SOURCE

Helen M. Plum Memorial Public Library District

FISCAL YEAR 2020/2021

As chief fiscal officer of the Board of Library Trustees of the Helen M. Plum Memorial Public Library District, DuPage County, Illinois, I hereby certify that the following is an estimate of revenues, by source, anticipated to be received by the District for the fiscal year July 1, 2020 to June 30, 2021:

a. Real Estate Taxes (2019 levy)	\$7,414,092
b. TIF Rebate	75,000
c. Interest Income (all funds)	30,000
d. Personal Property Replacement Tax	35,000
e. Copiers and printers	13,000
f. Fines	10,000
g. Lost Materials	2,000
h. Non-Resident Cards	11,000
i. Memorials, Gifts and Donations	7,000
j. Used Books	5,000
k. Miscellaneous Income	25,000
l. Refunds & Reimbursements	2,000
m. Per Capita Grant	54,000
Total	<u>\$7,683,092¹</u>


Allison Pinkett-Floyd
Treasurer
Helen M. Plum Memorial Library

Date: 9-16-2020

¹ The Board expects to sell bonds with the bond proceeds used for Capital Improvements. The bond amounts and the date of a bond sale is to be determined. Total revenue could increase by an estimated \$20,000,000 or more at such time as the bonds are sold.