

**BUDGET & APPROPRIATION ORDINANCE**

**CAPITAL TOWNSHIP**

**ORDINANCE No. \_\_\_\_**

An ordinance appropriating for all town purposes for Capital Township, Sangamon County, Illinois, for the fiscal year beginning September 1, 2011 and ending August 31, 2012.

BE IT ORDAINED by the Board of Trustees of Capital Township, Sangamon County, Illinois

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of Capital Township, be and the same are hereby appropriated for the town purpose of Capital Township, Sangamon County Illinois as hereinafter as specified for the fiscal year beginning September 1, 2011 and ending August 31, 2012.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds, Town Fund and General Assistance Fund

TOWN FUND - Fund #650	<u>2010-2011 Amended Budget</u>	<u>2010-2011 Actual (Unaudited)</u>	<u>2011-2012 Proposed Budget</u>	Change in Budget	
				<u>Dollar</u>	<u>%</u>
<b>BEGINNING FUND BALANCE</b>	1,352,788	1,352,788	1,488,509		0.00%
<b><u>REVENUES</u></b>					
Property Tax	640,000	640,000	450,000	(190,000)	-29.69%
Replacement Tax	200,000	263,067	230,000	30,000	15.00%
Interest Income	5,000	6,994	3,500	(1,500)	-30.00%
Assessors/Misc Revenue	1,000	42	100	(900)	-90.00%
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<b>TOTAL REVENUES:</b>	846,000	910,103	683,600	(162,400)	-19.20%
<b>TOTAL FUNDS AVAILABLE:</b>	2,198,788	2,262,891	2,172,109	(162,400)	-7.39%
<b><u>EXPENDITURES</u></b>					
Administrative Expenditures	375,958	230,354	331,081	(44,877)	-11.94%
Treasurers/Collectors	78,662	51,014	83,931	5,269	6.70%
Clerk Assessors Office	700,174	493,015	700,419	245	0.03%
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<b>TOTAL EXPENDITURES:</b>	1,154,794	774,383	1,115,431	(39,363)	-3.41%
<b>TOTAL APPROPRIATIONS:</b>	1,154,794	774,383	1,115,431	(39,363)	-3.41%
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<b>ENDING FUND BALANCE</b>	1,043,994	1,488,509	1,056,678	(123,037)	-11.79%
<b>Use of Fund Balance</b>	308,794	(135,721)	431,831	123,037	

	<u>2010-2011</u>	<u>Actual</u>	<u>2011-2012</u>	<u>Change in Budget</u>	
	<u>Amended</u>	<u>(Unaudited)</u>	<u>Proposed</u>	<u>Dollar</u>	<u>%</u>
<b>ADMINISTRATION 650-650</b>					
<b><u>PERSONNEL</u></b>					
300 Personnel	202,332	145,652	199,526	(2,806)	100.00%
300.006 ElectOfcl	12,240	12,182	12,485	245	100.00%
310 Trustee Pay	10,080	8,040	10,080	-	0.00%
350 FICA-Empr	13,928	10,253	13,770	(158)	-1.14%
351 MEDI-EMPLR	3,257	2,398	3,039	(218)	-6.68%
352 IMRF-EMPLR	31,113	22,176	32,480	1,367	
353 WorkesComp	708	551	1,000	292	100.00%
354 Health Insurance	1,500	-	-		
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	275,158	201,253	272,381	(1,277)	-0.46%
<b><u>CONTRACTUAL SERVICES</u></b>					
502 Meeting/Conference	1,000	500	1,000	-	0.00%
509 Travel	200	194	200	-	0.00%
513 Eq.Maint.	-	-	-	-	0.00%
530 Advertisin	1,300	312	1,500	200	15.38%
539 Audit	6,000	5,695	6,500	500	8.33%
546.1 Premiums	13,500	4,349	5,000	(8,500)	-62.96%
547.1 Unemplmnt	4,000	5,247	6,000	2,000	50.00%
548 WrkersComp	-	1,189	2,000	2,000	#DIV/0!
551 Prof.Svcs.	10,000	2,614	10,000	-	0.00%
551.001 Attornies	9,000	9,000	9,000	-	0.00%
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	45,000	29,101	41,200	(3,800)	-8.44%
<b><u>COMMODITIES</u></b>					
501 Printing	2,500	-	2,500	-	0.00%
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<b><u>CAPITAL OUTLAY</u></b>					
	2,500	-	2,500	-	0.00%
601 New Equipm	3,300	-	15,000	11,700	354.55%
606.1 Cmptrizatn	50,000	-	-	(50,000)	-100.00%
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	53,300	-	15,000	(38,300)	-71.86%
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<b>TOTAL ADMINISTRATION:</b>	<b>375,958</b>	<b>230,354</b>	<b>331,081</b>	<b>(43,377)</b>	<b>-11.54%</b>

COLLECTOR'S OFFICE 650-651	<u>2010-2011</u>	<u>2010-2011</u>	<u>2011-2012</u>	Change in Budget	
	<u>Amended</u>	<u>Actual</u>	<u>Proposed</u>	<u>Dollar</u>	<u>%</u>
	<u>Budget</u>	<u>(Unaudited)</u>	<u>Budget</u>		
<b><u>PERSONNEL</u></b>					
300 Personnel	36,047	35,751	36,457	410	1.14%
301 Exmpt Pers	4,500	2,068	4,500	-	0.00%
350 FICA-Empr	2,483	2,298	2,260	(223)	-8.97%
351 MEDI-EMPLR	581	537	529	(52)	-9.01%
352 IMRF-EMPLR	5,226	4,962	5,585	359	6.87%
353 WorkesComp	125	117	200	75	60.00%
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	48,962	45,733	49,531	569	1.16%
<b><u>CONTRACTUAL SERVICES</u></b>					
520 Postage	16,000	101	20,000	4,000	25.00%
530 Advertisin	3,400	3,981	4,000	600	17.65%
541 Contractual Services	2,800	1,158	2,800	-	0.00%
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	22,200	5,239	26,800	5,169	23.29%
<b><u>COMMODITIES</u></b>					
501 Printing	7,000	-	7,000	-	0.00%
401 Office Sup	500	42	600	100	20.00%
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	7,500	42	7,600	100	
<b><u>CAPITAL OUTLAY</u></b>					
601 New Equipm	-	-	-	-	0.00%
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	-	-	-	-	
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<b>TOTAL COLLECTOR'S OFFICE</b>	<b>78,662</b>	<b>51,014</b>	<b>83,931</b>	<b>5,839</b>	<b>7.42%</b>

	<u>2010-2011</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>Change in Budget</u>	
	<u>Amended</u>	<u>Actual</u>	<u>Proposed</u>	<u>Dollar</u>	<u>%</u>
	<u>Budget</u>	<u>(Unaudited)</u>	<u>Budget</u>		
<b>CLERK - ASSESSORS OFFICE 650-652</b>					
<b><u>PERSONNEL</u></b>					
300 Personnel	437,875	310,377	437,875	-	0.00%
300.006 ElectOfcl	12,240	12,178	12,485	245	2.00%
301 Exmpt Pers	46,000	45,830	46,000	-	0.00%
350 FICA-Empr	30,790	22,138	30,790	-	0.00%
351 MEDI-EMPLR	7,201	5,178	7,201	-	0.00%
352 IMRF-EMPLR	64,808	43,377	64,808	-	0.00%
353 WorkesComp	11,810	11,291	11,810	-	0.00%
354 Health	52,800	31,285	52,800	-	0.00%
355 Dental	2,000	1,165	2,000	-	0.00%
356 Life	500	204	500	-	0.00%
357 EAP	150	102	150	-	0.00%
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	666,174	483,126	666,419	245	0.04%
<b><u>CONTRACTUAL SERVICES</u></b>					
509 Travel	9,000	4,089	9,000	-	0.00%
513 Eq.Maint.	1,000	-	1,000	-	0.00%
520 Postage	2,000	21	2,000	-	0.00%
541 Contractua	1,500	1,181	1,500	-	0.00%
551 Prof.Svcs.	6,000	1,671	6,000	-	0.00%
559 Cntingency	1,000	-	1,000	-	0.00%
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	20,500	6,962	20,500	-	0.00%
<b><u>COMMODITIES</u></b>					
401 Office Sup	3,000	922	3,000	-	0.00%
501 Printing	1,500	665	1,500	-	0.00%
508 Photograph	3,500	123	3,500	-	0.00%
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	8,000	1,710	8,000	-	0.00%
<b><u>CAPITAL OUTLAY</u></b>					
601 New Equipm	5,500	1,217	5,500	-	0.00%
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	5,500	1,217	5,500	-	0.00%
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<b>TOTAL CLERK - ASSESSORS OFFICE</b>	<b>700,174</b>	<b>493,015</b>	<b>700,419</b>	<b>245</b>	<b>0.03%</b>

	<u>2010-2011 Amended Budget</u>	<u>2010-2011 Actual (Unaudited)</u>	<u>2011-2012 Proposed Budget</u>	Change in Budget	
				<u>Dollar</u>	<u>%</u>
<b><u>General Assistance Fund</u></b>					
<b>BEGINNING FUND BALANCE</b>	1,564,608	1,564,608	1,564,112		
<b><u>REVENUES</u></b>					
Property Tax	1,460,000	1,460,000	1,550,000	90,000	6.16%
Interest Income/Other Income	5,000	635	3,500	(1,500)	-30.00%
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<b>TOTAL REVENUES:</b>	1,465,000	1,460,635	1,553,500	88,500	6.04%
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<b>TOTAL FUNDS AVAILABLE:</b>	3,029,608	3,025,243	3,117,612	88,500	2.92%
<b><u>EXPENDITURES</u></b>					
Administration	484,846	354,602	489,719	4,873	1.00%
Home Relief	1,101,000	1,106,529	1,133,000	32,000	2.91%
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<b>TOTAL EXPENDITURES:</b>	1,585,846	1,461,131	1,622,719	36,873	2.33%
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<b>TOTAL APPROPRIATIONS:</b>	1,585,846	1,461,131	1,622,719	36,873	2.33%
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<b>ENDING BALANCE</b>	1,443,762	1,564,112	1,494,893	51,627	3.58%
<b>Use of Fund Balance</b>	120,846	496	69,219		

GA-ADMIN 651-653		<u>2010-2011</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>Change in Budget</u>	
		<u>Amended</u>	<u>Actual</u>	<u>Proposed</u>	<u>Dollar</u>	<u>%</u>
		<u>Budget</u>	<u>(Unaudited)</u>	<u>Budget</u>		
<b><u>PERSONNEL</u></b>						
300	Personnel	288,176	228,540	290,696	2,520	0.87%
301	Exmpt Pers	6,000	-	6,000	-	0.00%
350	FICA-Empr	18,239	13,794	18,023	(216)	-1.18%
351	MEDI-EMPLR	4,266	3,226	4,215	(51)	-1.19%
352	IMRF-EMPLR	42,244	30,493	44,535	2,291	5.42%
353	WorkesComp	1,971	1,257	2,000	29	1.47%
354	Health	38,000	28,121	38,000	-	0.00%
355	Dental	1,750	1,716	1,750	-	0.00%
356	Life	350	299	350	-	0.00%
357	EAP	250	150	250	-	0.00%
547.1	Unemplmnt	1,000	-	1,000	-	0.00%
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		402,246	307,595	406,819	4,573	1.14%
<b><u>CONTRACTUAL SERVICES</u></b>						
501	Printing	300	189	300	-	0.00%
510.002	Telephone	6,000	5,611	6,000	-	0.00%
512	Subscriptions	300	187	300	-	0.00%
513	Eq.Maint.	9,000	5,259	9,000	-	0.00%
516	Utilities	8,500	6,752	8,500	-	0.00%
519	Eq. Rental	2,000	134	2,000	-	0.00%
520	Postage	2,000	1,760	2,000	-	0.00%
541	Contractua	8,000	6,864	8,000	-	0.00%
541.009	Alarm Syst	2,000	1,794	2,000	-	0.00%
541.01	Janitorial	9,500	5,500	9,500	-	0.00%
541.013	Pest Contr	2,000	1,699	2,500	500	25.00%
541.014	Trash Haul	1,400	1,311	1,500	100	7.14%
541.048	Mowing	1,700	1,715	2,000	300	17.65%
559	Cntingency	2,300	-	2,300	-	0.00%
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		55,000	38,775	55,900	900	1.64%
<b><u>COMMODITIES</u></b>						
401	Office Sup	8,000	5,092	8,000	-	0.00%
						0.00%
<b><u>CAPITAL OUTLAY</u></b>						
601	New Equipm	19,600	3,140	19,000	(600)	-3.06%
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<b>TOTAL GA-ADMIN 651-653</b>		484,846	354,602	489,719	4,873	1.00%

G A - CLIENT SERVICES 651-654		<u>2010-2011</u>	<u>2010-2011</u>	<u>2011-2012</u>	Change in Budget	
		<u>Amended</u>	<u>Actual</u>	<u>Proposed</u>	<u>Dollar</u>	<u>%</u>
		<u>Budget</u>	<u>(Unaudited)</u>	<u>Budget</u>		
<b><u>CONTRACTUAL SERVICES</u></b>						
541.65	GA Trns As	125,000	124,705	125,000	-	0.00%
541.651	GA Rnt Ast	305,000	313,106	320,000	15,000	4.92%
541.652	GA Util As	300,000	309,003	310,000	10,000	3.33%
541.653	GA Food As	5,000	2,725	5,000	-	0.00%
541.654	GA Eyeglas	16,000	15,759	19,000	3,000	18.75%
541.655	GA Wrkfre	140,000	139,510	140,000	-	0.00%
541.656	GA DR. Srv	15,000	14,129	18,000	3,000	20.00%
541.657	GA DntlSrv	18,000	18,235	21,000	3,000	16.67%
541.658	GA Seasnl	21,000	19,970	15,000	(6,000)	-28.57%
541.659	GA Emrgncy	15,000	12,500	15,000	-	0.00%
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		960,000	969,643	988,000	28,000	2.92%
<b><u>COMMODITIES</u></b>						
541.66	GA Scipts	136,000	132,393	140,000	4,000	2.94%
541.661	GA Bus Tkn	4,000	3,600	4,000	-	0.00%
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		140,000	135,993	144,000	4,000	2.86%
541.662	GA Misc	1,000	894	1,000	-	0.00%
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<b>TOTAL G A - CLIENT SERVICES</b>		1,101,000	1,106,529	1,133,000	32,000	2.91%



SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning September 1, 2010 and ending August 31, 2011 by fund shall be as follows:

General Town Fund	1,115,431
General Assistance Fund	1,622,719
<b>TOTAL APPROPRIATIONS:</b>	<b>2,738,150</b>

SECTION 4: 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 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of Two Million Seven Hundred Thirty Eight Thousand One Hundred Fifty Dollars (\$2,738,150) for the fiscal year beginning September 1, 2011 and ending August 31, 2012.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed

ADOPTED this 28th day of November, 2011 pursuant to a roll call vote by the  
Board of Trustees of Capital Township, Sangamon County, Illinois

**BOARD OF TRUSTEES**

**AYE**

**NAY**

**ABSENT**

Phil Chiles

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Tom Cavanagh

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Candice Trees

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Rich Berning

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Sarah Delano Pavlik

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\_\_\_\_\_  
Town Clerk

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Chairman