

ORDINANCE 2024-04
BUDGET AND APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING COMBINED ANNUAL BUDGET AND APPROPRIATING SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT, WILL, GRUNDY AND KANKAKEE COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

BE IT ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF
THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT:

Section 1: The following is the Annual Budget for the Fossil Ridge Public Library District for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

EXPENDITURES

ADMINISTRATION

Administration	\$ 6,000.00
Administrative Contingency	900.00
Audit	10,000.00
Insurance and Bonds	30,000.00
Legal Services	5,500.00
Office Supplies	4,500.00
Postage	3,600.00
Professional Organization Expense	8,000.00
 TOTAL ADMINISTRATION	 \$ 68,500.00

OUTREACH SERVICES

Outreach Auto Maintenance	\$ 4,000.00
Outreach Program Supplies	6,000.00
 TOTAL OUTREACH SERVICE	 \$ 10,000.00

CAPITAL IMPROVEMENTS

Debt Retirement*	96,825.00
Special Reserve Fund	142,664.92
Furniture & Equipment	3,500.00
Technology	33,000.08
 TOTAL CAPITAL IMPROVEMENTS	 \$ 275,990.00

LIBRARY SERVICES

A-V Software Purchase-Adult	\$ 6,000.00
A-V Software Purchase-Teen	1,500.00
A-V Software Purchase-Children	2,000.00
Book Purchase Adult	14,000.00
Book Purchase Children	10,000.00
Book Purchase Teen	3,500.00
Book Purchase Homeschool	2,000.00
eReading Materials	9,000.00
License Plates Expense	10,000.00
Copy Machine Maintenance & Repair	9,000.00
Internet	2,600.00
Library Contingency	1,500.00
Library of Things-Adult	1,000.00
Library of Things-Children	1,000.00
Library Supplies	7,000.00
PrairieCat Automated System Expense	15,000.00
Periodicals	5,000.00
Publicity and Publicity Supplies	13,000.00
Public Information	2,500.00
Data Bases	11,000.00
Adult Programming	12,000.00
Adult Programming - Patron Paid	2,000.00
Teen Programming	8,000.00
Teen Programming - Patron Paid	2,000.00
Children's Programming	12,000.00
Children's Programming - Patron Paid	2,000.00
Homeschool Programs	2,000.00
Homeschool Programs - Patron Paid	2,000.00
Book Replacements	750.00
 TOTAL LIBRARY SERVICES	 \$ 169,350.00

* General Obligation Bonds (Alternate Revenue Source), Series 2016

MAINTENANCE

Grass Cutting/Yard Maintenance	\$ 14,000.00
HVAC Main Contract	6,000.00
Maintenance Equipment Purchase	15,000.00
Maintenance Supplies	4,750.00
Repairs	8,000.00
Snow Removal	2,500.00
TOTAL MAINTENANCE	\$ 50,250.00

PERSONNEL

Employee Health Insurance	\$ 110,600.00
Trustee Training	1,000.00
Employee Training & Education	5,000.00
Employee Travel	4,000.00
Employer Share FICA & Medicare	35,000.00
Employer Share IMRF	47,000.00
Salaries	462,000.00
Unemployment Insurance	2,000.00
Payroll Expense	1,500.00
TOTAL PERSONNEL	\$ 668,100.00

UTILITIES

Electricity	18,500.00
Garbage Removal	2,500.00
Natural Gas	1,000.00
Security Services	4,000.00
Telephone	5,500.00
Water & Sewer	2,000.00
TOTAL UTILITIES	\$ 33,500.00

TOTAL ESTIMATED EXPENDITURES \$ 1,275,690.00

Section 2: As part of the Annual Budget, it is stated:

- (a) That the cash on hand at the beginning of the fiscal year is \$576,456 consisting of the general fund: \$116,017 receipts from the 2023 levy received early, June 2024: \$460,439 and the special reserve fund: \$31,121 a restricted fund;
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$1,275,690;
- (c) That the estimated expenditures for the fiscal year are \$1,275,690;
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$576,456;
- (e) That the estimated amount of taxes to be received by THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT pursuant to the tax levy filed October, 2023 is \$1,117,256;
- (f) That the estimated amount of income which includes the carry-over amount from the previous fiscal year and revenue to be received from sources other than library taxes for the fiscal year is \$159,934.

Section 3: That the following sum of money in the total amount of \$1,606,000 or so much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT, as hereinafter specified for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

EXPENDITURES

ADMINISTRATION

Administration	\$ 10,000.00
Administrative Contingency	2,000.00
Audit	15,000.00
Insurance and Bonds	35,000.00
Legal Services	20,000.00

Office Supplies	10,000.00
Postage	6,000.00
Professional Organization Expense	10,000.00
 TOTAL ADMINISTRATION	 \$ 108,000.00
 OUTREACH SERVICES	
Outreach Auto Maintenance	\$ 15,000.00
Outreach Program Supplies	8,000.00
 TOTAL OUTREACH	 \$ 23,000.00
 CAPITAL IMPROVEMENTS	
Furniture & Equipment	\$ 10,000.00
Debt Retirement*	110,000.00
Special Reserve	180,000.00
Technology	40,000.00
 TOTAL CAPITAL IMPROVEMENTS	 \$ 340,000.00
 LIBRARY SERVICES	
A-V Software Purchase-Adult	\$ 10,000.00
A-V Software Purchase-Teen	3,000.00
A-V Software Purchase-Children	5,000.00
Book Purchase Adult	30,000.00
Book Purchase Children	20,000.00
Book Purchase Teen	8,000.00
Book Purchase Homeschool	5,000.00
eReading Materials	12,000.00
eLicense Plates Expense	10,000.00
Copy Machine Maintenance & Repair	12,000.00
Internet	5,000.00
Library Contingency	2,000.00
Library Supplies	10,000.00
PrairieCat Automated System Expense	20,000.00
Periodicals	10,000.00
Publicity and Publicity Supplies	20,000.00
Public Information	10,000.00
Data Bases	20,000.00
Adult Programming	16,000.00

* General Obligation Bonds (Alternate Revenue Source), Series 2016

Adult Programming - Patron Paid	4,000.00
Teen Programming	16,000.00
Teen Programming - Patron Paid	4,000.00
Children's Programming	16,000.00
Children's Programming - Patron Paid	4,000.00
Homeschool Programs	5,000.00
Homeschool Programs - Patron Paid	4,000.00
Book Replacements	2,000.00
 TOTAL LIBRARY SERVICES	 \$ 283,000.00

MAINTENANCE

Grass Cutting/Yard Maintenance	\$ 25,000.00
HVAC Main Contract	10,000.00
Maintenance Equipment Purchase	20,000.00
Maintenance Supplies	10,000.00
Repairs	12,000.00
Snow Removal	7,000.00
 TOTAL MAINTENANCE	 \$ 84,000.00

PERSONNEL

Employee Health Insurance	\$ 100,000.00
Trustee Training	4,000.00
Employee Training & Education	10,000.00
Employee Travel	8,000.00
Employer Share FICA & Medicare	45,000.00
Employer Share IMRF	60,000.00
Salaries	480,000.00
Unemployment Insurance	5,000.00
Payroll Expense	4,000.00
 TOTAL PERSONNEL	 \$ 716,000.00

UTILITIES

Electricity	\$ 25,000.00
Garbage Removal	4,000.00
Natural Gas	2,000.00
Security Services	10,000.00

Telephone	8,000.00
Water & Sewer	3,000.00

TOTAL UTILITIES	\$ 52,000.00
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TOTAL ESTIMATED EXPENDITURES/APPROPRIATIONS	\$1,606,000.00
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Section 4: Transfers from one appropriation of any amount specified for any object and purpose, not affecting the total amount appropriated, may be made at any meeting of the Board by ordinance enacted by a 2/3 vote of all Trustees. By a like vote the Board may by ordinance make appropriations in excess of those authorized by the budget in order to meet an immediate unforeseen emergency.

Section 5: The Board has a Special Reserve Fund and the unexpended balances from the proceeds received from library taxes may be accumulated in the Special Reserve Fund.

Section 6: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

ADOPTED this 26th day of August, 2024 pursuant to roll call
vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Board President
Fossil Ridge Public Library District

ATTEST:

Secretary, Fossil Ridge Public Library District

STATE OF ILLINOIS)
) SS
COUNTIES OF WILL,
GRUNDY AND KANKAKEE

CERTIFICATION OF AUTHENTICITY
(BUDGET AND APPROPRIATION ORDINANCE)

I, _____, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of The Fossil Ridge Public Library District, Will, Grundy and Kankakee Counties, Illinois and as such I am the custodian and keeper of records and files of said Library District.

I do further certify that the attached is a true and correct copy of that certain Budget and Appropriation Ordinance for said Fossil Ridge Public Library District for the fiscal year beginning July 1, 2024 which was adopted by said Board of Trustees at the regular meeting of said Board of Trustees held on August 26, 2024.

I do further certify that the attached Budget and Appropriation Ordinance has not been amended, altered, changed or repealed and is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and corporate seal of said Fossil Ridge Public Library District, Will, Grundy and Kankakee Counties, Illinois at Braidwood, Illinois, this 26th day of August 2024.

_____, Secretary
Fossil Ridge Public Library District

Will, Grundy and Kankakee Counties,
Illinois

CHIEF FISCAL OFFICER'S CERTIFICATE OF ESTIMATED REVENUE FOR THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT, WILL, GRUNDY AND KANKAKEE COUNTIES, ILLINOIS.

(July 1, 2024 - June 30, 2025 Fiscal Year)

I, Teri Jones, do hereby certify as follows:

1. I am the chief fiscal officer of the Fossil Ridge Public Library District, Will, Grundy and Kankakee Counties, Illinois
2. I estimated the revenue, by source of said District for the fiscal year beginning July 1, 2024 and ending June 30, 2025, to be as follows:

REVENUE	AMOUNT
Tax Levy received June 2024	\$ 460,439.00
Anticipated Balance of 2023 Tax Levy	656,817.00
General Fund – C.O	116,017.00
Copy Machine Revenue	3,500.00
Donations	350.00
Fax Service	3,000.00
Fines & Book Replacements	0.00
Program Class Fees	8,000.00
Interest	5,000.00
Miscellaneous Income	2,500.00
Non-Resident User	400.00
Per Capital Grant	21,167.00
TOTAL ESTIMATED REVENUE	\$ 1,275,690.00

Board Treasurer
Fossil Ridge Public Library District
Dated: 8/26/2024