

**Ordinance**

**Year 2017**

**BYRON FOREST PRESERVE DISTRICT**

**Combined Budget and**

**Appropriation Ordinances**

**Ordinance No. 17-5**

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## ORDINANCE # 17-5

THE COMBINED BUDGET AND APPROPRIATION ORDINANCE OF THE BYRON FOREST PRESERVE DISTRICT, OGLE COUNTY, ILLINOIS FOR THE YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2018 AND ENDING ON THE 31ST DAY OF DECEMBER, 2018.

WHEREAS, the Board of Commissioners of the Byron Forest Preserve District, Ogle County, Illinois, caused to be prepared in tentative form a Combined Budget and Appropriation Ordinance, and the Secretary of the Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon, and

WHEREAS, a public hearing was held as to such Budget and Appropriation Ordinance on the 20th day of November, 2017.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BYRON FOREST PRESERVE DISTRICT, OGLE COUNTY, 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 hereby budgeted and appropriated for the corporate purposes of the Byron Forest Preserve District, Ogle County, Illinois to defray all necessary expenses of said Forest Preserve District, as specified in Section 2 for the year beginning January 1, 2018 and ending December 31, 2018.

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

### I. CORPORATE FUND

BEGINNING CASH/FUND EQUITY		\$ 350,500
ESTIMATED REVENUE		
Property taxes	415,000	
Gift Shop Income	1,000	
Concessions	1,000	
Interest	2,100	
Bar Service	9,500	
Education Programs Fees	122,600	
Property Rental/Lease	73,000	
Blaze Sponsors	-	
Other Income	16,750	
Total Estimated Revenue		640,950
Total Estimated Funds Available		991,450

### Administrative

Personnel		
Wages - Salary	80,130	
Wages - Part Time	13,000	
Wages - Seasonal	14,000	
Health Insurance	19,000	
Total Personnel		126,130

<b>Supplies</b>			
Janitorial Supplies	800		
Office	3,500		
Motor Fuel & Lubrication	750		
Hardware and Small Tools	150		
Safety Supplies	750		
Gift Shop	725		
Concession	750		
Bar Service Supplies	3,000		
Volunteer Supplies	600		
Total Supplies		11,025	
<b>Contractual Services</b>			
Public Notices	1,200		
Legal	15,000		
Other Professional	1,200		
Communications	19,000		
Postage	2,225		
Training & Travel	8,450		
Printing	500		
Advertising	25,000		
Natural Gas	5,000		
Electrical	14,000		
Building Repair & Maint.	8,900		
Equipment Repair & Maint.	2,200		
Dues & Memberships	4,830		
Uniforms	1,500		
Computer Support & Repairs	16,000		
Total Contractual Services		125,005	
Miscellaneous		9,000	
Total Administrative			271,160
<b>Board of Commissioners</b>			
Personnel			
Supplemental Compensation		6,500	
Contractual Services			
Training and Travel	3,500		
Dues and Membership	5,000		
Miscellaneous	8,000		
Total Contractual Services		16,500	
Total Board of Commissioners			23,000
<b>Heritage Farm</b>			
Contractual Services			
Total Contractual Services		-	
Total Heritage Farm			-

**Education****Personnel**

Wages - Salary	121,860	
Wages - Part Time	33,640	
Wages - Seasonal	18,000	
Health Insurance	27,900	
Total Personnel		201,400

**Supplies**

Office	450	
Printing	500	
Building & Construction	750	
Grain, Feed, & Game	750	
Nature Preschool	3,600	
Adventure Club	1,000	
Earthkeepers	1,000	
Children's Concert	1,000	
Birthday Parties	-	
Field Trips	450	
Halloween on the Prairie	1,500	
Summer Concerts	2,500	
Summer Camp	15,000	
Outdoor Adventure	3,000	
Total Supplies		31,500

**Contractual Services**

Professional Services	750	
Postage	100	
Training and Travel	3,250	
Equipment Repair & Maint.	3,250	
Natural Gas	1,200	
Electric	2,250	
Dues and Membership	1,200	
Uniforms	1,200	
Heritage Farm Operating	400	
Advertising	1,000	
Computer Repair & Support	3,000	
Museum Displays	5,250	
Total Contractual Services		22,850
Total Education		255,750

**Restoration/Land Management****Personnel**

Wages - Salary	16,800	
Wages - Full Time Hourly	11,750	
Wages - Seasonal	4,000	
Health Insurance	7,500	
Total Personnel		40,050

Supplies

Janitorial Splies	750	
Office	1,000	
Motor Fuel and Lubrication	4,000	
Building and Construction	1,000	
Hardware and Small Tools	1,000	
Equipment Parts	2,000	
Grain, Feed and Game	250	
Safety	1,000	
Total Supplies		11,000

Contractual

Other Professional Services	7,000	
Postage	-	
Training and Travel	1,500	
Advertising	-	
Natural Gas	3,500	
Electrical	8,000	
Building Repair and Maintenance	5,000	
Vehicle Repair & Maintenance	1,000	
Equipment Repair and Maintenance	2,000	
Dues and Memberships	400	
Uniforms	500	
Computer Support	4,250	
Total Contractual		33,150
Total Restoration/Land Management		84,200

Total Corporate Expenditures 634,110

ENDING CASH/FUND EQUITY \$ 357,340

II. PRAIRIEVIEW GOLF COURSE

BEGINNING CASH/FUND EQUITY \$ 226,000

ESTIMATED REVENUE

Golf interest income	1,100	
Pro Shop	67,000	
Green fees	255,000	
Playday green fees	75,000	
Assoc. golf fees	2,500	
Rental fees (carts, clubs)	2,000	
Golf lessons	8,500	
Concessions	210,000	
Playday concessions	90,000	
Cart rental	187,000	
Driving range	15,000	
Other Income	24,000	
Total Estimated Revenue		937,100

Total Estimated Funds Available 1,163,100



**Golf Clubhouse Expenses**

## Personnel

Wages - Salary	98,371	
Seasonal - PV concessions	62,500	
Seasonal - PV cart attendant	18,000	
Seasonal - PV shop cashier	27,000	
Health Insurance	11,000	
Total Personnel		216,871

## Supplies

Janitorial Supplies	2,500	
Office	1,500	
Motor Fuel & Lubrication	-	
Building & Small Tools	700	
Hardware and Small Tools	500	
Equipment parts	500	
Golf supplies	1,500	
Safety Supplies	500	
Gift Shop	55,000	
Concession supplies	150,000	
Concession equipment/small wares	1,500	
Tournament expenses	3,500	
Driving range	2,500	
Total Supplies		220,200

## Contractual Services

Other Professional	15,900	
Communications	3,500	
Postage	100	
Training & Travel	2,500	
Printing	1,500	
Advertising	20,000	
Natural Gas	4,000	
Electrical	16,000	
Building Repair & Maint.	8,600	
Equipment Repair & Maint.	7,000	
Equipment Rental	-	
Dues & Memberships	3,500	
Taxes & license fees	2,750	
Computer Support & Repairs	9,500	
Uniforms	2,500	
Miscellaneous/other	12,000	
Total Contractual Services		109,350

## Total Clubhouse Expenses

546,421

**Golf Administrative Expenses**

## Personnel

Wages - Salary	70,500	
Health Insurance	<u>14,000</u>	
Total Golf Administration		84,500

## Board of Comm.

Supplemental Compensation	<u>8,000</u>	
Total Board Expenses		<u>8,000</u>

92,500

**Golf Maintenance Expenses**

## Personnel

Wages - Salary	92,500	
Wages - Part Time	-	
Wages - seasonal	50,000	
Health Insurance	<u>14,000</u>	
Total Personnel		156,500

## Supplies

Chemicals	47,000	
Janitorial	600	
Office	700	
Motor fuel & lubricant	16,000	
Grass & landscaping	4,000	
Golf supplies	4,000	
Safety supplies	500	
Top dressing / bunker sand	<u>11,000</u>	
Total Supplies		83,800

## Contractual Services

Public notices	50	
Other Professional	900	
Postage	75	
Training & Travel	2,500	
Natural Gas	4,000	
Electrical	15,000	
Building Repair & Maint.	5,000	
Equipment Repair & Maint.	20,000	
Equipment Rental	1,500	
Dues & Memberships	1,600	
Computer Support & Repairs	5,000	
Uniforms	<u>2,000</u>	
Total Contractual Services		57,625

Total Golf Maintenance Expenses 297,925

Total Golf Course Expenditures 936,846

ENDING CASH/FUND EQUITY

\$ 226,254

### III. INSURANCE DEDUCTIBLE

BEGINNING CASH/FUND EQUITY		\$	-
ESTIMATED REVENUE			
Interest Income	-		
Transfers from Prairie View	-		
Total Estimated Revenue			-
CONTRACTED EXPENDITURES			
Contractual Services - Employer cost			-
ENDING CASH/FUND EQUITY		\$	-

### IV. ILLINOIS MUNICIPAL RETIREMENT FUND

BEGINNING CASH/FUND EQUITY		\$	19,250
ESTIMATED REVENUE			
Property Tax	110,000		
Interest	50		
Total Estimated Revenue			110,050
Total Estimated Funds Available			129,300
ESTIMATED EXPENDITURES			
Contractual Services - Employer Share			95,000
ENDING CASH/FUND EQUITY		\$	34,300

### V. LIABILITY INSURANCE FUND

BEGINNING CASH/FUND EQUITY		\$	107,250
ESTIMATED REVENUE			
Property Taxes	125,000		
Insurance Claims	2,500		
Interest	500		
Total Estimated Revenue			128,000
Total Estimated Funds Available			235,250



ESTIMATED EXPENDITURES

Personnel

Wages - Salary	63,000	
Health Insurance	<u>12,500</u>	
Total Personnel		75,500

Contractual Services

Camera Phones	8,160	
Drug Tests	2,000	
Insurance Premium	33,000	
Miscellaneous, Safety Supplies	<u>8,000</u>	
		<u>51,160</u>

Total Liability Insurance Expenditures		<u>126,660</u>
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ENDING CASH/FUND EQUITY		<u>\$ 108,590</u>
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VI. UNEMPLOYMENT INSURANCE FUND

BEGINNING CASH/FUND EQUITY		\$ 47,000
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ESTIMATED REVENUE

Property Tax	20,000	
Interest	<u>250</u>	
Total Estimated Revenues		<u>20,250</u>

Total Estimated Funds Available		67,250
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ESTIMATED EXPENDITURES

Contractual Services - Unemployment Insurance		<u>20,000</u>
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ENDING CASH/FUND EQUITY		<u>\$ 47,250</u>
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VII. WORKER'S COMPENSATION FUND

BEGINNING CASH/FUND EQUITY		\$ 36,700
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ESTIMATED REVENUE

Property Tax	30,000	
Interest	<u>200</u>	
Total Estimated Revenues		<u>30,200</u>

Total Estimated Funds Available		66,900
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ESTIMATED EXPENDITURES

Contractual Services - Worker's Compensation Insurance		<u>30,000</u>
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ENDING CASH/FUND EQUITY		<u>\$ 36,900</u>
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VIII. SOCIAL SECURITY FUND

BEGINNING CASH/FUND EQUITY		47,600
ESTIMATED REVENUE		
Property Tax	95,000	
Interest	<u>200</u>	
Total Estimated Revenues		<u>95,200</u>
Total Estimated Funds Available		142,800
ESTIMATED EXPENDITURES		
Contractual Services - FICA and Medicare		<u>95,000</u>
ENDING CASH/FUND EQUITY		<u>\$ 47,800</u>

IX. AUDIT

BEGINNING CASH/FUND EQUITY		\$ 6,600
ESTIMATED REVENUE		
Property Tax	17,000	
Interest	<u>20</u>	
Total Estimated Revenues		<u>17,020</u>
Total Estimated Funds Available		23,620
ESTIMATED EXPENDITURES		
Contractual Services - Audit		<u>15,000</u>
ENDING CASH/FUND EQUITY		<u>\$ 8,620</u>

X. DEBT SERVICE FUND

BEGINNING CASH/FUND EQUITY		\$ 436,250
ESTIMATED REVENUE		
Property Tax	2,376,500	
Interest	<u>750</u>	
Total Estimated Revenues		<u>2,377,250</u>
Total Estimated Funds Available		2,813,500
ESTIMATED EXPENDITURES		
Other Professional Services		850
G.O. Bond principal		2,160,500
G.O. Bond interest		<u>215,000</u>
Total Debt Service Expenditures		<u>2,376,350</u>
ENDING CASH/FUND EQUITY		<u>\$ 437,150</u>

**XI. CAPITAL PROJECTS FUND**

BEGINNING CASH/FUND EQUITY \$ 25,000

**ESTIMATED REVENUE**

Bond Proceeds	1,778,000	
BAB Refund	57,400	
Other Income	10,000	
Interest	2,500	
Transfers	-	

Total Estimated Revenue 1,847,900

Total Estimated Available Funds 1,872,900

**ESTIMATED EXPENDITURES**

Capital Projects		
Administrative Capital	754,200	
Restoration	179,250	
Golf / Maintenance	453,950	
Total Capital Projects		1,387,400

**Capital Construction Department**

Personnel		
Wages - Salary	167,000	
Wages - Full Time Hourly	137,000	
Wages - Part-time	-	
Wages - Seasonal	25,000	
Health Insurance	68,000	
Total Personnel		397,000

Supplies		
Motor Fuel and Lubrication	19,000	
Building and Construction	2,000	
Equipment Parts	10,000	
Safety	4,000	
Total Supplies		35,000

Contractual		
Natural Gas	2,000	
Electric	1,500	
Building Repair	1,500	
Vehicle Repair	4,000	
Equipment Repair & Rent	11,000	
Uniforms	1,500	
Computer Repair & Support	4,000	
Training and Travel	2,000	
Total Contractual		27,500
Total Capital Construction Department		459,500

Total Capital Projects Expenditures 1,846,900

ENDING CASH/FUND EQUITY \$ 26,000

**XII. LAND ACQUISITION FUND**

BEGINNING CASH/FUND EQUITY		\$ 2,240
ESTIMATED REVENUE		
Bond Proceeds	20,000	
Interest	<u>-</u>	
Total Estimated Revenue		<u>20,000</u>
Total Estimated Available Funds		22,240
ESTIMATED EXPENDITURES		
Legal	2,000	
Other Professional Service	5,000	
Restoration/Maintenance Complex	<u>-</u>	
Total Land Acquisition Expenditures		<u>7,000</u>
ENDING CASH/FUND EQUITY		<u>15,240</u>

**SUMMARY OF BUDGET AND APPROPRIATIONS FOR 2018**

Corporate Fund	\$ 634,110
PrairieView Golf Course	936,846
Illinois Municipal Retirement Fund	95,000
Liability Insurance Fund	<u>126,660</u>
Unemployment Insurance Fund	20,000
Worker's Compensation Fund	30,000
Social Security Fund	95,000
Audit Fund	15,000
Debt Service Fund	2,376,350
Capital Projects Fund	1,846,900
Land Acquisition	<u>7,000</u>
Total Appropriations All Funds	\$ <u>6,182,866</u>

SECTION 3: That all sums of money not needed for immediate specific purposes may be invested in interest bearing obligations of the United States or savings certificates of deposit of any State or National Bank, provided that they are fully insured by the Federal Deposit Insurance Corporation.

SECTION 4: This ordinance shall be in full force and effect from and after its passage as prescribed by law. Within 10 working days after adoption hereof, this ordinance shall be published once in the Ogle County Life, the same being a newspaper published in and of general circulation in the district. Following publication hereof, the Secretary of the Board is directed to file a certified copy hereof with the Ogle County Clerk no later than 30 days following adoption hereof.

SECTION 5: That all ordinances or resolutions or parts thereof in conflict herewithin be and the same are hereby repealed.



ADOPTED this 20th day of November, 2017, pursuant to a roll call vote by the Board of Commissioners of the Byron Forest Preserve District, Ogle County, Illinois.

AYES: Jeff Ludwig  
Naron Vance  
Steve Patterson  
Frank Conry  
\_\_\_\_\_  
\_\_\_\_\_

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

ABSENT: Trevor Hogan  
\_\_\_\_\_

APPROVED this 20th day of November, 2017.

  
\_\_\_\_\_  
Trevor Hogan, President  
BOARD OF COMMISSIONERS  
BYRON FOREST PRESERVE DISTRICT

ATTEST:

  
\_\_\_\_\_  
Jeff Ludwig, Secretary  
Byron Forest Preserve District

Published in pamphlet form by order of the Board of Commissioners  
on November \_\_20th\_\_, 2017.

Published in the Ogle County Life by order of the Board of Commissioners  
on \_\_\_\_\_ November 27th \_\_\_\_\_, 2017.

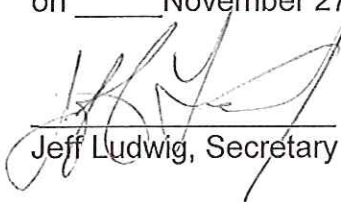
  
\_\_\_\_\_  
Jeff Ludwig, Secretary



EXHIBIT A

BRYON FOREST PRESERVE DISTRICT

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

January 1, 2018 - December 31, 2018

**CORPORATE FUND**

Property Taxes	415,000	
Gift Shop Income	1,000	
Concessions	1,000	
Interest	2,100	
Food Service Beverages	9,500	
Education Programs Fees	122,600	
Property Rental/Lease	73,000	
Blaze Sponsors	-	
Other Income	16,750	
Total Corporate Fund		<u>640,950</u>

**GOLF COURSE ENTERPRISE FUND**

Golf interest income	1,100	
Pro Shop	67,000	
Green fees	255,000	
Playday green fees	75,000	
Assoc. golf fees	2,500	
Rental fees (carts, clubs)	2,000	
Golf lessons	8,500	
Concessions	210,000	
Playday concessions	90,000	
Cart rental	187,000	
Driving range	15,000	
Other Income	24,000	
Total Golf Course Enterprise Fund		<u>937,100</u>

**ILLINOIS MUNICIPAL RETIREMENT FUND**

Property Taxes	110,000	
Interest	50	
Total Illinois Municipal Retirement Fund		<u>110,050</u>

**LIABILITY INSURANCE FUND**

Property Taxes	125,000	
Interest	<u>500</u>	
Total Liability Insurance Fund		125,500

**UNEMPLOYMENT INSURANCE FUND**

Property Taxes	20,000	
Interest	<u>250</u>	
Total Unemployment Insurance Fund		20,250

**WORKER'S COMPENSATION FUND**

Property Taxes	30,000	
Interest	<u>200</u>	
Total Worker's Compensation Fund		30,200

**SOCIAL SECURITY FUND**

Property Taxes	95,000	
Interest	<u>200</u>	
Total Social Security Fund		95,200

**AUDIT FUND**

Property Taxes	17,000	
Interest	<u>20</u>	
Total Audit Fund		17,020

**DEBT SERVICE FUND**

Property Taxes	2,376,500	
Interest	<u>750</u>	
Total Debt Service Fund		2,377,250

**CAPITAL PROJECTS FUND**

Bond Proceeds	1,778,000	
BAB Refund	57,400	
Other Income	10,000	
Interest	2,500	
Transfers	<u>-</u>	
Total Capital Projects Fund		1,847,900

**LAND ACQUISITION FUND**

Bond Proceeds	20,000	
Interest	<u>-</u>	
Total Land Acquisition Fund		<u>20,000</u>

Total revenues all funds		<u>\$ 6,221,420</u>
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STATE OF ILLINOIS )  
 ) SS  
COUNTY OF OGLE )

### **CERTIFICATE OF ORDINANCE AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Commissioners of the Byron Forest Preserve District, Ogle County, Illinois (the "Board"), and such Secretary I am the keeper of the records and files of the Board.

I do further certify that the attached and foregoing is a true, full and complete transcript of that portion of the minutes of the meeting of the Board held on the 20th day of November, 2017, insofar as same relates to the adoption of Ordinance No. 17-5 entitled:

THE COMBINED BUDGET AND APPROPRIATION ORDINANCE  
OF THE BYRON FOREST PRESERVE DISTRICT, OGLE  
COUNTY, ILLINOIS FOR THE YEAR BEGINNING OF THE 1ST  
DAY OF JANUARY, 2018 AND ENDING ON THE 31ST DAY OF  
DECEMBER, 2018.

A true, correct and complete copy of which said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Downstate Forest Preserve District Act, approved June 27, 1913, as amended, and that the Board has complied with all the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in adoption of said ordinance.

IN WITNESS WHEREOF, I have hereunto set my official signature and corporate seal of the Byron Forest Preserve District, Ogle County, Illinois, at Byron, Illinois, this 20th day of November, 2017.

[SEAL]

  
Secretary, Board of Commissioners  
Byron Forest Preserve District,  
Ogle County, Illinois

STATE OF ILLINOIS )  
                                  ) SS  
COUNTY OF OGLE    )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of the County of Ogle, Illinois, and as such official do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 2017, there was filed in my office a duly certified copy of Ordinance No. 17-5 entitled:

THE COMBINED BUDGET AND APPROPRIATION ORDINANCE  
OF THE BYRON FOREST PRESERVE DISTRICT, OGLE  
COUNTY, ILLINOIS FOR THE YEAR BEGINNING ON THE 1ST  
DAY OF JANUARY, 2018 AND ENDING ON THE 31ST DAY OF  
DECEMBER, 2018.

duly passed by the Board of Commissioners of the Byron Forest Preserve District, Ogle County, Illinois, on the 20th day of November, 2017, and that the same had been deposited in the officials files and records of my office.

GIVEN under my hand and the seal of said Ogle County, Illinois this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
County Clerk of The  
County of Ogle, Illinois

[SEAL]



## CERTIFIED ESTIMATE OF REVENUES BY SOURCE

The undersigned, Chief Fiscal Officer of the Byron Forest Preserve District, Ogle County, Illinois, does hereby certify that the estimate of revenues by source, and anticipated to be received by said taxing district, are set forth in the Annual Budget And Appropriation Ordinance as "Estimated Revenues", and is a true statement of said estimates.

This certification is made and filed pursuant to the requirements of Public Act 83-881 (35 ILCS 205/162) and on behalf of the Byron Forest Preserve District, Ogle County, Illinois.

Date this \_\_20th\_\_ day of November, 2017

A handwritten signature in black ink, appearing to be "J. L. [unclear]", is written over a horizontal line. The signature is stylized and cursive.