

**ORDINANCE NO. 2010-01**

**AN ORDINANCE PROVIDING FOR A BUDGET AND APPROPRIATION FOR THE FISCAL YEAR BEGINNING MAY 1, 2010, AND ENDING APRIL 30, 2011, FOR THE PLEASANT DALE PARK DISTRICT, COOK COUNTY, ILLINOIS**

WHEREAS, this proposed ordinance was available in tentative form for public inspection more than 30 days prior to passage hereof; and

WHEREAS, notice was published at least 10 days prior to the public hearing on this proposed ordinance, and a public hearing was held thereon; and

WHEREAS, the budget and appropriation as filed after public hearing was approved and adopted by the Board of Park Commissioners;

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Pleasant Dale Park District, Cook County, Illinois, as follows:

**Section 1**

That the cash estimates of the anticipated receipts and expenditures of the budget for the fiscal year beginning May 1, 2010, and ending April 30, 2011, are:

**CASH AND ESTIMATE OF RECEIPTS AND EXPENDITURES  
FOR ALL FUNDS BUDGETED AND APPROPRIATED**

CASH ON HAND 5/1/10 \* 1,425,402

ESTIMATED CASH TO BE  
RECEIVED 5/1/10 TO 4/30/11

PROPERTY TAXES (CORPORATE)	1,225,000
PROPERTY TAXES (SPECIAL RECREATION)	305,000
REPLACEMENT TAXES	65,000
RECREATION FEES & PROGRAMS	474,870
RISK MANAGEMENT REIMBURSEMENT	27,440
CHALET FEES	436,735
GOLF COURSE FEES	1,386,890
MISCELLANEOUS, INTEREST	40,310

TOTAL CASH 5,386,647

ESTIMATED EXPENDITURES  
5/1/10 TO 4/30/11

GENERAL CORPORATE BUDGET	1,523,546
LAND CASH DONATION BUDGET	2,000
SPECIAL RECREATION BUDGET	276,450
CAPITAL IMPROVEMENT BUDGET	13,200
CHALET BUDGET	771,545
GOLF COURSE BUDGET	1,222,850

ESTIMATE OF CASH ON  
HAND 4/30/2011 1,577,056

\* CASH ON HAND CONSISTS OF THE FOLLOWING BALANCES:

GENERAL FUND	(750,203)
SPECIAL RECREATION FUND	1,152,986
LAND/CASH DONATIONS FUND	254,687
CAPITAL PROJECTS FUND	767,932

## Section 2

That the following sums, or as much thereof as may be authorized by law, are deemed necessary to defray all necessary expenses and liabilities of such District, and that the sums being enumerated under the column headed "Budget" are hereby budgeted for the fiscal year 2010, and the sums enumerated under the column headed "Appropriation" be and the same are hereby appropriated for the fiscal year beginning May 1, 2010, and ending April 30, 2011:

**BUDGET****APPROPRIATION****GENERAL CORPORATE FUND****SALARIES & WAGES**

513000	Program Staff	150,900	181,080
514000	Director	63,650	76,380
514010	Office Manager	8,770	10,524
514025	Risk Manager	37,200	44,640
514030	Staff	115,000	138,000
514230	Social Security Expense	47,541	57,049
516010	Park Supervisor	49,610	59,532
516020	Field Supervisor	32,920	39,504
516040	Seasonal Maintenance	22,100	26,520
516050	Park Maintenance	29,280	35,136
517010	Recreation Supervisor	34,000	40,800
517013	Recreation Supervisor	26,800	32,160
517050	Superintendent of Recreation	50,000	60,000
517020	Intern	1,200	1,440
552045	IMRF	45,450	54,540

	<b>Total Salaries &amp; Wages</b>	<b>714,421</b>	<b>857,305</b>
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**OFFICE EXPENSE**

544095	Computer Supplies	2,100	2,520
544096	Computer Software	2,500	3,000
545000	Postage	250	300
545001	Brochure Postage	13,800	16,560
545010	Equipment	1,000	1,200
545020	Equipment Repair	200	240
545030	Supplies	15,900	19,080
545040	Equipment Lease	13,600	16,320

	<b>Total Office Expense</b>	<b>49,350</b>	<b>59,220</b>
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**PROGRAM EXPENSES**

	Programs	151,110	181,332
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	<b>Total Program Expenses</b>	<b>151,110</b>	<b>181,332</b>
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		BUDGET	APPROPRIATION
	<b>MAINTENANCE SUPPLIES</b>		
806200	Tree Care	8,000	9,600
806230	Janitorial	9,000	10,800
806240	Miscellaneous Grounds	3,200	3,840
806241	Flowers/Dirt/Sand/Mulch	2,700	3,240
806242	Ball Mix/Field Paint, Etc.	2,900	3,480
806243	Fertilizer/Herbicide	7,000	8,400
806244	Gravel/Concrete/Sale	4,000	4,800
806250	Tools	600	720
806260	Construction Materials	500	600
806270	Vehicle/Equipment/Supplies/Repair	1,500	1,800
806271	Playground Equipment	300	360
806272	Gasoline/Fuel	9,000	10,800
806273	Safety Equipment/First Aid	800	960
806275	CPR Supplies	200	240
806276	Bottled Water	200	240
		<hr/>	<hr/>
	<b>Total Maintenance Supplies</b>	49,900	59,880

	<b>REPAIRS</b>		
816160	Miscellaneous Building	5,000	6,000
816165	Equipment	4,500	5,400
816170	Vehicle	3,500	4,200
816175	Residences	1,500	1,800
816180	Park	2,500	3,000
816181	Vial House	250	300
		<hr/>	<hr/>
	<b>Total Repairs</b>	17,250	20,700

	<b>CONTRACTUAL SERVICES</b>		
864035	Accounting Services/Audit	31,500	37,800
864040	Health Insurance (IPEHN)	43,560	52,272
864045	Bank Charges	5,650	6,780
864050	Board Expenses	6,500	7,800
864055	Legal/Professional Fees	90,000	108,000
864060	Consultants	15,000	18,000
864065	Legal Notices/Advertising	4,500	5,400
864070	Unemployment Insurance	5,000	6,000

**BUDGET****APPROPRIATION****CONTRACTUAL SERVICES (Continued)**

866060	Pest Control	5,700	6,840
866070	Portable Restrooms	6,000	7,200
866076	Internet/Home Page Contracts	5,150	6,180
866080	Service Contracts	17,300	20,760
866081	DuPage Water	300	360
866085	Fire/Burglar Alarm Service	6,500	7,800
866086	Grass Mowing Service	21,000	25,200
866088	Cleaning	750	900
866090	Refuse Disposal	5,500	6,600
866092	Aerator Maintenance	1,000	1,200
866093	Pond Treatment	5,000	6,000
894190	PDRMA Liability Premiums	37,640	45,168
	<b>Total Contractual Services</b>	<b>313,550</b>	<b>376,260</b>

**UTILITIES**

916110	Electric	5,550	6,660
916113	- Carriage Way	4,700	5,640
916114	- Maintenance Barn	6,100	7,320
916116	- Soehrman	500	600
916120	Gas Heat	11,500	13,800
916121	- Vial House	780	936
916122	- Museum	780	936
916130	Water	2,900	3,480
916131	- Vial House	190	228
916132	- Soehrman	16,300	19,560
916140	Telephone	15,900	19,080
916143	- Vial House	350	420
917500	Hess Sewer	200	240
	<b>Total Utilities</b>	<b>65,750</b>	<b>78,900</b>

	BUDGET	APPROPRIATION	
<b>MISCELLANEOUS EXPENSE</b>			
983650	Coffee Supplies	15	18
983920	Printing	15,000	18,000
984070	Communications - Cell Phones	2,700	3,240
984074	Late/Finance Charges	0	0
984075	Credit Card Fees	7,300	8,760
984077	Employee Welfare	750	900
984078	Employee Recognition	1,000	1,200
984080	Dues/Subscriptions	2,500	3,000
984085	Conferences/Training	5,000	6,000
984087	Meetings/Lunches	1,800	2,160
984090	Mileage Reimbursement	2,500	3,000
984100	Employee Physicals	500	600
984110	Employee Background Checks	3,900	4,680
986150	Equipment Rental	150	180
987040	Uniforms	2,500	3,000
987045	Contingency	100	120
987046	Promotions	12,000	14,400
987992	Playground Repair	4,500	5,400
	Debt Service	100,000	120,000
		<u>100,000</u>	<u>120,000</u>
	<b>Total Miscellaneous Expense</b>	162,215	194,658

**TOTAL GENERAL CORPORATE FUND** 1,523,546 1,646,923

**LAND CASH DONATION FUND**

991500	Walker Park Upgrades/Savoy Sign	<u>2,000</u>	<u>2,400</u>
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**TOTAL LAND CASH DONATION FUND** 2,000 2,400

**SPECIAL RECREATION FUND**

**SALARIES & WAGES**

513000	Aid - "1 on 1"	<u>5,000</u>	<u>6,000</u>
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**Total Salary & Wages**                      5,000                      6,000

		BUDGET	APPROPRIATION
	<b>REPAIRS</b>		
816170	Vehicle	150	180
	<b>Total Repairs</b>	150	180

	<b>MISCELLANEOUS EXPENSE</b>		
987990	Gateway Assessment	185,300	222,360
987992	Inclusion Playground Repair	3,000	3,600
	<b>Total Miscellaneous Expense</b>	188,300	225,960

	<b>CAPITAL IMPROVEMENTS</b>		
	Accessible Dock	20,000	24,000
	Accessible Electric Door	8,000	9,600
991005	Accessible Improvements	40,000	48,000
992018	ADA Playground Cover	15,000	18,000
	<b>Total Capital Improvements</b>	83,000	99,600

<b>TOTAL SPECIAL RECREATION FUND</b>	276,450	331,740
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**CAPITAL IMPROVEMENT FUND**

	<b>CAPITAL IMPROVEMENTS</b>		
991000	Computer Hardware	7,500	9,000
991011	Equipment & General Improvements	5,700	6,840
	<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	13,200	15,840

	BUDGET	APPROPRIATION	
<b>CHALET FUND</b>			
<b>SALARIES, WAGES &amp; BENEFITS</b>			
513000	Program Staff	41,300	49,560
513420	Personal Trainer	800	960
513460	Assistant Facility Manager	30,750	36,900
514030	Support - Front Desk	105,915	127,098
514110	Facility Manager	42,000	50,400
514180	Bar Staff	17,250	20,700
514230	Social Security Expense	21,980	26,376
517800	Custodian	31,810	38,172
517950	Cleaning Staff	17,500	21,000
552045	IMRF Expense	11,660	13,992
	<b>Total Salaries, Wages &amp; Benefits</b>	<b>320,965</b>	<b>385,158</b>
<b>OFFICE EXPENSE</b>			
544096	Computer Software/Supplies	2,500	3,000
545020	Equipment	700	840
545030	Supplies	750	900
545040	Equipment Lease	3,500	4,200
	<b>Total Office Expense</b>	<b>7,450</b>	<b>8,940</b>
<b>PROGRAM EXPENSES</b>			
	Programs	31,780	38,136
	<b>Total Program Expenses</b>	<b>31,780</b>	<b>38,136</b>
<b>SUPPLIES</b>			
806160	Pool Supplies	6,000	7,200
806165	Club Supplies	4,000	4,800
806230	Janitorial Supplies	7,500	9,000
806241	Flowers/Dirt/Sand	500	600
	<b>Total Supplies</b>	<b>18,000</b>	<b>21,600</b>

		BUDGET	APPROPRIATION
	<b>REPAIRS</b>		
816135	Sauna/Spa/Steam Room	15,000	18,000
816145	Heating/Air Conditioning	25,000	30,000
816150	Building Exterior	1,000	1,200
816155	Pool	4,500	5,400
816160	Miscellaneous Building	10,500	12,600
816165	Equipment	9,500	11,400
		<hr/>	<hr/>
	<b>Total Repairs</b>	65,500	78,600

	<b>CONCESSION EXPENSE</b>		
853048	Soda	3,600	4,320
853049	Beer	10,900	13,080
853050	Liquor	6,850	8,220
853051	Food	4,600	5,520
853054	Materials/Supplies	2,100	2,520
853055	Cleaning/Beer Lines	500	600
853056	Repairs/Improvements	1,000	1,200
853059	Sales Tax	5,510	6,612
853060	Party/Outing Supplies	150	180
853065	Equipment Purchases	250	300
853070	Licenses	3,500	4,200
		<hr/>	<hr/>
	<b>Total Concession Expense</b>	38,960	46,752

	<b>CONTRACTUAL SERVICES</b>		
864035	Accounting Service/Audit	7,800	9,360
864040	Health Insurance (IPEHN)	24,840	29,808
864045	Bank Charges	2,490	2,988
864055	Legal/Professional Fees	6,000	7,200
864065	Legal Notices/Advertising	1,000	1,200
864075	Service Contracts	0	0
864076	Direct Fitness Contract	0	0
866060	Pest Control	650	780
866076	Internet/Home Page Contracts	3,500	4,200

		BUDGET	APPROPRIATION
<b>CONTRACTUAL SERVICES (Continued)</b>			
866080	Miscellaneous Service Contracts	4,800	5,760
866085	Fire/Burglar Alarm Service	3,500	4,200
866086	Grass Mowing	1,100	1,320
866088	Carpet Cleaning	1,500	1,800
866090	Refuse Disposal	3,700	4,440
894190	PDRMA Premiums	5,280	6,336
	<b>Total Contractual Services</b>	66,160	79,392
<b>UTILITIES</b>			
916110	Electric	77,000	92,400
916120	Gas Heat	30,000	36,000
916130	Water	8,200	9,840
916140	Telephone	6,000	7,200
916200	Cable	2,100	2,520
917500	Sewer	1,800	2,160
	<b>Total Utilities</b>	125,100	150,120
<b>MISCELLANEOUS EXPENSE</b>			
983600	Towels/Toiletries	2,500	3,000
983620	Laundry Supplies	1,300	1,560
983650	Member Coffee Supplies	3,800	4,560
983920	Printing	9,000	10,800
984070	Communications/Cell Phone	500	600
984075	Credit Card Fees	4,830	5,796
984078	Employee Recognition	200	240
984080	Dues/Subscriptions	0	0
984085	Conferences/Meetings/Travel	500	600
984090	Mileage Reimbursement	1,000	1,200
986100	Licenses	1,000	1,200
987040	Uniforms	1,000	1,200
987046	Promotions	5,000	6,000
	<b>Total Miscellaneous Expense</b>	30,630	36,756

		BUDGET	APPROPRIATION
<b>CAPITAL IMPROVEMENTS</b>			
991011	Equipment & General Improvements	52,000	62,400
991100	Renovations	0	0
992017	Fitness Equipment	15,000	18,000
		<hr/>	<hr/>
	<b>Net Capital Improvements</b>	67,000	80,400
	 <b>TOTAL CHALET FUND</b>	 <span style="border: 1px solid black; padding: 2px;">771,545</span>	 <span style="border: 1px solid black; padding: 2px;">925,854</span>

**GOLF COURSE FUND**

<b>SALARIES &amp; WAGES</b>			
513020	Bonus	0	0
513050	Food & Beverage Manager	32,820	39,384
513060	Kitchen Staff	26,500	31,800
514010	Office Manager	41,590	49,908
514025	Risk Manager	4,130	4,956
514030	Support Staff	8,800	10,560
514050	Course Superintendent	61,140	73,368
514110	Facility Manager	67,030	80,436
514120	Cashiers/Starters/Rangers	63,000	75,600
514130	Cart Staff/Range	25,000	30,000
514180	Bar Staff/Beverage Cart	10,000	12,000
514230	Social Security Expense	34,540	41,448
516010	Park Supervisor	5,510	6,612
516030	Utility Staff	18,930	22,716
516040	Seasonal Maintenance	80,000	96,000
517800	Custodian	7,000	8,400
552045	IMRF Expense	22,410	26,892
		<hr/>	<hr/>
	<b>Total Salaries &amp; Wages</b>	508,400	610,080

		BUDGET	APPROPRIATION
	<b>SUPPLIES</b>		
544095	Computer Supplies	1,500	1,800
544096	Computer Software	0	0
805030	Office Supplies	1,500	1,800
806220	Postage	400	480
806230	Janitorial	2,000	2,400
806260	Construction Materials	250	300
806273	Safety Equipment/First Aid	200	240
		<hr/>	<hr/>
	<b>Total Supplies</b>	5,850	7,020
	<b>REPAIRS</b>		
816140	Cart Repair	8,750	10,500
816160	Miscellaneous Building	6,000	7,200
816165	Equipment Repair	250	300
		<hr/>	<hr/>
	<b>Total Repairs</b>	15,000	18,000
	<b>PRO SHOP EXPENSE</b>		
836210	Golf Balls - New	7,500	9,000
836230	Gloves	4,800	5,760
836240	Clothing	5,010	6,012
836245	Hats	3,800	4,560
836260	Accessories	3,560	4,272
836265	Shoes/Spikes	2,740	3,288
836267	Miscellaneous	3,500	4,200
836270	Sales Tax Paid	4,900	5,880
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	<b>Total Pro Shop Expense</b>	35,810	42,972

		BUDGET	APPROPRIATION
<b>GOLF COURSE MAINTENANCE</b>			
845720	Vandalism	500	600
845730	Grounds Repair	6,500	7,800
845731	Irrigation Repair	10,000	12,000
845735	Fuel	12,000	14,400
845740	Course Supplies/Equipment	8,000	9,600
845750	Seed	2,500	3,000
845760	Sand, Sod, Soil, Fill	11,000	13,200
845780	Landscaping/Trees	13,700	16,440
845790	Flowers/Ground Cover	5,000	6,000
845820	Chemical Treatment	20,000	24,000
845825	Fertilizer Treatment	29,000	34,800
845840	Tees/Greens Supplies	5,000	6,000
845850	Cart Path Repair	2,000	2,400
845860	General Improvements	4,000	4,800
846000	Subscriptions	250	300
846001	Dues	900	1,080
846002	Conferences/Training	3,000	3,600
846170	Maintenance Equipment Repair	16,000	19,200
846171	Equipment Rental	1,500	1,800
846180	Maintenance Uniforms	1,200	1,440
	<b>Total Golf Course Maintenance</b>	<b>152,050</b>	<b>182,460</b>
<b>CONCESSIONS</b>			
853040	Bar Supplies	1,000	1,200
853041	Food Supplies	5,200	6,240
853048	Soda	9,100	10,920
853049	Beer	27,520	33,024
853050	Liquor	15,430	18,516
853051	Food	31,840	38,208
853054	Materials/Supplies	1,700	2,040
853055	Laundry/Cleaning	1,500	1,800
853056	Repairs/Improvements	1,750	2,100
853059	Sales Tax Paid	24,240	29,088
853065	Equipment Purchases	500	600
853070	Licenses/Inspections	950	1,140
853082	Conferences/Training	500	600
	<b>Total Concessions</b>	<b>121,230</b>	<b>145,476</b>

**BUDGET****APPROPRIATION****CONTRACTUAL SERVICES**

864032	Golf Pro Lessons	40,820	48,984
864035	Audit Service	3,150	3,780
864040	Health Insurance (IPEHN)	34,560	41,472
864045	Bank Charges	2,350	2,820
864050	Board Expenses	300	360
864055	Legal/Professional Fees	2,000	2,400
864065	Advertise/Legal Notices	500	600
864070	Worker's Comp/Unemployment Insuranc	10,000	12,000
866060	Pest Control	900	1,080
866070	Portable Restrooms	2,000	2,400
866075	Software Contract	2,500	3,000
866076	Internet SBC	5,070	6,084
866080	Miscellaneous Service Contracts	1,000	1,200
866085	Fire/Burglar Alarm Service	5,800	6,960
866088	Cleaning	1,500	1,800
866090	Refuse Disposal	3,500	4,200
894190	PDRMA Premiums	18,780	22,536

<b>Total Contractual Services</b>	<b>134,730</b>	<b>134,940</b>
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**UTILITIES**

916110	Electric	38,320	45,984
916120	Gas Heat	5,700	6,840
916130	Water	2,600	3,120
916140	Telephone	7,000	8,400
916200	Cable	150	180

<b>Total Utilities</b>	<b>53,770</b>	<b>64,524</b>
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		BUDGET	APPROPRIATION
<b>CLUB HOUSE OPERATIONS</b>			
945010	Scorecards/Pencils	500	600
945020	Equipment Lease	3,380	4,056
945050	Printing & Forms	1,200	1,440
945060	Sponsorship Materials	850	1,020
945120	Special Events/Tournaments	15,000	18,000
945130	Handicap Service	1,800	2,160
945150	Miscellaneous	500	600
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	<b>Total Club House Operations</b>	23,230	27,876
 <b>PRACTICE RANGE</b>			
955310	Range Golf Balls	4,000	4,800
955320	Baskets/Buckets	200	240
955330	Range Clubs	300	360
955340	Tokens	1,200	1,440
955350	Equipment Repairs	750	900
955355	New Mats	1,000	1,200
955360	Range Equipment	400	480
		<hr/>	<hr/>
	<b>Total Practice Range</b>	7,850	9,420
 <b>MISCELLANEOUS EXPENSE</b>			
980101	Parking Lot Repairs	10,000	12,000
983504	Equipment	2,100	2,520
983920	Printing in House	1,000	1,200
984070	Communications	2,000	2,400
984075	Credit Card Fees	15,220	18,264
984077	Employee Welfare	250	300
984078	Employee Recognition	2,000	2,400
984080	Dues/Subscriptions	1,000	1,200
984085	Conferences/Training	3,000	3,600
984088	Donations/Pledges Made	200	240
984090	Mileage Reimbursement	650	780
987040	Uniforms	2,000	2,400
987046	Promotions	500	600
		<hr/>	<hr/>
	<b>Total Miscellaneous Expense</b>	39,920	47,904

	BUDGET	APPROPRIATION
<b>CAPITAL IMPROVEMENTS</b>		
991000	Computer	1,000
991011	Equipment & General Improvements	15,285
991015	Golf Carts	30,000
991070	Tee Construction	10,000
991090	Maintenance Equipment	57,670
991950	Irrigation Systems	9,155
993000	Furnishings	500
996001	Food Equipment	1,400
	<hr/>	<hr/>
	<b>Total Capital Improvements</b>	<b>125,010</b>
		<b>150,012</b>
	<b>TOTAL GOLF COURSE FUND</b>	<b>1,222,850</b>
		<b>1,467,420</b>

#### SUMMARY OF BUDGET AND APPROPRIATION

<b>GENERAL CORPORATE FUND</b>	1,523,546	1,646,923
<b>LAND CASH DONATION FUND</b>	2,000	2,400
<b>SPECIAL RECREATION FUND</b>	276,450	331,740
<b>CAPITAL IMPROVEMENT FUND</b>	13,200	15,840
<b>CHALET FUND</b>	771,545	925,854
<b>GOLF COURSE FUND</b>	1,222,850	1,467,420
	<b>TOTAL BUDGET</b>	<b>3,809,591</b>
		<b>TOTAL APPROPRIATION</b>
		<b>4,390,177</b>

**Section 3**

That all of the unexpended balance of any item or items of any appropriation in the ordinance be expended in making up the insufficiency in any item or items in the same appropriation and for the same purpose or in any like appropriation made in this ordinance. All unexpended appropriations for the fiscal year ending April 30, 2010 are continued for the purpose for which they were appropriated and levied.

**Section 4**

That this ordinance shall be in full force and effect from and after its passage, as provided by law.

PASSED May 12, 2010.

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President

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Secretary