

**TO:** Mayor Prussing  
City Council Members

**FROM:** Phyllis D. Clark  
City Clerk

**DATE:** September 6, 2007

**SUBJECT:** **Ordinance No. 2007-09-105:** An Ordinance Revising the Annual Budget Ordinance [Employee Retirement Costs - City Clerk Secretary]

**Description**

I am requesting that the City Council please adopt an Ordinance Revising the Annual Budget Ordinance for the purpose of paying out retirement costs of the Department Secretary in the City Clerk's Office.

**Background**

Costs breakdown as follows:

Salary of current position till September 30, 2007	\$ 9,526
Payment accrued – vacation/comp.	\$ 3,637
Payment accrued – sick leave	\$ 1,640 (\$984 + \$656)
Payment of new person from September 17 <sup>th</sup>	
To June 30, 2008	\$24,944
Total for Year	\$39,747
Budget	\$35,590
Difference	\$ 4,157

**Fiscal Impact**

The additional cost of these retirement benefits above the budgeted amount is \$4,157.

**Recommendation**

I recommend adoption of the attached Ordinance.

**ORDINANCE NO. 2007-09-105**

**AN ORDINANCE  
REVISING THE ANNUAL BUDGET ORDINANCE  
(Employee Retirement Costs - City Clerk Secretary)**

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2007, and ending June 30, 2008, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND:	General Fund, City Clerk's Office		
INCREASE EXPENSE	Retirement Costs, Secretary	\$	4,157
REDUCE	Fund Balance	\$	4,157

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.  
\_\_\_\_\_.

AYES:

NAYS:

ABSTAINED:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Laurel L. Prussing, Mayor