

**EVERGREEN MEMORIAL CEMETERY**  
**MEETING NOTICE AND AGENDA**

Meeting: Board of Trustees, Evergreen Memorial Cemetery  
Date: 11/05/2018  
Place: Evergreen Memorial Cemetery Office  
302 E. Miller St., Bloomington, IL 61701  
Time: 6:00 P.M.

- I. Call to order: Joe Gibson
- II. Roll Call of Attendance
- III. "Consent Agenda

*(All Items under the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member or Township Supervisor so requests, in which event, the item will be removed from the Consent Agenda and considered separately and prior to comments by the Cemetery Board, Township Supervisor, or staff.)*

- A. Approval of Minutes of the October 8, 2018 Board Meeting as submitted by Cemetery staff. (Recommend that the Minutes of the October 8, 2018 Meeting be approved as presented.)
- B. Approval of anticipated expenditures as presented for the month of November 2018. (Recommend that the Anticipated Expenditures be approved as presented.)
- IV. Approval by the Board on Monthly Cemetery Audit of October 2018. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their October 22, 2018 meeting.)
- V. Approval by Board to transfer \$50,000.00 from Reserve Account (7782) to Business Checking Account (7774). (Recommend the transfer of \$50,000.00 from the Reserve Account (7782) to Business Checking Account (7774) be approved.)
- VI. Discussion and approval of Fiscal Year 2019 – 2020 Levy. (Recommend that the FY 2019 – 2020 Levy be approved and forwarded on to the Township Board for action and approved at their November 26, 2018 meeting.)
- VII. Discussion and approval of dates for Cemetery Board of Trustees meeting for the 2019 calendar. (Recommend that the dates for the Cemetery Board meetings for 2019 calendar year be approved.)
- VIII. 2018 Year to Date Burials: Evergreen Memorial Cemetery - 58  
East Lawn Memorial Gardens Cemetery - 122  
Park Hill Cemetery - 66  
Evergreen Memorial Pet Cemetery –3
- IX. Comment

X. Public Comment

XI. Adjournment

**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND**

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **31st day of October 2018**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **5th day of November 2018**.

\_\_\_\_\_  
Supervisor of the Town of the City of Bloomington, McLean County, Illinois.

\_\_\_\_\_  
Notary Public

This **5th day of November 2018**.

WE, the undersigned BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of EVERGREEN MEMORIAL CEMETERY FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$50.00** in Petty Cash held at Evergreen Memorial Cemetery Office, **\$68,154.80** at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, **\$273,246.49** at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, a balance of **\$123,739.34** at HEARTLAND BANK (7114), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$206,824.85** in STATE FARM BANK (0441), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:

Joseph B Gibson

Cemetery Board Vice President:

Gregory E Fraley

Secretary/Treasurer for Cemetery Board:

Garrett Thalgot

Board of Trustees of the Evergreen Memorial Cemetery, Town of the City of Bloomington, McLean County, Illinois

This **26th day of November 2018**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of CEMETERY FUND, and find the same in all respects true and correct.

WARD 1: Jamie Mathy

WARD 6: Karen Schmidt

WARD 2: David Sage

WARD 7: Scott Black

WARD 3: Mboka Mwilambwe

WARD 8: Diana DeSio Hauman

WARD 4: Amelia Buragas

WARD 9: Kimberly Bray

WARD 5: Joni Painter

Trustee Tari Renner

Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the Town Supervisor.

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

**Town of the City of Bloomington--Cemetery Fund**

Month of: **OCTOBER 2018**

**Funds at Commencement**

Cash: Petty Cash	\$	50	
Cash: Heartland Bank 7774 (Checking)	\$	44,066	
Cash: Heartland Bank 7782 (Reserve)	\$	348,184	
CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 09/30/2018	\$	206,825	
Trust Account: Heartland Bank 7114 (O/C Trust)	\$	129,653	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2018	\$	207,429	
			<b>Funds at Commencement</b>
			\$ 936,208

**Public Funds Received This Month**

Personal Property Replacement Tax	\$	5,605	\$ 5,605
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**Other Funds Received This Month**

Opening/Closing Fees	\$	7,632	
Sale of Lots	\$	4,140	
Sale of Crypts	\$	3,150	
Sale of Niches	\$	2,450	
Sale of Burial Supplies	\$	800	
Sales - Chapel Fee	\$	(100)	
Interest: Reserve/Checking/Back Taxes	\$	81	
Income from Trusts	\$	26	
Other Income	\$	387	
Inspection Fees	\$	225	

Total Funds Received This Month \$ 24,396

Total Funds Available \$ 960,604

\$ 81,159

**Funds Expended This Month**

**TOTAL Funds at Month End** \$ 879,445

**Funds at Month End**

Cash: Petty Cash	\$	50	
Cash: Heartland Bank 7774 (Checking)	\$	68,155	
Cash: Heartland Bank 7782 (Reserve)	\$	273,246	
CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 09/30/2018	\$	206,825	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	123,739	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2018	\$	207,429	

**TOTAL Funds at Month End** \$ 879,445

**Checking Account Activity**

Checkbook Balance at Commencement \$ 44,066

Deposits	Personal Property Replacement Tax	\$ 5,605	
	Opening/Closing Fees	\$ 7,632	
	Sale of Lots	\$ 4,140	
	Sale of Crypts	\$ 3,150	
	Sale of Niches	\$ 2,450	
	Sale of Burial Supplies	\$ 800	
	Interest: Checking	\$ 19	
	Chapel Fee	\$ (100)	
	Other Income	\$ 387	
	Inspection Fee	\$ 225	
	Transfer (to)/from Reserve Acct 7782	\$ 75,000	
	G/B,S,Mc Maint transferred (to)/from Acct 7114	\$ 5,040	
	Prepaid O/C Deposits transferred (to)/from Acct 7114	\$ 900	
	<b>Total Deposits for Month</b>		<u>\$ 105,248</u>

Total Funds Available \$ 149,314

Checks Written

Compensation & Benefits	\$ 48,059	
Administrative Expenses	\$ 19,042	
Cemetery Improvements, Maintenance & Repair	\$ 13,132	
Cemetery Operations	\$ 926	
<b>Total Checks Written</b>		<u>\$ 81,159</u>

Total Checks Written \$ 81,159

**Checkbook Balance at Month End** \$ 68,155

**Bank Reconciliation at Month End**

Balance per Bank Statement	\$ 82,975	
Plus Outstanding Deposits	\$ 96	
Less Outstanding Checks	\$ (14,916)	

**Checkbook Balance per Reconciliation** \$ 68,155

**Town of the City of Bloomington--Cemetery Fund**

Statement of Receipts and Disbursements

**Oct-18**

Revenue			
41000	Personal Property Replacement Tax	\$	5,605
42000	Opening/Closing Fee	\$	7,632
42500	Sale of Lots	\$	4,140
43000	Sale of Crypts	\$	3,150
43100	Sale of Niches	\$	2,450
44700	Sale of Burial Supplies	\$	800
44800	Chapel Fee	\$	(100)
43500	Interest: Checking	\$	19
43500	Interest: Reserve	\$	62
49000	Income from Trusts	\$	26
49020	Other Income & Special Events	\$	387
49021	Inspection Fees	\$	225
	<b>Total Revenue</b>		<b>\$ 24,396</b>
	<b>Total Income</b>		<b>\$ 24,396</b>
Expense			
Compensation & Benefits			
50101	Wages: Administrative Staff	\$	10,605
50102	Wages: Cemetery Staff	\$	24,540
50103	Trustee Compensation	\$	583
50201	Payroll Taxes	\$	2,540
50202	IMRF	\$	4,432
50204	Employee Health Insurance	\$	5,322
50205	Direct Deposit Transmittal Fees	\$	37
50206	TASC Annual Fees	\$	(0)
	<b>Total Compensation &amp; Benefits</b>		<b>\$ 48,059</b>
Administrative Expenses			
51500	Contractual Services	\$	316
52000	Office Supplies	\$	408
52500	Utilities	\$	2,126
54000	Advertising	\$	1,732
55200	Financial Administration	\$	12,200
55400	Special Event Expenses	\$	1,969
55450	Other Admin Expenses	\$	290
	<b>Total Administrative Expenses</b>		<b>\$ 19,042</b>
Cemetery Improvements, Maintenance & Repair			
57800	Operating Equipment	\$	1,438
58000	Mausoleum (including debt service)	\$	5,194
58400	Scattering Grounds/Ossuary	\$	6,500
	<b>Total Cemetery Improvements, Maintenance &amp; Repair</b>		<b>\$ 13,132</b>
Cemetery Operations			
55500	Fuel, Oil and Equipment	\$	464
56600	Cemetery Supplies & Maintenance	\$	5
57602	Grounds Maintenance/Repair	\$	29
57700	Equipment Building	\$	177
58100	Grave Markers	\$	250
	<b>Total Cemetery Operations</b>		<b>\$ 926</b>
	<b>Total Expense</b>		<b>\$ 81,159</b>
Net Income			<b>\$ (56,763)</b>

**Town of the City of Bloomington--Cemetery Fund**

Year to Date Budget Comparison

Income	<u>Oct-18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Revenue</b>				
40100 Real Estate Tax Levy	\$ 492,277	\$ 506,600	\$ (14,323)	97.2%
41000 Personal Property Replacement Tax	\$ 28,505	\$ 40,000	\$ (11,495)	71.3%
42000 Opening/Closing Fee	\$ 35,152	\$ 60,000	\$ (24,848)	58.6%
42100 Marker Commission	\$ 6,933	\$ 8,000	\$ (1,067)	86.7%
42500 Sale of Lots	\$ 33,914	\$ 75,000	\$ (41,086)	45.2%
43000 Sale of Crypts	\$ 3,900	\$ 16,000	\$ (12,100)	24.4%
43100 Sale of Niches	\$ 5,300	\$ 15,000	\$ (9,700)	35.3%
44700 Sale of Burial Supplies	\$ 2,250	\$ 1,000	\$ 1,250	225.0%
44800 Chapel Fee	\$ (100)	\$ 500	\$ (600)	-20.0%
44850 Sale of Pet Cemetery Spaces	\$ 375	\$ 1,000	\$ (625)	37.5%
42400 Sales - Other	\$ 11	\$ 2,400	\$ (2,389)	0.5%
43500 Interest	\$ 2,016	\$ 6,000	\$ (3,984)	33.6%
49000 Income from Trusts	\$ 182	\$ 2,500	\$ (2,318)	7.3%
49020 Other Income & Special Events	\$ 55,340	\$ 2,500	\$ 52,840	2213.6%
49021 Inspection Fees	\$ 1,500	\$ 5,000	\$ (3,500)	30.0%
Total Revenue	<u>\$ 667,555</u>	<u>\$ 741,500</u>	<u>\$ (73,945)</u>	<u>90.0%</u>
Total Income	\$ 667,555	\$ 741,500	\$ (73,945)	90.0%
<b>Expense</b>				
<b>Compensation &amp; Benefits</b>				
50101 Wages: Administrative Staff	\$ 61,062	\$ 100,370	\$ (39,308)	60.8%
50102 Wages: Cemetery Staff	\$ 137,791	\$ 210,000	\$ (72,209)	65.6%
50103 Trustee Compensation	\$ 2,167	\$ 3,000	\$ (833)	72.2%
50201 Payroll Taxes	\$ 14,056	\$ 23,945	\$ (9,889)	58.7%
50202 IMRF	\$ 25,075	\$ 39,215	\$ (14,140)	63.9%
50203 IDES - Unemployment Insurance	\$ 4,161	\$ 20,000	\$ (15,839)	20.8%
50204 Employee Health Insurance	\$ 36,051	\$ 60,000	\$ (23,949)	60.1%
50205 Direct Deposit Transmittal Fees	\$ 238	\$ 400	\$ (162)	59.5%
50206 TASC Annual Fees	\$ (0)	\$ 400	\$ (400)	0.0%
Total Compensation & Benefits	<u>\$ 280,600</u>	<u>\$ 457,330</u>	<u>\$ (176,730)</u>	<u>61.4%</u>
<b>Administrative Expenses</b>				
51100 Casualty Insurance	\$ 19,725	\$ 22,000	\$ (2,275)	89.7%
51500 Contractual Services	\$ 11,191	\$ 10,000	\$ 1,191	111.9%
52000 Office Supplies	\$ 1,947	\$ 4,000	\$ (2,053)	48.7%
52500 Utilities	\$ 9,315	\$ 18,500	\$ (9,185)	50.4%
54000 Advertising	\$ 2,186	\$ 5,000	\$ (2,814)	43.7%
54500 Dues/Seminars	\$ -	\$ 600	\$ (600)	0.0%
55500 Legal Expense	\$ -	\$ 3,000	\$ (3,000)	0.0%
55100 Audit Expense	\$ -	\$ 9,000	\$ (9,000)	0.0%
55200 Financial Administration	\$ 12,200	\$ 18,000	\$ (5,800)	67.8%
55400 Special Event Expenses	\$ 10,041	\$ 10,000	\$ 41	100.4%
55450 Other Admin Expenses	\$ 4,010	\$ 4,500	\$ (490)	89.1%
57900 Office Equipment	\$ 2,951	\$ 1,000	\$ 1,951	295.1%
Total Administrative Expenses	<u>\$ 73,566</u>	<u>\$ 105,600</u>	<u>\$ (32,034)</u>	<u>69.7%</u>
<b>Cemetery Improvements, Maintenance &amp; Repairs</b>				
57601 Flags & Flag Poles	\$ 5,889	\$ 8,500	\$ (2,611)	69.3%
57800 Operating Equipment	\$ 56,870	\$ 30,000	\$ 26,870	189.6%
58000 Mausoleum (including debt service)	\$ 85,990	\$ 110,792	\$ (24,802)	77.6%
58150 Real Estate for Parking Lot	\$ -	\$ 40,000	\$ (40,000)	0.0%
58250 Real Estate--repurchase lots	\$ -	\$ 42,000	\$ (42,000)	0.0%
58300 Veterans Memorial	\$ -	\$ 10,000	\$ (10,000)	0.0%
58400 Scattering Grounds/Ossuary	\$ 6,717	\$ 4,000	\$ 2,717	167.9%
Total Cemetery Improvements, Maintenance & Repairs	<u>\$ 155,467</u>	<u>\$ 245,292</u>	<u>\$ (89,825)</u>	<u>63.4%</u>

**Town of the City of Bloomington--Cemetery Fund**

Year to Date Budget Comparison (cont.)

	<u>Oct-18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equipment	\$ 5,480	\$ 10,000	\$ (4,520)	54.8%
56000 Tree Removal/Monument Repair	\$ 27,500	\$ 12,000	\$ 15,500	229.2%
56500 Equipment Repairs	\$ 2,294	\$ 4,000	\$ (1,706)	57.3%
56600 Cemetery Supplies & Maintenance	\$ 3,259	\$ 2,500	\$ 759	130.4%
56700 Rental Equipment & Short-term Leases	\$ 137	\$ 1,000	\$ (863)	13.7%
56800 IGA for Leaves/Branches	\$ -	\$ 6,000	\$ (6,000)	0.0%
56900 Abandoned Lot Reclamation	\$ 756	\$ 5,000	\$ (4,244)	15.1%
57000 Office Building	\$ -	\$ 500	\$ (500)	0.0%
57602 Grounds Maintenance/Repairs	\$ 7,830	\$ 16,000	\$ (8,170)	48.9%
57603 Road, Fence, Lot, Drains	\$ 2,232	\$ 19,000	\$ (16,768)	11.7%
57700 Equipment Building	\$ 177	\$ 1,000	\$ (823)	17.7%
58100 Grave Markers	\$ 8,101	\$ 9,000	\$ (899)	90.0%
59900 Other Cemetery Expenses	\$ 3,000	\$ 5,000	\$ (2,000)	60.0%
Total Cemetery Operations	\$ 60,766	\$ 91,000	\$ (30,234)	66.8%
Total Expense	\$ 570,397	\$ 899,222	\$ (328,825)	63.4%
Net Income	\$ 97,158	\$ (157,722)	\$ 254,880	

**Town of the City of Bloomington--Cemetery Fund**

<u>Date</u>	<u>Number</u>	<u>Checking Account Activity Name</u>	<u>Amount</u>
10500 Heartland (7774)			
10/01/2018	Deposit	HBT - Heartland Bank & Trust	2,889.62
10/02/2018	Deposit	HBT - Heartland Bank & Trust	28.80
10/02/2018	41382	Ameren Illinois	-363.48
10/02/2018	41383	AT&T Mobility	-189.47
10/02/2018	41384	COMCAST Business	-319.24
10/03/2018	Deposit	HBT - Heartland Bank & Trust	120.88
10/04/2018	Deposit	HBT - Heartland Bank & Trust	320.92
10/05/2018	Deposit	HBT - Heartland Bank & Trust	2,340.00
10/07/2018	Deposit	HBT - Heartland Bank & Trust	104.05
10/09/2018	1009185501	Transfer	75,000.00
10/09/2018	Deposit	HBT - Heartland Bank & Trust	2,756.70
10/09/2018	41385	Heartland Bank & Trust - mausoleum	-5,066.00
10/09/2018	41386	BL Pest Control	-35.00
10/09/2018	41387	Evergreen FS Inc	-464.10
10/09/2018	41388	Illini Fire Equipment	-97.25
10/09/2018	41389	PC Guy	-80.00
10/09/2018	41390	Pontiac Granite Co Inc	-6,750.00
10/09/2018	41391	VISA BNCU...1484	-4,414.12
10/09/2018	41392	Nichols, Gabrielle, Petty Cash Custodian	-37.82
10/09/2018	41393	Adelman, Deborah	-100.00
10/09/2018	41394	Wreaths Across America	-15.00
10/09/2018	41395	McLean County Museum of History	-1,531.00
10/12/2018	Deposit	HBT - Heartland Bank & Trust	5,704.67
10/15/2018	Deposit	HBT - Heartland Bank & Trust	1,254.35
10/15/2018	20181015	Payroll Direct Deposit	-14,995.72
10/15/2018	34988206	EFTPS - IRS	-4,821.14
10/15/2018	41396	TX Child Support SDU	-85.00
10/15/2018	41397	IL State Disbursement Unit	-144.30
10/15/2018	20181015	Adelman, Deborah	400.00
10/15/2018	20181015	Harden, Warren & Janet	300.00
10/15/2018	20181015	Tsang, Joseph C & Erdine R Hansford	300.00
10/15/2018	20181015	Walls, Ernestiine	700.00
10/15/2018	20181015	Hunt, Lindel, Virginia & David	-800.00
10/15/2018	1015184789	Gridley/Bell,Scott,McCormick Trust	2,640.00
10/16/2018	Deposit	HBT - Heartland Bank & Trust	14.32
10/16/2018	41398	City of Bloomington TWP - Financials	-12,200.00
10/16/2018	41399	City of Bloomington Water Dept	-409.03
10/17/2018	Deposit	HBT - Heartland Bank & Trust	96.35
10/19/2018	Deposit	HBT - Heartland Bank & Trust	3,090.00
10/23/2018	41400	NICOR Gas	-106.28
10/24/2018	Deposit	HBT - Heartland Bank & Trust	19.45
10/26/2018	Deposit	HBT - Heartland Bank & Trust	1,750.00
10/26/2018	Deposit	HBT - Heartland Bank & Trust	923.87
10/30/2018	41401	City of Bloomington TWP - Reimburse	-13,862.09
10/30/2018	41402	Ameren Illinois	-329.13
10/30/2018	41403	COMCAST Business	-219.74
10/30/2018	41404	AT&T Mobility	-189.87
10/31/2018	Deposit	HBT - Heartland Bank & Trust	2,595.00
10/31/2018	Deposit	HBT - Heartland Bank & Trust	96.35
10/31/2018	20181031	Payroll Direct Deposit	-9,710.61
10/31/2018	50596031	EFTPS - IRS	-2,726.70
10/31/2018	02075557444	IL Dept of Revenue	-1,484.48
10/31/2018	41405	TX Child Support SDU	-85.00
10/31/2018	41406	IL State Disbursement Unit	-144.30
10/31/2018	Credit	Interest	19.31
		Total	<u><u>21,688.77</u></u>

**CERTIFICATE FOR PAYMENT OF ACCOUNTS**

CEMETERY FUND ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND ACCOUNTS**

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Cemetery Board of Trustees. These amounts include billings that have been received from **October 9, 2018 through November 5, 2018.**

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Cemetery Board of Trustees.

Subscribed and sworn to before me this **5th day of November 2018.**

\_\_\_\_\_  
Supervisor of the Town of the City of Bloomington, McLean County, Illinois.

\_\_\_\_\_  
Notary Public

This **5th day of November 2018.**

WE, the undersigned CEMETERY BOARD OF TRUSTEES, do hereby authorize payment of the bills attached hereto as Exhibit "A". We have examined the foregoing proposed claims and find the same in all respects true and correct and that there is a verified statement from the Supervisor indicating that these amounts should be paid and that the CEMETERY BOARD OF TRUSTEES of the Town of the City of Bloomington, at a regularly constituted meeting of the CEMETERY BOARD OF TRUSTEES and by Motion agreed to by majority of the members of the CEMETERY BOARD, said amounts shall be paid in accordance with 60 ILCS 1/80-50.

Cemetery Board President:  
Joseph B Gibson

Cemetery Board Vice President:  
Gregory E Fraley

Secretary/Treasurer for Cemetery Board:  
Garrett Thalgott

Board of Trustees of the Evergreen Memorial Cemetery,  
Town of the City of Bloomington, McLean County,  
Illinois

I, the CEMETERY MANAGER of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, McLean County, Illinois, do hereby certify that the above actions taken by the CEMETERY BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, have passed this Motion at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the Supervisor for payment within twenty (20) days after presentation of this Certificate to the Town Supervisor.

\_\_\_\_\_  
Cemetery Manager

**Evergreen Memorial Cemetery: Exhibit "A"**

REQUEST FOR PAYMENT: **November 5, 2018** Meeting

ACCT	COMPENSATION & BENEFITS	DESCRIPTION	Date Due	Amount
50101	Wages: Administrative BONUS (Net, Paper Check, Hand Deliver)	G Nichols	11/30/18	\$100.00
50101	Wages: Administrative SAFETY BONUS (Net, Paper Check, Hand Deliver)	G Nichols	11/30/18	\$50.00
50101	Wages: Administrative BONUS (Net, Paper Check, Hand Deliver)	T Crow	11/30/18	\$100.00
50101	Wages: Administrative SAFETY BONUS (Net, Paper Check, Hand Deliver)	T Crow	11/30/18	\$50.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	A Anderson	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	A Anderson	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	C Anderson	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	C Anderson	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	B Crow	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	B Crow	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	K Durlfing	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	K Durlfing	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	T Hansen	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	T Hansen	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	W Novy	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	W Novy	11/30/18	\$75.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	D Tucker	11/30/18	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	D Tucker	11/30/18	\$75.00
<b>SubTotal: Compensation &amp; Benefits</b>				<b>\$1,525.00</b>

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
51500	ADT Security/VISA	Monthly service: 4026527689 & 402627683	11/30/18	\$150.00
52000	Amazon/VISA	Stapler	11/30/18	\$40.57
52500	Ameren Illinois	Utility (estimated)	11/30/18	\$500.00
52500	AT&T Mobility/VISA	Utility (estimated)	11/30/18	\$200.00
51500	BL Pest Control	Contractual Service: Pest Control	11/30/18	\$35.00
52500	City of Bloomington (water)	Utility (estimated)	11/30/18	\$500.00
58100	Cold Spring Memorial Group	Grave Markers: Valentine, Scott & Scott, Meredith x3	11/30/18	\$223.20
52500	COMCAST	Utility (estimated)	11/30/18	\$350.00
58000	Dave Capodice Excavating	Mausoleum	11/30/18	\$2,824.82
52000	Deluxe Printing/Heartland Bank debit	deposit slips (estimated)	11/30/18	\$75.00
56500	Don Owen Tire Service/VISA	Equipment Repairs/Tires for truck	11/30/18	\$756.00
55500	Evergreen FS Inc	Fuel (estimated)	11/30/18	\$1,086.81
58000	Heartland Bank & Trust (mausoleum note)	Mausoleum Note: principal & interest	11/30/18	\$5,066.00
51500	Henson Disposal & Recycling	Dumpster Service	11/30/18	\$283.95
55400	Illinois Portable Toilets/VISA	Cemetery Walk	11/30/18	\$385.00
55450	Jewel/VISA	Employee Lunch/Cemetery Walk	11/30/18	\$27.27
55400	Jimmy John's/VISA	Special Event: Cemetery Walk	11/30/18	\$107.25
56600	Lowe's/VISA	PVC Pipe, Quickrete Concrete Mix, Caulk	11/30/18	\$34.24
56600	Lowe's/VISA	garbage bags for shop	11/30/18	\$13.14
52000	Lowe's/VISA	Batteries	11/30/18	\$14.99
56500	Martin Sullivan	Equipment Repairs	11/30/18	\$26.40
56900	Mescher Law Offices PC	Section H Lot Reclamation	11/30/18	\$608.00
55000	Mescher Law Offices PC	Legal Expenses	11/30/18	\$342.00
56600	Midwest Equipment/VISA	weed-eater string. Fuel filter	11/30/18	\$64.49
56500	Midwest Equipment/VISA	Equipment Repair: blower	11/30/18	\$118.79
56500	Morris Avenue Garage/VISA	Truck/Trailer Inspections	11/30/18	\$75.00
55450	Newspapers.com/VISA	6 month Subscription Renewal	11/30/18	\$74.90
52500	NICOR Gas	Utility (estimated)	11/30/18	\$300.00
56600	Original Niepagen Flower Shop/VISA	Sympathy Planter: Billy & Tina Crow	11/30/18	\$76.00
55450	Pantagraph - Lee Industries - Central IL/VISA	E-edition Subscription	11/30/18	\$18.00
54000	Ron Smith Printing Co/VISA	Cemetery Map, Brochures & Booklets	11/30/18	\$1,832.10
51500	SBC Heating & Air Conditioning/VISA	clean furnaces	11/30/18	\$216.00
55450	VISA	late fee & interest	11/30/18	\$50.00
55400	Wreaths Across America	Credit Card Charge for Wreath	11/30/18	\$15.00
<b>SubTotal: VENDOR Payments</b>				<b>\$16,489.92</b>
<b>TOTAL: Requests for Payments</b>				<b>\$18,014.92</b>

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_

**Town of the City of Bloomington**  
**Evergreen Memorial Cemetery Fund FY2020 Levy**  
For Tax Year 2018  
04/01/2019 - 03/31/2020

		FY2016 Actual		FY2017 Actual		FY2018 Actual		FY2019 estimated (as of 09/30/2018)		PRELIMINARY FY2020 Budget	
<b>Beginning Public Fund Balance</b>			331,229		395,690		584,421		530,934		437,716
<b>Revenues</b>	Interest		357		2,580		3,628		3,350		3,500
	Income from Trusts		3,102		6,908		2,522		625		500
	Personal Property Replacement Tax		44,024		41,690		40,192		30,000		30,000
	Opening/Closing Fee	49,123			68,224		72,775		55,000		60,000
	Marker Commission	6,867			6,765		8,542		6,933		8,000
	Sales		151,340		104,953		99,334		73,350		94,900
	Sale of Lots	58,476		79,368		84,009		60,000		70,000	
	Sale of Crypts	10,730		10,410		8,865		1,500		10,000	
	Sale of Niches	22,495		12,075		4,010		5,700		10,000	
	Sale of Burial Supplies	1,250		2,700		850		2,900		1,500	
	Sale of Pet Cemetery Spaces					1,500		750		1,000	
	Other Sales	2,400		0		0		2,400		2,400	
	Inspection Fee		2,850		3,525		4,225		2,550		3,000
	Other Income & Special Events		25,141		57,576		13,124		56,000		5,000
	Tax Levy		505,993		505,413		506,135		506,600		506,600
<b>Total Revenues</b>			<b>732,807</b>		<b>797,634</b>		<b>750,476</b>		<b>734,408</b>		<b>711,500</b>
<b>Expenditures</b>	Administrative Expenses		84,534		116,541		88,261		94,647		96,217
	Casualty Insurance	19,734		20,033		20,048		19,725		20,317	
	Contractual Services	3,079		3,635		10,742		15,000		10,000	
	Office Supplies	2,558		3,350		3,802		3,000		4,000	
	Utilities	14,623		15,336		16,073		15,000		18,500	
	Advertising	4,707		5,521		1,716		1,622		2,000	
	Dues/Seminars	599		749		1,044		600		600	
	Legal Expense	0		0		90		100		3,000	
	Audit Expense	6,700		6,775		6,850		6,900		7,100	
	COBT for Financial	12,200		12,200		12,200		12,200		12,200	
	Special Event Expenses	16,190		42,847		9,003		10,000		10,000	
	Other Admin Expenses	3,545		5,746		6,693		7,500		6,500	
	Office Equipment	599		349		0		3,000		2,000	
	Cemetery Improvements, Maintenance & Repairs		94,208		84,037		152,320		178,514		182,000
	Flags & Poles	9,474		7,303		9,114		5,889		5,000	
	Operating Equipment	19,192		15,942		19,506		55,432		71,800	
	Mausoleum (including debt service)	60,792		60,792		110,792		111,192		62,000	
	Real Estate for Parking Lot	0		0		0		0		100	
	Veterans Memorial	4,750		0		11,994		5,000		43,000	
	Scattering Grounds/Ossuary	0		0		914		1,000		100	
	Cemetery Operations		79,562		64,088		141,866		99,976		142,100
	Fuel, Oil & Equipment	8,717		7,542		7,719		11,000		10,000	
	Tree Removal/Monument Repair	30,541		10,550		19,100		27,500		35,000	
	Equipment Repairs	8,279		5,393		7,250		5,000		4,000	
	CEM Supplies & Maintenance	2,076		2,670		10,102		6,500		6,000	
	Rental Equipment & Leasing	0		88		198		275		1,000	
	COB IGA for leaves/branches	2,200		2,200		5,000		6,000		7,000	
	Abandoned Lot Reclamation					5,431		1,000		100	
	Office Repairs & Maintenance	45						250		5,000	
	Grounds Maintenance/Repair	13,241		9,392		38,025		16,000		16,000	
	Road, Fence, Lot, Drains	1,877		105		33,350		7,000		42,000	
	Equipment Building	19		12,144				250		1,000	
	Other CEM Expenses	7,314				0		3,000		6,000	
	Grave Markers	5,254		14,004		15,691		16,200		9,000	
	Compensation & Benefits		416,117		400,785		421,516		454,490		450,560
	Wages: Administrative Staff	81,707		78,944		98,111		105,959		95,000	
	Wages: Cemetery Staff	217,282		204,708		197,496		200,000		225,000	
	Trustee Compensation	2,750		2,917		3,000		2,917		3,000	
	Payroll Taxes	21,590		20,540		21,025		23,629		24,710	
	IMRF	32,575		38,128		37,370		38,581		32,000	
	IDES - Unemployment	12,544		11,031		9,945		15,000		15,000	
	Employee Health Insurance, Etc.	46,921		43,814		53,808		67,602		55,000	
	Other Payroll Expenses	749		703		760		802		850	
<b>Total Expenditures</b>			<b>674,421</b>		<b>665,451</b>		<b>803,963</b>		<b>827,626</b>		<b>870,876</b>
<b>Other Financing Sources In/(Out)</b>			-67		-12,845						
<b>Ending Public Fund Balance</b>			<b>389,615</b>		<b>515,028</b>		<b>530,934</b>		<b>437,716</b>		<b>278,340</b>

Average Monthly Expenditures                      56202                      55454                      66997                      68,969                      72,573  
Number of Months in Reserve at end of FY                      6.93                      9.29                      7.92                      6.35                      3.84  
10/31/2018

CITY OF BLOOMINGTON TOWNSHIP

**PUBLIC NOTICE OF REGULAR MEETINGS IN 2019**

Notice is hereby given by the Township Supervisor and Township Clerk, City of Bloomington Township, McLean County, Illinois of the following schedule of regular meetings for the Evergreen Memorial Cemetery Board. Said meetings are to be held at the prevailing time in the Office Building, 302 East Miller Street, Bloomington, Illinois, unless otherwise noted.

<u>Meeting Dates</u>	<u>Time</u>
Monday, January 14, 2019	6:00 p.m.
Monday, February 11, 2019	6:00 p.m.
Monday, March 11, 2019	6:00 p.m.
Monday, April 8, 2019	6:00 p.m.
Monday, May 13, 2019	6:00 p.m.
Monday, June 10, 2019	6:00 p.m.
Monday, July 8, 2019	6:00 p.m.
Monday, August 12, 2019	6:00 p.m.
Monday, September 9, 2019	6:00 p.m.
Monday, October 14, 2019	6:00 p.m.
Tuesday, November 12, 2019 <i>*Second Monday is the Veterans Day Holiday</i>	6:00 p.m.
Monday, December 9, 2019	6:00 p.m.

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Deborah L. Skillrud, Township Supervisor

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Cherry Lawson, Township Clerk