

ADMINISTRATIVE PROCEDURE

OPERATIONAL SERVICES

Budget - Tax Levy

On or before the last Tuesday in December, a Certificate of Tax Levy shall be filed with the County Clerk. The Certificate shall list the amount of property tax money to be allotted to each fund in the budget.

If the estimate of the District, exclusive of election costs, is more than 105% of the amount extended or estimated to be extended, plus any amount abated by the District prior to extension, upon the final aggregate levy of the preceding year, exclusive of elections costs, the District shall give public notice of and hold a public hearing on its intent to adopt an aggregate levy in an amount which is more than 105% of the amount extended or estimated to be extended upon the final aggregate levy extensions, plus any amount abated, exclusive of election costs, for the preceding year. The hearing shall not coincide with the hearing on the proposed budget of the taxing district.

The notice shall be in the form and manner provided in Section 80 of the Truth in Taxation Law, and shall be published, not more than 14 days nor less than 7 days prior to the date of the public hearing, in an English language newspaper of general circulation published in the District, or if there is no such newspaper, in an English language newspaper of general circulation in the county and having circulation in the District.

If the final aggregate tax levy adopted is more than 105% of the amount, exclusive of election costs, which was extended or is estimated to be extended, plus any amount abated by the District prior to extension, upon the final aggregate levy of the preceding year and is in excess of the amount of the proposed levy stated in the notice provided above, or is more than 105% of that amount and no notice was required, the District shall give public notice of its action within 15 days of the adoption of the levy. The notice shall be in the form and manner provided in Section 85 of the Truth in Taxation Law. No hearing need be held after this publication.

The tax levy shall be filed with the County Clerk in the manner and at the time otherwise provided by law. The County Clerk may not extend an amount more than 105% of the amount, exclusive of election costs, which has been extended or is estimated to be extended, plus any amount abated by the taxing district prior to extension, upon the final aggregate levy of the preceding year, unless the tax levy is accompanied by a certification by the President of the School Board certifying compliance with or inapplicability of the provisions of Sections 60 through 85 of the Truth in Taxation Law.

LEG. Ref: 105 ILCS 5/17-11
35 ILCS 200/18-55 et seq.

ADOPTED: November 3, 1987
REVISED: November 18, 1997
REVISED: September 19, 2006
REVIEWED: July 9, 2010
REVIEWED: August 23, 2013