

BUDGET & APPROPRIATION ORDINANCE

DUPAGE TOWNSHIP

ORDINANCE No. 18-04

An ordinance appropriating for all town purposes for DuPage Township, Will County, Illinois, for the fiscal year beginning April 1, 2018 and ending March 31, 2019.

BE IT ORDAINED by the Board of Trustees of DuPage Township, Will County, Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of DuPage Township be and the same are hereby appropriated for the town purposes of DuPage Township, Will County, Illinois as hereinafter specified for the fiscal year beginning April 1, 2018 and ending March 31, 2019.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds,

GENERAL TOWN FUND,

BANQUET RENTAL FUND,

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF),

SOCIAL SECURITY FUND,

GENERAL ASSISTANCE FUND

CEMETERY FUND, AND

CAPITAL PROJECTS FUND

	2017-2018 ACTUAL	2018-2019 Budgeted
1 <u>GENERAL TOWN FUND</u>		
BEGINNING BALANCE	1,320,828	982,950
<u>REVENUES</u>		
401 Property Tax	1,790,891	1,788,446
402 Replacement Tax	98,607	120,000
403 Interest Income	13,441	13,000
404 Rent	-	500
403c cc interest	18	
405 Election	-	300
407 Traffic/ Fines	75	500
420 Miscellaneous Income	509	200
421 Performance Deposits	618	500
422 Work Permits	-	200
423 Expense Reimbursement	-	500
442 Levy Center Membership	1,954	2,300
445 Insurance Reimbursement	-	-
446 Senior Programs	10,649	15,000
447 Recreation Trips Revenue	-	-
448 Youth Events	-	-
453 Food Pantry	4,044	5,000
454 Assessor's Misc. Income	-	200
455 Senior Grants	-	-
456 Road Grants	-	-
457 extended trip rev		-
ordinance tranfer from capital		120,159
TOTAL REVENUES:	1,920,806	2,066,805
TOTAL FUNDS AVAILABLE:	3,241,634	3,049,755
<u>EXPENDITURES</u>		
1-11 Administration	704,820	799,800
1-12 Assessor	355,707	377,049
1-14 Youth Services	90,464	94,150
1-15 Senior Programming	283,603	288,359
1-16 Social Services	87,543	73,000
1-17 Levy Senior Center	64,966	61,700
1-19 Food Pantry	123,064	125,500
1-18 Maintenance	223,325	224,906
TOTAL EXPENDITURES:	1,933,492	2,044,464
Contingencies	-	22,341
TOTAL APPROPRIATIONS:	1,933,492	2,066,805
<u>OTHER FINANCING USES</u>		
Transfers Out - Capital Projects Fund	325,192	
ENDING BALANCE	982,950	982,950

		2017-2018 ACTUAL	2018-2019 Budgeted
11	<u>ADMINISTRATION</u>		
	<u>PERSONNEL</u>		
500	Salaries	328,003	335,800
500	elected officials	148,212	145,200
504	elected officials health ins	-	-
505	Health Insurance	17,341	20,200
508	Unemployment Insurance	2,105	2,600
509	Worker's Compensation	2,880	3,600
510	Social/IMRF Support	29,658	35,000
		528,199	542,400
	<u>CONTRACTUAL SERVICES</u>		
520B	Maintenance Service-Building	1,538	2,500
520E	Maintenance Service-Equipment	7,491	7,800
520G	Maintenance/Cemetery Grounds	541	1,100
520L	Maintenance/Lawn	-	1,000
521	Cemetery Utilities	655	800
522	Professional Services Audit	26,775	80,000
523	Legal Service	21,540	50,000
524	Postage	981	2,000
525	Telephone	9,924	11,000
526	Publications/Publishing	1,250	1,500
527	Printing	1,094	1,500
528	Dues	2,860	5,600
529	Mileage Reimbursement	633	1,100
530	Training	5,722	4,700
531	Utilities	13,558	15,000
532	Liability Insurance	49,980	52,000
533	Reoccurring Services	5,135	5,200
536	Election	-	-
538	Volunteer Appreciation	2,486	2,000
541	Computer Technology	5,739	6,000
		157,902	250,800
	<u>COMMODITIES</u>		
550	Office Supplies	3,400	3,800
551	Operating Supplies	9,352	10,000
		12,752	13,800

		2017-2018	2018-2019
		ACTUAL	Budgeted
11	<u>ADMINISTRATION</u>		
	<u>CAPITAL OUTLAY</u>		
576	Equipment	1,066	1,000
577	Building Repairs	204	200
578	Landscaping	3,761	4,000
579	phone system	-	-
580	Capital Improvements	-	-
581	Parking Lot	-	100
582	Office furniture	-	100
583	Sealcoating	-	100
584	Cemetery Improvements	-	-
		5,031	5,500
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	936	1,100
574	Municipal property net share	-	-
		936	1,100
	TOTAL ADMINISTRATION:	704,820	799,800

		2017-2018 ACTUAL	2018-2019 Budgeted
12	<u>ASSESSOR</u>		
	<u>PERSONNEL</u>		
500	Salaries	292,601	310,157
505	Health Insurance	27,990	29,669
508	Unemployment Insurance	2,420	2,565
509	Worker's Compensation	2,423	2,568
		325,434	344,959
	<u>CONTRACTUAL SERVICES</u>		
520E	Maintenance Service-Equipment	3,284	3,481
523	Legal	193	205
524	Postage	300	318
525	Telephone	3,200	3,392
526	Publications/Licenses	-	-
527	Printing	387	410
528	Dues	730	774
529	Mileage Reimbursement	2,961	3,139
530	Training	4,068	4,312
540	Outside Appraisals	-	-
		15,123	16,031
	<u>COMMODITIES</u>		
550	Office Supplies	1,908	2,022
		1,908	2,022
	<u>CAPITAL OUTLAY</u>		
576	Equipment	535	567
577	Computers	1,850	1,961
578	Licenses	10,778	11,425
		13,163	13,953
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	79	84
		79	84
	TOTAL ASSESSOR:	355,707	377,049

		2017-2018 ACTUAL	2018-2019 Budgeted
14	<u>YOUTH SERVICES</u>		
	<u>PERSONNEL</u>		
500	Salaries	18,324	22,800
505	Health Insurance	-	-
508	Unemployment Insurance	-	600
509	Worker's Compensation	398	700
		18,722	24,100
	<u>CONTRACTUAL SERVICES</u>		
525	Programs	7,548	10,000
528	Dues	75	100
529	Summer Intern Program	19,554	19,000
530	Training	500	750
531	Sponsorship/sports	7,746	8,000
532	Sports Grants	6,264	8,000
533	S.T.A.R.S. Convention	4,351	5,000
534	Village Picnics/Celebrations	13,787	6,000
535	Rotary Top Ten Scholarship	1,000	1,000
537	Printing	1,149	2,500
539	Golf Program	1,877	500
543	Scholastic Scholarships	-	-
546	N.O.A.D.F.	7,088	8,000
550	Teen Program/AP	327	500
		71,266	69,350
	<u>COMMODITIES</u>		
551	Operating Supplies	331	500
		331	500
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	145	200
	TOTAL YOUTH DIVISION:	90,464	94,150

		2017-2018	2018-2019
		ACTUAL	Budgeted
15	<u>SENIOR PROGRAMMING</u>		
	<u>PERSONNEL</u>		
500	Salaries	169,955	174,250
505	Health Insurance	14,787	17,000
508	Unemployment	1,347	1,500
509	Workers Compensation	1,980	2,000
		188,069	194,750
	<u>CONTRACTUAL SERVICES</u>		
524	Postage	2,956	3,300
525	Telephone	5,142	5,200
526	Publishing	-	-
527	Printing	17,539	18,000
528	Dues	350	500
529	Mileage Reimbursement	175	250
530	Training	1,280	1,400
540	Social/Entertainment	25,659	25,659
541	Education/Recreation	995	1,000
542	Computer software	1,350	2,000
543	Senior Olympics	2,863	3,500
544	Program Teachers	14,779	12,000
545	Maintenance on Van	-	250
546	Recreation Trips	127	400
547	Extended Travel	6,779	3,000
		79,994	76,459
	<u>COMMODITIES</u>		
551	Operating Supplies	857	1,000
552	Fuel/Oil for Van	695	1,000
		1,552	2,000
	<u>CAPITAL OUTLAY</u>		
576	Equipment	-	1,000
577	Van/Bus	-	-
		-	1,000
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	55	150
571	Programs	7,502	7,500
572	Promotions/Advertising	6,431	6,500
		13,988	14,150
	TOTAL SENIOR PROGRAMMING:	283,603	288,359

		2017-2018	2018-2019
		ACTUAL	Budgeted
16	<u>SOCIAL SERVICES</u>		
	<u>CONTRACTUAL SERVICES</u>		
520	Social Service Providers	18,374	-
522	Counseling Services Contracts	-	-
523	Social Services/Grant	42,500	45,000
533	Pace Contract	26,669	28,000
		87,543	73,000
	TOTAL SOCIAL SERVICES:	87,543	73,000

17 <u>LEVY SENIOR CENTER</u>		2017-2018 ACTUAL	2018-2019 Budgeted
<u>CONTRACTUAL SERVICES</u>			
520B	Maintenance-Building	9,496	9,500
520E	Maintenance-Equipment	5,774	5,000
531	Utilities	-	-
532	Reoccurring Services	14,935	15,000
		30,205	29,500
<u>COMMODITIES</u>			
551	Operating Supplies	17,938	18,000
552	Decorations	-	1,000
		17,938	19,000
<u>CAPITAL OUTLAY</u>			
576	Equipment	2,348	1,000
577	Landscaping	6,691	8,000
578	Building and Grounds	7,784	2,000
579	Parking Lot	-	1,000
580	Chimney Repair	-	-
581	Bathroom repair	-	800
582	Alcove lighting	-	400
		16,823	13,200
<u>OTHER EXPENDITURES</u>			
570	Miscellaneous Expense	-	-
		-	-
TOTAL LEVY SENIOR CENTER:		64,966	61,700

		2017-2018 ACTUAL	2018-2019 Budgeted
18	<u>MAINTENANCE DEPARTMENT</u>		
	<u>PERSONNEL</u>		
500	Salaries	101,299	103,800
501	Salaries snow and ice	9,887	8,906
502	Unemployment	1,850	1,900
505	Health Insurance	1,130	1,500
509	Workers Compensation	2,514	3,600
		116,680	119,706
	<u>CONTRACTUAL SERVICES</u>		
520B	Maintenance/Building	36,790	37,000
520E	Maintenance/Equipment inside	11,163	6,000
520F	Maintenance/Equip outside	19,035	14,500
520R	Maintenance Road	2,010	2,000
521	Engineering Service	-	-
521R	Resurfacing Projects	-	1,000
525	Telephone	4,470	4,600
527	Printing	768	500
529	Travel	1,105	1,300
530	Training	30	-
531	Utilities	15,147	16,000
542	Uniforms	1,812	1,500
		92,330	84,400
	<u>COMMODITIES</u>		
550	Office Supplies	23	200
551	Operating supplies/inside	4,365	4,500
560	Automotive fuel/oil	8,307	9,500
562	Operating supplies/outside	2	100
563	Maintenance Supply Equipment	266	250
564	Maintenance supply/roads	725	4,000
565	Street Repairs	-	50
		13,688	18,600
	<u>CAPITAL OUTLAY</u>		
577	Building Grounds	-	500
576	Office Equipment	299	600
576R	Equipment Road	300	500
		599	1,600
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	28	100
573	Parking lot	-	500
		28	600
	TOTAL MAINTENANCE DEPARTMENT	223,325	224,906

		2017-2018	2018-2019
		ACTUAL	Budgeted
19	<u>FOOD PANTRY</u>		
	<u>PERSONNEL</u>		
500	Salaries	95,185	99,000
505	Health Insurance	1,024	6,300
508	Unemployment	1,839	2,300
509	Workers Compensation	2,762	2,800
		100,810	110,400
	<u>CONTRACTUAL SERVICES</u>		
520E	Maintenance - Equipment	5,845	6,000
521	Printing	150	100
522	Operating Supplies	2,873	2,900
529	Travel	80	100
		8,948	9,100
	<u>COMMODITIES</u>		
551	Food Supplies	1,000	500
551E	Holiday Meals	1,000	500
		2,000	1,000
	<u>CAPITAL OUTLAY</u>		
576	Equipment	11,306	5,000
		11,306	5,000
	TOTAL FOOD PANTRY:	123,064	125,500

		2017-2018 ACTUAL	2018-2019 Budgeted
	Represents a cash basis budget		
20	<u>BANQUET RENTAL FUND</u>		
300	beginning balance	80,558	81,731
403	Interest income	1,241	1,450
404	Rental Fees	61,550	61,500
405	Caterer	11,375	15,000
406	Open Bar Fees	70,253	70,000
407	Cash Bar Fees	25,292	25,300
410	Bar Set-up Fees	12,525	12,525
412	Gazebo	2,100	2,100
413	Garden Chairs	1,929	1,900
414	Miscellaneous	700	700
	TOTAL REVENUES:	186,965	190,475
	TOTAL FUNDS AVAILABLE:	267,523	272,206
	<u>EXPENDITURES</u>		
2-11	Administration	185,792	204,450
	TOTAL APPROPRIATIONS:	185,792	204,450
	ENDING BALANCE	81,731	67,756

		2017-2018 ACTUAL	2018-2019 Budgeted
21	<u>ADMINISTRATION</u>		
	<u>PERSONNEL</u>		
500	Salaries	59,454	69,000
501	Social Security/Medicare	-	-
502	Retirement Contribution	-	-
505	Insurance	-	-
508	Unemployment Insurance	1,003	1,500
509	Workers Compensation	2,388	2,600
		62,845	73,100
	<u>CONTRACTUAL SERVICES</u>		
520	Cleaning	-	1,000
521	Liquor License/Insurance	4,150	4,200
522	State Sales Tax	8,152	8,400
524	Audit/Legal	-	-
525	Profit Distributions	14,935	34,176
526	Bolingbrook Liquor Tax	5,764	7,000
531	Utilities	34,880	40,000
554	Services	4,911	5,000
555	Promotions	21,384	2,224
		94,176	102,000
	<u>COMMODITIES</u>		
551	Operating Supplies	1,065	1,100
552	Liquor	27,527	28,000
		28,592	29,100
	<u>CAPITAL OUTLAY</u>		
556	Equipment	179	250
	TOTAL ADMINISTRATION:	185,792	204,450

		2017-2018 ACTUAL	2018-2019 Budgeted
6	<u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>		
	BEGINNING BALANCE	5,422	-
	<u>REVENUES</u>		
401	Property Tax	118,609	121,250
402	Town Support	11,533	15,000
	TOTAL REVENUES:	130,142	136,250
	TOTAL FUNDS AVAILABLE:	135,564	136,250
	<u>EXPENDITURES</u>		
	<u>PERSONNEL</u>		
500	Retirement Contribution	135,564	136,250
	TOTAL EXPEND/APPROPRIATION:	135,564	136,250
	ENDING BALANCE	-	
	auditor adj		
5	<u>SOCIAL SECURITY FUND</u>		
	BEGINNING BALANCE	-	
	<u>REVENUES</u>		
401	Property Tax	83,923	84,875
402	Town Support	18,124	20,000
	TOTAL REVENUES:	102,047	104,875
	TOTAL FUNDS AVAILABLE:	102,047	104,875
	<u>EXPENDITURES</u>		
	<u>PERSONNEL</u>		
500	Social Security/Medicare	102,047	104,875
	TOTAL EXPEND/APPROPRIATION:	102,047	104,875
	ENDING BALANCE	-	-

		2017-2018 ACTUAL	2018-2019 Budgeted
30	<u>GENERAL ASSISTANCE FUND</u>		
	BEGINNING BALANCE	241,506	265,514
	<u>REVENUES</u>		
401	Property Tax	291,144	294,033
403	Interest Income	3,242	3,200
420	Miscellaneous Income	-	-
	TOTAL REVENUES:	294,386	297,233
	TOTAL FUNDS AVAILABLE:	535,892	562,747
	<u>EXPENDITURES</u>		
5-11	Administration	123,157	145,933
5-31	Home Relief	147,221	151,300
	TOTAL EXPENDITURES:	270,378	297,233
	TOTAL APPROPRIATIONS:	270,378	297,233
	ENDING BALANCE	265,514	265,514

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		2017-2018 ACTUAL	2018-2019 Budgeted
31	<u>ADMINISTRATION</u>		
	<u>PERSONNEL</u>		
500	Salaries	101,200	118,730
505	Health Insurance	11,558	13,000
508	Unemployment Insurance	755	900
509	Worker's Compensation	2,511	2,903
		116,024	135,533
	<u>CONTRACTUAL SERVICES</u>		
523	Legal	-	-
524	Postage	20	500
525	Telephone	1,396	1,300
528	Dues	10	100
529	Mileage Reimbursement	1,069	1,000
530	Training	1,668	1,700
531	Resident Communications	-	-
532	Information Tech/ IT	-	5,000
		4,163	9,600
	<u>COMMODITIES</u>		
550	Office Supplies	771	800
	<u>CAPITAL OUTLAY</u>		
576	Equipment	2,199	-
	<u>OTHER EXPENDITURES</u>		
570	Miscellaneous Expense	-	-
	TOTAL ADMINISTRATION:	123,157	145,933

		2017-2018	2018-2019
		ACTUAL	Budgeted
33	<u>HOME RELIEF</u>		
	<u>CONTRACTUAL SERVICES</u>		
531	Social Services	50,233	15,000
600	Physician Service	-	10,000
601	Hospital Service-In Patient	-	10,000
602	Hospital Service-Out Patient	-	10,000
603	Drugs	447	1,000
604	Dental Service	244	300
605	Other Medical Services	3,236	3,500
606	Funeral & Burial Service	1,100	1,100
608	G.A. Utility	-	5,000
609	G.A. Shelter	-	6,000
610E	E.A. Utility	19,960	20,000
611E	E.A. Shelter	24,769	20,000
		99,989	101,900
	<u>COMMODITIES</u>		
615	Food	42,842	43,000
616	Personal Incidentals	93	500
617	Transportation	1,076	1,100
618	Community Workprogram Training	450	1,800
619	Job Search	1,352	1,500
620	Home Relief Communication	1,419	1,500
		47,232	49,400
	TOTAL HOME RELIEF:	147,221	151,300

		2017-2018 ACTUAL	2018-2019 Budgeted
Represents a cash basis budget			
A	<u>CEMETERY FUND</u>		
	BEGINNING BALANCE		
	<u>REVENUES</u>		
300	Beginning Balance	7,036	5,015
401	Township Support	-	-
402	Bolingbrook HPC Support	-	-
403	Interest Income	54	45
404	Specified Donations	-	-
405	Unspecified Donations	-	-
406	Fund Raisers	-	-
	TOTAL REVENUES:	7,090	5,060
	TOTAL FUNDS AVAILABLE:	7,090	5,060
	<u>EXPENDITURES</u>		
6-11	Administration	2,075	1,810
	TOTAL EXPENDITURES:	2,075	1,810
	TOTAL APPROPRIATIONS:	2,075	1,810
	ENDING BALANCE	5,015	3,250

		2017-2018 ACTUAL	2018-2019 Budgeted
6-11	<u>ADMINISTRATION</u>		
	<u>CONTRACTUAL SERVICES</u>		
520	Legal	-	-
521	Professional Services	1,740	1,810
523	Printing	-	-
		1,740	1,810
	<u>COMMODITIES</u>		
550	Fund Raising Supplies	-	-
	<u>CAPITAL OUTLAY</u>		
570	Improvements	335	-
	<u>OTHER EXPENDITURES</u>		
571	Miscellaneous/Utilities	-	-
	TOTAL ADMINISTRATION:	2,075	1,810

C

2017-2018
ACTUAL

2018-2019
budgeted

CAPITAL PROJECTS FUND

300 BEGINNING BALANCE 202,041

OTHER FINANCING SOURCES

401 Transfers In - General Town Fund 225,000 -

Transfers In - General Town Fund 100,195

403 Interest 85 100

325,280 202,141

CAPITAL OUTLAY

1570 Capital Building & Grounds 96,372 19,299

1571 Equipment 26,867 62,653

120,159

123,239 202,111

ENDING BALANCE 202,041 30

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2018 and ending March 31, 2019 by fund shall be as follows:

1	General Town Fund	2,066,805	
2	Banquet Rental Fund	204,450	
6	Illinois Municipal Retirement Fund	136,250	
5	Social Security Fund	104,875	
3	General Assistance Fund	297,233	-
A	Cemetery Fund	1,810	
C	Capital Fund	202,111	
	TOTAL APPROPRIATIONS:	3,013,534	

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in

Section 2, constituting the total appropriations in the amount of THREE MILLION, THIRTEEN THOUSAND FIVE HUNDRED THIRTY-FOUR DOLLARS

(\$3,013,534.00) for the fiscal year beginning April 1, 2018 and ending March 31, 2019.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 26th day of JUNE , 2018 pursuant to a roll call vote by the Board of Trustees of DuPage Township, Will County, Illinois.

<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>
Alyssia Benford	_____	_____
Dennis Raga	_____	_____
Maripat Oliver	_____	_____
Ken Burgess	_____	_____
TOWNSHIP SUPERVISOR		
WILLIAM M. MAYER	_____	_____

Patricia M. Stach, Town Clerk

CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

**IN ACCORDANCE WITH CHAPTER 35 SECTION 200/18-50
ILLINOIS COMPILED STATUTES**

The undersigned, being Clerk and Chief Fiscal Officer of *DuPage Township*, do hereby certify that attached hereto is a TRUE AND CORRECT COPY of the Budget/Appropriation of said District for its 2018-2019 fiscal year, adopted on the 26th day of JUNE , 2018.

We further certify that the ESTIMATE OF REVENUES, by source, anticipated to be received by said Taxing District, as set forth in said document, is a true statement of said estimate.

Dated this 26th day of JUNE , 2018

William M. Mayer, Chief Fiscal Officer

Patricia M. Stach, Town Clerk

Filed this _____ day of _____, 2018

Nancy Schultz Voots, Will County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

DUPAGE TOWNSHIP

The undersigned, Supervisor, Chief Fiscal Officer, of DuPage Township, Will County, Illinois, does hereby certify that the estimate of revenues by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18050) and on behalf of DuPage Township, Will County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 26th day of JUNE, 2018

William M. Mayer, Supervisor - Chief Fiscal Officer

Filed this ____ day of _____, 2018

Nancy Schultz Voots, Will County Clerk