



# Tax Extension Department Filing Receipt

Receipt #: 9763

Filing Date: 03/28/2022

TWP\_WKGN  
TOWNSHIP OF WAUKEGAN  
149 S Genesee St  
Waukegan, IL 60085

Ms. Nancy Netherton  
Finance Director  
847-244-4900      Fax: 847-244-5185  
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www.waukegantownship.com

## Budget and Appropriation Ordinance

<input checked="" type="checkbox"/> Budget and Appropriation Ordinance	<input checked="" type="checkbox"/> Certification by Secretary/Clerk
<input checked="" type="checkbox"/> Estimate of Anticipated Revenues	<input checked="" type="checkbox"/> Certification by Chief Fiscal Officer
<input type="checkbox"/> Amended	Fiscal Year Ending: 2023

## Referendum

No Referendum accepted by Tax Extension Department at any time.

## Notes:

Ord 22-01

**All items require original signatures.**

*Robin M. O'Connor*

Robin M. O'Connor, Lake County Clerk

Seal

*SB*  
Executed by: SUZANNE BAUMRUK

*Nancy Netherton*  
District Representative: Nancy Netherton

**BUDGET & APPROPRIATION ORDINANCE**

**TOWNSHIP**

**ORDINANCE NO. 22-01**

An ordinance appropriating for all town purposes for Waukegan Township, Lake County, Illinois for the fiscal year beginning March 1, 2022 and ending February 28, 2023.

**BE IT ORDAINED** by the Board of Trustees of Waukegan Township, Lake County, Illinois:

**SECTION 1:** That the amount 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 Waukegan Township, be and the same are hereby appropriated for the general town purposes of Waukegan Township, Lake County, Illinois, as hereinafter specified for the fiscal year beginning March 1, 2022, and ending February 28, 2023.

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

**GENERAL TOWN FUND**

**GENERAL ASSISTANCE FUND**

**I.M.R.F. / F.I.C.A. FUND**

**SENIOR SERVICES FUND**

**CAPITAL IMPROVEMENT FUND**

**RECEIVED**

**MAR 28 2022**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

**GENERAL TOWN FUND****BEGINNING BALANCE MARCH 1, 2022****\$800,000****REVENUES**

Property Tax	\$1,349,904
Replacement Tax	\$400,000
Interest Income	\$500
Miscellaneous Income	\$30,000
Grants - Rebound & Reclaim	\$15,000
<b>TOTAL REVENUES</b>	<b>\$1,795,404</b>

<b>TOTAL FUNDS AVAILABLE</b>	<b>\$2,595,404</b>
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**EXPENDITURES**

1-11	Administration	\$1,330,000
1-12	Assessor	\$538,600
1-13	Cemetery	0
	<b>TOTAL EXPENDITURES</b>	<b>\$1,868,600</b>
	Contingencies	\$10,000
	<b>TOTAL APPROPRIATIONS</b>	<b>\$1,878,600</b>
	<b>ENDING BALANCE ON February 28, 2023</b>	<b>\$716,804</b>

**1-11 ADMINISTRATION****PERSONNEL**

Salaries	715,000
Health Insurance	200,000
Unemployment Insurance	7,000
Workman's Compensation	28,000
Contract Labor	29,000
<b>Total Personnel</b>	<b>\$979,000.00</b>

**CONTRACTUAL SERVICES**

Building Maintenance	12,500
Equipment Maintenance	15,000
Legal Services	19,000
Computer & Web Services	22,000
Postage	9,000
Telephone	12,000
Printing	8,000
Printing - Township Ads/Booklets	2,500
Township Marketing & Advertising	12,000
Dues/Membership fees	3,000
Subscriptions/Publications	1,500
Travel/Conf Expenses. EO & Staff	7,000
Utilities	17,000
Education Reimbursement	4,000
General Insurance	29,000
Administrative Support	29,000
Audit	4,500
Auto Lease & Maint	0
EAP & Employment Screenings	5,000
<b>Total Contractual</b>	<b>\$212,000.00</b>

**COMMODITIES**

Office Supplies	15,000
Building Maintenance Supplies	14,000
<b>Total Commodities</b>	<b>\$29,000.00</b>

**CAPITAL OUTLAY**

Office Equipment	10,000
Building Improvements	8,000
<b>Total Capital Outlay</b>	<b>\$18,000.00</b>

**OTHER EXPENDITURES**

Misc. Expense	2,500
Meetings/Events	1,500
Township Programs	12,000
Twp Prgm - Rebound/Reclm	10,000
Local Organization Funding	10,000
Youth Scholarships	3,000
Youth Prgms -	1,000
Senior Services Funding	50,000
Interest Expense	2,000
<b>Total Other Expenditures</b>	<b>\$92,000.00</b>

**TOTAL ADMINISTRATION****\$1,330,000.00**

**PERSONNEL**

Salaries	260,000
Health Insurance	60,000
Unemployment Insurance	2,000
Workman's Comp	2,000
<b>Total Personnel</b>	<b>\$324,000.00</b>

**CONTRACTUAL SERVICES**

Contract Labor	90,000
Building Maintenance	2,500
Equipment Maint.	750
Legal	1,000
Computer Services	15,000
Outside Appraisal Services	1,000
Postage	0
Telephone	15,000
Printing/Publishing	500
Dues/Subscriptions	2,500
Travel Expenses	2,500
Training	2,500
General Insurance	2,500
Admin. Support Services	6,000
Audit	500
Rental Costs - Building	59,000
Rental Costs - Computer	0
<b>Total Contractual Servcies</b>	<b>\$201,250.00</b>

**COMMODITIES**

Office Supplies	6,000
Building Maint. Supplies	100
Other Supplies	250
<b>Total Commodities</b>	<b>\$6,350.00</b>

**CAPITAL OUTLAY**

Building Improvements	0
Equipment	7,000
<b>Total Capital Outlay</b>	<b>\$7,000.00</b>

**OTHER EXPENDITURES**

Miscellaneous Expense	
<b>Total Other Expenditures</b>	<b>\$0.00</b>

**TOTAL ASSESSORS DIVISION****\$538,600.00**

1-13      **I.M.R.F. AND F.I.C.A. FUND**

<b>BEGINNING BALANCE AS OF March 1, 2022</b>		<b>\$80,000.00</b>
<b>REVENUES</b>		
Property Tax - IMRF	115,375	
Property Tax - FICA	110,000	
Replacement Tax	170,000	
Interest Income	0	
<b>TOTAL REVENUES</b>		<b>\$395,375.00</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$475,375.00</b>
<b>EXPENDITURES</b>		
<b>PERSONNEL</b>		
Retirement Contributions	150,000	
FICA Contributions	170,000	
Total Personnel		<b>\$320,000.00</b>
<b>OTHER EXPENDITURES</b>		
Total Other Expenditures		<b>\$0.00</b>
<b>TOTAL APPROPRIATIONS</b>		<b>\$320,000.00</b>
<b>ENDING BALANCE February 28, 2023</b>		<b>\$155,375.00</b>

**1-15 GENERAL ASSISTANCE FUND****BEGINNING BALANCE AS OF March 1, 2022****\$450,000.00****REVENUES**

Property Taxes	694,000
Interest Income	100
Misc. Income	1,000
IDHS - T/A SSI Reimb. (clients)	10,000
Eddie Washington Center Income	15,000
SSI Service Fees	0
SHP HUD Funding	0
Grants - other	2,000
DHS Grant - EWC /SH	350,000
Staben House Income	30,000
Fundraising Revenues	15,000
FERA Assistance Funds	675,000
FERA Admin Funds	175,000

**TOTAL REVENUES** **\$1,967,100.00****TOTAL FUNDS AVAILABLE** **\$2,417,100.00****EXPENDITURES**

15-11	Administration	195,500
15-31	Home Relief	1,883,450

**TOTAL APPROPRIATIONS** **\$2,078,950.00****ENDING BALANCE February 28, 2023** **\$338,150.00**

15-11 **ADMINISTRATION**

**PERSONNEL**

Salaries	140,000
Health Insurance	46,000
Unemployment Insurance	2,000
Workman's Compensation	2,000
<b>Total Personnel</b>	<b>\$190,000.00</b>

**CONTRACTUAL SERVICES**

Computer Services	2,000
Printing	500
G/A Conf/Travel Allocation	1,000
Equipment	1,500
<b>Total Contractual Services</b>	<b>\$5,000.00</b>

**OTHER EXPENDITURES**

Misc. Expense	500
Interest Expense	0
<b>Total Other Expenditures</b>	<b>\$500.00</b>

**TOTAL ADMINISTRATION**

**\$195,500.00**

**HOME RELIEF****CONTRACTUAL SERVICES**

Client Utilities	8,000
Client Transportation	2,500
Funeral & Burial	14,000
Emergency Housing (motel and rental)	16,500
FERA Housing	855,000
FERA Utilities	50,000
<b>Total Contractual Services</b>	<b>\$946,000.00</b>

**COMMODITIES**

Personals/Clothing/Food	2,000
Medications	5,000
Transitional Grant	116,000
<b>Total Commodities</b>	<b>\$123,000.00</b>

**OTHER EXPENDITURES**

Misc. Expense	500
<b>Total Other Expenditures</b>	<b>\$500.00</b>

**TRANSITIONAL HOUSING PROGRAMS**

Eddie Washington Center - Men's Center	403,000
Staben House - Women & Children	410,950
<b>Total Transitional Housing</b>	<b>\$813,950.00</b>

<b>TOTAL HOME RELIEF</b>	<b>\$1,883,450.00</b>
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**SENIOR SERVICES FUND****BEGINNING BALANCE March 1, 2022****\$120,000.00****REVENUES**

Property Taxes	1,101,000
Personal Property Replacement Tax	200,000
Donations - Home Sweet	500
Donations	2,500
Program Revenue SeniorMouse	250
Program Revenue-Senior Trips	60,000
Program Revenue - Bingo & Cafe	200
Program Revenue - Township Events	23,000
Interest Income	100
Misc.& Room Rental Income	2,500
CDBG Grant - Home Sweet Home	0
Grants - other	30,000
Gift Shop Sales	1,200
Town Assistance for Senior Expenses	50,000
<b>TOTAL REVENUES</b>	<b>\$1,471,250.00</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$1,591,250.00</b>

**EXPENDITURES****PERSONNEL**

Salaries	400,000
Health Insurance	123,000
Unemployment Insurance	4,500
Workman's Comp	4,000
<b>Total Personal</b>	<b>\$531,500.00</b>

**CONTRACTUAL**

Building Maintenance	23,000
Equipment Maintenance	6,000
Legal Services	2,000
Computer Services	11,000
Postage	11,000
Telephone	10,000
Printing	20,000
Dues/Membership fees	1,000
Subscriptions/Publications	1,000
Conf/Travel Reimbursement	1,000

**CONTRACTUAL SERVICES (cont.)**

Utilities	18,000
General Insurance	22,000
Administrative Support	19,500
Audit Expense	1,500
<b>Total Contractual Services</b>	<b>\$147,000.00</b>

**COMMODITIES**

Office Supplies	4,500
Building Maint. Supplies	15,000
<b>Total Commodities</b>	<b>\$19,500.00</b>

**CAPITAL OUTLAY**

Building Improvements	5,000
Equipment Purchases	10,000
<b>Total Capital Outlay</b>	<b>\$15,000.00</b>

**OTHER EXPENDITURES**

Operating Exp.-Gift Shop	1,000
Interest Epense	3,000
Misc. Expense	500
Meeting Expense	500
Township Program	5,000
Township Program - Taxi Ticket	250,000
Township Program -Senior Ctr	30,000
Township Program-Transportation	95,000
Township Program - Home Sweet Home	342,200
Township Program - Wellness	24,000
Township Program - GRGC (non salary)	1,000
Township Program - Senior Mouse	250
Township Program - Café/Bingo	1,000
Local Organization Funding	0
Gift Shop Expenses	1,000
<b>Total Other Expenditures</b>	<b>\$754,450.00</b>

<b>TOTAL EXPENDITURES</b>	<b>\$1,467,450.00</b>
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Contingencies	\$5,000.00
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<b>TOTAL SENIOR APPROPRIATIONS</b>	<b>\$1,472,450.00</b>
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<b>ENDING BALANCE February 28, 2023</b>	<b>\$118,800.00</b>
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**CAPITAL IMPROVEMENT FUND****BEGINNING BALANCE AS OF March 1, 2022** **\$0.00****REVENUES**

State of IL Grant	2,000,000
Interest Income	100

<b>TOTAL REVENUES</b>	<b>\$2,000,100.00</b>
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<b>TOTAL FUNDS AVAILABLE</b>	<b>\$2,000,100.00</b>
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**EXPENDITURES****CONSTRUCTION PROJECT**

Architectural/Oversight	159,960
Wiring/Electrical	28,200
Equipment/Material/Labor	1,160,700
Paving/Concrete/Masonry	272,100
Construction Management & Oversight	79,980
Mechanical Systems (HVAC)	67,800
Excavating/Site Demo	10,000
Plumbing	61,300
Contingencies	159,960
<b>Total Construction</b>	<b>\$2,000,000.00</b>

<b>TOTAL APPROPRIATIONS</b>	<b>\$2,000,000.00</b>
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<b>ENDING BALANCE February 28, 2023</b>	<b>\$100.00</b>
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SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2022 and ending February 28, 2023, by fund shall be as follows:

1	General Town Fund	\$1,878,600.00
11	Audit Fund	N/A
12	Insurance Fund	N/A
13	I.M.R.F. & F.I.C.A. Fund	\$ 320,000.00
15	General Assistance Fund	\$ 2,078,950.00
16	Senior Services Fund	\$ 1,472,450.00
	Capital Improvement	\$ 2,000,000.00
	<b>TOTAL APPROPRIATIONS</b>	<b>\$ 7,750,000.00</b>

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 particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of Seven Million Seven Hundred Fifty Thousand and 00/100 Dollars (\$7,750,000.00) for the fiscal year beginning March 1, 2022 and ending February 28, 2023.

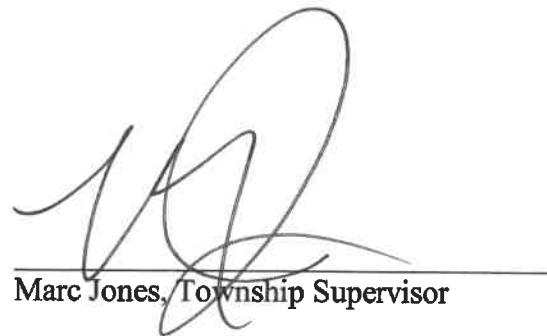
SECTION 6: That section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

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

ADOPTED this 10th day of March, 2022, pursuant to a roll call vote by the Board of Trustees of Waukegan Township, Lake County, Illinois.

BOARD OF TRUSTEES	AYE	NAY	ABSENT
Marc Jones, Township Supervisor	✓	—	—
Percy Johnsons, Trustee	✓	—	—
Sylvestre Castellanos, Trustee	✓	—	—
Jeffrey McBride, Trustee	✓	—	—
Dulce Ortiz, Trustee	✓	—	—

Rose M. Staben  
Rose Staben, Town Clerk

  
Marc Jones, Township Supervisor

RECEIVED

MAR 28 2022

LAKE COUNTY CLERK  
ROBIN M. O'CONNOR

## **CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE**

### **TOWNSHIP**

The undersigned, duly elected, qualified and acting Clerk of Waukegan Township, Lake County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Township for the fiscal year beginning March 1, 2022 and ending February 28, 2023, as adopted this 10th day of March, 2022

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Waukegan Township, Lake County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 10<sup>th</sup> day of March, 2022

Rose M. Staben  
Rose Staben, Town Clerk

Filed this 28<sup>th</sup> day of March, 2022

Robin M. O'Connor  
Lake County Clerk

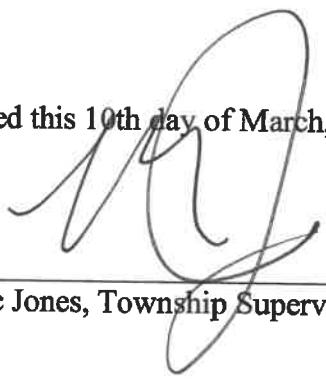
**CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

**TOWNSHIP**

The undersigned, Supervisor, Chief Fiscal Officer, of Waukegan Township, Lake County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taking 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 200/18-50 and on behalf of Waukegan Township, Lake County, Illinois. This certification must be filed within 30 days of the adoption of the Budget & Appropriation Ordinance.

Dated this 10th day of March, 2022

  
Marc Jones, Township Supervisor & Chief Fiscal Officer

Filed this 28<sup>th</sup> day of March, 2022

  
Robin M. O'Connor  
Lake County Clerk