

BUDGET & APPROPRIATION ORDINANCE

RECEIVED

TOWNSHIP

Mar 20 2024

ORDINANCE NO. 24-01

LAKE COUNTY CLERK

ANTHONY VEGA

An ordinance appropriating for all town purposes for Waukegan Township,
Lake County, Illinois for the fiscal year beginning March 1, 2024 and ending
February 28, 2025

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, 2024, and ending February 28, 2025.

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

GENERAL TOWN FUND**BEGINNING BALANCE MARCH 1, 2024****\$1,700,000****REVENUES**

Property Tax	\$1,386,000
Replacement Tax	\$600,000
Interest Income	\$22,000
Miscellaneous Income	\$30,000
LC Peacemakers fiscal agent income	\$45,000
Grants - Rebound & Reclaim	\$15,000
TOTAL REVENUES	

\$2,098,000**TOTAL FUNDS AVAILABLE****\$3,798,000****EXPENDITURES**

1-11	Administration	\$1,440,500
1-12	Assessor	\$617,850
1-13	Cemetery	0

TOTAL EXPENDITURES**\$2,058,350**

Contingencies

\$10,000**TOTAL APPROPRIATIONS****\$2,068,350****ENDING BALANCE ON FEBRUARY 28, 2025****\$1,729,650**

RECEIVED

Mar 20 2024

LAKE COUNTY CLERK

ANTHONY VEGA

1-11 **ADMINISTRATION**

PERSONNEL

Salaries	795,000	
Health Insurance	200,000	
Unemployment Insurance	8,000	
Workman's Compensation	29,000	
Contract Labor	35,000	
Total Personnel		\$1,067,000.00

CONTRACTUAL SERVICES

Building Maintenance	16,000	
Equipment Maintenance	18,000	
Legal Services	24,000	
Computer & Web Services	18,000	
Postage	9,500	
Telephone	15,000	
Printing	18,000	
Printing - Township Ads/Booklets	3,000	
Township Marketing & Advertising	15,000	
Dues/Membership fees	4,000	
Subscriptions/Publications	1,000	
Travel/Conf Expenses. EO & Staff	10,000	
Utilities	12,000	
Education Reimbursement	4,000	
General Insurance	30,000	
Administrative Support	30,000	
Audit	6,500	
Auto Lease & Maint	0	
EAP & Employment Screenings	7,500	
Total Contractual		\$241,500.00

COMMODITIES

Office Supplies	17,000	
Building Maintenance Supplies	17,000	
Total Commodities		\$34,000.00

CAPITAL OUTLAY

Office Equipment	20,000	
Building Improvements	15,000	
Total Capital Outlay		\$35,000.00

1-11 **ADMINISTRATION (Cont.)**

OTHER EXPENDITURES

Misc. Expense	4,000	
Meetings/Events	5,000	
Township Programs	20,000	
Twp Prgm - Rebound/Reclm	20,000	
Local Organization Funding	10,000	
Youth Scholarships	3,000	
Youth Prgms -	1,000	
Senior Services Funding	0	
Interest Expense	0	
Total Other Expenditures		\$63,000.00

TOTAL ADMINISTRATION

\$1,440,500.00

ASSESSOR'S DIVISION**PERSONNEL**

Salaries	360,400	
Health Insurance	110,000	
Unemployment Insurance	2,000	
Workman's Comp	2,000	
Total Personnel		\$474,400.00

CONTRACTUAL SERVICES

Contract Labor	0	
Building Maintenance	2,500	
Equipment Maint.	3,000	
Legal	1,000	
Computer Services	20,000	
Outside Appraisal Services	1,000	
Postage	0	
Telephone	5,000	
Printing/Publishing	500	
Dues/Subscriptions	13,000	
Travel Expenses	2,000	
Training	8,000	
General Insurance	2,500	
Admin. Support Services	6,000	
Audit	500	
Rental Costs - Building	65,100	
Rental Costs - Computer	0	
Total Contractual Servcies		\$130,100.00

COMMODITIES

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

CAPITAL OUTLAY

Building Improvements	0	
Equipment	7,000	
Total Capital Outlay		\$7,000.00

OTHER EXPENDITURES

Miscellaneous Expense		
Total Other Expenditures		\$0.00

TOTAL ASSESSORS DIVISION**\$617,850.00**

1-13

I.M.R.F. AND F.I.C.A. FUND

BEGINNING BALANCE AS OF MARCH 1, 2024

\$150,000.00

REVENUES

Property Tax - IMRF	110,000
Property Tax - FICA	122,353
Replacement Tax	150,000
Interest Income	100

TOTAL REVENUES

\$382,453.00

TOTAL FUNDS AVAILABLE

\$532,453.00

EXPENDITURES

PERSONNEL

Retirement Contributions	120,000
FICA Contributions	230,000
Total Personnel	

\$350,000.00

OTHER EXPENDITURES

Total Other Expenditures

\$0.00

TOTAL APPROPRIATIONS

\$350,000.00

ENDING BALANCE FEBRUARY 28, 2025

\$182,453.00

1-15 **GENERAL ASSISTANCE FUND**

BEGINNING BALANCE AS OF MARCH 1, 2024 **\$250,000.00**

REVENUES

Property Taxes	694,000
Interest Income	3,500
PPRT Tax Share	0
Misc. Income	1,000
IDHS - T/A SSI Reimb. (clients)	7,500
Eddie Washington Center Income	15,000
SSI Service Fees	0
Grants - other	5,000
DHS Grant - EWC /SH	800,000
Staben House Income	15,000
Fundraising Revenues	25,000
LCRA Funds	0
LCRA Admin Funds	0
Shields Township Funding	24,000

TOTAL REVENUES **\$1,590,000.00**

TOTAL FUNDS AVAILABLE **\$1,840,000.00**

EXPENDITURES

15-11	Administration	215,500
15-31	Home Relief	1,202,150

TOTAL APPROPRIATIONS **\$1,417,650.00**

ENDING BALANCE FEBRUARY 28, 2025 **\$422,350.00**

15-11 **ADMINISTRATION**

PERSONNEL

Salaries	153,000	
Health Insurance	50,000	
Unemployment Insurance	2,000	
Workman's Compensation	2,000	
Total Personnel		\$207,000.00

CONTRACTUAL SERVICES

Computer Services	2,000	
Printing	2,000	
G/A Conf/Travel Allocation	1,500	
Equipment	2,500	
Total Contractual Services		\$8,000.00

OTHER EXPENDITURES

Misc. Expense	500	
Interest Expense	0	
Total Other Expenditures		\$500.00

TOTAL ADMINISTRATION		\$215,500.00
-----------------------------	--	---------------------

15-31 **HOME RELIEF**

CONTRACTUAL SERVICES

Client Utilities	12,000
Client Transportation	1,500
Funeral & Burial	16,000
Emergency Housing (motel and rental)	24,000

Total Contractual Services	\$53,500.00
-----------------------------------	--------------------

COMMODITIES

Personals/Clothing/Food	2,000
Medications	2,500
Transitional Grant	116,000
Shields Township Assistancw	5,000

Total Commodities	\$125,500.00
--------------------------	---------------------

OTHER EXPENDITURES

Misc. Expense	0
---------------	---

Total Other Expenditures	\$0.00
---------------------------------	---------------

TRANSITIONAL HOUSING PROGRAMS

Eddie Washington Center - Men's Center	465,850
Staben House - Women & Children	557,300

Total Transitional Housing	\$1,023,150.00
-----------------------------------	-----------------------

TOTAL HOME RELIEF	\$1,202,150.00
--------------------------	-----------------------

SENIOR SERVICES FUND

BEGINNING BALANCE MARCH 1, 2024

\$245,000.00

REVENUES

Property Taxes	1,101,000	
Personal Property Replacement Tax	300,000	
Donations - Home Sweet	1,250	
Donations	15,000	
Program Revenue SeniorNet	250	
Program Revenue-Senior Trips	95,000	
Program Revenue - Bingo & Cafe	0	
Program Revenue - Township Events	30,000	
Interest Income	2,500	
Misc.& Room Rental Income	5,000	
CDBG Grant - Home Sweet Home	0	
Grants - other	30,000	
Gift Shop Sales	7,500	
Town Assistance for Senior Expenses	0	
TOTAL REVENUES		\$1,587,500.00

TOTAL FUNDS AVAILABLE

\$1,832,500.00

EXPENDITURES

PERSONNEL

Salaries	470,000	
Health Insurance	120,000	
Unemployment Insurance	4,500	
Workman's Comp	8,000	
Contract Labor	0	
Total Personal		\$602,500.00

CONTRACTUAL

Building Maintenance	30,000
Equipment Maintenance	9,000
Legal Services	2,000
Computer Services	11,000
Postage	10,000
Telephone	10,000
Printing	21,000
Dues/Membership fees	1,000
Subscriptions/Publications	2,500
Conf/Travel Reimbursement	2,000

CONTRACTUAL SERVICES (cont.)

Utilities	16,000	
General Insurance	22,000	
Administrative Support	22,000	
Audit Expense	1,500	
Auto Maintenance (van)	5,000	
Total Contractual Services		\$165,000.00

COMMODITIES

Office Supplies	6,500	
Building Maint. Supplies	15,000	
Total Commodities		\$21,500.00

CAPITAL OUTLAY

Building Improvements	15,000	
Equipment Purchases	50,000	
Total Capital Outlay		\$65,000.00

OTHER EXPENDITURES

Operating Exp.-Gift Shop	250	
Misc. Expense	500	
Meeting Expense	1,000	
Township Program	4,000	
Township Program - PEX	100,000	
Township Program -Senior Ctr	50,000	
Township Program-Transportation	120,000	
Township Program - Home Sweet Home	451,700	
Township Program - Wellness	21,000	
Township Program - GRGC (non salary)	1,000	
Township Program - Senior Mouse	1,000	
Township Program - ARPA Transportation	2,500	
Gift Shop Expenses	8,000	
Total Other Expenditures		\$760,950.00

TOTAL EXPENDITURES	\$1,614,950.00
---------------------------	-----------------------

Contingencies	\$5,000.00
---------------	------------

TOTAL SENIOR APPROPRIATIONS	\$1,619,950.00
------------------------------------	-----------------------

ENDING BALANCE FEBRUARY 28, 2025	\$212,550.00
---	---------------------

CAPITAL IMPROVEMENT FUND

BEGINNING BALANCE AS OF MARCH 1, 2024		\$42,000.00
REVENUES		
State of IL Grant	0	
Interest Income	0	
TOTAL REVENUES		\$0.00
TOTAL FUNDS AVAILABLE		\$42,000.00
CONSTRUCTION PROJECT		
Architectual Oversight	0	
Wiring/Electrical	0	
Equipment/Material/Labor	60,000	
Paving/Concrete/Masonry	0	
Construction Oversight & Management	0	
Mechanical Systems	0	
Excavating/Site Demo	0	
Plumbing	0	
Contigencies	0	
Total Construction		\$60,000.00
TOTAL APPROPRIATIONS		\$60,000.00
ENDING BALANCE FEBRUARY 28, 2025		-\$18,000.00

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2024 and ending February 28, 2025, by fund shall be as follows:

1	General Town Fund	\$2,068,350.00
11	Audit Fund	N/A
12	Insurance Fund	N/A
13	I.M.R.F. & F.I.C.A. Fund	\$ 350,000.00
15	General Assistance Fund	\$ 1,417,650.00
16	Senior Services Fund	\$ 1,619,950.00
	Capital Improvement	\$ 60,000.00

TOTAL APPROPRIATIONS **\$ 5,515,950.00**

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 Five Million Five Hundred Fifteen Thousand Nine Hundred Fifty and 00/100 Dollars (\$5,515,950.00) for the fiscal year beginning March 1, 2024 and ending February 28, 2025.

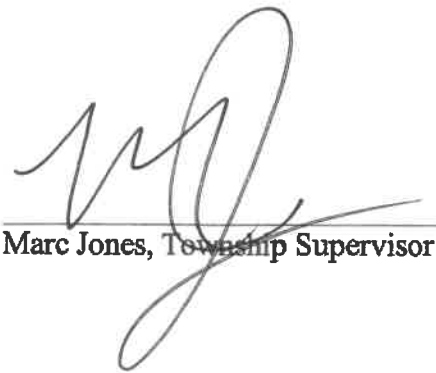
SECTION 6: That section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

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 14th day of March, 2024, 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	<u>✓</u>	_____	_____
Percy Johnsons, Trustee	<u>✓</u>	_____	_____
Sylvestre Castellanos, Trustee	<u>✓</u>	_____	_____
Jeffrey McBride, Trustee	<u>✓</u>	_____	_____
Dulce Ortiz, Trustee	<u>✓</u>	_____	_____


Rose Staben, Town Clerk


Marc Jones, Township Supervisor

RECEIVED

Mar 20 2024

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

TOWNSHIP

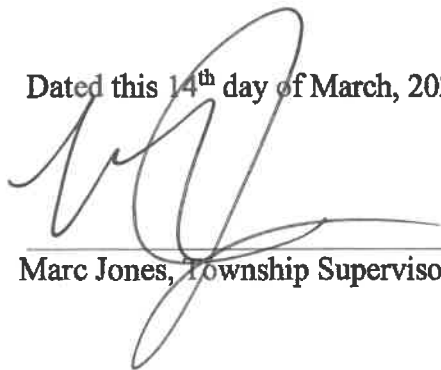
LAKE COUNTY CLERK

ANTHONY VEGA

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 14th day of March, 2024



Marc Jones, Township Supervisor & Chief Fiscal Officer

Filed this _____ day of _____, 2024

Lake County Clerk

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, 2024 and ending February 28, 2025, as adopted this 14th day of March, 2024

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 24th day of March, 2024



Rose Staben, Town Clerk

Filed this _____ day of _____, 2024

Lake County Clerk

