

BUDGET & APPROPRIATION ORDINANCE

TOWNSHIP

ORDINANCE NO. 20-01

An ordinance appropriating for all town purposes for Waukegan Township, Lake County, Illinois for the fiscal year beginning March 1, 2020 and ending February 28, 2021

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, 2020 and ending February 28, 2021

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

1 GENERAL TOWN FUND

BEGINNING BALANCE MARCH 1, 2020		\$450,000
REVENUES		
	Property Tax	\$1,340,000
	Replacement Tax	\$220,000
	Interest Income	\$3,000
	Miscellaneous Income	\$72,000
	Grants - Rebound & Reclaim	\$15,000
	TOTAL REVENUES	\$1,650,000
TOTAL FUNDS AVAILABLE		\$2,100,000
EXPENDITURES		
1-11	Administration	\$1,381,550
1-12	Assessor	\$545,297
1-13	Cemetery	0
	TOTAL EXPENDITURES	\$1,926,847
	Contingencies	\$10,000
	TOTAL APPROPRIATIONS	\$1,936,847
ENDING BALANCE ON FEBRUARY 28, 2021		\$163,153

1-11 ADMINISTRATION**PERSONNEL**

Salaries	725,000
Health Insurance	160,000
Unemployment Insurance	4,500
Workman's Compensation	25,000
Contract Labor	26,000
Total Personnel	\$940,500.00

CONTRACTUAL SERVICES

Building Maintenance	12,000
Equipment Maintenance	20,000
Legal Services	17,500
Computer & Web Services	28,000
Postage	9,500
Telephone	34,000
Printing	16,500
Printing - Township Ads/Booklets	3,000
Township Marketing & Advertising	15,000
Dues/Membership fees	5,000
Subscriptions/Publications	800
Travel/Conf Expenses. EO & Staff	14,500
Utilities	21,000
Education Reimbursement	2,000
General Insurance	27,000
Administrative Support	28,000
Audit	4,500
Auto Lease & Maint	7,000
EAP & Employment Screenings	5,000
Total Contractual	\$270,300.00

COMMODITIES

Office Supplies	23,000
Building Maintenance Supplies	10,250
Total Commodities	\$33,250.00

CAPITAL OUTLAY

Office Equipment	7,500
Building Improvements	7,500
Total Capital Outlay	\$15,000.00

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

OTHER EXPENDITURES

Misc. Expense	3,500
Meetings/Events	3,000
Township Programs	14,000
Twp Prgm - Rebound/Reclm	10,500
Local Organization Funding	12,500
Youth Scholarships	3,000
Youth Prgms -	1,000
Senior Services Funding	75,000
Total Other Expenditures	\$122,500.00

TOTAL ADMINISTRATION	\$1,381,550.00
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PERSONNEL

Salaries	291,747
Health Insurance	60,000
Unemployment Insurance	2,000
Workman's Comp	2,000
Total Personnel	\$355,747.00

CONTRACTUAL SERVICES

Contract Labor	45,000
Building Maintenance	2,700
Equipment Maint.	500
Legal	1,000
Computer Services	35,000
Outside Appraisal Services	1,000
Postage	0
Telephone	15,000
Printing/Publishing	500
Dues/Subscriptions	2,500
Travel Expenses	1,000
Training	4,000
General Insurance	2,500
Admin. Support Services	6,000
Audit	500
Rental Costs - Building	60,000
Rental Costs - Computer	0
Total Contractual Services	\$177,200.00

COMMODITIES

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

CAPITAL OUTLAY

Building Improvements	0
Equipment	6,000
Total Capital Outlay	\$6,000.00

OTHER EXPENDITURES

Miscellaneous Expense	
Total Other Expenditures	\$0.00

TOTAL ASSESSORS DIVISION**\$545,297.00**

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

BEGINNING BALANCE AS OF MARCH 1, 2020 **\$45,000.00**

REVENUES

Property Tax - IMRF	115,375
Property Tax - FICA	110,000
Replacement Tax	110,000
Interest Income	0

TOTAL REVENUES **\$335,375.00**

TOTAL FUNDS AVAILABLE **\$380,375.00**

EXPENDITURES

PERSONNEL

Retirement Contributions	184,000
FICA Contributions	195,000
Total Personnel	\$379,000.00

OTHER EXPENDITURES

Total Other Expenditures **\$0.00**

TOTAL APPROPRIATIONS **\$379,000.00**

ENDING BALANCE FEBRUARY 28, 2021 **\$1,375.00**

1-15 GENERAL ASSISTANCE FUND

BEGINNING BALANCE AS OF MARCH 1, 2020

\$240,000.00

REVENUES

Property Taxes	694,000
Interest Income	250
Misc. Income	1,000
IDHS - T/A SSI Reimb. (clients)	15,000
Eddie Washington Center Income	15,000
SSI Service Fees	500
SHP HUD Funding	0
Grants - other	15,000
DHS Grant - EWC	175,000
Staben House Income	150,000
Fundraising Revenues	30,000

TOTAL REVENUES **\$1,095,750.00**

TOTAL FUNDS AVAILABLE **\$1,335,750.00**

EXPENDITURES

15-11	Administration	164,750
15-31	Home Relief	1,135,200

TOTAL APPROPRIATIONS **\$1,299,950.00**

ENDING BALANCE FEBRUARY 28, 2021 **\$35,800.00**

15-11 **ADMINISTRATION**

PERSONNEL

Salaries	125,000
Health Insurance	29,000
Unemployment Insurance	1,500
Workman's Compensation	3,000
Total Personnel	\$158,500.00

CONTRACTUAL SERVICES

Computer Services	2,500
Printing	500
G/A Conf/Travel Allocation	750
Equipment	2,000
Total Contractual Services	\$5,750.00

OTHER EXPENDITURES

Misc. Expense	500
Total Other Expenditures	\$500.00

TOTAL ADMINISTRATION

\$164,750.00

15-31 **HOME RELIEF**

CONTRACTUAL SERVICES

Client Utilities	15,000
Client Transportation	4,000
Funeral & Burial	14,000
Emergency Housing (motel and rental)	17,500
Total Contractual Services	\$50,500.00

COMMODITIES

Personals/Clothing/Food	4,500
Medications	5,000
Transitional Grant	130,000
Total Commodities	\$139,500.00

OTHER EXPENDITURES

Misc. Expense	500
Total Other Expenditures	\$500.00

TRANSITIONAL HOUSING PROGRAMS

Eddie Washington Center - Men's Center	474,200
Staben House - Women & Children	470,500
Total Transitional Housing	\$944,700.00

TOTAL HOME RELIEF **\$1,135,200.00**

SENIOR SERVICES FUND**BEGINNING BALANCE MARCH 1, 2021****-\$60,000.00****REVENUES**

Property Taxes	1,101,000
Personal Property Replacement Tax	200,000
Donations - Home Sweet	500
Donations	10,000
Program Revenue SeniorMouse	500
Program Revenue-Senior Trips	80,000
Program Revenue - Bingo & Cafe	3,500
Program Revenue - Township Events	40,000
Interest Income	220
Misc.& Room Rental Income	16,000
CDBG Grant - Home Sweet Home	7,500
Grants - other	25,000
Gift Shop Sales	6,500
Town Assistance for Senior Expenses	75,000
TOTAL REVENUES	\$1,565,720.00

TOTAL FUNDS AVAILABLE	\$1,505,720.00
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EXPENDITURES**PERSONNEL**

Salaries	475,000
Health Insurance	125,000
Unemployment Insurance	5,500
Workman's Comp	4,500
Total Personal	\$610,000.00

CONTRACTUAL

Building Maintenance	28,000
Equipment Maintenance	8,500
Legal Services	1,500
Computer Services	12,000
Postage	18,500
Telephone	10,000
Printing	23,000
Dues/Membership fees	1,000
Subscriptions/Publications	1,000
Conf/Travel Reimbursement	3,500

CONTRACTUAL SERVICES (cont.)

Utilities	18,000
General Insurance	20,000
Administrative Support	19,000
Audit Expense	1,500
Total Contractual Services	\$165,500.00

COMMODITIES

Office Supplies	8,500
Building Maint. Supplies	19,500
Total Commodities	\$28,000.00

CAPITAL OUTLAY

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

OTHER EXPENDITURES

Operating Exp.-Gift Shop	2,000
Misc. Expense	1,000
Meeting Expense	2,000
Township Program	10,000
Township Program - Taxi Ticket	300,000
Township Program -Senior Ctr	44,000
Township Program-Transportation	107,000
Township Program - Home Sweet Home	364,000
Township Program - Wellness (non salary)	1,500
Township Program - GRGC (non salary)	1,500
Township Program - Senior Mouse	0
Township Program - Café/Bingo	7,500
Local Organization Funding	0
Gift Shop Expenses	5,000
Total Other Expenditures	\$845,500.00

TOTAL EXPENDITURES	\$1,684,000.00
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Contingencies	\$5,000.00
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TOTAL SENIOR APPROPRIATIONS	\$1,689,000.00
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ENDING BALANCE FEBRUARY 28, 2021	-\$183,280.00
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SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2020 and ending February 28, 2021, by fund shall be as follows:

1	General Town Fund	\$1,936,847.00
11	Audit Fund	N/A
12	Insurance Fund	N/A
13	I.M.R.F. & F.I.C.A. Fund	\$ 379,000.00
15	General Assistance Fund	\$ 1,299,950.00
16	Senior Services Fund	\$ 1,689,000.00
TOTAL APPROPRIATIONS		\$ 5,304,797.00

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.

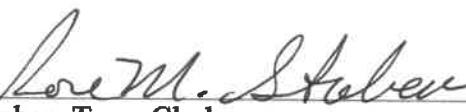
SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of Five Million Three Hundred Four Thousand Seven Hundred Ninety Seven and 00/100 Dollars (\$5,304,797.00) for the fiscal year beginning March 1, 2020 and ending February 28, 2021.

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.

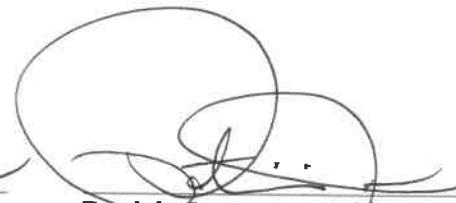
SECTION 7: That a certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

ADOPTED this 31st day of March, 2020, pursuant to a roll call vote by the Board of Trustees of Waukegan Township, Lake County, Illinois.

BOARD OF TRUSTEES	AYE	NAY	ABSENT
Patricia Jones, Township Supervisor	<u>X</u>	—	—
Percy Johnsons, Trustee	<u>X</u>	—	—
Sylvestre Castellanos, Trustee	<u>X</u>	—	—
Opal Rice, Trustee	<u>X</u>	—	—
Nathaniel Hewitt, Trustee	<u>X</u>	—	—



Rose Staben, Town Clerk



Patricia Jones, Township Supervisor