



Lake County

# Tax Extension Department Filing Receipt

Receipt #: 9102

Filing Date: 04/01/2021

TWP\_WKGN

TOWNSHIP OF WAUKEGAN

149 S Genesee St

Waukegan, IL 60085

Ms. Nancy Netherton

Finance Director

847-244-4900

Fax: 847-244-5185

nnetherton@waukegantownship.com

www.waukegantownship.com

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## **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: 22  |

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## **Referendum**

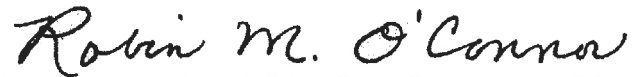
No Referendum accepted by Tax Extension Department at any time.

## **Notes:**

ORD 21-01

All items require original signatures.

Seal



Robin M. O'Connor, Lake County Clerk

  
Executed by: AMANDA CLARK

District Representative: Nancy Netherton

**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, 2021 and ending February 28, 2022, as adopted this 30th day of March, 2021

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 30<sup>th</sup> day of March, 2021

Rose M. Staben  
Rose Staben, Town Clerk

Filed this 1<sup>st</sup> day of April, 2021

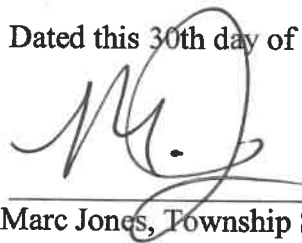
Robin M. O'Connor *jt*  
Lake County Clerk

**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 30th day of March, 2021



Marc Jones, Township Supervisor & Chief Fiscal Officer

Filed this 1st day of April, 2021

*Robin M. O'Connor*

Lake County Clerk



**BUDGET & APPROPRIATION ORDINANCE**

**TOWNSHIP**

**.ORDINANCE NO. 21-01**

An ordinance appropriating for all town purposes for Waukegan Township, Lake County, Illinois for the fiscal year beginning March 1, 2021 and ending February 28, 2022.

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, 2021 and ending February 28, 2022

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

**RECEIVED**  
**APR 01 2021**  
**LAKE COUNTY CLERK**  
**ROBIN M. O'CONNOR**

**GENERAL TOWN FUND****BEGINNING BALANCE MARCH 1, 2022** **\$450,000****REVENUES**

Property Tax	<b>\$1,340,000</b>	
Replacement Tax	<b>\$230,000</b>	
Interest Income	<b>\$1,000</b>	
Miscellaneous Income	<b>\$45,000</b>	
Grants - Rebound & Reclaim	<b>\$15,000</b>	
<b>TOTAL REVENUES</b>		<b>\$1,631,000</b>

**TOTAL FUNDS AVAILABLE** **\$2,081,000****EXPENDITURES**

1-11	Administration	<b>\$1,303,000</b>	
1-12	Assessor	<b>\$534,449</b>	
1-13	Cemetery	0	

**TOTAL EXPENDITURES** **\$1,837,449**Contingencies **\$10,000****TOTAL APPROPRIATIONS** **\$1,847,449****ENDING BALANCE ON FEBRUARY 28, 2022** **\$233,551**

1-11      **ADMINISTRATION**

**PERSONNEL**

Salaries	690,000	
Health Insurance	195,000	
Unemployment Insurance	5,500	
Workman's Compensation	26,000	
Contract Labor	28,000	
<b>Total Personnel</b>		<b>\$944,500.00</b>

**CONTRACTUAL SERVICES**

Building Maintenance	12,000	
Equipment Maintenance	15,000	
Legal Services	17,500	
Computer & Web Services	28,000	
Postage	9,000	
Telephone	24,000	
Printing	6,000	
Printing - Township Ads/Booklets	2,500	
Township Marketing & Advertising	11,000	
Dues/Membership fees	3,000	
Subscriptions/Publications	1,500	
Travel/Conf Expenses. EO & Staff	8,500	
Utilities	21,000	
Education Reimbursement	4,000	
General Insurance	27,000	
Administrative Support	28,000	
Audit	4,500	
Auto Lease & Maint	0	
EAP & Employment Screenings	5,000	
<b>Total Contractual</b>		<b>\$227,500.00</b>

**COMMODITIES**

Office Supplies	15,000	
Building Maintenance Supplies	11,000	
<b>Total Commodities</b>		<b>\$26,000.00</b>

**CAPITAL OUTLAY**

Office Equipment	6,000	
Building Improvements	7,500	
<b>Total Capital Outlay</b>		<b>\$13,500.00</b>

1-11      **ADMINISTRATION (Cont.)**

**OTHER EXPENDITURES**

Misc. Expense	3,500	
Meetings/Events	2,000	
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	4,000	
<b>Total Other Expenditures</b>		<b>\$91,500.00</b>

<b>TOTAL ADMINISTRATION</b>	<b>\$1,303,000.00</b>
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1-12      **ASSESSOR'S DIVISION**

**PERSONNEL**

Salaries	300,499	
Health Insurance	60,000	
Unemployment Insurance	2,000	
Workman's Comp	2,000	
<b>Total Personnel</b>		<b>\$364,499.00</b>

**CONTRACTUAL SERVICES**

Contract Labor	46,350	
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	62,000	
Rental Costs - Computer	0	
<b>Total Contractual Servcies</b>		<b>\$160,600.00</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	3,000	
<b>Total Capital Outlay</b>		<b>\$3,000.00</b>

**OTHER EXPENDITURES**

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

<b>TOTAL ASSESSORS DIVISION</b>		<b>\$534,449.00</b>
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1-13      **I.M.R.F. AND F.I.C.A. FUND**

**BEGINNING BALANCE AS OF MARCH 1, 2021** **\$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
<b>Total Personnel</b>	<b>\$379,000.00</b>

**OTHER EXPENDITURES**

**Total Other Expenditures** **\$0.00**

**TOTAL APPROPRIATIONS** **\$379,000.00**

**ENDING BALANCE FEBRUARY 28, 2022** **\$1,375.00**

1-15	<b>GENERAL ASSISTANCE FUND</b>	
	<b>BEGINNING BALANCE AS OF MARCH 1, 2021</b>	<b>\$160,000.00</b>
	<b>REVENUES</b>	
	Property Taxes	694,000
	Interest Income	50
	Misc. Income	1,000
	IDHS - T/A SSI Reimb. (clients)	10,000
	Eddie Washington Center Income	20,000
	SSI Service Fees	250
	SHP HUD Funding	0
	Grants - other	1,500
	DHS Grant - EWC /SH	300,000
	Staben House Income	30,000
	Fundraising Revenues	20,000
	<b>TOTAL REVENUES</b>	<b>\$1,076,800.00</b>
	<b>TOTAL FUNDS AVAILABLE</b>	<b>\$1,236,800.00</b>
	<b>EXPENDITURES</b>	
15-11	Administration	179,000
15-31	Home Relief	1,039,650
	<b>TOTAL APPROPRIATIONS</b>	<b>\$1,218,650.00</b>
	<b>ENDING BALANCE FEBRUARY 28, 2022</b>	<b>\$18,150.00</b>

15-11     **ADMINISTRATION**

**PERSONNEL**

Salaries	130,000	
Health Insurance	38,000	
Unemployment Insurance	1,500	
Workman's Compensation	2,000	
<b>Total Personnel</b>		<b>\$171,500.00</b>

**CONTRACTUAL SERVICES**

Computer Services	2,000	
Printing	500	
G/A Conf/Travel Allocation	0	
Equipment	1,500	
<b>Total Contractual Services</b>		<b>\$4,000.00</b>

**OTHER EXPENDITURES**

Misc. Expense	500	
Interest Expense	3,000	
<b>Total Other Expenditures</b>		<b>\$3,500.00</b>

<b>TOTAL ADMINISTRATION</b>		<b>\$179,000.00</b>
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15-31

**HOME RELIEF**

**CONTRACTUAL SERVICES**

Client Utilities	11,000	
Client Transportation	2,500	
Funeral & Burial	14,000	
Emergency Housing (motel and rental)	16,500	
<b>Total Contractual Services</b>		<b>\$44,000.00</b>

**COMMODITIES**

Personals/Clothing/Food	2,000	
Medications	5,000	
Transitional Grant	100,000	
<b>Total Commodities</b>		<b>\$107,000.00</b>

**OTHER EXPENDITURES**

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

**TRANSITIONAL HOUSING PROGRAMS**

Eddie Washington Center - Men's Center	433,500	
Staben House - Women & Children	454,650	
<b>Total Transitional Housing</b>		<b>\$888,150.00</b>

<b>TOTAL HOME RELIEF</b>		<b>\$1,039,650.00</b>
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## **SENIOR SERVICES FUND**

### **BEGINNING BALANCE MARCH 1, 2021**

**\$25,000.00**

### **REVENUES**

Property Taxes	1,101,000	
Personal Property Replacement Tax	200,000	
Donations - Home Sweet	500	
Donations	6,000	
Program Revenue SeniorMouse	250	
Program Revenue-Senior Trips	15,000	
Program Revenue - Bingo & Cafe	1,000	
Program Revenue - Township Events	20,000	
Interest Income	100	
Misc.& Room Rental Income	500	
CDBG Grant - Home Sweet Home	7,500	
Grants - other	30,000	
Gift Shop Sales	1,200	
Town Assistance for Senior Expenses	50,000	
<b>TOTAL REVENUES</b>		<b>\$1,433,050.00</b>

### **TOTAL FUNDS AVAILABLE**

**\$1,458,050.00**

### **EXPENDITURES**

#### **PERSONNEL**

Salaries	400,000	
Health Insurance	120,000	
Unemployment Insurance	4,000	
Workman's Comp	4,000	
<b>Total Personal</b>		<b>\$528,000.00</b>

#### **CONTRACTUAL**

Building Maintenance	26,000
Equipment Maintenance	5,000
Legal Services	1,500
Computer Services	11,000
Postage	23,000
Telephone	14,000
Printing	24,000
Dues/Membership fees	1,000
Subscriptions/Publications	1,000
Conf/Travel Reimbursement	1,000

**CONTRACTUAL SERVICES (cont.)**

Utilities	16,000	
General Insurance	20,000	
Administrative Support	18,500	
Audit Expense	1,000	
<b>Total Contractual Services</b>		<b>\$163,000.00</b>

**COMMODITIES**

Office Supplies	5,500	
Building Maint. Supplies	15,000	
<b>Total Commodities</b>		<b>\$20,500.00</b>

**CAPITAL OUTLAY**

Building Improvements	12,000	
Equipment Purchases	10,000	
<b>Total Capital Outlay</b>		<b>\$22,000.00</b>

**OTHER EXPENDITURES**

Operating Exp.-Gift Shop	1,000	
Misc. Expense	500	
Meeting Expense	500	
Township Program	5,000	
Township Program - Taxi Ticket	250,000	
Township Program -Senior Ctr	32,000	
Township Program-Transportation	40,000	
Township Program - Home Sweet Home	350,200	
Township Program - Wellness	10,000	
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>\$692,450.00</b>

<b>TOTAL EXPENDITURES</b>		<b>\$1,425,950.00</b>
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Contingencies		\$5,000.00
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<b>TOTAL SENIOR APPROPRIATIONS</b>		<b>\$1,430,950.00</b>
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<b>ENDING BALANCE FEBRUARY 28, 2022</b>		<b>\$27,100.00</b>
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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 30th day of March, 2021, 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>	<u>      </u>	<u>      </u>
Percy Johnsons, Trustee	<u>✓</u>	<u>      </u>	<u>      </u>
Sylvestre Castellanos, Trustee	<u>✓</u>	<u>      </u>	<u>      </u>
Opal Rice, Trustee	<u>✓</u>	<u>      </u>	<u>      </u>
Nathaniel Hewitt, Trustee	<u>✓</u>	<u>      </u>	<u>      </u>

  
\_\_\_\_\_  
Rose Staben, Town Clerk

  
\_\_\_\_\_  
Marc Jones, Township Supervisor

**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE**  
**TOWNSHIP**

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Dated this 30<sup>th</sup> day of March, 2021

  
\_\_\_\_\_  
Rose Staben, Town Clerk

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Lake County Clerk



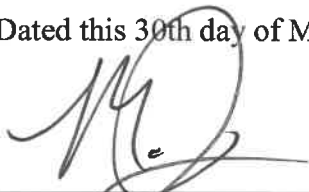
**CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

**TOWNSHIP**

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Dated this 30th day of March, 2021



Marc Jones, Township Supervisor & Chief Fiscal Officer

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Lake County Clerk