

DRAFT

AMENDED BUDGET ORDINANCE NO. 21/22

6/16/2021

DOWNERS GROVE TOWNSHIP
BUDGET AND APPROPRIATION ORDINANCE

FILED
AUG 23 2021
Jan Kaczmarek
DuPage County Clerk

An Ordinance making appropriations to defray expenditures of Downers Grove Township, DuPage County, Illinois, for the fiscal year beginning March 1, 2021 and ending February 28, 2022.

Be it ordained by the Board of Trustees of Downers Grove Township, DuPage County, Illinois.

SECTION 1: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds:

<u>General Town Fund</u>	<u>General Assistance Fund</u>	
Illinois Municipal Retirement Fund	Capital Improvement Fund	
1. GENERAL TOWN FUND		
BEGINNING BALANCE AS OF MARCH 1, 2021		\$1,915,233
• ESTIMATED REVENUES:		
GENERAL FUND		
Property Tax (Current)	\$2,435,000	
Property Tax (Non-current)	\$2,000	
Personal Property Replacement	\$60,000	
Miscellaneous Income	\$56,000	
Interest Income	\$6,000	
Passports & RTA	\$5,000	
Perpetual Care (cemetery)	\$3,600	
Lot Sales (cemetery)	\$3,000	
ESTIMATED REVENUES	\$2,570,600	\$2,570,600
TOTAL ESTIMATED REVENUES AVAILABLE		\$4,485,833
• BUDGETED EXPENDITURES:		
1.1 Supervisor/Administration	\$859,504	
1.2 Assessor	\$1,246,630	
1.4 Human Services	\$303,543	
TOTAL EXPENDITURES/APPROPRIATIONS	(\$2,409,677)	(\$2,409,677)
ENDING BALANCE AS OF FEBRUARY 28, 2022		\$2,076,156

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1.1 ADMINISTRATION BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Elected Officials Salaries	\$332,327	
Employee Salaries	\$120,000	
FICA/Medicare	\$34,527	
Health Insurance	\$55,000	
Workmen's Compensation	\$18,000	
Unemployment Insurance	\$1,150	
TOTAL PERSONNEL		\$561,004

•CONTRACTUAL SERVICES:

Building Maintenance (Bldg & Cemetery)	\$65,000	
Equipment Maintenance	\$8,000	
Grave Openings	\$1,000	
Annual Audit	\$10,000	
Legal Services	\$20,000	
Postage	\$3,500	
Education/Conference	\$4,000	
Telephone (all depts)	\$10,000	
Internet & Website	\$10,000	
Legal Notices	\$1,500	
Printing/Publications	\$2,500	
Twp Info/Public Relations	\$6,000	
Dues	\$6,500	
Travel Expenses	\$1,000	
CERT Program	\$0	
Utilities	\$18,000	
Garbage Diposal	\$0	
Insect Mgt & Control	\$25,000	
Liability Insurance	\$23,000	
Professional Services	\$20,000	
TOTAL CONTRACTUAL SERVICES		\$235,000

•COMMODITIES:

Office Supplies	\$3,000	
Oper/Maint Supplies	\$3,000	
IT Equipment	\$11,500	
ATM & Special Events	\$5,000	
Miscellaneous Expense	\$1,000	
Office Furniture	\$5,000	
Building Repair & Improvements	\$25,000	
Cemetery Improvements	\$10,000	
TOTAL COMMODITIES		\$63,500

TOTAL ADMINISTRATION BUDGET

\$859,504.00

•FUND TRANSFERS:

Transfer out to Capital Project Fund	\$0	
TOTAL FUND TRANSFERS		\$0

TOTAL WITH FUND TRANSFERS

\$859,504.00

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1.2 ASSESSOR BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$905,276	
FICA/Medicare	\$69,254	
Health Insurance	\$101,000	
Unemployment Insurance	\$5,500	
	<u> </u>	
PERSONNEL		\$1,081,030

•CONTRACTUAL SERVICES:

Postage	\$2,500	
Mobile Telephone	\$3,600	
Printing	\$3,500	
Dues	\$1,000	
Travel Expenses	\$12,000	
Education	\$7,500	
Publications	\$10,500	
Rental & Leasing	\$7,500	
Professional Services	\$38,000	
	<u> </u>	
CONTRACTUAL		\$86,100

•COMMODITIES:

Office Supplies	\$8,000	
Miscellaneous Expense	\$1,500	
	<u> </u>	
COMMODITIES		\$9,500

•CAPITAL OUTLAY:

Information Technology	\$70,000	
INFO TECH	<u> </u>	\$70,000

TOTAL ASSESSOR BUDGET

\$1,246,630

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1.4 HUMAN SERVICES BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$145,000	
FICA/Medicare	\$11,093	
Health Insurance	\$7,200	
Unemployment Insurance	\$1,250	
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PERSONNEL		\$164,543

•CONTRACTUAL SERVICES:

PROGRAM SERVICES

Life Skills	\$3,000	
Dial A Ride	\$32,000	
Senior/Salt Council	\$1,000	
Senior/HS Info & Public Relations	\$35,000	
Senior Meal Support	\$48,000	
Travel	\$2,000	
Staff Training	\$1,000	
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PROGRAM SERVICES		\$122,000

OFFICE SUPPORT

Equipment Lease/Maint	\$5,000	
Misc. Expense	\$500	
Postage	\$10,000	
Office Supplies/Equip	\$1,500	
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OFFICE SUPPORT		\$17,000

TOTAL HUMAN SERVICES BUDGET

\$303,543

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2. GENERAL ASSISTANCE FUND

BEGINNING BALANCE AS OF MARCH 1, 2021 \$117,986

ESTIMATED REVENUES:

Property Tax (Current)	\$50,000	
Property Tax (Non-Current)	\$5	
SSI RBT/Shelter	\$750	
Interest Income	\$700	
		\$51,455

TOTAL ESTIMATED FUNDS AVAILABLE \$169,441

2.1 GENERAL ASSISTANCE ADMINISTRATION BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$105,000	
Fica/Medicare	\$8,033	
Health Insurance	\$12,000	
PERSONNEL		\$125,033

•CONTRACTUAL SERVICES:

Travel Expenses	\$300	
Education/Dues	\$400	
Office Supplies	\$1,000	
Miscellaneous Expenses	\$0	
Physician Services	\$1,000	
Pharmaceutical	\$1,000	
Other Medical Services	\$1,000	
Meal Assist Program	\$1,000	
Funeral/Burial	\$2,000	
Utilities	\$2,500	
Shelter	\$15,000	
Food	\$1,000	
Personal Items	\$1,000	
CONTRACTUAL SERVICES		\$27,200

TOTAL GENERAL ASSISTANCE ADMINISTRATION BUDGET (\$152,233)

ENDING BALANCE AS OF FEBRUARY 28, 2022 \$17,208

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5. ILLINOIS MUNICIPAL RETIREMENT FUND		
BEGINNING BALANCE AS OF MARCH 1, 2021		\$114,946
ESTIMATED REVENUES:		
Property Tax (Cur. Levy)	\$20,000	
Property Tax (Non-Curr)	\$10	
Interest Income	\$1,100	
ESTIMATED REVENUES		<u>\$21,110</u>
TOTAL ESTIMATED FUNDS AVAILABLE		\$136,056

5.1 ILLINOIS MUNICIPAL RETIREMENT FUND BUDGET

BUDGETED EXPENDITURES:		
IMRF Expense	\$45,000	
Miscellaneous	\$0	
BUDGETED EXPENDITURES		<u>(\$45,000)</u>
ENDING BALANCE AS OF FEBRUARY 28, 2022		<u><u>\$91,056.00</u></u>

9. CAPITAL PROJECTS FUND		
BEGINNING BALANCE AS OF MARCH 1, 2021		\$86,074
ESTIMATED REVENUES:		
RDA Payment	\$275,000	
Interest	\$100	
ESTIMATED REVENUES		<u>\$275,100</u>
TOTAL ESTIMATED FUNDS AVAILABLE		\$361,174

9.1 CAPITAL PROJECTS FUND BUDGET

ESTIMATED EXPENSES:		
New Building Projects	\$175,000	
Purchases/equipment	\$0	
ESTIMATED EXPENSES		<u>(\$175,000)</u>
ENDING BALANCE AS OF FEBRUARY 28, 2022		<u><u>\$186,174</u></u>

NOTE: The CPF is a multi-year fund that doesn't transate directly to year-by-year budgeting. Additional information is available in the Capital Project Fund document on the Transparency page at dgtownship.com

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SECTION 2: The amount appropriated for Township purposes for the fiscal year ending February 28, 2022 by FUND is:

1. GENERAL TOWN FUND	\$2,409,677
2. GENERAL ASSISTANCE FUND	\$152,233
3. ILLINOIS MUNICIPAL RETIREMENT FUND	\$45,000
4. CAPITAL PROJECT FUND	<u>\$175,000</u>
TOTAL APPROPRIATIONS	<u><u>\$2,781,910</u></u>

SECTION 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectively in Section 1 constituting the total appropriations in the amount of Two Million Seven Hundred Eighty One Thousand Nine Hundred Ten (\$2,781,910) for the fiscal year of March 1, 2021 through February 28, 2022.

SECTION 4: That Section 2 shall be and is 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 5: A certified copy of the Amendment to the Budget and Appropriation Ordinance must be filed with the County Clerk within thirty (30) days after adoption.

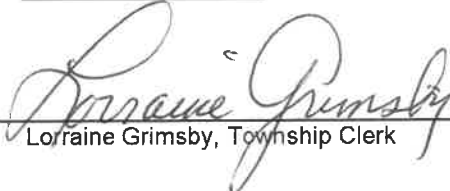
Adopted this the 19th day of August, 2021, by the Board of Trustees, Downers Grove Township, DuPage County, Illinois.

AYES: 5

NAYS: 0

ABSENT: 0


Paul Coultrap, Supervisor/Treasurer


Lorraine Grimsby, Township Clerk

Paul Coultrap
SUPERVISOR
paul.coultrap@dgtownship.com
Gregory A. Boltz
ASSESSOR
gregory.boltz@dgtownship.com



Lorraine Grimsby
CLERK
lorraine.grimsby@dgtownship.com
Lawrence C. Anderson
HIGHWAY COMMISSIONER
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Township of Downers Grove

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www.dgtownship.com

FILED
AUG 24 2021

2021 -22

Jean Kacpranek
DuPage County Clerk

CERTIFICATION OF AMENDED BUDGET AND APPROPRIATION ORDINANCE

The undersigned being the Chief Fiscal Officer and the Clerk, respectively, of DOWNERS GROVE TOWNSHIP, to the best of their knowledge, do hereby certify that the attached is a true and correct copy of the Amended Budget and Appropriation of DOWNERS GROVE TOWNSHIP for the fiscal year 2021/2022, adopted August 19, 2021.

We further certify that the estimate of revenues, by source, anticipated to be received by DOWNERS GROVE TOWNSHIP, set forth in said ordinance as "Estimated Revenues", is a true statement of said estimate.

This certification is made and filed pursuant to the Illinois Compiles Statutes and on behalf of DOWNERS GROVE TOWNSHIP, DuPage County, Illinois.

Dated this 19th day of August, 2021.

Paul Coultrap, Supervisor
and Chief Fiscal Officer

SEAL

Lorraine Grimsby, Clerk

Paul Coultrap
SUPERVISOR
paul.coultrap@dgtownship.com
Gregory A. Boltz
ASSESSOR
gregory.boltz@dgtownship.com



Lorraine Grimsby
CLERK
lorraine.grimsby@dgtownship.com
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Township of Downers Grove

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Downers Grove, Illinois 60515
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www.dgtownship.com

FILED
AUG 24 2021

Jan Kaczmarek
DuPage County Clerk

2021-22

I, Lorraine Grimsby, Clerk in and for the Township of Downers Grove, County of DuPage in the State of Illinois, and keeper of the records and files of Downers Grove Township, do hereby certify this to be a true and correct copy of the Downers Grove Township Amended Budget Ordinance for fiscal year 2021-22. Said Ordinance is kept in the ordinary course of business record keeping of the Township of Downers Grove.

Certification is given under my hand and official seal at Downers Grove, Illinois this 19 day of August, 2021.

Lorraine Grimsby
Lorraine Grimsby, Clerk
Downers Grove Township

SEAL