

**DOWNERS GROVE TOWNSHIP
BUDGET AND APPROPRIATION ORDINANCE**

An Ordinance making appropriations to defray expenditures of Downers Grove Township, DuPage County, Illinois, for the fiscal year beginning March 1, 2023 and ending February 29, 2024.

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:

General Town Fund	General Assistance Fund
Illinois Municipal Retirement Fund	Capital Improvement Fund

1. GENERAL TOWN FUND

BEGINNING BALANCE AS OF MARCH 1, 2023 **\$3,596,442.00**

• ESTIMATED REVENUES:

GENERAL FUND		
Property Tax (Current)	\$2,736,000.00	
Property Tax (Non-current)	\$2,500.00	
Personal Property Replacement	\$130,000.00	
Miscellaneous Income	\$20,000.00	
Interest Income	\$30,000.00	
Passports & RTA	\$20,000.00	
Perpetual Care (cemetery)	\$13,500.00	
Lot Sales (cemetery)	\$15,000.00	
Senior Center Rental Fees	\$2,500.00	
ESTMATED REVENUES		\$2,969,500.00

TOTAL ESTIMATED REVENUES AVAILABLE **\$6,565,942.00**

• BUDGETED EXPENDITURES:

1.1 Supervisor/Administration	\$1,251,865.00	
1.2 Assessor	\$1,276,816.00	
1.4 Human Services	\$420,300.00	
TOTAL EXPENDITURES/APPROPRIATIONS		\$2,948,981.00

ENDING BALANCE AS OF FEBRUARY 29, 2024 **\$3,616,961.00**

1.1 ADMINISTRATION BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Elected Officials Salaries	\$342,582.00	
Employee Salaries	\$150,000.00	
FICA/Medicare	\$37,683.00	
Health Insurance	\$120,000.00	
Workmen's Compensation	\$12,500.00	
Unemployment Insurance	\$5,000.00	
TOTAL PERSONNEL		\$667,765.00

•CONTRACTUAL SERVICES:

Prince St Building Expenses	\$40,000.00	
Township Building Expenses	\$50,000.00	
Cemetery Expenses	\$15,000.00	
Equipment Maintenance Prince St	\$8,000.00	
Equipment Maintenance Township Center	\$6,100.00	
Grave Openings	\$1,000.00	
Annual Audit	\$15,000.00	
Legal Services	\$20,000.00	
Postage	\$4,000.00	
Education/Conference	\$4,000.00	
Telephone, Internet & Website Prince St	\$20,000.00	
Telephone, Internet & Website Township Center	\$1,000.00	
Legal Notices	\$1,500.00	
Printing/Publications	\$20,000.00	
Twp Info/Public Relations	\$10,000.00	w
Dues	\$9,000.00	
Travel Expenses	\$4,000.00	
CERT Program	\$1,500.00	
Utilities Prince St	\$15,000.00	
Utilities Township Center	\$10,000.00	
Insect Mgt & Control	\$25,000.00	
Liability Insurance	\$40,000.00	
Professional Services	\$20,000.00	
TOTAL CONTRACTUAL SERVICES		\$340,100.00

•COMMODITIES:

Office Supplies	\$5,000.00	
Oper/Maint Supplies	\$5,000.00	
IT Equipment	\$5,000.00	
ATM & Special Events	\$5,000.00	
Miscellaneous Expense Prince St	\$5,000.00	
Miscellaneous Expense Township Center	\$4,000.00	
Office Furniture	\$5,000.00	
Building Repair & Improvements Prince St	\$60,000.00	
Building Repair & Improvements Township Center	\$10,000.00	
Cemetery Improvements	\$40,000.00	
TOTAL COMMODITIES		\$144,000.00

TOTAL ADMINISTRATION BUDGET

\$1,151,865.00

•FUND TRANSFERS:

Transfer out to Capital Project Fund	\$100,000.00	
TOTAL FUND TRANSFERS		\$100,000.00

TOTAL WITH FUND TRANSFERS **\$1,251,865.00**

1.2 ASSESSOR BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$944,000.00	
FICA/Medicare	\$72,216.00	
Health Insurance	\$98,000.00	
Unemployment Insurance	\$9,500.00	
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PERSONNEL		\$1,123,716.00

•CONTRACTUAL SERVICES:

Postage	\$2,500.00	
Mobile Telephone	\$3,600.00	
Printing	\$3,500.00	
Dues	\$1,000.00	
Travel Expenses	\$9,500.00	
Education	\$7,500.00	
Publications	\$9,500.00	
Rental & Leasing	\$7,500.00	
Professional Services	\$22,000.00	
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CONTRACTUAL		\$66,600.00

•COMMODITIES:

Office Supplies	\$7,500.00	
Miscellaneous Expense	\$1,500.00	
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COMMODITIES		\$9,000.00

•CAPITAL OUTLAY:

Information Technology	\$77,500.00	
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INFO TECH		\$77,500.00

TOTAL ASSESSOR BUDGET **\$1,276,816.00**

1.4 HUMAN SERVICES BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$200,000.00	
FICA/Medicare	\$15,300.00	
Health Insurance	\$40,000.00	
Unemployment Insurance	\$2,500.00	
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PERSONNEL		\$257,800.00

•CONTRACTUAL SERVICES:

PROGRAM SERVICES

Life Skills	\$2,000.00	
Dial A Ride	\$32,000.00	
Senior Advisory Committee	\$1,000.00	
Senior/HS Info & Public Relations	\$35,000.00	
Senior Meal Support	\$20,000.00	
Travel	\$2,000.00	
Professional Services	\$24,000.00	
Staff Training	\$2,000.00	
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PROGRAM SERVICES		\$118,000.00

OFFICE SUPPORT

Equipment Lease/Maint	\$12,000.00	
Misc. Expense	\$2,500.00	
Postage	\$10,000.00	
Senior Services Activities	\$15,000.00	
Office Supplies/Equip	\$5,000.00	
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OFFICE SUPPORT		\$44,500.00

TOTAL HUMAN SERVICES BUDGET

\$420,300.00

2. GENERAL ASSISTANCE FUND
BEGINNING BALANCE AS OF MARCH 1, 2023 **\$294,237.78**

ESTIMATED REVENUES:		
Property Tax (Current)	\$50,000.00	
Property Tax (Non-Current)	\$750.00	
SSI RBT/Shelter	\$1,000.00	
Miscellaneous Income	\$3,000.00	
Interest Income	\$100.00	

ESTIMATED REVENUES: \$54,850.00

TOTAL ESTIMATED FUNDS AVAILABLE \$349,087.78

2.1 GENERAL ASSISTANCE ADMINISTRATION BUDGET

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$85,000.00	
Fica/Medicare	\$6,503.00	
Unemployment Insurance	\$1,063.00	
Health Insurance	\$20,000.00	

PERSONNEL \$112,566.00

•CONTRACTUAL SERVICES:

Travel Expenses	\$1,000.00	
Education/Dues	\$1,000.00	
Office Supplies	\$1,000.00	
Miscellaneous Expenses	\$1,000.00	
Physician Services	\$1,000.00	
Pharmaceutical	\$1,000.00	
Other Medical Services	\$1,000.00	
Meal Assist Program	\$5,000.00	
Funeral/Burial	\$2,000.00	
Utilities	\$6,000.00	
Shelter	\$20,000.00	
Gas Cards	\$2,500.00	
Downers Grove Area Fish LARPA Funds	\$80,000.00	
Information Technology	\$5,000.00	
Personal Items	\$3,000.00	

CONTRACTUAL SERVICES \$130,500.00

TOTAL GENERAL ASSISTANCE ADMINISTRATION BUDGET **\$243,066.00**

ENDING BALANCE AS OF FEBRUARY 29, 2024 **\$106,021.78**

5. ILLINOIS MUNICIPAL RETIREMENT FUND
BEGINNING BALANCE AS OF MARCH 1, 2023 **\$195,500.00**

ESTIMATED REVENUES:		
Property Tax (Cur. Levy)	\$50,000.00	
Property Tax (Non-Curr)	\$0.00	
Interest Income	\$100.00	
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ESTIMATED REVENUES		\$50,100.00

TOTAL ESTIMATED FUNDS AVAILABLE **\$245,600.00**

5.1 ILLINOIS MUNICIPAL RETIREMENT FUND BUDGET

BUDGETED EXPENDITURES:		
IMRF Expense	\$63,500.00	
Miscellaneous	\$2,000.00	
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BUDGETED EXPENDITURES		\$65,500.00

ENDING BALANCE AS OF FEBRUARY 29, 2024 **\$180,100.00**

9. CAPITAL PROJECTS FUND
BEGINNING BALANCE AS OF MARCH 1, 2023 **\$195,550.00**

ESTIMATED REVENUES:		
Transfer In from General Fund	\$100,000.00	
Interest	\$50.00	
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ESTIMATED REVENUES		\$100,050.00

TOTAL ESTIMATED FUNDS AVAILABLE **\$295,600.00**

9.1 CAPITAL PROJECTS FUND BUDGET

ESTIMATED EXPENSES:		
New Building Projects	\$150,000.00	
Purchases/equipment	\$10,000.00	
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ESTIMATED EXPENSES		\$160,000.00

ENDING BALANCE AS OF FEBRUARY 29, 2024 **\$135,600.00**

SECTION 2: The amount appropriated for Township purposes for the fiscal year ending February 28, 2024 by FUND is:

1. GENERAL TOWN FUND	\$2,948,981.00
2. GENERAL ASSISTANCE FUND	\$243,066.00
3. ILLINOIS MUNICIPAL RETIREMENT FUND	\$65,500.00
4. CAPITAL PROJECT FUND	\$160,000.00
TOTAL APPROPRIATIONS	\$3,417,547.00

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 Three Million four hundred seventeen thousand five hundred forty seven dollars (\$3,417,547) for the fiscal year of March 1, 2023 through February 29, 2024.

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 Budget and Appropriation Ordinance must be filed with the County Clerk within thirty (30) days after adoption.

Adopted this 23rd day of February, 2023, by the Board of Trustees, Downers Grove Township, DuPage County, Illinois.

AYES: _____

NAYS: _____

ABSENT: _____

Paul Coultrap, Supervisor/Treasurer

Lorraine Grimsby, Township Clerk