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(Footnotes) BUDGET ORDINANCE NO. 21/22

3/1/21

**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, 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	
<b>1. GENERAL TOWN FUND</b>		
<b>BEGINNING BALANCE AS OF MARCH 1, 2021</b>		<b>\$1,915,233.00</b>
• ESTIMATED REVENUES:		
GENERAL FUND		
Property Tax (Current)	\$2,435,000.00	
Property Tax (Non-current)	\$2,000.00	
Personal Property Replacement	\$60,000.00	
Miscellaneous Income	\$56,000.00	
Interest Income	\$6,000.00	
Passports & RTA	\$5,000.00	
Perpetual Care (cemetery)	\$3,600.00	
Lot Sales (cemetery)	\$3,000.00	
Transfer In From CPF (RDA Reimbursement)	\$275,000.00	
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ESTMATED REVENUES		<b>\$2,845,600.00</b>
TOTAL ESTIMATED REVENUES AVAILABLE		<b>\$4,760,833.00</b>
• BUDGETED EXPENDITURES:		
1.1 Supervisor/Administration	\$859,504.00	
1.2 Assessor	\$1,000,488.00	
1.4 Human Services	\$303,453.00	
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TOTAL EXPENDITURES/APPROPRIATIONS		<b>\$2,163,445.00</b>
Transfer Out To Capital Project Fund	\$275,000.00	
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TOTAL EXPENDITURES/APPROPRIATIONS WITH FUND TRANSFER		<b>\$2,438,445.00</b>
<b>ENDING BALANCE AS OF FEBRUARY 28, 2021</b>		<b>\$2,322,388.00</b>

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**1.1 ADMINISTRATION BUDGET**

## BUDGETED EXPENDITURES:

## •PERSONNEL:

Elected Officials Salaries	\$332,327.00	
Employee Salaries	\$120,000.00	
FICA/Medicare	\$34,527.00	
Health Insurance	\$55,000.00	
Workmen's Compensation	\$18,000.00	
Unemployment Insurance	\$1,150.00	
<b>TOTAL PERSONNEL</b>		<b>\$561,004.00</b>

## •CONTRACTUAL SERVICES:

Building Maintenance (Bldg & Cemetery)	\$65,000.00	
Equipment Maintenance	\$8,000.00	
Grave Openings	\$1,000.00	
Annual Audit	\$10,000.00	
Legal Services	\$20,000.00	
Postage	\$3,500.00	
Education/Conference	\$4,000.00	
Telephone (all depts)	\$10,000.00	
Internet & Website	\$10,000.00	
Legal Notices	\$1,500.00	
Printing/Publications	\$2,500.00	
Twp Info/Public Relations	\$6,000.00	
Dues	\$6,500.00	
Travel Expenses	\$1,000.00	
CERT Program	\$0.00	
Utilities	\$18,000.00	
Garbage Diposal	\$0.00	
Insect Mgt & Control	\$25,000.00	
Liability Insurance	\$23,000.00	
Professional Services	\$20,000.00	
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>\$235,000.00</b>

## •COMMODITIES:

Office Supplies	\$3,000.00	
Oper/Maint Supplies	\$3,000.00	
IT Equipment	\$11,500.00	
ATM & Special Events	\$5,000.00	
Miscellaneous Expense	\$1,000.00	
Office Furniture	\$5,000.00	
Building Repair & Improvements	\$25,000.00	
Cemetery Improvements	\$10,000.00	
<b>TOTAL COMMODITIES</b>		<b>\$63,500.00</b>

**TOTAL ADMINISTRATION BUDGET** **\$859,504.00**

## •FUND TRANSFERS:

Transfer out to Capital Project Fund	\$275,000.00	
<b>TOTAL FUND TRANSFERS</b>		<b>\$275,000.00</b>

**TOTAL WITH FUND TRANSFERS** **\$1,134,504.00**

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**1.2 ASSESSOR BUDGET**

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$775,000.00	
FICA/Medicare	\$59,288.00	
Health Insurance	\$80,400.00	
Unemployment Insurance	\$3,500.00	
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PERSONNEL		\$918,188.00

•CONTRACTUAL SERVICES:

Postage	\$0.00	
Mobile Telephone	\$3,000.00	
Printing	\$1,300.00	
Dues	\$1,000.00	
Travel Expenses	\$10,000.00	
Education	\$7,000.00	
Publications	\$10,000.00	
Rental & Leasing	\$6,000.00	
Professional Services	\$0.00	
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CONTRACTUAL		\$38,300.00

•COMMODITIES:

Office Supplies	\$3,500.00	
Miscellaneous Expense	\$500.00	
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COMMODITIES		\$4,000.00

•CAPITAL OUTLAY:

Information Technology	\$40,000.00	
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INFO TECH		\$40,000.00

<b>TOTAL ASSESSOR BUDGET</b>		<b>\$1,000,488.00</b>
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**1.4 HUMAN SERVICES BUDGET**

BUDGETED EXPENDITURES:

•PERSONNEL:

Salaries	\$145,000.00	
FICA/Medicare	\$11,093.00	
Health Insurance	\$7,200.00	
Unemployment Insurance	\$1,250.00	
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PERSONNEL		\$164,543.00

•CONTRACTUAL SERVICES:

PROGRAM SERVICES

Life Skills	\$3,000.00	
Dial A Ride	\$32,000.00	
Senior/Salt Council	\$1,000.00	
Senior/HS Info & Public Relations	\$35,000.00	
Senior Meal Support	\$48,000.00	
Travel	\$2,000.00	
Staff Training	\$1,000.00	
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PROGRAM SERVICES		\$122,000.00

OFFICE SUPPORT

Equipment Lease/Maint	\$5,000.00	
Misc. Expense	\$500.00	
Postage	\$10,000.00	
Office Supplies/Equip	\$1,500.00	
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OFFICE SUPPORT		\$17,000.00

<b>TOTAL HUMAN SERVICES BUDGET</b>		<b>\$303,543.00</b>
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<b>2. GENERAL ASSISTANCE FUND</b>		
<b>BEGINNING BALANCE AS OF MARCH 1, 2021</b>		<b>\$117,986.00</b>
ESTIMATED REVENUES:		
Property Tax (Current)	\$50,000.00	
Property Tax (Non-Current)	\$5.00	
SSI RBT/Shelter	\$750.00	
Interest Income	\$700.00	
ESTIMATED REVENUES:		\$51,455.00
 TOTAL ESTIMATED FUNDS AVAILABLE		 \$169,441.00
 <b>2.1 GENERAL ASSISTANCE ADMINISTRATION BUDGET</b>		
BUDGETED EXPENDITURES:		
•PERSONNEL:		
Salaries	\$105,000.00	
Fica/Medicare	\$8,032.50	
Health Insurance	\$12,000.00	
PERSONNEL		\$125,033.00
 •CONTRACTUAL SERVICES:		
Travel Expenses	\$300.00	
Education/Dues	\$400.00	
Office Supplies	\$1,000.00	
Miscellaneous Expenses	\$0.00	
Physician Services	\$1,000.00	
Pharmaceutical	\$1,000.00	
Other Medical Services	\$1,000.00	
Meal Assist Program	\$1,000.00	
Funeral/Burial	\$2,000.00	
Utilities	\$2,500.00	
Shelter	\$15,000.00	
Food	\$1,000.00	
Personal Items	\$1,000.00	
CONTRACTUAL SERVICES		\$27,200.00
 TOTAL GENERAL ASSISTANCE ADMINISTRATION BUDGET		 \$152,233.00
 ENDING BALANCE AS OF FEBRUARY 28, 2022		 \$17,208.00

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<b>5. ILLINOIS MUNICIPAL RETIREMENT FUND</b>		
<b>BEGINNING BALANCE AS OF MARCH 1, 2021</b>		<b>\$114,946.00</b>
ESTIMATED REVENUES:		
Property Tax (Cur. Levy)	\$20,000.00	
Property Tax (Non-Curr)	\$10.00	
Interest Income	\$1,100.00	
<b>ESTIMATED REVENUES</b>		<b>\$21,110.00</b>
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>		<b>\$136,056.00</b>
<b>5.1 ILLINOIS MUNICIPAL RETIREMENT FUND BUDGET</b>		
BUDGETED EXPENDITURES:		
IMRF Expense	\$45,000.00	
Miscellaneous	\$0.00	
<b>BUDGETED EXPENDITURES</b>		<b>\$45,000.00</b>
<b>ENDING BALANCE AS OF FEBRUARY 28, 2021</b>		<b>\$91,056.00</b>

<b>9. CAPITAL PROJECTS FUND</b>		
<b>BEGINNING BALANCE AS OF MARCH 1, 2021</b>		<b>\$86,074.00</b>
ESTIMATED REVENUES:		
Transfer In from General Fund	\$275,000.00	
RDA Payment	\$275,000.00	
Interest	\$100.00	
<b>ESTIMATED REVENUES</b>		<b>\$550,100.00</b>
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>		<b>\$636,174.00</b>
<b>9.1 CAPITAL PROJECTS FUND BUDGET</b>		
ESTIMATED EXPENSES:		
New Building Projects	\$175,000.00	
Purchases/equipment	\$0.00	
Transfer Out to General Fund	\$275,000.00	
<b>ESTIMATED EXPENSES</b>		<b>\$450,000.00</b>
<b>ENDING BALANCE AS OF FEBRUARY 28, 2022</b>		<b>\$186,174.00</b>

NOTE: The CPF is a muliti-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](http://dgtownship.com)

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SECTION 2: The amount appropriated for Township purposes for the fiscal year ending February 28, 2021 by FUND is:

1. GENERAL TOWN FUND	\$2,438,445.00
2. GENERAL ASSISTANCE FUND	\$152,233.00
3. ILLINOIS MUNICIPAL RETIREMENT FUND	\$45,000.00
4. CAPITAL PROJECT FUND	\$275,000.00
<b>TOTAL APPROPRIATIONS</b>	<b>\$2,910,678.00</b>

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 Nine Hundred Ten Thousand Six Hundred Seventy Eight and 00/100 (\$2,910,678) 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 Budget and Appropriation Ordinance must be filed with the County Clerk within thirty (30) days after adoption.

Adopted this 21st day of February, 2021, by the Board of Trustees, Downers Grove Township, DuPage County, Illinois.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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Mark S. Thoman, Supervisor/Treasurer

Lorraine Grimsby, Township Clerk

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