

HOLIDAY HOURS FOR THE PANTRY

Thanksgiving Day, Thursday, November 23.....closed all day.

Day after Thanksgiving, Friday, November 24.....closed but going to do our pickups and put things away (because we plan on opening on Saturday for pantry)

Christmas Eve (observed), Friday, December 22....closed all day.

Saturday, December 23....closed all day.

Christmas Day, Monday, December 25....closed all day.

New Years Eve (observed), Friday, December 29.....closed all day

Saturday, December 30....closed all day.

New Years Day, Monday 1....closed all day.

The Tuesdays after Christmas and New Years we will start before 7:00 AM to make sure we are ready for the pantry days and because we will be slammed with donations from the stores.

**AMENDED BUDGET & APPROPRIATION ORDINANCE
DUPAGE TOWNSHIP
ORDINANCE No. 23-21**

An ordinance appropriating for all town purposes for DuPage Township, Will County, Illinois, for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

BE IT ORDAINED by the Board of Trustees of DuPage Township, Will County, Illinois.

SECTION 1: That the amounts 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 DuPage Township be and the same are hereby appropriated for the town purposes of DuPage Township, Will County, Illinois as hereinafter specified for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds,

GENERAL TOWN FUND,

BANQUET RENTAL FUND,

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF),

SOCIAL SECURITY FUND,

GENERAL ASSISTANCE FUND

CEMETERY FUND, AND

CAPITAL PROJECTS FUND

		2022-2023	2023-2024
		ACTUAL	BUDGET
<u>GENERAL TOWN FUND</u>			
BEGINNING BALANCE		1,398,969	1,699,480
<u>REVENUES</u>			
4000	Town Fund Transfer In	625	-
4010	Property Tax	2,074,484	1,770,397
4020	Replacement Tax	372,262	370,875
4030	Interest Income	31,409	20,000
4045	Elections	150	75
4060	Traffic/ Fines	313	500
4090	Expense Reimbursement	-	100
4110	Insurance Reimbursement (IPRF)	3,055	-
4130	Food Pantry	350	-
4140	Assessor's Misc. Income	-	200
4150	Senior Grants	-	-
4160	Roads Grant	-	1,500,000
4200	Miscellaneous Revenue	13,262	5,000
4210	ARPA Grant	-	96,500
4230	NIFB Grant	-	26,000
TOTAL REVENUES:		2,495,909	3,789,647
TOTAL FUNDS AVAILABLE:		3,894,878	5,489,127
<u>EXPENDITURES</u>			
101	Administration	1,176,697	1,288,835
102	Assessor	340,581	370,109
104	Youth Services	13,157	126,500
105	Senior Programming	283,519	304,520
106	Social Services	28,952	29,000
107	Levy Senior Center	45,139	58,500
108	Maintenance	214,797	1,834,350
109	Food Pantry	92,556	-
TOTAL EXPENDITURES:		2,195,398	4,011,814
TOTAL APPROPRIATIONS:		2,195,398	4,011,814
<u>OTHER FINANCING USES</u>			
5990	Fund Balance Policy Implementation/Contingencies	-	100,000
7000	Capital Transfer Out		380,000
TOTAL OTHER FINANCING USES			480,000
ENDING BALANCE		<u>1,699,480</u>	<u>997,313</u>

101 <u>ADMINISTRATION</u>		2022-2023	2023-2024
		ACTUAL	BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	226,312	243,000
5010	Elected officials	164,825	164,825
5050	Health Insurance	10,991	13,000
5080	Unemployment Insurance	1,868	2,400
5090	Worker's Compensation	14,803	560
		418,798	423,785
<u>OPERATING EXPENDITURES</u>			
5200	Maintenance	3,809	8,000
5201	Maintenance/Cemetery Grounds	558	600
5220	Professional Services	60,148	300,000
5230	Legal Service	84,667	111,500
5240	Postage	19,744	21,000
5250	Telephone/Internet	11,325	11,000
5260	Publications/Publishing/Advertising	856	1,500
5270	Printing	48,540	50,000
5280	Dues	9,379	10,000
5290	Travel	2,737	2,200
5300	Training	3,208	3,000
5310	Utilities	9,884	11,000
5315	Cemetery Utilities	1,606	700
5325	Liability Insurance	77,752	75,000
5330	Reoccurring Services	16,552	18,000
5380	Volunteer/ Staff Meeting	2,842	3,000
5410	Computer Technology	15,355	18,000
5500	Supplies	9,961	10,000
5700	Misc Expense	781	750
5745	Social Security	16,625	-
5750	General Assistance	344,586	200,000
5755	IMRF	11,983	-
5760	Cemetery	-	5,000
5780	Landscaping	2,449	3,800
5820	Office Equipment	2,553	-
5900	Equipment	-	1,000
		757,898	865,050
TOTAL ADMINISTRATION EXPENDITURES:		1,176,697	1,288,835

102 <u>ASSESSOR</u>		2022-2023	2023-2024
		ACTUAL	BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	263,351	284,000
5050	Health Insurance	26,822	30,869
5080	Unemployment Insurance	2,372	3,000
5090	Worker's Compensation	2,089	560
		294,634	318,429
<u>OPERATING EXPENDITURES</u>			
5200	Maintenance	12,476	11,500
5220	Professional Services	1,000	1,000
5230	Legal	-	500
5240	Postage	500	600
5250	Telephone/Internet	6,398	6,300
5260	Publications/Licenses	-	100
5270	Printing	374	350
5280	Dues	1,234	1,200
5290	Travel	2,750	3,750
5300	Training	5,119	5,580
5410	Computer Technology	768	2,600
5500	Supplies	1,125	2,000
5600	Licenses	14,062	14,000
5900	Equipment	141	2,200
		45,947	51,680
TOTAL ASSESSOR EXPENDITURES:		340,581	370,109

		2022-2023	2023-2024
104	<u>YOUTH SERVICES</u>	ACTUAL	BUDGET
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	-	85,905
5090	Worker's Compensation	-	220
5080	Unemployment Insurance	-	1,800
		-	87,925
	<u>OPERATING EXPENDITURES</u>		
5280	Fests	-	-
5360	Sponsorship/Grants	2,000	-
5365	Contracts	-	10,000
5375	Summer Bridge	138	8,075
5455	Tools for School	9,821	17,000
5475	Programs/Events	-	3,000
5500	Supplies	1,198	500
		13,157	38,575
	TOTAL YOUTH DIVISION EXPENDITURES:	13,157	126,500

105 <u>SENIOR PROGRAMMING</u>		2022-2023	2023-2024
		ACTUAL	BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	165,880	169,000
5050	Health Insurance	23,879	24,850
5080	Unemployment	1,618	1,800
5090	Workers Compensation	1,195	670
		192,572	196,320
<u>OPERATING EXPENDITURES</u>			
5240	Postage	7,439	2,500
5250	Telephone/Internet	6,974	7,200
5280	Dues	-	250
5290	Travel	319	250
5300	Training	-	500
5400	Social/Entertainment	38,793	38,000
5410	Computer Technology	9,548	8,000
5425	Education/Lunch and Learn	11,199	10,000
5430	Senior Olympics	10,444	10,000
5440	Program Teachers	-	25,000
5500	Supplies	2,260	2,500
5530	Automotive Fuel/Oil	159	2,000
5550	Promotions	3,812	2,000
5700	Misc Expense	-	-
		90,947	108,200
TOTAL SENIOR PROGRAMMING EXPENDITURES		283,519	304,520

		2022-2023	2023-2024
		ACTUAL	BUDGET
106	<u>SOCIAL SERVICES</u>		
	<u>OPERATING EXPENDITURES</u>		
5370	Social Service Senior	-	5,000
5371	Social Services/Youth	9,080	-
5480	Pace	19,872	24,000
		28,952	29,000
	TOTAL SOCIAL SERVICES EXPENSES:	28,952	29,000
107	<u>LEVY CENTER</u>		
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	19,057	25,000
5310	Utilities	9,580	10,000
5500	Supplies	8,409	7,500
5540	Decorations	2,494	4,000
5780	Landscaping	5,599	7,000
5760	Equipment	-	5,000
		45,139	58,500
	TOTAL LEVY CENTER EXPENDITURES	45,139	58,500

108 <u>MAINTENANCE DEPARTMENT</u>		2022-2023	2023-2024
		ACTUAL	BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	133,534	134,000
5020	Salaries snow and ice	1,101	5,000
5050	Health Insurance	20,032	22,000
5080	Unemployment	1,341	1,800
5090	Workers Compensation	2,574	14,950
		158,582	177,750
<u>OPERATING EXPENDITURES</u>			
5200	Maintenance	29,410	30,000
5205	Maintenance Roads	795	10,000
5206	Resurfacing Projects	-	1,575,000
5250	Telephone/Internet	597	600
5310	Utilities	1,075	1,800
5420	Uniforms	104	200
5500	Supplies	5,516	7,000
5530	Automotive Fuel/Oil	18,719	17,000
5540	Automotive Maintenance	-	15,000
		56,215	1,656,600
TOTAL MAINTENANCE DEPARTMENT EXPENDITURES:		214,797	1,834,350

109	<u>FOOD PANTRY</u>	2022-2023 ACTUAL	2023-2024 BUDGET
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	15,065	-
5250	Telephone/Internet	3,290	-
5270	Printing	1,269	-
5290	Travel	380	-
5310	Utilities	10,149	-
5330	Reoccurring Services	34,265	-
5420	Uniforms	870	-
5485	Holiday Meals	23,986	-
5500	Supplies	3,283	-
		92,556	-
	TOTAL FOOD PANTRY EXPENDITURES:	92,556	-

Represents a cash basis budget		2022-2023	2023-2024
200	<u>BANQUET RENTAL FUND</u>	ACTUAL	BUDGET
	BEGINNING BALANCE	11,763	72,471
4030	Interest income	43	50
4040	Rental Fees	78,775	80,000
4200	Miscellaneous Income	1,155	750
4510	Caterer	16,275	16,000
4520	Open Bar Fees	90,307	85,000
4530	Cash Bar Fees	41,224	40,000
4540	Bar Set-up Fees	16,373	15,000
4550	Gazebo	1,240	1,500
4560	Garden Chairs	1,310	1,500
4600	Senior Trips	151,749	135,000
	TOTAL REVENUES:	398,451	374,800
	TOTAL FUNDS AVAILABLE:	410,214	447,271
	<u>EXPENDITURES</u>		
201	Administration	171,098	169,550
205	Senior Programming	166,645	154,000
	TOTAL APPROPRIATIONS:	337,743	323,550
	Fund Balance Policy Implementation/ Contingencies	-	-
	ENDING BALANCE	<u>72,471</u>	<u>123,721</u>

		2022-2023	2023-2024
		ACTUAL	BUDGET
201	<u>BANQUETS ADMINISTRATION</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	78,133	77,000
5050	Health Insurance	6,505	6,500
5080	Unemployment Insurance	800	600
5090	Workers Compensation	1,842	450
		87,279	84,550
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	110	3,000
5235	Credit Card Fees	6,661	6,500
5310	Utilities	9,506	9,000
5330	Reoccurring Services	4,609	5,000
5500	Supplies	11,125	9,000
5550	Promotions/Advertising	-	1,500
5600	Licenses	3,513	4,500
5605	State Sales Tax	10,040	10,000
5610	Bolingbrook Liquor Tax	7,214	7,500
5630	Liquor	25,822	24,000
5900	Equipment	5,218	5,000
		83,818	85,000
	TOTAL BANQUETS ADMINISTRATION EXPENDIT	171,098	169,550
205	<u>SENIOR PROGRAMMING EXPENDITURES</u>		
5235	Bank/CC Fees	3,793	4,000
5460	Rec Trips	157,139	135,000
5490	Senior Program/Picnic	5,713	15,000
		166,645	154,000
	TOTAL SENIOR PROGRAMMING EXPENDITURES	166,645	154,000
	TOTAL BANQUETS EXPENDITURES:	337,743	323,550

600 <u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>		2022-2023 ACTUAL	2023-2024 BUDGET
BEGINNING BALANCE		718	6,022
<u>REVENUES</u>			
4010	Property Tax	96,852	128,025
4015	Town Support	11,983	-
TOTAL REVENUES:		108,835	128,025
TOTAL FUNDS AVAILABLE:		109,553	134,047
<u>EXPENDITURES</u>			
<u>PERSONNEL EXPENDITURES</u>			
5150	Retirement Contribution	103,531	112,000
TOTAL EXPEND/APPROPRIATION:		103,531	112,000
ENDING BALANCE		<u>6,022</u>	<u>22,047</u>

500 <u>SOCIAL SECURITY FUND</u>		2022-2023 ACTUAL	2023-2024 BUDGET
BEGINNING BALANCE		(2,323)	512
<u>REVENUES</u>			
4010	Property Tax	96,852	120,709
4015	Town Support	16,625	-
TOTAL REVENUES:		113,477	120,709
TOTAL FUNDS AVAILABLE:		111,153	121,221
<u>EXPENDITURES</u>			
<u>PERSONNEL EXPENDITURES</u>			
5100	Social Security/Medicare	110,641	120,000
TOTAL EXPEND/APPROPRIATION:		110,641	120,000
ENDING BALANCE		<u>512</u>	<u>1,221</u>

300 <u>GENERAL ASSISTANCE FUND</u>		2022-2023 ACTUAL	2023-2024 BUDGET
BEGINNING BALANCE		120,417	(4,998)
<u>REVENUES</u>			
4010	Property Tax	196,966	580,546
4015	Town Support	261,604	200,000
4030	Interest Income	25	50
TOTAL REVENUES:		458,595	780,596
TOTAL FUNDS AVAILABLE:		579,012	775,598
<u>EXPENDITURES</u>			
	Administration	129,353	135,270
	Home Relief	51,490	55,000
	Food Pantry	402,541	566,440
	Transfers	625	-
TOTAL EXPENDITURES:		584,010	756,710
TOTAL APPROPRIATIONS:		584,010	756,710
ENDING BALANCE		(4,998)	18,888

301 <u>G/A ADMINISTRATION</u>		2022-2023 ACTUAL	2023-2024 BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	103,171	108,000
5050	Health Insurance	14,654	16,000
5080	Unemployment Insurance	976	1,200
5090	Worker's Compensation	1,605	670
		120,405	125,870
<u>OPERATING EXPENDITURES</u>			
5250	Telephone/Internet	970	1,200
5280	Dues	85	50
5290	Travel	347	650
5300	Training	25	1,500
5320	Computer Technology	6,743	5,000
5500	Office Supplies	777	1,000
5900	Equipment	-	-
		8,948	9,400

TOTAL G/A ADMINISTRATION: 129,353 135,270

303	<u>HOME RELIEF</u>	2022-2023 ACTUAL	2023-2024 BUDGET
	<u>OPERATING EXPENDITURES</u>		
6080	G.A. Utility	2,140	4,000
6090	G.A. Shelter	-	2,500
6100	E.A. Utility	19,060	20,000
6110	E.A. Shelter	23,554	22,500
6160	Personal Incidentals	5,738	5,000
6170	Transportation/Auto Repair	1,000	1,000
	TOTAL HOME RELIEF EXPENDITURES:	51,490	55,000

309	<u>G/A FOOD PANTRY</u>	2022-2023 ACTUAL	2023-2024 BUDGET
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	336,401	340,000
5050	Health Insurance	16,604	28,950
5080	Unemployment	4,494	9,500
5090	Workers Compensation	7,004	4,240
		364,503	382,690
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	177	10,000
5250	Telephone/Internet	400	3,000
5260	Information Tables	-	500
5270	Printing	-	1,500
5290	Travel	135	1,250
5310	Utilities	-	9,000
5330	Reoccurring Services	-	36,000
5420	Uniforms	-	2,000
5485	Holiday Meals	-	24,000
5500	Supplies	968	4,000
5510	Food Supplies	36,358	60,000
5610	NIFB Retail Support	-	26,000
5620	ARPA Online Service	-	6,500
		38,037	183,750
	TOTAL FOOD PANTRY EXPENDITURES:	402,541	566,440

<u>TRANSFERS</u>			
7000	Town Fund Transfers	625	-

TOTAL TRANSFERS:	625	-
TOTAL APPROPRIATIONS:	584,010	756,710

Represents a cash basis budget

		2022-2023 ACTUAL	2023-2024 BUDGET
1000	<u>CEMETERY FUND</u>		
	BEGINNING BALANCE	3,273	3,274
	<u>REVENUES</u>		
4015	Town Support	-	5,000
4030	Interest Income	1	2
	TOTAL REVENUES:	1	5,002
	TOTAL FUNDS AVAILABLE:	3,274	8,276
	<u>EXPENDITURES</u>		
5200	Maintenance	-	5,000
	TOTAL EXPENDITURES:	-	5,000
	TOTAL APPROPRIATIONS:	-	5,000
Fund Balance Policy Implementation/Contingencies			
	ENDING BALANCE	<u>3,274</u>	<u>3,276</u>

1100 <u>CAPITAL PROJECTS FUND</u>	2022-2023 ACTUAL	2023-2024 BUDGET
BEGINNING BALANCE	216,149	195,224
<u>OTHER FINANCING SOURCES</u>		
4000 Town Fund Transfer In	-	380,000
4030 Interest	5,037	4,000
4210 ARPA Grant	-	290,722
4220 EDICD Grant	-	3,000,000
4230 NIFB Grant	-	75,000
4240 Loan Proceeds	-	595,000
TOTAL REVENUES:	5,037	4,344,722
TOTAL FUNDS AVAILABLE:	221,186	4,539,946
<u>CAPITAL OUTLAY</u>		
5235 Bank/CC Fees	2	-
5900 Equipment	1,250	100,000
5905 Improvements	23,405	
5920 Vehicles	-	233,143
5930 New Building	-	3,132,579
5940 Loan Repayment	-	595,000
TOTAL EXPENDITURES:	24,657	4,060,722
TOTAL APPROPRIATIONS:	24,657	4,060,722
Fund Balance Policy Implementation/Contingencies		
ENDING BALANCE	196,528	479,224

Estimates for Capital Outlay:

New Pantry	3,000,000
Rebuild Roads/Subdivision	1,500,000
Vehicles	225,000
Levy Building Improvements	500,000

SECTION 3: That the amount appropriated for town purposes for the fiscal

year beginning April 1, 2023 and ending March 31, 2024 by fund shall be as follows:

1 General Town Fund	2,195,398	4,011,814
2 Banquet Rental Fund	337,743	323,550
6 Illinois Municipal Retirement Fund	103,531	112,000
5 Social Security Fund	110,641	120,000
3 General Assistance Fund	584,010	756,710
A Cemetery Fund	-	5,000
C Capital Projects Fund	24,657	4,060,722
TOTAL APPROPRIATIONS:	\$ 3,355,980	9,389,796

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 the particular amounts stated for each fund respectively in **Section 2, constituting the total appropriations in the amount of Nine million, three hundred hundred eighty nine thousand and seven hundred ninety-six dollars (\$9,389,796) for the fiscal year beginning April 1, 2023 and ending March 31, 2024.**

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 Amended Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 21st Day of November 2023 pursuant to a roll call vote by the Board of Trustees of DuPage Township, Will County, Illinois.

BOARD OF TRUSTEES

AYE

Tom Braxton	_____
Terri Ransom	_____
Debra Savage	_____
Reem Townsend	_____

TOWNSHIP SUPERVISOR

Gary Marschke	_____
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Barbara Parker, Town Clerk

Gary Marschke, Township Supervisor

**CERTIFICATION OF AMENDED BUDGET & APPROPRIATION ORDINANCE
IN ACCORDANCE WITH CHAPTER 35 SECTION 200/18-50**

ILLINOIS COMPILED STATUTES

The undersigned, being Clerk and Chief Fiscal Officer of *DuPage Township*,
do hereby certify that attached hereto is a TRUE AND CORRECT COPY of the
Amended Budget/Appropriation Ordinance of said District for its 2023-2024 fiscal year, adopted on the
21st, day of November, 2023.

We further certify that the ESTIMATE OF REVENUES, by source, anticipated to
be received by said Taxing District, as set forth in said document, is a true
statement of said estimate.

Dated this 21th, day of November, 2023

/s/ Gary Marschke
Gary Marschke, Chief Fiscal Officer

/s/ Barbara Parker
Barbara Parker, Town Clerk

Filed this 22nd day of November, 2023

/s/ Lauren Staley Ferry
Lauren Staley Ferry, Will County Clerk

**CERTIFIED ESTIMATE OF REVENUES BY SOURCE
DUPAGE TOWNSHIP**

The undersigned, Supervisor, Chief Fiscal Officer, of DuPage Township, Will County, Illinois, does hereby certify that the estimate of revenues by source or anticipated to be received by said taxing 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 200/18050) and on behalf of DuPage Township, Will County, Illinois. This certification must be filed within 30 days after the adoption of the Amended Budget & Appropriation Ordinance.

Dated this 21st day of November, 2023

/s/ Gary Marschke
Gary Marschke, Supervisor - Chief Fiscal Officer

Filed this _22nd_ day of ____November____, 2023

/s/ Lauren Staley Ferry
Lauren Staley Ferry, Will County Clerk