

**BUDGET & APPROPRIATION ORDINANCE
DUPAGE TOWNSHIP
ORDINANCE No.24 -08**

An ordinance appropriating for all town purposes for DuPage Township, Will County, Illinois, for the fiscal year beginning April 1, 2024 and ending March 31, 2025.

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, 2024 and ending March 31, 2025.

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

		2023-2024	2024-2025
		ACTUAL	BUDGET
<u>GENERAL TOWN FUND</u>			
	BEGINNING BALANCE	1,781,230	1,476,778
<u>REVENUES</u>			
4000	Town Fund Transfer In	-	30,400
4010	Property Tax	1,765,910	1,808,629
4020	Replacement Tax	283,821	370,875
4030	Interest Income	71,397	60,000
4045	Elections	-	75
4060	Traffic/ Fines	367	500
4090	Expense Reimbursement	-	100
4140	Assessor's Misc. Income	19	200
4200	Miscellaneous Revenue	57,162	5,000
4210	ARPA Grant	50,172	96,500
4230	NIFB Grant	3,445	-
	TOTAL REVENUES:	2,232,293	2,372,279
	TOTAL FUNDS AVAILABLE:	4,013,523	3,849,057
<u>EXPENDITURES</u>			
101	Administration	1,013,976	1,162,219
102	Assessor	371,626	470,109
104	Youth Services	83,855	94,500
105	Senior Programming	295,645	305,420
106	Social Services	18,658	24,000
107	Levy Senior Center	62,256	58,500
108	Maintenance	310,730	259,916
	TOTAL EXPENDITURES:	2,156,745	2,374,664
	TOTAL APPROPRIATIONS:	2,156,745	2,374,664
<u>OTHER FINANCING USES</u>			
5990	Fund Balance Policy Implementation/Contingencies	-	100,000
7000	Town Fund Transfers	380,000	-
	TOTAL OTHER FINANCING USES	380,000	100,000
	ENDING BALANCE	<u>1,476,778</u>	<u>1,374,393</u>

101	<u>ADMINISTRATION</u>	2023-2024 ACTUAL	2024-2025 BUDGET
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	232,361	305,959
5010	Elected officials	165,200	65,200
5050	Health Insurance	11,471	12,700
5080	Unemployment Insurance	2,290	1,000
5090	Worker's Compensation	3,443	560
		414,766	385,419
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	4,159	8,000
5201	Maintenance/Cemetery Grounds	575	600
5220	Professional Services	76,596	200,000
5230	Legal Service	65,333	120,000
5240	Postage	25,468	26,000
5250	Telephone/Internet	10,883	11,000
5260	Publications/Publishing/Advertising	1,646	1,500
5270	Printing	52,672	55,000
5280	Dues	7,649	10,000
5290	Travel	2,297	2,200
5295	NEW Lodging	-	5,000
5300	Training	4,219	4,000
5310	Utilities	10,464	11,000
5315	Cemetery Utilities	604	700
5325	Liability Insurance	60,679	65,000
5330	Reoccurring Services	20,507	20,000
5380	Volunteer/ Staff Meeting	2,292	3,000
5410	Computer Technology	16,248	18,000
5500	Supplies	5,223	10,000
5700	Misc Expense	1,218	1,000
5740	Cemetery	5,000	-
5745	Social Security	18,527	-
5750	General Assistance	188,000	200,000
5755	IMRF	17,400	-
5780	Landscaping	1,073	3,800
5900	Equipment	479	1,000
		599,210	776,800
	TOTAL ADMINISTRATION EXPENDITURES:	1,013,976	1,162,219

102	<u>ASSESSOR</u>	2023-2024 ACTUAL	2024-2025 BUDGET
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	283,869	284,000
5010	Elected Salary	-	100,000
5050	Health Insurance	30,708	30,869
5080	Unemployment Insurance	3,404	3,000
5090	Worker's Compensation	573	560
		318,555	418,429
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	15,213	11,500
5220	Professional Services	-	1,000
5230	Legal	-	500
5240	Postage	-	600
5250	Telephone/Internet	6,534	6,300
5260	Publications/Licenses	-	100
5270	Printing	458	350
5280	Dues	1,257	1,200
5290	Travel	2,553	3,750
5300	Training	6,824	5,580
5410	Computer Technology	-	2,600
5500	Supplies	1,424	2,000
5600	Licenses	15,694	14,000
5900	Equipment	3,116	2,200
		53,071	51,680
	TOTAL ASSESSOR EXPENDITURES:	371,626	470,109

		2023-2024	2024-2025
		ACTUAL	BUDGET
104	<u>YOUTH SERVICES</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	41,460	42,000
5080	Unemployment Insurance	1,886	1,800
5090	Worker's Compensation	229	200
		43,575	44,000
	<u>OPERATING EXPENDITURES</u>		
5365	Contracts	10,000	15,000
5375	Summer Bridge	6,635	5,000
5455	Tools for School	19,437	25,000
5475	Programs/Events	3,588	3,000
5500	Supplies	619	2,000
5380	Volunteers	-	500
		40,280	50,500
	TOTAL YOUTH DIVISION EXPENDITURES:	83,855	94,500

105 <u>SENIOR PROGRAMMING</u>		2023-2024	2024-2025
		ACTUAL	BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	182,390	181,000
5050	Health Insurance	23,742	24,500
5080	Unemployment	2,605	2,500
5090	Workers Compensation	687	670
		209,425	208,670
<u>OPERATING EXPENDITURES</u>			
5240	Postage	2,016	2,500
5250	Telephone/Internet	7,445	7,200
5280	Dues	150	250
5290	Travel	830	800
5300	Training	-	500
5400	Social/Entertainment	36,388	38,000
5410	Computer Technology	8,811	8,000
5425	Education/Lunch and Learn	7,029	10,000
5430	Senior Olympics	9,216	10,000
5440	Program Teachers	10,094	12,000
5500	Supplies	2,667	2,500
5530	Automotive Fuel/Oil	721	1,000
5550	Promotions	852	4,000
		86,220	96,750
TOTAL SENIOR PROGRAMMING EXPENDITURES:		295,645	305,420

		2023-2024	2024-2025
		ACTUAL	BUDGET
106	<u>SOCIAL SERVICES</u>		
	<u>OPERATING EXPENDITURES</u>		
5480	Pace	18,658	24,000
		18,658	24,000
	TOTAL SOCIAL SERVICES EXPENSES:	18,658	24,000
107	<u>LEVY CENTER</u>		
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	32,578	25,000
5310	Utilities	11,309	10,000
5500	Supplies	10,029	7,500
5540	Decorations	1,482	4,000
5760	Equipment	663	5,000
5780	Landscaping	6,195	7,000
		62,256	58,500
	TOTAL LEVY CENTER EXPENDITURES	62,256	58,500

		2023-2024	2024-2025
		ACTUAL	BUDGET
108	<u>MAINTENANCE DEPARTMENT</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	136,567	134,366
5020	Salaries snow and ice	2,267	5,000
5050	Health Insurance	21,263	22,200
5080	Unemployment	1,806	1,800
5090	Workers Compensation	15,352	14,950
		177,256	178,316
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	16,742	30,000
5205	Maintenance Roads	69,719	15,000
5250	Telephone/Internet	600	600
5310	Utilities	1,664	1,800
5420	Uniforms	13	200
5500	Supplies	4,056	7,000
5530	Automotive Fuel/Oil	14,015	17,000
5535	Automotive Maintenance	26,665	10,000
		133,474	81,600
	TOTAL MAINTENANCE DEPARTMENT EXPENDITURES:	310,730	259,916

200 <u>BANQUET RENTAL FUND</u>		2023-2024 ACTUAL	2024-2025 BUDGET
BEGINNING BALANCE		69,185	137,875
4030	Interest income	67	50
4040	Rental Fees	86,130	85,000
4200	Miscellaneous Income	4,038	3,000
4510	Caterer	16,800	16,000
4520	Open Bar Fees	98,038	95,000
4530	Cash Bar Fees	69,158	65,000
4540	Bar Set-up Fees	16,625	16,000
4550	Gazebo	1,400	1,500
4560	Garden Chairs	1,510	1,500
4600	Senior Trips	80,281	100,000
TOTAL REVENUES:		374,045	383,050
TOTAL FUNDS AVAILABLE:		443,231	520,925
<u>EXPENDITURES</u>			
201	Administration	184,646	184,250
205	Senior Programming	120,709	124,000
TOTAL APPROPRIATIONS:		305,356	308,250
Fund Balance Policy Implementation/ Contingencies		-	-
ENDING BALANCE		137,875	212,675

201	<u>BANQUETS ADMINISTRATION</u>	2023-2024 ACTUAL	2024-2025 BUDGET
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	88,023	86,000
5050	Health Insurance	6,906	7,200
5080	Unemployment Insurance	1,473	600
5090	Workers Compensation	458	450
		96,861	94,250
	<u>OPERATING EXPENDITURES</u>		
5200	Maintenance	205	3,000
5235	Credit Card Fees	7,060	6,500
5310	Utilities	11,309	10,000
5330	Reoccurring Services	4,868	5,000
5500	Supplies	11,323	10,000
5550	Promotions/Advertising	-	1,500
5600	Licenses	4,344	4,500
5605	State Sales Tax	12,069	11,500
5610	Bolingbrook Liquor Tax	8,672	9,000
5630	Liquor	26,672	24,000
5900	Equipment	1,265	5,000
		87,786	90,000
	TOTAL BANQUETS ADMINISTRATION EXPENDITURE	184,646	184,250
205	<u>SENIOR PROGRAMMING EXPENDITURES</u>		
5235	Bank/CC Fees	2,581	4,000
5460	Rec Trips	100,492	100,000
5490	Senior Program/Picnic	17,637	20,000
		120,709	124,000
	TOTAL SENIOR PROGRAMMING EXPENDITURES:	120,709	124,000
	TOTAL BANQUETS EXPENDITURES:	305,356	308,250

		2023-2024	2024-2025
		ACTUAL	BUDGET
300	<u>GENERAL ASSISTANCE FUND</u>		
	BEGINNING BALANCE	(4,998)	99,358
	<u>REVENUES</u>		
4010	Property Tax	579,033	666,542
4015	Town Support	270,982	200,000
4030	Interest Income	69	70
4230	NIFB Grant	-	40,100
	TOTAL REVENUES:	850,084	906,712
	TOTAL FUNDS AVAILABLE:	845,086	1,006,070
	<u>EXPENDITURES</u>		
	Administration	133,890	138,570
	Home Relief	104,570	72,500
	Food Pantry	507,269	528,090
	TOTAL EXPENDITURES:	745,728	739,160
	TOTAL APPROPRIATIONS:	745,728	739,160
	ENDING BALANCE	<u>99,358</u>	<u>266,910</u>

		2023-2024	2024-2025
		ACTUAL	BUDGET
301	<u>G/A ADMINISTRATION</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5000	Salaries	103,208	107,700
5050	Health Insurance	19,905	19,000
5080	Unemployment Insurance	1,266	1,200
5090	Worker's Compensation	687	670
		125,066	128,570
	<u>OPERATING EXPENDITURES</u>		
5250	Telephone/Internet	1,200	1,200
5280	Dues	50	50
5290	Travel	264	650
5300	Training	80	500
5320	Computer Technology	7,036	6,600
5500	Supplies	193	1,000
		8,824	10,000
	TOTAL G/A ADMINISTRATION:	133,890	138,570

303 <u>HOME RELIEF</u>		2023-2024 ACTUAL	2024-2025 BUDGET
<u>OPERATING EXPENDITURES</u>			
6080	G.A. Utility	3,685	4,000
6090	G.A. Shelter	-	2,500
6100	E.A. Utility	54,014	30,000
6110	E.A. Shelter	37,418	25,000
6160	Personal Incidentals	3,760	5,000
6170	Transportation/Auto Repair	2,000	6,000
6190	Job Search	3,693	-
TOTAL HOME RELIEF EXPENDITURES:		104,570	72,500

309 <u>G/A FOOD PANTRY</u>		2023-2024 ACTUAL	2024-2025 BUDGET
<u>PERSONNEL EXPENDITURES</u>			
5000	Salaries	339,244	313,850
5050	Health Insurance	21,803	22,600
5080	Unemployment	8,892	9,500
5090	Workers Compensation	4,354	4,240
		374,292	350,190
<u>OPERATING EXPENDITURES</u>			
5200	Maintenance	10,094	10,000
5250	Telephone/Internet	4,401	3,000
5260	Publishing	150	500
5270	Printing	877	1,500
5290	Travel	751	1,250
5310	Utilities	13,125	9,000
5330	Reoccurring Services	40,584	36,000
5420	Uniforms	1,235	2,000
5485	Holiday Meals	2,450	24,000
5500	Supplies	4,952	4,000
5510	Food Supplies	46,978	60,000
5620	NIFB Retail Support	3,557	20,150
5625	ARPA Online Service	3,824	6,500
		132,977	177,900
	TOTAL FOOD PANTRY EXPENDITURES:	507,269	528,090

		2023-2024	2024-2025
		ACTUAL	BUDGET
500	<u>SOCIAL SECURITY FUND</u>		
	BEGINNING BALANCE	512	20,891
	<u>REVENUES</u>		
4010	Property Tax	120,440	113,039
4015	Town Support	18,527	-
	TOTAL REVENUES:	138,967	113,039
	TOTAL FUNDS AVAILABLE:	139,479	133,930
	<u>EXPENDITURES</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5100	Social Security/Medicare	118,587	120,000
7000	Town Fund Transfers	-	13,000
	TOTAL EXPEND/APPROPRIATION:	118,587	133,000
	ENDING BALANCE	20,891	930

		2023-2024	2024-2025
		ACTUAL	BUDGET
600	<u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>		
	BEGINNING BALANCE	6,022	55,247
	<u>REVENUES</u>		
4010	Property Tax	127,690	148,120
4015	Town Support	17,400	-
	TOTAL REVENUES:	145,090	148,120
	TOTAL FUNDS AVAILABLE:	151,112	203,367
	<u>EXPENDITURES</u>		
	<u>PERSONNEL EXPENDITURES</u>		
5150	Retirement Contribution	95,865	112,000
7000	Town Fund Transfers	-	17,400
	TOTAL EXPEND/APPROPRIATION:	95,865	129,400
	ENDING BALANCE	55,247	73,967

1000 <u>CEMETERY FUND</u>		2023-2024 ACTUAL	2024-2025 BUDGET
	BEGINNING BALANCE	3,275	4,117
	<u>REVENUES</u>		
4015	Town Support	5,000	-
4030	Interest Income	1	2
	TOTAL REVENUES:	5,001	2
	TOTAL FUNDS AVAILABLE:	8,276	4,119
	<u>EXPENDITURES</u>		
5200	Maintenance	4,159	-
	TOTAL EXPENDITURES:	4,159	-
	TOTAL APPROPRIATIONS:	4,159	-
Fund Balance Policy Implementation/Contingencies			
	ENDING BALANCE	<u>4,117</u>	<u>4,119</u>

1100 <u>CAPITAL PROJECTS FUND</u>	2023-2024 ACTUAL	2024-2025 BUDGET
BEGINNING BALANCE	194,819	511,148
<u>OTHER FINANCING SOURCES</u>		
4000 Town Fund Transfer In	380,000	
4030 Interest	11,425	8,000
4210 ARPA Grant	182,538	603,400
4220 EDICD Grant	-	-
4230 NIFB Grant	76,000	25,000
4240 Loan Proceeds	595,000	-
TOTAL REVENUES:	1,244,963	636,400
TOTAL FUNDS AVAILABLE:	1,439,782	1,147,548
<u>CAPITAL OUTLAY</u>		
5900 Equipment	20,323	25,000
5905 Improvements	-	518,863
5920 Vehicles	260,513	71,780
5930 New Building	604,721	
5940 Loan Repayment	43,077	76,200
TOTAL EXPENDITURES:	928,635	691,843
TOTAL APPROPRIATIONS:	928,635	691,843
Fund Balance Policy Implementation/Contingencies		
ENDING BALANCE	511,148	455,705

Estimates for Capital Outlay:

New Pantry	3,000,000
Rebuild Roads/Subdivision	1,500,000
Vehicles	225,000
Levy Building Improvements	500,000
Parking Lot Improvements	200,000

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2024 and ending March 31, 2025 by fund shall be as follows:

1 General Town Fund	2,156,745	2,374,664
2 Banquet Rental Fund	305,356	308,250
3 General Assistance Fund	745,728	739,160
4 Social Security Fund	118,587	133,000
5 Illinois Municipal Retirement Fund	95,865	129,400
A Cemetery Fund	4,159	-
C Capital Projects Fund	928,635	691,843
TOTAL APPROPRIATIONS:	\$ 4,355,075	4,376,317

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 four million, four million three hundred seventy six thousand three hundred seventeen (\$4,268,317) for the fiscal year beginning April 1, 2024 and ending March 31, 2025.

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 23rd Day of April 2024 pursuant to a roll call vote by the Board of

Trustees of DuPage Township, Will County, Illinois.

BOARD OF TRUSTEES

AYE ABSENT

Tom Braxton	X	
Terri Ransom	—	<u> X</u>
Debra Savage	X	
Reem Townsend	X	

TOWNSHIP SUPERVISOR

Gary Marschke	X
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 /s/Barbara A Parker
DuPage Town Clerk

 /s/ Gary Marschke
DuPage 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
Budget/Appropriation Ordinance of said District for its 2024-2025 fiscal year, adopted on the
23rd day of April, 2024.

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 23rd, day of April, 2024

/s/ Gary Marschke
Chief Fiscal Officer

/s/ Barbara A Parker
Town Clerk

Filed this 2nd day of May, 2024

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 Budget & Appropriation Ordinance.

Dated this 23rd day of April, 2024

Gary Marschke, Supervisor - Chief Fiscal Officer

Filed this ___ day of _____, 2024

Lauren Staley Ferry, Will County Clerk