

BUDGET & APPROPRIATION ORDINANCE

NEW LENOX TOWNSHIP

ORDINANCE #2019-1

An ordinance appropriating for all town purposes for New Lenox Township, Will County, Illinois, for the fiscal year beginning April 1 2019, and ending March 31, 2020.

BE IT ORDAINED by the Board of Trustees of New Lenox 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 New Lenox Township, be and the same are hereby appropriated for the town purposes of, New Lenox Township, Will County, Illinois as hereinafter specified for the fiscal year beginning April 1 2019, and ending March 31, 2020.

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

TOWN

GENERAL ASSISTANCE

SENIOR HOUSING

AUDIT

INSURANCE

MAPLEWOOD CEMETERY

MARSHALL CEMETERY

GENERAL TOWN FUND

BEGINNING BALANCE April 1, 2019 **1,759,396**

REVENUES

| | |
|---------------------------------|-----------|
| Property Tax | 1,206,320 |
| Audit Transfer | 13,000 |
| Insurance Transfer | 44,000 |
| Replacement Tax | 35,000 |
| Senior Housing Payroll Transfer | 15,000 |
| Cemetery Payroll Transfer | 5,000 |
| Interest | 5,000 |
| Bond Reserve Interest | 3,000 |
| Community Room User Fees | 400 |
| Miscellaneous | 5,000 |
| Transportation Fees | 16,000 |
| Rain Barrels | 400 |
| Compost Bins | 200 |

TOTAL REVENUES: **1,348,320**

TOTAL FUNDS AVAILABLE: **3,107,716**

EXPENDITURES

| | |
|----------------------|---------|
| Administration | 532,260 |
| Assessor | 222,000 |
| Services | 39,500 |
| Family Services | 140,432 |
| Building & Equipment | 174,750 |
| Transportation | 235,548 |
| Capital Improvement | 980,907 |

TOTAL EXPENDITURES: **2,325,397**

Contingencies 50,000

TOTAL APPROPRIATIONS: **2,375,397**

ENDING BALANCE March 31, 2020 **732,319**

ADMINISTRATION

PERSONNEL SERVICES

| | |
|------------------------|---------|
| Officials Salaries | 188,000 |
| Personnel Salaries | 99,000 |
| Health Insurance | 9,000 |
| Medicare Contribution | 4,100 |
| Unemployment Insurance | 6,000 |
| IMRF | 33,000 |
| FICA | 18,000 |

Total Personnel Services **357,100**

CONTRACTUAL SERVICES

| | |
|-------------------------------|--------|
| Maintenance Service-Building | 10,000 |
| Maintenance Service-Equipment | 2,200 |
| Maintenance Service-Grounds | 5,600 |
| Risk Management | 44,000 |
| Telephone | 4,400 |
| Utilities | 11,000 |
| Rental | 4,000 |
| Travel Expenses | 1,000 |
| Training | 2,000 |
| Postage | 1,300 |
| Printing/Publishing | 1,500 |
| Legal Service | 6,800 |
| Legal Publications | 2,000 |
| Dues | 1,800 |
| Gas/Lube | 5,000 |

Total Contractual Services **102,600**

COMMODITIES

| | |
|----------------------|--------|
| Office Supplies | 6,000 |
| Maintenance Supplies | 2,500 |
| Operating Supplies | 2,500 |
| Newsletter | 12,000 |
| Publications | 500 |
| Web Maintenance | 4,000 |

Total Commodities **27,500**

CAPITAL OUTLAY

| | |
|-------------------|-------|
| Equipment | 4,000 |
| Computer Hardware | 6,000 |
| Computer Software | 2,000 |
| Capital Outlay | 5,000 |

Total Capital Outlay **17,000**

OTHER EXPENDITURES

| | |
|-------------------------|--------|
| Miscellaneous Expense | 12,000 |
| Library portion of PPRT | 16,060 |

Total Other Expenditures **28,060**

TOTAL ADMINISTRATION: 532,260

ASSESSOR

PERSONNEL SERVICES

| | |
|------------------------|---------|
| Salaries | 150,000 |
| Health Insurance | 2,100 |
| Medicare Contribution | 2,200 |
| Unemployment Insurance | 1,000 |
| IMRF | 27,500 |
| FICA | 9,300 |

Total Personnel Services **192,100**

CONTRACTUAL SERVICES

| | |
|-------------------------------|--------|
| Maintenance Service-Equipment | 10,000 |
| Telephone | 4,700 |
| Rental | 3,000 |
| Travel Expenses | 500 |
| Training | 750 |
| Postage | 70 |
| Publishing/Printing | 200 |
| Legal Services/Consulting | 20 |
| Dues | 20 |

Total Contractual Services **19,260**

COMMODITIES

| | |
|-----------------|-------|
| Office Supplies | 1,200 |
| Publications | 40 |

Total Commodities **1,240**

CAPITAL OUTLAY

| | |
|-------------------|-------|
| Equipment | 100 |
| Computer Hardware | 100 |
| Computer Software | 9,100 |

Total Capital Outlay **9,300**

OTHER EXPENDITURES

| | |
|-----------------------|-----|
| Miscellaneous Expense | 100 |
|-----------------------|-----|

Total Other Expenditures **100**

TOTAL ASSESSOR: 222,000

SERVICES

CONTRACTUAL SERVICES

| | |
|----------------------|--------|
| Mosquito Abatement | 15,000 |
| Weed Control | 3,000 |
| Early Warning System | 6,500 |
| Waste Management | 7,000 |
| Rain Barrels | 1,000 |
| Compost Bins | 1,000 |
| E-Waste | 6,000 |

Total Contractual Services **39,500**

TOTAL SERVICES 39,500

FAMILY SERVICES

PERSONNEL SERVICES

| | |
|------------------|--------|
| Salaries | 69,000 |
| Health Insurance | 10,000 |
| Medicare | 1,000 |
| IMRF | 9,000 |
| FICA | 4,282 |

Total Personnel Services **93,282**

OTHER EXPENDITURES

| | |
|----------------------|--------|
| Operation Santa | 350 |
| Telephone | 2,000 |
| Utilities | 5,000 |
| Office Supplies | 1,000 |
| Maintenance Supplies | 1,000 |
| Waste Disposal | 1,200 |
| Equipment | 25,200 |
| Senior Meals Program | 15,000 |
| Programs | 2,000 |
| Miscellaneous | 3,000 |
| Gas/Lube/Oil | 1,400 |

Total Other Expenditures **57,150**

TOTAL FAMILY SERVICES 150,432

BUILDING & EQUIPMENT

PERSONNEL SERVICES

| | |
|-------------------------------------|--------|
| Maintenance Salaries | 24,000 |
| Cemetery Maintenance Salaries | 5,000 |
| Senior Housing Maintenance Salaries | 15,000 |
| Health Insurance | 9,000 |
| Medicare | 1,000 |
| IMRF | 5,500 |
| FICA | 3,750 |

Total Personnel Services 63,250

CAPITAL OUTLAY

| | |
|-------------------------|--------|
| Community Room Supplies | 1,500 |
| Building Improvements | 75,000 |
| Site Improvement | 10,000 |
| Building Repairs | 10,000 |
| Equipment | 5,000 |

Total Capital Outlay 101,500

TOTAL BUILDING & EQUIPMENT 164,750

TRANSPORTATION

PERSONNEL SERVICES

| | |
|------------------|---------|
| Salaries | 130,788 |
| Health Insurance | 10,000 |
| Medicare | 3,598 |
| IMRF | 24,503 |
| FICA | 8,159 |

Total Personnel Services 177,048

CONTRACTUAL SERVICES

| | |
|---------------------|--------|
| Telephone | 500 |
| Maintenance Service | 11,000 |

Total Contractual Services 11,500

COMMODITIES

| | |
|--------------|--------|
| Gas/Lube/Oil | 10,250 |
|--------------|--------|

Total Commodities 10,250

OTHER EXPENDITURES

| | |
|------------------------|--------|
| Miscellaneous Expenses | 1,750 |
| Equipment/Vehicle | 35,000 |

Total Other Expenditures 36,750

TOTAL TRANSPORTATION 235,548

CAPITAL IMPROVEMENT

CAPITAL IMPROVEMENT RESERVE

| | |
|-----------------------------------|---------------|
| Improvements | 50,000 |
| Total Capital Improvement Reserve | 50,000 |

CAPITAL OUTLAY

| | |
|-----------------------------|----------------|
| ADA Compliance Upgrades | 20,000 |
| Improvement and Replacement | <u>100,000</u> |
| Total Capital Outlay | 120,000 |

LONG TERM DEBT

| | |
|---------------------------|----------------|
| Bond Reserve Fund | 555,907 |
| 2015 Bond Reserve Payment | <u>255,000</u> |

TOTAL LONG TERM DEBT **810,907**

TOTAL CAPITAL IMPROVEMENT **980,907**

TOTAL TOWN APPROPRIATIONS **2,325,397**

GENERAL ASSISTANCE FUND

BEGINNING BALANCE April 1, 2019 **106,647**

REVENUES

| | |
|--------------|---------------|
| Property Tax | 20,000 |
| Interest | <u>1,500</u> |
| | 21,500 |

TOTAL FUNDS AVAILABLE: **128,147**

EXPENDITURES

| | |
|----------------|---------------|
| Administration | 19,200 |
| Home Relief | <u>39,200</u> |

TOTAL EXPENDITURES: **58,400**

TOTAL APPROPRIATIONS: **58,400**

ENDING BALANCE March 31, 2020 **69,747**

ADMINISTRATION

PERSONNEL SERVICES

| | |
|--------------------------|---------------|
| Salaries | 12,000 |
| <hr/> | |
| Total Personnel Services | 12,000 |

CONTRACTUAL SERVICES

| | |
|----------------------------|--------------|
| Travel Expense | 1,000 |
| Training | 1,000 |
| <hr/> | |
| Total Contractual Services | 2,000 |

COMMODITIES

| | |
|--------------------|------------|
| Office Supplies | 100 |
| Operating Supplies | 100 |
| <hr/> | |
| Total Commodities | 200 |

OTHER EXPENDITURES

| | |
|------------------------------|---------------|
| Miscellaneous Expense | 5,000 |
| <hr/> | |
| TOTAL ADMINISTRATION: | 19,200 |

HOME RELIEF

CONTRACTUAL SERVICES

| | |
|----------------------------|---------------|
| Shelter | 18,000 |
| Utility Payment | 18,000 |
| <hr/> | |
| Total Contractual Services | 36,000 |

COMMODITIES

| | |
|-------------------|--------------|
| Flat Grant | 3,000 |
| <hr/> | |
| Total Commodities | 3,000 |

OTHER EXPENDITURES

| | |
|--------------------------|------------|
| Miscellaneous | 200 |
| <hr/> | |
| Total Other Expenditures | 200 |

TOTAL HOME RELIEF: **39,200**

ENDING BALANCE March 31, 2020 **69,747**

SENIOR HOUSING FUND

BEGINNING BALANCE April 1, 2019 **67,561**

REVENUES

| | |
|----------------------|---------|
| Rents | 236,333 |
| Interest/Gains/Loss | 410 |
| Laundry Revenue | 4,000 |
| Miscellaneous Income | 50 |

TOTAL REVENUES **240,793**

TOTAL FUNDS AVAILABLE **308,354**

EXPENDITURES

PERSONNEL SERVICES

| | |
|----------------------|--------|
| Manager Salary | 5,000 |
| Maintenance Salaries | 22,000 |
| Health Insurance | 3,000 |
| Medicare | 319 |
| IMRF | 3,300 |
| FICA | 1,364 |

Total Personnel Services **34,983**

CONTRACTUAL SERVICES

| | |
|------------------------------|---------|
| Administrative Expenses | 2,000 |
| Waste Disposal | 2,000 |
| Exterminator | 3,500 |
| Bond Reserve Funding | 125,000 |
| Elevator Service | 12,000 |
| Water | 15,000 |
| Telephone | 3,000 |
| Cleaning Supplies | 1,000 |
| Interest expense | 0 |
| Gas | 8,000 |
| Electric | 16,000 |
| Lawn/Parking Lot Maintenance | 3,000 |
| Alarm System | 5,000 |
| Legal Services | 3,000 |

Total Contractual Services **198,500**

OTHER EXPENSE

| | |
|-----------------------|--------|
| Equipment Replacement | 30,000 |
| Miscellaneous | 5,000 |
| Repairs & Maintenance | 15,000 |

Total Other Expense **50,000**

TOTAL EXPENDITURES **283,483**

| | | |
|-----------------------------|----------------|----------------|
| TOTAL APPROPRIATIONS | | 283,483 |
| ENDING BALANCE | March 31, 2020 | 24,871 |

AUDIT

| | | |
|--------------------------|---------------|--------------|
| BEGINNING BALANCE | April 1, 2019 | 3,041 |
|--------------------------|---------------|--------------|

REVENUES

| | | |
|--------------|--|--------|
| Property tax | | 13,000 |
|--------------|--|--------|

| | | |
|-----------------------|--|---------------|
| TOTAL REVENUES | | 13,000 |
|-----------------------|--|---------------|

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|------------------------------|--|---------------|
| TOTAL FUNDS AVAILABLE | | 16,041 |
|------------------------------|--|---------------|

EXPENDITURES

| | | |
|---------------------|--|--------|
| Accounting services | | 11,500 |
|---------------------|--|--------|

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|---------------------------|--|---------------|
| TOTAL EXPENDITURES | | 11,500 |
|---------------------------|--|---------------|

| | | |
|-----------------------------|--|---------------|
| TOTAL APPROPRIATIONS | | 11,500 |
|-----------------------------|--|---------------|

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|-----------------------|----------------|--------------|
| ENDING BALANCE | March 31, 2020 | 4,541 |
|-----------------------|----------------|--------------|

INSURANCE FUND

| | | |
|--------------------------|---------------|---------------|
| BEGINNING BALANCE | April 1, 2019 | 42,775 |
|--------------------------|---------------|---------------|

REVENUES

| | | |
|--------------|--|--------|
| Property Tax | | 44,000 |
| Interest | | 400 |

| | | |
|-----------------------|--|---------------|
| TOTAL REVENUES | | 44,400 |
|-----------------------|--|---------------|

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|------------------------------|--|---------------|
| TOTAL FUNDS AVAILABLE | | 87,175 |
|------------------------------|--|---------------|

EXPENDITURES

| | | |
|-----------------|--|--------|
| Risk Management | | 44,000 |
|-----------------|--|--------|

| | | |
|---------------------------|--|---------------|
| TOTAL EXPENDITURES | | 44,000 |
|---------------------------|--|---------------|

| | | |
|-----------------------------|--|---------------|
| TOTAL APPROPRIATIONS | | 44,000 |
|-----------------------------|--|---------------|

| | | |
|-----------------------|----------------|---------------|
| ENDING BALANCE | March 31, 2020 | 43,175 |
|-----------------------|----------------|---------------|

MAPLEWOOD CEMETERY FUND

| | | |
|------------------------------------|----------------|----------------|
| BEGINNING BALANCE | April 1, 2019 | 487,379 |
| <u>REVENUES</u> | | |
| Dividends/Interest | | 20,000 |
| Foundation Fees | | 10,000 |
| Cemetery Plot Sales | | 16,000 |
| Internment Fees | | 18,000 |
| Miscellaneous | | <u>100</u> |
| TOTAL REVENUES | | 64,100 |
| TOTAL FUNDS AVAILABLE | | 551,479 |
| <u>EXPENDITURES</u> | | |
| <u>PERSONNEL SERVICES</u> | | |
| Sexton/Cemetery Liaison | | 10,000 |
| Cemetery Gatekeeper | | <u>2,400</u> |
| Total Personnel Services | | 12,400 |
| <u>CONTRACTUAL SERVICES</u> | | |
| Waste disposal | | 800 |
| Telephone | | 1,200 |
| Total Contractual Services | | 2,000 |
| <u>Other Expenses</u> | | |
| Miscellaneous | | 5,000 |
| Landscaping/Maintenance | | 10,000 |
| Development | | 5,000 |
| Perpetual Care | | 395,255 |
| Grave Digger Fees | | 20,000 |
| Foundation Fees | | 12,000 |
| Driveway Repairs | | 8,000 |
| Mower/Trailer | | <u>1,000</u> |
| Total Other Expenses | | 456,255 |
| TOTAL EXPENDITURES | | 470,655 |
| TOTAL APPROPRIATIONS | | 470,655 |
| ENDING BALANCE | March 31, 2020 | 80,824 |

MARSHALL CEMETERY

| | | |
|----------------------------------|----------------|---------------|
| BEGINNING BALANCE | April 1, 2019 | 38,938 |
| <u>REVENUES</u> | | |
| Interest | | 100 |
| Foundation Fees | | 1,500 |
| Cemetery Sales | | 7,000 |
| Internment Fees | | <u>2,000</u> |
| TOTAL REVENUES | | 10,600 |
| TOTAL FUNDS AVAILABLE | | 49,538 |
| <u>PERSONNEL SERVICES</u> | | |
| Sexton/Cemetery Liaison | | 3,000 |
| Total Personnel Services | | 3,000 |
| <u>OTHER EXPENDITURES</u> | | |
| Miscellaneous Expense | | 3,000 |
| Landscaping | | 1,000 |
| Perpetual Care | | 38,000 |
| Grave Digger Fees | | 3,000 |
| Foundation Fees | | <u>1,500</u> |
| Total Other Expenditures | | 46,500 |
| Total Expenditures | | 49,500 |
| TOTAL APPROPRIATIONS | | 49,500 |
| ENDING BALANCE | March 31, 2020 | 38 |

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

| | | |
|------------------------------|-----------|------------------|
| General Town Fund | 2,375,397 | |
| General Assistance Fund | 58,400 | |
| Senior Housing Fund | 283,483 | |
| Audit Fund | 11,500 | |
| Insurance Fund | 44,000 | |
| Maplewood Cemetery Fund | 470,655 | |
| Marshall Cemetery Fund | 49,500 | |
| TOTAL APPROPRIATIONS: | | 3,292,935 |

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 constituting the total appropriations in the amount of Three Million Two Hundred Ninety Two Thousand *Nine Hundred Thirty Five Dollars (\$3,292,935) for the fiscal year beginning April 1, 2019 and ending March 31, 2020.*

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

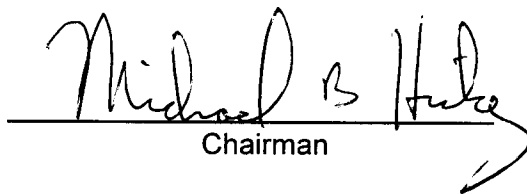
by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 11th day of April 2019, pursuant to a roll call vote by the Board of Trustees of New Lenox Township, Will County, Illinois

| | <u>AYE</u> | <u>NAY</u> | <u>ABSENT</u> |
|-----------------|------------|------------|---------------|
| Michael Hickey | <u>X</u> | --- | --- |
| Martin Boban | <u>X</u> | --- | --- |
| Barbara Kaupas | <u>X</u> | --- | --- |
| Donald Wennlund | <u>X</u> | --- | --- |
| Kathy Hilton | <u>X</u> | --- | --- |


Town Clerk


Chairman