

BUDGET & APPROPRIATION ORDINANCE

BERWYN TOWNSHIP

ORDINANCE NO. _____

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

BE IT ORDAINED by the Board of Trustees of Berwyn Township, Cook 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 the Berwyn Township, be and the same are hereby appropriated for the general corporate purposes of the Berwyn Township, Cook 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,

TOWN FUND

GENERAL ASSISTANCE FUND

**2024 – 2025
BUDGET**

GENERAL TOWN FUND

BEGINNING BALANCE, April 1, 2024 1,182,301

REVENUES

4100	Property Tax	438,375
4200	Replacement Tax	65,000
4330	Miscellaneous Income	2,500
4400	Interest Income	2,500

TOTAL REVENUES 508,375

TOTAL FUNDS AVAILABLE 1,690,676

EXPENDITURES

CAPITAL OUTLAY

5015	Equipment	7,500
5017	Park Improvements and Equipment	5,000
5020	Office Furnishings	4,000

16,500

CONTRACTUAL SERVICES

5105	Accounting / Bookkeeping	11,280
5106	Payroll Processing Fees	1,800
5115	Annual Audit	3,875
5120	Association Dues	3,000
5135	General Liability Insurance	10,000
5140	Legal Expense	10,000
5143	Town Attorney	10,000
5144	Website Costs	1,500
5145	Newsletter	5,000
5155	Town Board Education, Transportation, and Travel	6,000
5165	Office Rent – Rent & Services	42,042

104,497

ASSESSOR'S OFFICE

5210	Assessor's Office Education, Trans. and Travel	2,250
5215	Assessor's Office Supplies	250
5220	Assessor's Office Equipment	2,750
5225	Assessor's Office Printing & Publication/Dues	1,500
5230	Assessor's Office Web Hosting/IT	4,000
5231	Assessor Outreach Special Events	750
5240	Assessor's Office Contingency	2,750
5250	Assessor's Office Taxes – FICA	5,460
5251	Assessor's Office Taxes – Medicare	1,260

(cont'd)

**2024 – 2025
BUDGET**

ASSESSOR'S OFFICE (cont'd)

5252	Assessor's Office Taxes – SUTA	550
5253	Assessor's Office Retirement Contr.	21,000
5254	Assessor's Office Group Health Ins.	17,500
5877	Assessor's Office Staff	84,000
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		144,020

OTHER EXPENDITURES

5410	Contingencies	2,500
5425	Official's Bonds	3,500
5440	Special Events & Programs	30,000
5440.02	Community Outreach	5,000
5440.03	Dumpster Days	8,500
5440.04	Senior Breakfast	1,500
5440.05	Holiday Fund	4,000
5440.06	Community Hero	4,000
5440.07	Intergovernmental	15,000
5440.08	New Programs and Initiatives	600,000
5442	Participatory Budget	12,000
5444	Emergency Preparedness	5,000
5450	Decorating	1,000
5470	Record Retention	1,000
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		693,000

REPAIRS AND MAINTENANCE

5520	Landscaping	5,500
5530	Town Park – Maint & Operations	5,000
5540	Snow Removal	3,000
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		13,500

COMMODITIES

5615	Office Supplies and Expense	5,000
5620	Postage	2,000
5625	Printing and Publication	2,000
5635	Clerk's Budget	100
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		9,100

PERSONNEL

5830	Taxes – Employer FICA	15,000
5831	Taxes – Employer Medicare	5,000
5832	Taxes – SUTA	1,500
5835	Retirement Contribution	35,000
5875	Township Assessor	33,600
5880	Group Health Insurance	45,000

(cont'd)

		2024 – 2025 BUDGET
	PERSONNEL (cont'd)	
5885	Board of Trustees	12,500
5890	Township Clerk	17,850
5895	Township Supervisor	49,350
5898	Clerical	105,000
5899	Clerk's Office Staff	2,000
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		321,800
	TOTAL APPROPRIATIONS:	<hr/> 1,302,417
	ENDING BALANCE, March 31, 2025	<hr/> 388,259
2	GENERAL ASSISTANCE FUND	
	BEGINNING BALANCE, April 1, 2024	2,862,885
	REVENUES	
4100	Property Tax	425,000
4700	Investment Income	25,000
4900	Interest Income	5,000
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	TOTAL REVENUES	455,000
	TOTAL FUNDS AVAILABLE	3,317,885
	EXPENDITURES	
	CAPITAL OUTLAY	
5015	Equipment	7,000
5030	Computer/ GA Tracking Program	4,000
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		11,000
	CONTRACTUAL SERVICES	
5105	Accounting / Bookkeeping	11,000
5115	Annual Audit	3,500
5120	Association Dues	800
5135	General Liability Insurance	6,000
5140	Legal Expense	3,000
5143	Town Attorney	4,200
5145	Newsletter/ Website	7,000
5155	Town Board Education, Transportation, and Travel	2,000
5165	Office Rent – Rent & Services	35,000
5180	Insurance - Catastrophic	3,000
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		75,500

		2024 – 2025 BUDGET
ASSISTANCE PROGRAMS (cont'd)		
5340	Statutory Burial Expenses	20,000
5350	Relief – Flat Grant	250,000
5355	Hospitalization Exp./ Inst. Care	50,000
5356	Medical Assistance	<u>10,000</u>
		330,000
OTHER EXPENSES		
5410	Contingencies	10,000
5435	Access to Care	4,000
5440	Special Events and Programs	50,000
5442	Participatory Budget	7,450
5444	Emergency assistance program	150,000
5460	Office Furnishings	4,000
5470	Record Retention/Disposal	<u>1,000</u>
		226,450
COMMODITIES		
5615	Office Supplies and Expense	1,000
5620	Postage	500
5625	Printing and Publication	<u>2,000</u>
		3,500
PERSONNEL		
5803	Intake Personnel	90,000
5830	Taxes – Employer FICA	4,000
5831	Taxes – Employer Medicare	1,000
5832	Taxes – SUTA	400
5835	Retirement Contribution	12,000
5880	Group Health Insurance	<u>25,000</u>
		132,400
TOTAL APPROPRIATIONS:		<u>778,850</u>
ENDING BALANCE, March 31, 2025		<u>2,539,035</u>

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	1,302,417
15	General Assistance Fund	<u>778,850</u>
TOTAL APPROPRIATIONS:		<u>2,081,267</u>

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 two million eighty-one thousand two hundred sixty seven dollars (\$2,081,267) 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 Budget & Appropriations Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this ____ day of _____, 20____pursuant to a roll call vote by the Board of Trustees of Berwyn Township, Cook County, Illinois.

BOARD OF TRUSTEES

AYE

ABSENT

Town Clerk

Chairman

CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

BERWYN TOWNSHIP

The undersigned, duly elected, qualified and acting Secretary of the Berwyn Township, Cook County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Township for the fiscal year beginning April 1, 2024 and ending March 31, 2025, as adopted this _____ day of _____, 20__.

This certification is made and filed pursuant to the requirement of (35 ILCS 200/18-50) and on behalf of Berwyn Township, Cook County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this _____ day of _____, 20__

Town Clerk

Filed this _____ day of _____, 20__

County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

BERWYN TOWNSHIP

The undersigned President, Chief Fiscal Officer, of Berwyn Township, Cook 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 requirement of (35 ILCS 200/18-50) and on behalf of Berwyn Township, Cook County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this _____ day of _____, 20__

President – Chief Fiscal Officer

Filed this _____ day of _____, 20__

County Clerk