

**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, 2025 and ending March 31, 2026.

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, 2025 and ending March 31, 2026.

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

**2025 – 2026  
BUDGET**

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**GENERAL TOWN FUND**

**BEGINNING BALANCE**, April 1, 2025 1,095,450

**REVENUES**

4100	Property Tax	450,000
4200	Replacement Tax	65,000
4330	Miscellaneous Income	2,000
4400	Interest Income	2,500

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**TOTAL REVENUES** 519,500

**TOTAL FUNDS AVAILABLE** 1,614,950

**EXPENDITURES**

**CAPITAL OUTLAY**

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

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16,500

**CONTRACTUAL SERVICES**

5105	Accounting / Bookkeeping	11,844
5106	Payroll Processing Fees	2,520
5115	Annual Audit	4,250
5120	Association Dues	3,000
5135	General Liability Insurance	10,000
5140	Legal Expense	10,000
5143	Town Attorney	10,500
5144	Website Costs	1,500
5145	Newsletter	5,000
5155	Town Board Education, Transportation, and Travel	5,500
5165	Office Rent – Rent & Services	42,042

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106,156

**ASSESSOR'S OFFICE**

5210	Assessor's Office Education, Trans. and Travel	3,000
5215	Assessor's Office Supplies	975
5220	Assessor's Office Equipment	3,250
5225	Assessor's Office Printing & Publication/Dues	2,500
5230	Assessor's Office Web Hosting/IT	4,900
5240	Assessor's Office Budget	3,000
5877	Assessor's Office Staff	97,000

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114,625

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		<b>2025 – 2026 BUDGET</b>
	<b>OTHER EXPENDITURES</b>	
5410	Contingencies	2,500
5425	Official's Bonds	4,000
5440	Special Events & Programs	25,000
5440.02	Community Outreach	2,500
5440.03	Dumpster Days	15,000
5440.04	Senior Breakfast	1,500
5440.05	Holiday Fund	5,000
5440.06	Community Hero	4,000
5440.07	Intergovernmental	15,000
5440.08	New Programs and Initiatives	600,000
5440.09	Emergency Preparedness Training	1,500
5440.10	Senior Resource & Dance	1,500
5440.11	Mentorship Program	1,500
5442	Participatory Budget	12,000
5444	Emergency Preparedness	5,000
5450	Decorating	1,000
5470	Record Retention	1,000
		<hr/> 698,000
	<b>REPAIRS AND MAINTENANCE</b>	
5520	Landscaping	5,500
5530	Town Park – Maint & Operations	6,000
5540	Snow Removal	3,000
		<hr/> 14,500
	<b>COMMODITIES</b>	
5615	Office Supplies and Expense	7,000
5620	Postage	2,000
5625	Printing and Publication	2,000
5635	Clerk's Budget	100
		<hr/> 11,100
	<b>PERSONNEL</b>	
5830	Taxes – Employer FICA	23,500
5831	Taxes – Employer Medicare	6,500
5832	Taxes – SUTA	2,050
5835	Retirement Contribution	56,000
5875	Township Assessor	33,600
5880	Group Health Insurance	55,000
5885	Board of Trustees	12,500
5890	Township Clerk	20,000
5895	Township Supervisor	50,000
5898	Clerical	105,000
5899	Clerk's Office Staff	2,000
		<hr/> 366,150

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**TOTAL APPROPRIATIONS:** 1,327,031

**ENDING BALANCE, March 31, 2026** 287,919

2 **GENERAL ASSISTANCE FUND**

**BEGINNING BALANCE, April 1, 2025** 2,866,332

**REVENUES**

4100 Property Tax 440,000  
4700 Investment Income 25,000  
4900 Interest Income 5,000

**TOTAL REVENUES** 470,000

**TOTAL FUNDS AVAILABLE** 3,336,332

**EXPENDITURES**

**CAPITAL OUTLAY**

5015 Equipment 7,000  
5030 Computer/ GA Tracking Program 4,000

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

75,500

**ASSISTANCE PROGRAMS (cont'd)**

5340 Statutory Burial Expenses 20,000  
5350 Relief – Flat Grant 330,000  
5355 Hospitalization Exp./ Inst. Care 50,000  
5356 Medical Assistance 10,000

410,000

**OTHER EXPENSES**

5410 Contingencies 10,000  
5435 Access to Care 4,000  
5440 Special Events and Programs 50,000

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		<b>2025 – 2026 BUDGET</b>
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
<b>COMMODITIES</b>		
5615	Office Supplies and Expense	1,000
5620	Postage	500
5625	Printing and Publication	<u>2,000</u>
		3,500
<b>PERSONNEL</b>		
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
<b>TOTAL APPROPRIATIONS:</b>		<u>858,850</u>
<b>ENDING BALANCE, March 31, 2026</b>		<u>2,477,482</u>

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2025 and ending March 31, 2026 by fund shall be as follows:

1	General Town Fund	1,327,131
15	General Assistance Fund	<u>858,850</u>
<b>TOTAL APPROPRIATIONS:</b>		<u>2,185,881</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 one hundred eight-five thousand eight hundred eighty-one dollars (\$2,185,881) for the fiscal year beginning April 1, 2025 and ending March 31, 2026.

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**

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\_\_\_\_\_  
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, 2025 and ending March 31, 2026, 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