



TOWNSHIP OF LOCKPORT

1463 S. Farrell Road • Suite 102 • Lockport, Illinois 60441
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DENISE MUSHRO RUMCHAK
Lockport Township Clerk

AGENDA

General Assistance, Senior & Town Fund

**Lockport Township Government
1463 S. Farrell Road
Lockport, IL 60441
Community Center**

**May 8, 2018
Public Hearing @ 6:00 PM
2018/2019 Budget**

Pledge of Allegiance

Roll Call

Citizens Wishing to Address the Board

Discussion:

- **Ordinance No. 2018-1 (2018/2019 Budget and Appropriation)**

Adjournment

BUDGET & APPROPRIATION ORDINANCE

TOWNSHIP

ORDINANCE NO. 2018-1

An ordinance appropriating for all corporate purposes for LOCKPORT TOWNSHIP, WILL COUNTY, ILLINOIS, for the fiscal year beginning March 1, 2018, and ending February 28, 2019.

BE IT ORDAINED by the Board of Trustees of Lockport 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 the Lockport Township, be and the same are hereby appropriated for the corporate purposes of the Lockport Township, Will County, Illinois, as hereinafter specified for the fiscal year beginning March 1, 2018 and ending February 28, 2019.

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

TOWN FUND

SENIOR FUND

GENERAL ASSISTANCE FUND

1 . GENERAL TOWN FUND

BEGINNING BALANCE - March 1, 2018 Estimate \$ 1,883,132

ESTIMATED REVENUES

Property Tax \$ 1,417,000

Replacement Tax 270,000

Interest Income 1,000

Grant - Transit 0

Grant - C D B G 100,000

Other Revenues 5,000

TOTAL ESTIMATED REVENUES: 1,793,000

TOTAL ESTIMATED FUNDS AVAILABLE: \$ 3,676,132

BUDGETED EXPENDITURES

1.1 Administration \$ 1,297,537

1.2 Assessor 302,779

1.3 Cemetery 0

1.4 Collector Expenses 0

1.5 Transfer - Road & Bridge

Contingencies 22,500

C- 1,000 S- 1,500 T- 20,000

TOTAL EXPENDITURES/APPROPRIATIONS: \$ 1,622,816

BALANCE ENDING February 28, 2019 \$ 2,053,316

1.1 ADMINISTRATION

PERSONNEL

Salaries - See Page 4.1	C-	43,784	S-	68,873	T-	353,480	\$	466,137	
Employees Insurance - Hospitalization					T-	200,000		200,000	
Unemployment Insurance					T-	3,000		3,000	
Social Security					T-	44,600		44,600	
Medicare					T-	10,600		10,600	
IMRF					T-	45,000		45,000	\$ 769,337

CONTRACTUAL SERVICES

Maintenance (Bldg)			S-	300			\$	300	
Maintenance (Equipment)	C-	10,500	S-	2,500				13,000	
Accounting Services					T-	27,000		27,000	
Legal Services	C-	2,000			T-	15,000		17,000	
Postage	C-	500						500	
Data/Communications					T-	10,000		10,000	
Publishing	C-	1,000	S-	600				1,600	
Printing	C-	1,500	S-	600				2,100	
Dues - Subscriptions	C-	500	S-	300				800	
Travel Expenses	C-	0	S-	0	T-	0		0	
Train, Sem, Conv	C-	1,000	S-	500	T-	4,000		5,500	
State of the City					T-	1,000		1,000	
Liability Insurance					T-	42,000		42,000	
General Insurance	C-	100	S-	100				200	
Engineering					T-	5,000		5,000	
Mosquito Control					T-	40,000		40,000	
Township Cleanup					T-	5,000		5,000	
Consulting - Quickbooks/Payroll					T-	10,000		10,000	
PACE Bus					T-	6,000		6,000	
Utilities					T-	10,000		10,000	
Cable TV - Expenses - Lockport					T-	500		500	
Cable TV - Expenses - Crest Hill					T-	500		500	
Elevator Maintenance					T-	1,500		1,500	
Alarm Maintenance					T-	3,000		3,000	
Yard Maintenance					T-	3,000		3,000	205,500

COMMODITIES

Office Supplies	C-	2,500	S-	1,500			\$	4,000	
Custodial Supplies					T-	5,000		5,000	9,000

OTHER EXPENDITURES

Miscellaneous Charges	C-	1,000	S-	500	T-	3,000	\$	4,500	
E.M.A.					T-	2,500		2,500	
Community Programs (See page 4.2)					T-	47,200		47,200	54,200

CAPITAL OUTLAY

Equipment	C-	3,500	S-	6,000			\$	9,500	
Projects					T-	150,000		150,000	
Capital Improvement					T-	100,000		100,000	259,500

TOTALS

C- 67,884 S- 81,773 T- 1,147,880

TOTAL ADMINISTRATION:

\$ 1,297,537

1.2 Assessor

PERSONNEL

Salaries - See Page 4.1	\$	<u>250,279</u>	
			\$ <u>250,279</u>

CONTRACTUAL SERVICES

Maintenance (Equipment)	\$	<u>12,000</u>	
Appraisals		<u>1,000</u>	
Consultant		<u>1,000</u>	
Attorney		<u>1,000</u>	
Telephone		<u>100</u>	
Publishing		<u>300</u>	
Printing		<u>500</u>	
Dues - Subscriptions		<u>500</u>	
Travel - Assessor		<u>0</u>	
Training		<u>8,000</u>	
Publication		<u>300</u>	
Postage		<u>300</u>	
			\$ <u>25,000</u>

COMMODITIES

Office Supplies	\$	<u>3,500</u>	
			<u>3,500</u>

OTHER EXPENDITURES

Miscellaneous Charges	\$	<u>1,500</u>	<u>1,500</u>
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CAPITAL OUTLAY

Equipment	\$	<u>20,000</u>	<u>20,000</u>
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CONTINGENCY

	<u>2,500</u>
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TOTAL ASSESSOR:	\$	<u><u>302,779</u></u>
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SCHEDULE TO SUPPORT BUDGET AND APPROPRIATION ORDINANCE

PERSONAL SERVICES SALARIES

Elected Officials - Page 1 - General Town Fund

Supervisor	\$	73,217
Clerk		56,520
Assessor		66,362
Highway Commissioner		67,387
Treasurer Road & Bridge		1,000
Trustees - Total 4		36,000
Collector		600

OFFICE PERSONNEL - GENERAL TOWN

Full Time Salary - Clerk - Payroll/Senior Programming		26,394
Maintenance - Full-Time		14,000
Maintenance - Part-Time		12,000

\$ 353,480

OFFICE PERSONNEL

Supervisors Office Bookkeeper - Full-Time	\$	55,873
Supervisors Office Media/Bookkeeper		7,500
Supervisors Office Part-Time		3,500
Supervisors Office Extra Hours Worked		2,000
Clerk Secretary		33,784
Clerk Part Time		9,000
Clerk Extra Hours		1,000

112,657

TOTAL TOWN

\$ 466,137

ASSESSOR DIVISION - Page 2

FULL TIME

Deputy Assessor	\$	21,171
Deputy Assessor		34,850
Commercial Appraiser		45,672
Clerk - Full Time		24,665
Clerk - Full Time		19,000
Clerk - Full Time		19,000
Clerk - Full Time		21,171
Deputy Commercial Appraiser		30,750
CIAO - Stipend		0

PART TIME

Part Time Employees		30,000
Extra Hours Worked		4,000

TOTAL ASSESSOR

\$ 250,279

SCHEDULE TO SUPPORT BUDGET AND APPROPRIATION ORDINANCE

COMMUNITY PROGRAMS

Community Programs - Page 1 - General Town Fund

Guardian Angel Home	\$	500
Community Service Council		<u>500</u>
Will County Historical Society		<u>500</u>
Child Advocacy		<u>1,000</u>
Habitat for Humanity		<u>6,400</u>
Joyful Again		<u>250</u>
Circle of Love		<u>500</u>
Hospice		<u>2,000</u>
Misc. Community Programs		<u>1,500</u>
Scholarship Program		<u>4,000</u>
United Way		<u>500</u>
Crisis Line		<u>500</u>
WILCO		<u>250</u>
Care Trac		<u>1,000</u>
Bridges to a New Day		<u>100</u>
Fairmont Food Pantry		<u>3,500</u>
FISH		<u>19,200</u>
Youth Music Program		<u>3,000</u>
Tree Program 50/50		<u>0</u>
CASA		<u>2,000</u>
TOTAL TOWN	\$	<u><u>47,200</u></u>

1.4 COLLECTOR

PERSONNEL

Salaries - Full and Part-time \$ _____ \$ _____

CONTRACTUAL SERVICES

Insurance \$ _____
Bond _____
Rent - Equipment _____ \$ 0

COMMODITIES

Office Supplies and Postage \$ _____ \$ 0

OTHER EXPENDITURES

\$ _____ \$ _____

CAPITAL OUTLAY

\$ _____ \$ _____

TOTAL COLLECTOR \$ 0

2. GENERAL ASSISTANCE FUND

BEGINNING BALANCE March 1, 2018		\$ <u>521,224</u>
<u>ESTIMATED REVENUES</u>		
Property Tax	\$ <u>7,900</u>	
Grant (State)	<u> </u>	
Interest Income	<u>2,000</u>	
Personal Property Replacement	<u>180,000</u>	
Miscellaneous	<u> </u>	
TOTAL ESTIMATED REVENUES:		<u>189,900</u>
TOTAL ESTIMATED FUNDS AVAILABLE:		\$ <u>711,124</u>
<u>BUDGETED EXPENDITURES</u>		
2.1 Administration	\$ <u>114,593</u>	
2.2 Home Relief	<u>111,100</u>	
Contingencies	<u> </u>	
TOTAL EXPENDITURES/APPROPRIATIONS:		\$ <u>225,693</u>
ENDING BALANCE February 28, 2019		\$ <u><u>485,431</u></u>

2.1 GENERAL ASSISTANCE - ADMINISTRATION

PERSONNEL

Salaries - Full-Time	\$	<u>38,193</u>	
Salaries - Assistant		<u>5,000</u>	
Salaries - Part-Time		<u>0</u>	
Employees Insurance - Hospt.		<u>30,000</u>	
Pension Contribution			
Unemployment Insurance		<u>200</u>	
Worker's Compensation			
Medicare		<u>700</u>	
FICA		<u>2,700</u>	
IMRF		<u>3,100</u>	\$ <u>79,893</u>

CONTRACTUAL SERVICES

Maintenance (Buildings)	\$		
Maintenance (Equipment)		<u>3,000</u>	
Northern Legal Defense Fund		<u>500</u>	
Other Professional Services		<u>6,200</u>	
Telephone		<u>500</u>	
Publishing		<u>500</u>	
Printing		<u>1,000</u>	
Training		<u>1,000</u>	
Insurance		<u>5,000</u>	
Rentals			\$ <u>17,700</u>

COMMODITIES

Office Supplies	\$	<u>6,000</u>	
Operating Supplies		<u>3,000</u>	
			\$ <u>9,000</u>

OTHER EXPENDITURES

Miscellaneous Charges	\$	<u> </u>	
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CAPITAL OUTLAY

Equipment	\$	<u>8,000</u>	\$ <u>8,000</u>
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TOTAL ADMINISTRATION: \$ 114,593

2.2 GENERAL ASSISTANCE - HOME RELIEF

CONTRACTUAL SERVICES

Insurance - Workmen Comp. Workfare	\$	<u>2,200</u>	
Physician Services		<u>500</u>	
Hospital Services (In Patient)		<u>400</u>	
Hospital Services (Out Patient)		<u>400</u>	
Dental Services		<u>100</u>	
Other Medical Services		<u>5,000</u>	
Will/Grundy Medical Clinic		<u>500</u>	
Will County Community Concerns		<u>1,000</u>	
Funeral & Burial Services		<u>1,000</u>	
Shelter		<u>40,000</u>	
Fuel		<u>10,000</u>	
Lights		<u>12,000</u>	
Water		<u>5,500</u>	
Garbage		<u>1,000</u>	
Telephone		<u>500</u>	
Drugs		<u>4,000</u>	
Emergency Services		<u>5,000</u>	\$ <u>89,100</u>

COMMODITIES

Food	\$	<u>14,000</u>	
			\$ <u>14,000</u>

OTHER EXPENDITURES

Miscellaneous Charges			\$ <u>8,000</u>
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TOTAL HOME RELIEF: \$ 111,100

3. INSURANCE FUND

BEGINNING BALANCE March 1, 2018 \$ -0-

ESTIMATED REVENUES

Property Tax \$ _____
Interest Income _____

TOTAL ESTIMATED REVENUES: \$ _____

TOTAL ESTIMATED FUNDS AVAILABLE: \$ _____

BUDGETED EXPENDITURES

Unemployment Insurance \$ _____
Worker's Compensation _____ \$ _____

CONTRACTUAL SERVICES

Liability Insurance \$ _____
General Insurance _____ \$ _____

TOTAL EXPENDITURES/APPROPRIATIONS: \$ _____

ENDING BALANCE February 28, 2019 \$ -0-

4. SOCIAL SECURITY FUND

BEGINNING BALANCE March 1, 2018		\$ -0-
<u>ESTIMATED REVENUES</u>		
Property Tax	\$ _____	
Interest Income	_____	
TOTAL ESTIMATED REVENUES:		\$ _____
TOTAL ESTIMATED FUNDS AVAILABLE:		\$ _____
<u>BUDGETED EXPENDITURES</u>		
<u>PERSONNEL</u>		
Pension Contribution	\$ _____	
Medicare	_____	
TOTAL EXPENDITURES/APPROPRIATIONS:		\$ _____
ENDING BALANCE February 28, 2019		\$ -0-

5. IMRF FUND

BEGINNING BALANCE March 1, 2018		\$ -0-
<u>ESTIMATED REVENUES</u>		
Property Tax	\$ _____	
Interest Income	_____	
TOTAL ESTIMATED REVENUES:		\$ _____
TOTAL ESTIMATED FUNDS AVAILABLE:		\$ _____
<u>BUDGETED EXPENDITURES</u>		
<u>PERSONNEL</u>		
Pension Contribution	\$ _____	
TOTAL EXPENDITURES/APPROPRIATIONS:		\$ _____
ENDING BALANCE February 28, 2019		\$ -0-

6. SENIOR FUND

BEGINNING BALANCE March 1, 2018 \$ 1,459,215

ESTIMATED REVENUES

Property Tax	\$ <u>409,000</u>
PACE Bus	<u>4,000</u>
Interest Income	<u>4,000</u>

TOTAL ESTIMATED REVENUES: \$ 417,000

TOTAL ESTIMATED FUNDS AVAILABLE: \$ 1,876,215

BUDGETED EXPENDITURES

6.1 Administration	\$ <u>459,730</u>
6.2 Senior Programs	<u>109,500</u>
Contingencies	<u>30,000</u>

TOTAL EXPENDITURES/APPROPRIATIONS: \$ 599,230

ENDING BALANCE February 28, 2019 \$ 1,276,985

6.1 SENIOR FUND - ADMINISTRATION

PERSONNEL

Salaries - Administration	\$	26,394	
Salaries - Dispatch/Office Full-Time		<u>28,548</u>	
Salaries - Media/Senior Advisory		<u>7,500</u>	
Salaries - Drivers - Part-Time		<u>52,788</u>	
Employees Insurance - Hospt.		<u>40,000</u>	
Unemployment Insurance		<u>600</u>	
FICA		<u>8,800</u>	
Medicare		<u>2,100</u>	
IMRF		<u>7,500</u>	\$ <u>174,230</u>

BUS PROGRAMS

Bus Purchase/Lease	\$	75,000	
Bus Maintenance		<u>15,000</u>	
Fuel		<u>20,000</u>	
Rental		<u>2,000</u>	\$ <u>112,000</u>

CONTRACTUAL SERVICES

Accounting	\$	3,000	
Legal		<u>5,000</u>	
Data Communication		<u>4,000</u>	
Utilities		<u>10,000</u>	
Liability Insurance		<u>41,000</u>	\$ <u>63,000</u>

COMMODITIES

Office Supplies		<u>2,000</u>	\$ <u>2,000</u>
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BUILDING RENOVATIONS/MAINTENANCE

Salaries - Full-Time	\$	14,000	
Salaries - Part-Time		<u>12,000</u>	
Elevator Maintenance		<u>1,000</u>	
Alarm Maintenance		<u>1,000</u>	
Yard Maintenance		<u>1,000</u>	
Custodial Supplies		<u>3,000</u>	
Capital Improvement		<u>65,000</u>	\$ <u>97,000</u>

CAPITAL OUTLAY

Equipment		<u>10,000</u>	\$ <u>10,000</u>
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OTHER EXPENDITURES

Miscellaneous		<u>1,500</u>	\$ <u>1,500</u>
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TOTAL ADMINISTRATION \$ 459,730

6.2 SENIOR FUND - SENIOR PROGRAMS

SENIOR PROGRAMS

Senior Transportation - Pace Bus	\$ 6,000
Senior Service Center - Meals on Wheels	<u>8,000</u>
Senior Service Center - Case Management	<u>2,000</u>
Senior Service Center - Emergency Meals	<u>10,000</u>
Senior Service - Care Trac	<u>1,500</u>
Senior Breakfast - October	<u>7,500</u>
Senior Entertainment for Events	<u>1,000</u>
Senior Christmas Food Vouchers	<u>3,000</u>
Senior Service Quarterly Lunch	<u>1,500</u>
Other Senior Programs	<u>5,000</u>
Shingle Shots	<u>35,000</u>
Senior Expo	<u>3,000</u>
Senior Triad	<u>3,000</u>
Romeoville Seniors	<u>4,000</u>
Cost Cutting Crew	<u>1,000</u>
Lockport Park District Senior Programs:	
Golden Agers	<u>4,000</u>
Young Timers	<u>4,000</u>
Silver & Gold	<u>4,000</u>
AARP	<u>4,000</u>
Men's Seniors	<u>2,000</u>
 TOTAL SENIOR PROGRAMS	 \$ <u><u>109,500</u></u>

SECTION 3: That the amount appropriated for township purposes for the fiscal year ending February 28, 2019 by fund shall be as follows:

1 GENERAL TOWN FUND	\$ <u>1,622,816</u>
2 GENERAL ASSISTANCE FUND	<u>225,693</u>
3 INSURANCE FUND	<u> </u>
4 SOCIAL SECURITY FUND	<u> </u>
5 IMRF FUND	<u> </u>
6 SENIOR FUND	<u>599,230</u>
TOTAL APPROPRIATIONS:	\$ <u><u>2,447,739</u></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 1 & 2, constituting the total appropriations in the amount of Two Million Four Hundred Forty-Seven Thousand Seven Hundred Thirty-Nine Dollars, for the fiscal year March 1, 2018 to February 28, 2019.

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 xxth day of May, 2018 by the Board of Trustees
of Lockport Township, Will County, Illinois.

AYES: _____

Ronald Alberico

Gregg Bickus

Barb Boyce

Barb Delaney

Dean Morelli

NAYS: _____

ABSENT: _____

(Town Clerk)

(Supervisor)