

**MAINE TOWNSHIP
ORDINANCE 2015-1
BUDGET & APPROPRIATION ORDINANCE FOR 2015-2016**

for MAINE TOWNSHIP located in the County of Cook, State of Illinois for the fiscal year beginning March 1, 2015 and ending February 29, 2016.

Now be it Ordained by the Board of Trustees of MAINE TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: GENERAL TOWN AND GENERAL ASSISTANCE FUND is hereby adopted as the budget of the township for the fiscal year mentioned above and shall be in full force and effect from and after this date.

GENERAL TOWN FUND

BEGINNING BALANCE	\$5,011,289
ESTIMATED REVENUES	
Property Tax	\$3,600,000
Replacement Tax	\$80,000
Interest Income	\$2,000
MaineStay Fees	\$22,000
Grants	\$5,000
Other Income	\$70,000
TOTAL ESTIMATED REVENUES	<u>\$3,779,000</u>
TOTAL ESTIMATED FUNDS AVAILABLE	<u><u>\$8,790,289</u></u>
BUDGETED EXPENDITURES	
Administration	\$2,087,453
Assessor	\$329,542
Clerk	\$233,650
Emergency Management	\$68,376
MaineStay Youth and Family Services	\$668,550
Senior and Adult Services	\$509,651
Mental Health/Community Services	\$346,500
TOTAL EXPENDITURES/ APPROPRIATIONS	<u>\$4,243,722</u>
Transfer of Other Funds	<u>\$400,000</u>
	\$4,643,722
ENDING BALANCE	\$4,146,567
TOTAL APPROPRIATIONS & ENDING BALANCE	\$8,790,289

ADMINISTRATION

PERSONNEL

Salaries	\$819,050
IDES	\$1
Social Security	\$63,000
Municipal Retirement Fund	\$98,800
Health Insurance	\$291,500
Dental Ins.	\$20,000
Life Ins.	\$4,100
Tuition Reimbursement	\$1
TOTAL PERSONNEL	<u>\$1,296,452</u>

CONTRACTUAL SERVICES

Accounting Services	\$25,000
Building-Grounds Maintenance	\$61,000
Community Information-Support	\$44,400
Conferences-Meetings	\$5,500
Dues-Subscriptions	\$7,500
Equipment-ISP & Web Page	\$22,000
Equipment Leasing-Maintenance	\$20,000
Print Management	\$5,100
General Insurance-Liability-Bond	\$95,000
Legal Services	\$22,000
Mileage-Travel-Lodging Expense	\$6,000
Police Protection	\$60,000
Postage	\$41,000
Printing-Publishing	\$40,000
Special Programs	\$11,000
Staff Training	\$500
Telecommunications	\$20,000
Transportation/MaineLines	\$5,000
Utilities	\$30,000
TOTAL CONTRACTUAL SERVICES	<u>\$521,000</u>

COMMODITIES

Miscellaneous (Administration)	\$1,000
Office Supplies/Small Equipment	\$12,000
Operating Supplies-Maintenance	\$15,000
TOTAL COMMODITIES	<u>\$28,000</u>

OTHER EXPENDITURES

Cleanup Project/Single Hauler Program	\$20,000
Code Enforcement Expense	\$2,000
Neighborhood Watch	\$2,000
Plan Commission	\$1,000
Maine Township Recovery Connections	\$40,000
Vehicle Expense	\$7,000
TOTAL OTHER EXPENDITURES	<u>\$72,000</u>

CAPITAL OUTLAY

Building	\$20,000
Building Purchase	\$1
Equipment Purchase	\$25,000
Vehicle Purchase	\$25,000
TOTAL CAPITAL OUTLAY	<u>\$70,001</u>

CONTINGENCIES	\$100,000
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TOTAL ADMINISTRATION	<u>\$2,087,453</u>
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ASSESSOR

PERSONNEL

Salaries	\$176,504
Social Security	\$13,708
Municipal Retirement Fund	\$22,560
Health Insurance	\$99,400
TOTAL PERSONNEL	<u>\$312,172</u>

CONTRACTUAL SERVICES

Conferences-Meetings	\$2,400
Cook County Assessor Tie-in	\$970
Dues-Subscriptions	\$700
Equipment Leasing-Maintenance	\$1,000
Mileage-Travel-Lodging Expense	\$3,000
Postage	\$1,000
Printing-Publishing	\$1,500
Sidwell Maps	\$600
Staff Training	\$1,500
TOTAL CONTRACTUAL SERVICES	<u>\$12,670</u>

COMMODITIES

Miscellaneous	\$1,500
Office Supplies/Small Equipment	\$1,200
TOTAL COMMODITIES	<u>\$2,700</u>

CAPITAL OUTLAY

Equipment Purchases	\$2,000
TOTAL CAPITAL OUTLAY	<u>\$2,000</u>

TOTAL ASSESSOR	<u>\$329,542</u>
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CLERK

PERSONNEL

Salaries	\$123,700
Social Security	\$9,600
IMRF	\$16,000
Health Ins	\$52,000
Dental Ins	\$3,000
Life Ins.	\$1,300
TOTAL PERSONNEL	<u>\$205,600</u>

CONTRACTUAL SERVICES

Conferences-Meetings	\$2,000
Dues-Subscriptions	\$600
Print Management	\$3,100
General Insurance-Liability-Bond	\$200
Mileage-Travel-Lodging Expense	\$2,500
Honor Flight	\$1,000
Postage	\$4,000
Printing-Publishing	\$3,000
Computer Tech Support	\$7,600
Telecommunications	\$1,000
Staff Training	\$500
TOTAL CONTRACTUAL SERVICES	<u>\$25,500</u>

COMMODITIES

Miscellaneous	\$250
Office Supplies/Small equipment	\$2,300
TOTAL COMMODITIES	<u>\$2,550</u>

TOTAL CLERK'S OFFICE	<u>\$233,650</u>
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OFFICE OF EMERGENCY MANAGEMENT

PERSONNEL

Salaries	\$32,000
Social Security	\$2,500
Uniforms	\$1,500
TOTAL PERSONNEL	<u>\$36,000</u>

CONTRACTUAL SERVICES

Conferences/Meetings	\$200
Dues/Subscriptions	\$200
Equipment Leasing/Maintenance	\$1
Mileage/Travel Expense	\$300
Citizen Corps Program	\$4,000
Utilities	\$6,000
Postage	\$75
Printing/Publishing	\$200
Special Programs	\$1,000
Special Events	\$500
Telecommunications	\$3,000
Staff Training	\$100
TOTAL CONTRACTUAL SERVICES	<u>\$15,576</u>

COMMODITIES

Miscellaneous	\$200
Office Supplies/Small equipment	\$4,000
Disaster Operations Supplies	\$3,000
TOTAL COMMODITIES	<u>\$7,200</u>

OTHER EXPENDITURES

Vehicle Expense	\$4,000
Volunteer Insurance	\$600
TOTAL OTHER EXPENDITURES	<u>\$4,600</u>

CAPITAL OUTLAY

Building	\$5,000
TOTAL CAPITAL OUTLAY	<u>\$5,000</u>

TOTAL OFFICE OF EMERGENCY MANAGEMENT	<u>\$68,376</u>
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MAINESTAY YOUTH AND FAMILY SERVICES

PERSONNEL

Salaries	\$355,000
Social Security	\$27,500
IMRF	\$46,000
Health Ins.	\$126,000
Dental Ins.	\$8,000
Life Ins.	\$1,600
Tuition Reimbursement	\$750
TOTAL PERSONNEL	<u>\$564,850</u>

CONTRACTUAL SERVICES

Community Education	\$2,000.00
Youth Services-TLC	\$35,000.00
Fish	\$2,500.00
Summer Youth Camp	\$8,500.00
Garage Sale	\$500.00
Conferences-Meetings	\$2,000.00
Dues-Subscriptions/Licensures	\$2,500.00
Print Management	\$4,000.00
General Insurance-Liability-Bond	\$1,200.00
Mileage-Travel-Lodging Expense	\$3,500.00
Postage	\$700.00
Printing-Publishing	\$3,500.00
Special Programs	\$7,000.00
Computer Tech Support	\$7,600.00
Consultation/Staff Training	\$4,700.00
Building Maint.	\$1,500.00
TOTAL CONTRACTUAL SERVICES	<u>\$86,700</u>

COMMODITIES

Library	\$500
Miscellaneous	\$300
Office Supplies/Small Equipment	\$4,700
TOTAL COMMODITIES	<u>\$5,500</u>

OTHER EXPENDITURES

Youth Recreation Fund	\$10,000
Substance Abuse Programs	\$1,500
TOTAL OTHER EXPENDITURES	<u>\$11,500</u>

TOTAL MAINESTAY YOUTH AND FAMILY SERVICES	<u>\$668,550</u>
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SENIOR AND ADULT SERVICES

PERSONNEL

Salaries	\$280,000
Social Security	\$22,000
IMRF	\$36,000
Health Ins.	\$92,000
Dental Ins.	\$5,000
Life Ins.	\$1,300
Tuition Reim.	\$1
TOTAL PERSONNEL	<u>\$436,301</u>

CONTRACTUAL SERVICES

Conferences-Meetings	\$2,200
Dues-Subscriptions	\$500
Mileage-Travel-Lodging Expense	\$4,300
Postage	\$14,000
Printing-Publishing	\$12,500
Special Programs	\$16,500
Computer Tech Support	\$11,000
Print Management	\$4,200
Telecommunications	\$250
Staff Training	\$600
TOTAL CONTRACTUAL SERVICES	<u>\$66,050</u>

COMMODITIES

Miscellaneous	\$200
Office Supplies/Small Equipment	\$5,500
Operating Supplies-Maintenance	\$1,600
TOTAL COMMODITIES	<u>\$7,300</u>

TOTAL SENIOR AND ADULT SERVICES	<u>\$509,651</u>
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MENTAL HEALTH/COMMUNITY SERVICES

\$346,500

TOTAL TOWN FUND

\$4,643,722

GENERAL ASSISTANCE FUND

BEGINNING BALANCE	\$1,260,777
ESTIMATED REVENUES	
Property Tax	\$1,000,000
Social Security Reimbursement	\$40,000
Interest Income	\$200
Energy Assistance Revenue	\$20,000
Food Pantry Cash Donations	\$50,000
TOTAL ESTIMATED REVENUES	<u>\$1,110,200</u>
TOTAL ESTIMATED FUNDS AVAILABLE	<u>\$2,370,977</u>
BUDGETED EXPENDITURES	
Administration	\$754,652
Home Relief	\$372,602
Contingencies	\$30,000
TOTAL EXPENDITURES/APPROPRIATIONS	<u>\$1,157,254</u>
ENDING BALANCE	\$1,213,723
TOTAL APPROPRIATIONS & ENDING BALANCE	<u>\$2,370,977</u>

ADMINISTRATION

PERSONNEL	
Salaries	\$437,000
IDES	\$15,000
Social Security	\$33,500
Municipal Retirement Fund	\$48,000
Health Insurance	\$115,000
Dental Ins.	\$5,000
Life Ins.	\$1,800
Tuition Reimbursement	\$1
TOTAL PERSONNEL	<u>\$655,301</u>
CONTRACTUAL SERVICES	
Conferences-Meetings	\$2,000
Accounting Services	\$7,500
Dues-Subscriptions	\$100
Print Management	\$8,000
General Insurance-Liability-Bond	\$18,000
Hearing Officer	\$1
Legal Services	\$5,000
Mileage-Travel-Lodging Expense	\$1,500
Special Programs	\$500
Postage	\$6,500
Printing-Publishing	\$6,500
Telecommunications	\$2,000
Computer Tech Support	\$8,500
Staff Training	\$2,000
Utilities	\$2,500

TOTAL CONTRACTUAL SERVICES	<u>\$70,601</u>
COMMODITIES	
Miscellaneous	\$250
Office Supplies/Small Equipment	\$5,000
Operating Supplies-Maintenance	<u>\$3,500</u>
TOTAL COMMODITIES	<u>\$8,750</u>
CAPITAL OUTLAY	
Computer Software Development	\$3,000
Building Maintenance	<u>\$12,000</u>
TOTAL CAPITAL OUTLAY	<u>\$15,000</u>
Contingencies	\$5,000
TOTAL ADMINISTRATION	\$754,652

HOME RELIEF

CONTRACTUAL SERVICES	
Medical Services	\$35,000
Ambulance-Paramedic Service	\$2,000
Client Utilities	\$20,000
Dental Services	\$3,000
Emergency Assistance Program	\$5,000
Food	\$68,000
Funeral and Burial Services	\$1
Client Health Insurance	\$2,000
Prescription Drugs	\$30,000
Catostr. Med. Insurance	\$5,100
CWP	\$1,500
Shelter-Rent	<u>\$120,000</u>
TOTAL CONTRACTUAL SERVICES	<u>\$291,601</u>
COMMODITIES	
Client Needs Services	\$41,000
Food Pantry	\$40,000
Transient	<u>\$1</u>
TOTAL COMMODITIES	<u>\$81,001</u>
TOTAL HOME RELIEF	<u>\$372,602</u>
CONTINGENCIES	<u>\$30,000</u>
	<u>\$30,000</u>
TOTAL GENERAL ASSISTANCE FUND	<u>\$1,157,254</u>

Section 2: That there is hereby appointed for township purposes:

FOR FISCAL YEAR ENDING FEBRUARY 29, 2016

BY FUND

1. GENERAL TOWN FUND	\$8,790,289
2. GENERAL ASSISTANCE FUND	\$2,370,977
 TOTAL APPROPRIATIONS	 <u>\$11,161,266</u>

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectfully in Section 1 and Section 2 constituting the total appropriations & ending balance the amount of eleven million one hundred sixty one thousand two hundred and sixty six for the fiscal year March 1, 2015 to February 29, 2016 and that Section 3 shall be and is the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force effect from and after this date.

Section 4: A certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

Section 5: The salary grade and range as adopted by the Board is made a part of this Ordinance.

Adopted in a meeting assembled on April 28, 2015 by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois pursuant to a roll call vote as follows:

Ayes: _____

Nays: _____

Absent: _____

Trustees

Township Clerk

Supervisor