

**General Town Fund  
2021-2022**

AMENDMENT - WORKING DRAFT

**REVENUE:**

**ESTIMATED CASH:**

Estimated Cash on Hand 1,000,000

**ESTIMATED CASH ON HAND ON 3/1/2021:** **\$ 1,000,000**

**ESTIMATED REVENUES:**

01-3020	Grant Income	100
01-3040	Interest Income	2,000
01-3050	Bank Financing/Loans	90
01-3059	Food Pantry	2,500
01-3060	COVID-19 Grants / Income	1,000
01-3070	Miscellaneous Income	500
01-3100	Replacement Taxes	85,000
01-3110	Other Program Receipts and Passport Fees	15,000
01-3130	Rental Income	100
01-3140	Property Taxes Levied	2,132,705
01-3180	Intergovernmental Agreements	100
01-3190	Intrafund Transfers	10
01-3200	Worth Township Foundation Receipts	10
10-3180	Senior Services Fees for	18,000
10-3181	Crocheting Classes	
10-3182	Senior Exercise Classes	
10-3183	Knitting Classes	
10-3184	Oil Painting Classes	
10-3186	Senior Serv. Other Programs	
10-3187	Senior Trips	
10-3188	Senior Donations	
16-3160	Youth Commission Fees	60,000
16-3161	Summer Camp Programs	
16-3165	Santa's Room/Xmas Donations	
16-3168	Volleyball Program	
16-3169	Other YC Program Receipts	
17-3170	Youth Service Bureau Fees	5,000
18-3060	Community Outreach / CEDA	50,000
19-3059	Food Pantry Donations	
19-3060	In-Kind Food Pantry	

**TOTAL ESTIMATED REVENUES:** **\$ 2,372,115**

**TOTAL FUNDS AVAILABLE:** **\$ 3,372,115**

**TOTAL EXPENDITURES/APPROPRIATIONS:** **\$ 3,176,565**

**ESTIMATED BALANCE ON 2/28/2022:** **195,550**

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**EXPENDITURES OR APPROPRIATIONS:**

**Senior Services:**

10-4100	Salaries: Bus Drivers	40,000	
10-4300	Salaries: Office Staff	47,200	
10-5050	Capital Outlay-Senior Center Equipment	600	
10-6140	Licenses, Tests and Registrations	200	
10-6181	Human Resources: Physical Or Optical Exams	100	
10-6300	Senior Serv. Program Expenses	30,000	
10-6330	Senior Organization Grant	3,100	
10-6351	Marketing and Advertising	1,000	
10-6410	Vehicle Expenses	7,500	
10-8850	Testing for Drugs or Alcohol	500	
10-9250	Senior Dues & Subscriptions	350	
10-9401	Senior Room-Office Supplies	250	
10-9402	Mini Bus Serv-Office Supplies	250	
10-9550	Senior Services Uniforms	500	
<b><u>TOTAL SENIOR SERVICES:</u></b>			<b><u>\$ 131,550</u></b>

**Supervisor's Office:**

11-4300	Salaries: Office Staff	106,000	(10,000)
11-4301	Salaries: Project Manager	65,000	10,000
11-5050	Building Improvements:	4,850	
11-5051	Building: Interior	10,000	
11-5053	Building: Electrical Upgrade	30,000	
11-5150	Equipment: Technological	15,000	
11-5200	Equipment: Telephone System	5,000	
11-5300	Equipment: Office	2,750	
11-5350	Equipment: Purchase: Truck Replacement	100	
11-5390	Equipment: Township Bus/Van Replacement	50,000	
11-6110	Equipment: Maintenance or Repair	750	
11-6360	Training, Seminars and Conferences	500	
11-8600	Printing Services	1,000	
11-9250	Dues and Subscriptions	1,000	
11-9400	Supplies: Office	1,000	
<b><u>TOTAL SUPERVISOR'S OFFICE:</u></b>			<b><u>\$ 292,950</u></b>

**Assessor's Office:**

12-4300	Salaries: Office Staff	90,500	
12-4301	Additional Staff (Seasonal)		
12-5300	Capital Outlay: Office Equipment	500	
12-6110	Equipment: Maintenance or Repair	500	
12-6360	Training, Seminars and Conferences	250	
12-8170	Contractual Serv: Data Leasing	2,000	
12-8550	Postage and Notice Expenses	1,275	
12-8600	Printing Services	1,000	
12-9250	Dues and Subscriptions	750	
12-9400	Supplies: Office	600	
<b><u>TOTAL ASSESSOR'S OFFICE:</u></b>			<b><u>\$ 97,375</u></b>

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**Clerk's Office:**

13-4300	Salaries: Office Staff	80,000	
13-5300	Capital Outlay: Office Equipment	500	
13-6110	Equipment: Maintenance or Repair	500	
13-6351	Marketing and Advertising	1,000	
13-6360	Training, Seminars and Conferences	100	
13-8600	Printing Costs	50	
13-9250	Dues and Subscriptions	750	
13-9400	Supplies: Office	500	
13-9650	Handicapped Placards	350	
<b><u>TOTAL CLERK'S OFFICE:</u></b>			<b><u>\$ 83,750</u></b>

**Building and Maintenance Department:**

14-4550	Salaries: Security/Maintenance Staff	96,000	
14-5100	Capital Outlay: Building Equipment	500	
14-5350	Capital Outlay: Maintenance Equipment	500	
14-6030	Building Repairs/Maintenance (Inside)	30,000	
14-6032	Building Repairs/Maintenance (Outside)	40,000	
14-6033	Bldg Repairs to Roof & Related Leak Expenses	5,000	
14-6110	Repair Contingency (Building)	100,000	
14-6190	Maintenance Equipment: Maintain or Repair	1,000	
14-6390	Township Vehicle Expenses:	4,000	
14-6391	Ford Fusion		
14-6392	Ford F-150 Pick-up		
14-6393	Twp 15 Passenger Van		
14-8050	Building Security	7,500	
14-8151	Contractual Serv: Cleaning of Building	8,500	(10,000)
14-8352	Contractual Serv: Refuse Disposal	15,000	
14-9100	Supplies: Building and Janitorial	15,000	
<b><u>TOTAL BUILDING AND MAINTENANCE:</u></b>			<b><u>\$ 323,000</u></b>

**Finance and Personnel Office:**

15-4300	Salaries: Office Staff	95,000	
15-5300	Capital Outlay: Office Equipment	500	
15-6020	Administrative Printing	10	
15-6110	Equipment Maintenance and Repairs	500	
15-6130	Fund Administration and/or	3,500	
15-6131	Bank Service Charges		
15-6180	Human Resource Investigations	1,000	
15-6360	Training, Seminars and Conferences	500	
15-8300	Contractual Serv: CPA's and Payroll Processing	30,000	
15-8301	CPA & Auditing Services		
15-8302	Payroll Processing		
15-9250	Dues and Subscriptions	10	
15-9400	Office Supplies/Equipment	500	
<b><u>TOTAL FINANCE AND PERSONNEL OFFICE:</u></b>			<b><u>\$ 131,520</u></b>

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**Youth Commission Office:**

16-4300	Salaries: Office Staff	47,500	
16-4450	Salaries: Recreational	72,750	
16-4453	Santa Claus		
1644-55	Summer Camp Assistants		
1644-56	Volleyball Assistants		
1644-57	Other Program Assistants		
16-5300	Capital Outlay: Office Equipment	50	
16-5400	Capital Outlay: Recreational Equipment	1,500	
16-6110	Equipment: Maintenance or Repair	2,000	
16-6300	YC Recreational Programs	60,000	
16-6301	Christmas Care Expenses		
16-6302	Holiday Events		
16-6303	Santa's Room		
16-6304	Appletree Program		
16-6305	Summer Camp Programs		
16-6306	Volleyball Program		
16-6307	Other Recreational Programs		
16-6308	Babysitting Course		
16-6309	Spelling Bee		
16-6351	Marketing and Advertising	250	
16-6360	Training, Seminars and Conferences	500	
16-9400	Supplies: Office (and Printing)	500	
<b><u>TOTAL YOUTH COMMISSION:</u></b>			<b><u>\$ 185,050</u></b>

**Youth Service Bureau Office:**

17-4300	Salaries: Office Staff	40,000	
17-5300	Capital Outlay: Office Equipment	1,500	
17-6110	Equipment: Maintenance or Repair	100	
17-6280	Peer Jury Expenses	2,200	
17-6351	Marketing and Advertising	2,500	
17-6360	Training, Seminars and Conferences	500	
17-6550	Insurance: YSB or Professional	1,500	
17-8158	Contractual Serv: Psychologists and Therapists	43,000	(10,000)
17-8650	Professional Memberships	200	
17-9050	Ref Books and Subscriptions	500	
17-9400	Supplies: Office (and Printing)	1,250	
<b><u>TOTAL YOUTH SERVICE BUREAU:</u></b>			<b><u>\$ 93,250</u></b>

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**Community Outreach / CEDA:**

18-4401	Salaries: CEDA Staff	103,000
18-5300	Capital Outlay: Office Equipment	2,000
18-5301	Community Outreach Programs	25,000
18-6110	Equipment: Maintenance or Repair	1,500
18-6351	Marketing and Advertising	2,500
18-6360	Training, Seminars and Conferences	7,500
18-9400	Supplies: Office	3,000
18-9450	Printing Services	5,000
18-9550	Dues & Subscriptions	2,000
<b><u>TOTAL HEALTH SERVICES/CLINIC:</u></b>		<b><u>\$ 151,500</u></b>

**Other Administrations:**

**Elected Officials:**

19-4010	Supervisor	36,000
19-4020	Assessor	30,000
19-4030	Town Clerk	30,000
19-4050	Highway Commissioner	31,000
19-4060	Trustees (4)	40,000
<b><u>TOTAL ELECTED OFFICIALS:</u></b>		<b><u>\$ 167,000</u></b>

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<b>Other Administration:</b>			
19-3180	Intergovernmental Agreements:	35,000	(2,000)
19-4200	Salaries: General Office	190,000	(10,000)
19-4350	Personnel Contingency	2,000	(48,000)
19-4400	Compensatory Time	10,000	
19-4700	Pension-IMRF	90,000	
19-4800	FICA and Medicare	90,000	
19-5750	Long Term Debt on Capitol Outlay (Principal)	72,000	
19-5751	Long Term Debt on Capitol Outlay (Interest)	33,000	
19-6010	Administrative Contingency	500	
19-6020	Administrative Printing	300	
19-6030	Worth Township Foundation Expenses	10	
19-6070	Continuing Education	100	
19-6090	Election Expenses	100	
19-6191	Equipment Rental / Lease	5,500	
19-6220	Non Funded Mandates	500	
19-6250	Town Board Assn Dues or Expenses:	5,000	
19-6260	Fair Housing Review Board Expenses	250	
19-6270	Staff Meeting Expenses	1,000	
19-6310	Safety Committee or Safety Expenses	3,000	
19-6350	Township Municipal Relations ("TMR")	25,000	
19-6351	Advertising		
19-6352	Coffee Supplies/Water		
19-6353	Funeral Remembrances		
19-6355	Parade Costs		
19-6356	Photography		
1-96357	Special Projects		
19-6358	Other		
19-6359	Food Pantry Expenses	40,000	
19-6030	COVID-19 Expensees	30,000	
19-6370	Travel or Convention Expenses	5,000	
19-6371	Employee Travel Expenses		
19-6372	State Convention Expense (TOI)		
19-6373	National Convention Expenses (NATT)		
19-6374	Other Conferences		
19-6380	Township Promotions	500	
19-6381	Supervisor's Promotions		
19-6382	Assessor's Promotions		
19-6383	Clerk's Promotions		
19-6384	Trustee's Promotions		
19-6420	Insurance: Notary Expenses	750	
19-6430	Insurance: Bonding Officials	10,000	
19-6450	Insurance: Employee Insurance Benefits	500,000	
19-6451	Major Medical and Pharmacy		
19-6452	Dental		
19-6453	Optical		
19-6454	Disability and Term Life		
19-6455	Other		

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<b>Other Administration:</b>			
19-6470	Insurance: General or Property & Casualty	40,000	
19-6471	Automotive		
19-6472	Boiler and Machinery		
19-6473	Contractor's Equipment		
19-6474	Crime		
19-6475	Medical Liability		
19-6476	Property and General Liability		
19-6477	Public Official's Liability		
19-6478	Umbrella Liability		
19-6479	Service Account Fee		
19-6510	Insurance: Unemployment (SUI)	5,000	
19-6530	Insurance: Worker's Compensation	10,000	
19-7208	CDBG Grant Expenses	10,000	
19-7209	EECBG Grant Expenses	10	
19-7210	Other Grant Expenses	100	
19-8100	Technology: Training & Maintenance	65,000	30,000
19-8200	Photocopier Expenses	24,000	
19-8330	Emergency Plan-Homeland Security	500	
19-8400	Legal Services	110,000	50,000
19-8450	Management of Information System	5,000	
19-8500	Newsletter with Delivery	15,000	
19-8550	Postal Services (Courier, Shipping Etc.)	25,000	
19-8750	Publishing of Legal Notices	2,500	
19-8751	Annual Reports		
19-8752	Bid Notices		
19-8753	Help Wanted Ads		
19-8754	Public Meeting Notices		
19-8755	Other Legal Notices		
19-8800	Telephone Service	10,000	
19-8804	Cell Phone-Township Owned		
19-8805	Regular Monthly Billing		
19-8806	Directories and Listings		
1-98970	Utilities	45,000	
19-8971	Electricity		
19-8972	Natural Gas		
19-8973	Water and Sewer		
19-9400	Supplies: General Office	3,000	
<b><u>TOTAL OTHER ADMINISTRATION:</u></b>			<b><u>\$ 1,519,620</u></b>
<b><u>TOTAL EXPENDITURES/APPROPRIATIONS:</u></b>			<b><u>\$ 3,176,565</u></b>