

TOWNSHIP OF EVANSTON

BUDGET SUMMARY

FISCAL YEAR ENDING MARCH 31, 2004

ORDINANCE NUMBER: 45-0-03

FINAL BUDGET:

PRELIMINARY BUDGET SUBMITTED: 03/26/03

REVISED: 4/28/03

APPROVED:

AMENDED:

TOWN OF THE CITY OF EVANSTON
FOR THE YEAR ENDING MARCH 31, 2004

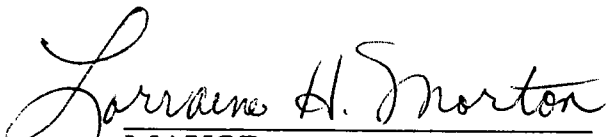
Section 2:

That there is hereby appropriated for the use of this Town for said fiscal year, the following:

FROM THE TOWN FUND, A TOTAL OF \$318,747.00

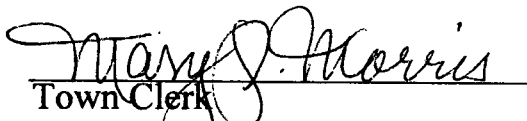
FROM THE GENERAL ASSISTANCE FUND, A TOTAL OF
\$1,110,598.59

TOTAL APPROPRIATIONS (1) \$1,429,072.59


MAYOR


TOWNSHIP SUPERVISOR

ATTEST:


Town Clerk

ADOPTED: June 23, 2003

03/5/2003

AN ORDINANCE

**Proposed Budget and Appropriation Ordinance
For Town Purposes, For Year Ending
March 31, 2004**

WHEREAS, a tentative Budget and Appropriation Ordinance for the Town of the City of Evanston, Cook County, Illinois, has heretofore been prepared and filed in the Office of the Town Clerk; and

WHEREAS, a public hearing was held on said Budget and Appropriation Ordinance; and

WHEREAS, all persons desiring to be heard on the matter of the Budget were heard, and the Budget has been submitted to the Board of Auditors of the Town of the City of Evanston, Cook County, Illinois:

NOW THEREFORE, be it ordained by the Board of Auditors of the Town of the City of Evanston, Cook County, Illinois:

SECTION 1: That the following Budget for the fiscal year commencing April 1, 2003 and ending March 31, 2004 be and is hereby approved and adopted.

SECTION 2: That there is hereby appropriated for use of this Town for said fiscal year, the following:

FROM THE TOWN FUND, A TOTAL OF	\$318,747.00
FROM THE GENERAL ASSISTANCE FUND A TOTAL OF	<u>\$1,110,598.59</u>
TOTAL APPROPRIATIONS (1)	\$1,429,072.59

From Town Fund.

SECTION 3: All ordinances or parts of ordinances in conflict
herewith are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect
from and after this passage, approval, and publication in the manner
provided by law.

Introduced:

Adopted:

Approved: July 7, 2003

Lorraine H. Norton

Mayor

Attest:

Mary J. Morris
City Clerk

**TOWNSHIP OF EVANSTON
BUDGET FY 2002-2003 GA FUND**

Caseload Projections

Account #	Description	Budget FY 2002-2003
Case Projection	#85	
Monthly Grant	\$334	
01 11-00 5010	Projected (Rent)	\$153,000
01 11-00 5020	Projected (Personal)	\$187,680
01 11-00 5030	Other Needs	\$1,000
01 11-00 5050	Token Expense	\$4,000
01 11-00 9311	EAS Client Utilities	\$10,000
	Total Grant	<u>\$355,680</u>

General Assistance Fund - Revenue & Expenditures

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
Property Tax Previous Year Levy	\$ 720,828.64	\$ 752,000.00	\$ 31,171.36	\$ 865,000.00
Interest	\$ 4,523.47	\$ 6,000.00	\$ 1,476.53	\$ 4,000.00
Income - Earnfare	\$ 4,407.61	\$ 2,500.00	\$ (1,907.61)	\$ 2,500.00
SSI Reimbursement	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 20,000.00
Transfer From Town Fund	\$ 159,501.56	\$ 160,000.00	\$ 498.44	\$ 115,000.00
Proposed Income - City of Evanston	\$ 80,000.00	\$ 140,000.00	\$ 60,000.00	\$ 110,000.00
Total Revenues	\$ 969,261.28	\$ 1,100,500.00	\$ 131,238.72	\$ 1,116,500.00
Client Payments	\$ 230,211.26	\$ 322,640.00	\$ 77,123.49	\$ 355,680.00
Medical Payments Systems (MPS)	\$ 72,066.76	\$ 102,000.00	\$ 29,933.24	\$ 74,500.00
Work Opportunity Program (WOP)	\$ 76,579.77	\$ 72,338.00	\$ (4,241.77)	\$ 78,697.63
Emergency Assistance Program	\$ 134,494.65	\$ 140,000.00	\$ 5,505.35	\$ 110,000.00
Earnfare Income	\$ 474.11	\$ 2,500.00	\$ 2,025.89	\$ 2,500.00
Payroll	\$ 254,759.64	\$ 241,080.00	\$ (13,679.64)	\$ 249,720.96
Administrative Overhead	\$ 305,237.70	\$ 216,010.00	\$ (89,227.70)	\$ 239,500.00
Total Expenditures	\$ 1,073,823.89	\$ 1,096,568.00	\$ 7,438.86	\$ 1,110,598.59
Net Income (Loss)	\$ (104,562.61)	\$ 3,932.00	\$ 123,799.86	\$ 5,901.41

General Assistance Fund - Client Payment

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5010 Rent	\$ 101,525.52	\$ 144,000.00	\$ 42,474.48	\$ 153,000.00
5020 Personal Expense	\$ 139,357.89	\$ 176,640.00	\$ 37,282.11	\$ 187,680.00
5030 Other Needs	\$ 157.00	\$ -	\$ (157.00)	\$ 1,000.00
5060 SSI Reimbursement Expense	\$ (15,305.25)	\$ -	\$ -	\$ -
5050 Token Expense	\$ 4,476.10	\$ 2,000.00	\$ (2,476.10)	\$ 4,000.00
9311 EAS Client Utilities	\$ -	\$ -	\$ -	\$ 10,000.00
Total Expenditures	\$ 230,211.26	\$ 322,640.00	\$ 77,123.49	\$ 355,680.00

General Assistance Fund - Medical Payments Systems (MPS)

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
6410 Hospital Inpatient	\$ 17,489.68	\$ 47,000.00	\$ 29,510.32	\$ 25,000.00
6420 Hospital Outpatient	\$ 7,531.84	\$ 10,000.00	\$ 2,468.16	\$ 8,000.00
6430 All Other Physicians	\$ 5,992.36	\$ 8,000.00	\$ 2,007.64	\$ 6,000.00
6440 Drugs	\$ 33,115.52	\$ 26,000.00	\$ (7,115.52)	\$ 29,000.00
6450 Other Medical	\$ 1,191.25	\$ 1,000.00	\$ (191.25)	\$ 1,000.00
6460 Glasses/Eye Exam & Treatment	\$ 1,667.00	\$ 4,000.00	\$ 2,333.00	\$ -
6470 X-Rays	\$ 4,277.10	\$ 4,000.00	\$ (277.10)	\$ 4,000.00
6520 Emergency Room Physicians	\$ 249.26	\$ 500.00	\$ 250.74	\$ 500.00
6530 Psych Outpatient/Mental Assessment	\$ 552.75	\$ 1,000.00	\$ 447.25	\$ 500.00
6450 Transportation/Ambulatory Services	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
Total Expenditures	\$ 72,066.76	\$ 102,000.00	\$ 29,933.24	\$ 74,500.00

General Assistance Fund - Work Opportunity Program (WOP)

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5010 Rent	\$ 12,937.41	\$ 13,000.00	\$ 62.59	\$ 15,000.00
5290 Case Coordinator I/W.O.P. Counselor	\$ 41,452.43	\$ 39,336.00	\$ (2,116.43)	\$ 40,322.72
5610 Transportation	\$ 4,297.00	\$ 2,500.00	\$ (1,797.00)	\$ 3,000.00
5620 Client Education	\$ 2,382.15	\$ 500.00	\$ (1,882.15)	\$ 1,000.00
5630 Uniforms/Shoes	\$ 249.45	\$ 1,000.00	\$ 750.55	\$ 1,000.00
5650 50/50 Program	\$ -	\$ -	\$ -	\$ -
9030 FICA	\$ 2,793.88	\$ 2,800.00	\$ 6.12	\$ 3,069.39
9040 IMRF	\$ 411.06	\$ 1,700.00	\$ 1,288.94	\$ 1,805.52
9050 Medical & Life Insurance	\$ 9,082.78	\$ 7,602.00	\$ (1,480.78)	\$ 9,000.00
9170 Telephone	\$ 1,650.00	\$ 1,900.00	\$ 250.00	\$ 2,500.00
9210 Utilities	\$ 1,323.61	\$ 2,000.00	\$ 676.39	\$ 2,000.00
Total	\$ 76,579.77	\$ 72,338.00	\$ (4,241.77)	\$ 78,697.63

City Funded - Emergency Assistance Program

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5250 Part-Time Aid	\$ 15,158.70	\$ 15,000.00	\$ (158.70)	\$ 15,650.00
5480 Data Processing	\$ 3,500.00	\$ -	\$ (3,500.00)	\$ 1,750.00
9010 Contingency		\$ 1,000.00	\$ 1,000.00	\$ 500.00
9030 FICA	\$ 1,306.52	\$ -	\$ (1,306.52)	\$ 1,200.00
9040 IMRF	\$ 460.26	\$ -	\$ (460.26)	\$ 1,450.00
9050 Medical & Life Insurance	\$ -	\$ -	\$ -	\$ -
9090 Supplies	\$ 4,595.55	\$ 1,000.00	\$ (3,595.55)	\$ 900.00
9110 Postage	\$ 236.18	\$ 500.00	\$ 263.82	\$ 500.00
9120 Printing & Duplicating		\$ -	\$ -	\$ -
9130 Contractural Services	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -
9150 Seminars & Conferences	\$ 245.00	\$ 600.00	\$ 355.00	\$ 600.00
9160 Staff Travel & Mileage		\$ 400.00	\$ 400.00	\$ 400.00
9170 Telephone	\$ 1,340.39	\$ 3,000.00	\$ 1,659.61	\$ 1,500.00
9310 Housing Services	\$ 38,438.11	\$ 38,333.00	\$ (105.11)	\$ 42,775.00
9311 Utilities Services	\$ 23,996.55	\$ 38,333.00	\$ 14,336.45	\$ -
9313 Food Services	\$ 45,217.39	\$ 38,334.00	\$ (6,883.39)	\$ 42,775.00
Total Expenditures	\$ 134,494.65	\$ 140,000.00	\$ 5,505.35	\$ 110,000.00

IDHS Funded - Earnfare Program

Evanston T: Evanston Township General Assistance Office

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5050 Token Expense	\$ 203.20	\$ -	\$ (203.20)	\$ 1,000.00
5080 Earnfare Expenses	\$ 270.91	\$ 2,250.00	\$ 1,979.09	\$ 1,000.00
9090 Supplies	\$ -		\$ -	\$ -
9110 Postage	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
9150 Seminars & Conferences	\$ -		\$ -	\$ 250.00
9160 Staff Travel & Mileage	\$ -	\$ 50.00	\$ 50.00	\$ 50.00
Total Expenses	\$ 474.11	\$ 2,500.00	\$ 2,025.89	\$ 2,500.00

Evanston Township General Assistance Office

General Assistance Fund - Payroll

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5200 Director	\$ 64,256.05	\$ 60,821.00	\$ (3,435.05)	\$ 62,237.42
5210 Manager of Program Services	\$ 55,987.23	\$ 53,917.00	\$ (2,070.23)	\$ 55,195.34
5260 Manager of Accounting	\$ 46,912.70	\$ 48,208.00	\$ 1,295.30	\$ 49,372.16
5300 Case Coordinator II/Earnfare Counselor	\$ 40,862.13	\$ 39,336.00	\$ (1,526.13)	\$ 40,322.72
5310 Administrative Assistance	\$ 27,001.25	\$ 27,432.00	\$ 430.75	\$ 30,800.00
5340 Janitor - Part-Time	\$ 19,740.28	\$ 11,366.00	\$ (8,374.28)	\$ 11,793.32
5350 Summer Aid	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 254,759.64	\$ 241,080.00	\$ (13,679.64)	\$ 249,720.96

Evanston Township General Assistance Office

General Assistance Fund - Administrative Overhead

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5010 Rent	\$ 54,424.80	\$ 54,000.00	\$ (424.80)	\$ 58,000.00
5110 Unemployment Tax - State	\$ 6,353.06	\$ 400.00	\$ (5,953.06)	\$ 7,000.00
5410 Tuition Reimbursement	\$ 11,081.50	\$ 4,000.00	\$ (7,081.50)	\$ 5,000.00
5440 Advertising	\$ 935.94	\$ 1,000.00	\$ 64.06	\$ 1,000.00
5465 Storage Rental	\$ 1,647.00	\$ 1,850.00	\$ 203.00	\$ 2,000.00
5480 Data Processing	\$ 19,584.28	\$ 5,000.00	\$ (14,584.28)	\$ 5,000.00
9110 Contingency	\$ 441.53	\$ 1,000.00	\$ 558.47	\$ 1,000.00
9020 Membership\Dues\Subscriptions	\$ 2,432.40	\$ 2,500.00	\$ 67.60	\$ 2,000.00
9030 FICA	\$ 18,897.75	\$ 17,900.00	\$ (997.75)	\$ 18,000.00
9040 IMRF	\$ 1,690.35	\$ 5,800.00	\$ 4,109.65	\$ 2,000.00
9050 Medical & Life Insurance	\$ 50,879.09	\$ 49,560.00	\$ (1,319.09)	\$ 58,000.00
9060 General Insurance	\$ 7,590.00	\$ 8,000.00	\$ 410.00	\$ 10,500.00
9070 Equipment Maintenance	\$ -	\$ -	\$ -	\$ -
9080 Equipment Purchase	\$ 3,137.92	\$ 3,000.00	\$ (137.92)	\$ 3,000.00
9090 Supplies	\$ 20,992.26	\$ 10,000.00	\$ (10,992.26)	\$ 15,000.00
9110 Postage	\$ 3,405.44	\$ 2,500.00	\$ (905.44)	\$ 2,500.00
9120 Printing & Duplicating	\$ 4,241.25	\$ 3,000.00	\$ (1,241.25)	\$ 3,000.00
9130 Contract Services	\$ 68,078.67	\$ 21,000.00	\$ (47,078.67)	\$ 25,000.00

General Assistance Fund - Administrative Overhead Continued

Evanston Township General Assistance Office

Description	4/1/2002 3/31/03 12 Month Acutals	Budget 2002-2003	Variance	Proposed 2003-2004
9140 Payroll Processing	\$ 4,646.49	\$ 4,000.00	\$ (646.49)	\$ 2,000.00
9150 Seminars & Conferences	\$ 7,824.86	\$ 4,000.00	\$ (3,824.86)	\$ 5,000.00
9160 Staff Travel & Mileage	\$ 629.10	\$ 1,000.00	\$ 370.90	\$ 1,000.00
9170 Telephone	\$ 5,613.84	\$ 9,000.00	\$ 3,386.16	\$ 6,000.00
9190 Bank Fees	\$ 2,351.57	\$ 1,500.00	\$ (851.57)	\$ 1,500.00
9210 Utilities	\$ 8,358.60	\$ 6,000.00	\$ (2,358.60)	\$ 6,000.00
Total Expenditures	\$ 305,237.70	\$ 216,010.00	\$ (89,227.70)	\$ 239,500.00

Evanston Township General Assistance Office

Town Fund - Revenue & Expenditures

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
Property Tax Previous Year Levy	\$ 280,066.58	\$ 282,000.00	\$ 1,933.42	\$ 290,856.85
Interest	\$ 3,188.65	\$ 6,000.00	\$ 2,811.35	\$ 4,200.00
Replacement Tax	\$ 32,424.04	\$ 45,000.00	\$ 12,575.96	\$ 25,000.00
Additional Income Required	\$ 2,088.40	\$ -		\$ -
Total Revenues	\$ 317,767.67	\$ 333,000.00	\$ 17,320.73	\$ 320,056.85
Transfer To G.A. Fund	\$ 219,904.82	\$ 160,000.00	\$ -	\$ 115,000.00
Assessors	\$ 105,387.81	\$ 110,273.00	\$ 4,885.19	\$ 146,697.00
Supervisor	\$ 59,533.46	\$ 58,500.00	\$ (1,033.46)	\$ 56,600.00
Community Action Program	\$ 345.60	\$ 300.00	\$ (45.60)	\$ 450.00
Total Expenditures	\$ 385,171.69	\$ 329,073.00	\$ 3,806.13	\$ 318,747.00
Net Income (Loss)	\$ (67,404.02)	\$ 3,927.00	\$ 13,514.60	\$ 1,309.85

Town Fund - Assessor Program

Evanston Township General Assistance Office

Description	4/1/2002 3/31/2003 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
5010 Rent	\$ 12,937.41	\$ 13,000.00	\$ 62.59	\$ 15,000.00
5480 Data Processing	\$ 425.00	\$ 1,500.00	\$ 1,075.00	\$ 1,300.00
6010 Assessor	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00
6030 Deputy Assessor	\$ 52,053.33	\$ 47,000.00	\$ (5,053.33)	\$ 50,000.00
6040 Part-Time Aid	\$ -	\$ -	\$ -	\$ 6,500.00
6060 Travel/Education	\$ 1,516.13	\$ 2,500.00	\$ 983.87	\$ 3,700.00
6075 Distribution	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6080 Sid Well Maps	\$ 234.55	\$ 300.00	\$ 65.45	\$ 300.00
6090 Fiche	\$ -	\$ 1,847.00	\$ 1,847.00	\$ 1,847.00
6230 Legal	\$ 7,708.07	\$ 7,126.00	\$ (582.07)	\$ 25,000.00
9010 Contingency	\$ 1,134.45	\$ 1,000.00	\$ (134.45)	\$ 1,500.00
9020 Dues & Subscriptions	\$ 2,087.87	\$ 750.00	\$ (1,337.87)	\$ 3,400.00
9030 FICA	\$ 5,385.30	\$ 2,500.00	\$ (2,885.30)	\$ 4,200.00
9040 IMRF	\$ 555.52	\$ 1,550.00	\$ 994.48	\$ 2,250.00
9050 Insurance	\$ 4,771.00	\$ 13,000.00	\$ 8,229.00	\$ -
9056 Unemployment Tax-State	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
9060 Equipment Purchase	\$ 350.00	\$ 1,500.00	\$ 1,150.00	\$ 1,500.00

Town Fund - Assessor Program Continued

Evanston Township General Assistance Office

Description	Fiscal Year Ending			
	4/1/02 3/31/03 12 Month Actuals	Budget 2002-2003	Variance	3/31/02 Proposed 2003-2004
9070 Equipment Maintenance	\$ 1,493.60	\$ 1,500.00	\$ 6.40	\$ 1,500.00
9090 Supplies	\$ 2,189.73	\$ 2,000.00	\$ (189.73)	\$ 4,000.00
9110 Postage	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
9210 Printing & Duplicating	\$ 1,188.68	\$ 500.00	\$ (688.68)	\$ 1,800.00
9170 Telephone	\$ 2,151.60	\$ 2,500.00	\$ 348.40	\$ 2,700.00
9190 Payroll Processing Fees	\$ -	\$ -	\$ -	\$ -
9210 Utilities	\$ 3,205.57	\$ 2,000.00	\$ (1,205.57)	\$ 2,000.00
9190 Bank Fees	\$ -	\$ -	\$ -	\$ -
Forensic Scientist	\$ -	\$ -	\$ -	\$ 10,000.00
Total Expenditures	\$ 105,387.81	\$ 110,273.00	\$ 4,885.19	\$ 146,697.00

Town Fund - Supervisor Program

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002	Budget	Variance	Fiscal Year Ending
	3/31/2003	2002-2003		3/31/2003
	12 Months Actuals			Proposed
				2003-2004
6210 Supervisor Salary	\$ 11,400.00	\$ 11,400.00	\$ -	\$ 11,400.00
6220 Travel/Conferences	\$ 2,412.00	\$ 1,500.00	\$ (912.00)	\$ 2,000.00
6230 Legal	\$ 75.00	\$ 500.00	\$ 425.00	\$ 500.00
6231 Accounting	\$ 21,133.28	\$ 20,200.00	\$ (933.28)	\$ 20,200.00
6232 Audit	\$ 18,661.00	\$ 20,000.00	\$ 1,339.00	\$ 13,500.00
9010 Congtingency	\$ -	\$ -	\$ -	\$ 1,000.00
9020 Dues & Subscriptions	\$ 4,821.18	\$ 3,000.00	\$ (1,821.18)	\$ 6,000.00
9030 FICA	\$ 872.16	\$ 800.00	\$ (72.16)	\$ 900.00
9040 IMRF	\$ 144.84	\$ 550.00	\$ 405.16	\$ 550.00
9190 Banking Fees	\$ 14.00	\$ 550.00	\$ 536.00	\$ 550.00
Total Expenditure	\$ 59,533.46	\$ 58,500.00	\$ (1,033.46)	\$ 56,600.00

Town Fund - Community Action Program

Evanston Township General Assistance Office

Fiscal Year Ending
3/31/2003

Description	4/1/2002 3/31/2002 12 Months Actuals	Budget 2002-2003	Variance	Proposed 2003-2004
6680 Veterans Services	\$ 345.60	\$ 300.00	\$ (45.60)	\$ 450.00
Total Expenditure	\$ 345.60	\$ 300.00	\$ (45.60)	\$ 450.00

