

**TOWN OF THE CITY OF EVANSTON
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2014**

	FY 2012-13 Audited Actuals	FY 2013* Adopted Budget	FY 2013* Estimated Actual	2014 Proposed Budget	Budget-to-Budget Increase (Decrease)
Operating Revenues					
General Assistance Fund	\$ 1,068,889	\$ 572,962	\$ 391,926	\$ 1,513,700	\$ 940,738
Town Fund	<u>\$ 333,267</u>	<u>\$ 148,787</u>	<u>\$ 110,356</u>	<u>\$ 384,499</u>	<u>\$ 235,712</u>
TOTAL REVENUE	\$ 1,402,156	\$ 721,749	\$ 502,282	\$ 1,898,199	\$ 1,176,450
Operating Expenses					
General Assistance Fund	\$ 1,289,872	\$ 959,514	\$ 776,175	\$ 1,513,700	\$ 554,186
Town Fund	<u>\$ 394,301</u>	<u>\$ 274,539</u>	<u>\$ 194,849</u>	<u>\$ 384,499</u>	<u>\$ 109,961</u>
TOTAL EXPENDITURES	\$ 1,684,174	\$ 1,234,053	\$ 971,024	\$ 1,898,199	\$ 664,146
Transfer From Reserves				\$ 700,093	
NET SURPLUS (DEFICIT)	<u>\$ (282,017)</u>	<u>\$ (512,304)</u>	<u>\$ (468,742)</u>	<u>\$ (700,093)</u>	<u>\$ (187,789)</u>
BEGINNING FUND BALANCE	\$ 1,879,095	\$ 1,597,078	\$ 1,597,078	\$ 1,128,336	
ENDING FUND BALANCE	\$ 1,597,078	\$ 1,084,774	\$ 1,128,336	\$ 428,242	

*FY 2013 Is a nine-month transitional fiscal year.

**TOWN OF THE CITY OF EVANSTON
PROPOSED GENERAL ASSISTANCE FUND BUDGET
FISCAL YEAR 2014**

	FY 2012-13 Audited Actuals	FY 2013* Adopted Budget	FY 2013* Estimated Actual	2014 Proposed Budget	Budget-to-Budget Increase (Decrease)
Operating Revenues					
Tax Levy	\$ 1,045,372	\$ 500,000	\$ 363,744	\$ 886,553	\$ 386,553
Interest	\$ 1,011	\$ 300	\$ 94	\$ 500	\$ 200
SSI Reimbursement	\$ 22,507	\$ 5,625	\$ 28,088	\$ 25,000	\$ 19,375
Transfer from Fund Balance	\$ -	\$ 67,037	\$ -	\$ 601,647	\$ 534,610
TOTAL REVENUE	\$ 1,068,889	\$ 572,962	\$ 391,926	\$ 1,513,700	\$ 940,738
Operating Expenses					
Clients					
Client Rent Expense	\$ 160,717	\$ 120,000	\$ 99,140	\$ 288,000	\$ 168,000
Client Personal Expense	\$ 360,573	\$ 272,000	\$ 251,023	\$ 720,000	\$ 448,000
Client 50/50 Work Program	\$ 3,937	\$ 1,500	\$ 1,825	\$ 1,500	\$ -
Client Contractual Services	\$ 94,125	\$ 70,557	\$ 70,557	\$ -	\$ (70,557)
Client Uniforms/Shoes	\$ -	\$ -	\$ -	\$ -	\$ -
Client Other Needs	\$ 330	\$ 500	\$ 500	\$ 500	\$ -
Client Transportation	\$ 3,134	\$ 2,250	\$ 1,239	\$ 2,250	\$ -
Client Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
Total Client Expenses	\$ 622,815	\$ 466,807	\$ 424,284	\$ 1,012,250	\$ 545,443
Client Medical					
Hospital Inpatient	\$ 2,618	\$ 1,000	\$ -	\$ 3,000	\$ 2,000
Hospital Outpatient	\$ 6,001	\$ 2,250	\$ 1,453	\$ 6,000	\$ 3,750
All Other Physicians	\$ 4,796	\$ 1,500	\$ 645	\$ 3,500	\$ 2,000
Drugs	\$ 59,803	\$ 60,000	\$ 60,000	\$ 60,000	\$ -
Other Medical	\$ 549	\$ 375	\$ 120	\$ 500	\$ 125
Glasses	\$ 135	\$ -	\$ -	\$ 1,000	\$ 1,000
Emergency Room Physicians	\$ 320	\$ 500	\$ 241	\$ 500	\$ -
Psych Outpat/Mental Assessment	\$ 7,896	\$ 3,000	\$ 3,278	\$ 8,000	\$ 5,000
Transport/Ambulatory Services	\$ 400	\$ -	\$ -	\$ 500	\$ 500
Catastrophic Insurance	\$ 3,175	\$ -	\$ -	\$ 3,200	\$ 3,200
X-Rays	\$ 4,040	\$ 500	\$ (223)	\$ 5,000	\$ 4,500
Total Client Medical Expenses	\$ 89,734	\$ 69,125	\$ 65,516	\$ 91,200	\$ 22,075
Emergency Assistance - EAS Expenses					
Housing Assistance	\$ 41,539	\$ 20,000	\$ 25,401	\$ 45,000	\$ 25,000
Food Assistance	\$ 999	\$ -	\$ -	\$ 1,000	\$ 1,000
Utilities	\$ 3,774	\$ 5,000	\$ 4,877	\$ 10,000	\$ 5,000
Total EAS Expenses	\$ 46,312	\$ 25,000	\$ 30,278	\$ 56,000	\$ 31,000
Payroll					
Executive Director	\$ 72,284	\$ 30,424	\$ 12,000	\$ -	\$ (30,424)
Office Manager	\$ 43,600	\$ 33,518	\$ 20,123	\$ 45,584	\$ 12,066
Case Coordinator - GA/EAS	\$ 15,381	\$ 6,000	\$ -	\$ 35,700	\$ 29,700
Administrative Assistant	\$ 15,509	\$ 11,000	\$ 9,546	\$ 14,960	\$ 3,960
Case Coordinator I - WOP Counselor	\$ 45,945	\$ 37,154	\$ 22,154	\$ 50,530	\$ 13,376
Confidential Accounts - Human Resource Manager	\$ 59,039	\$ 45,387	\$ 27,248	\$ 61,726	\$ 16,339
Total Payroll Expenses	\$ 251,759	\$ 163,483	\$ 91,071	\$ 208,500	\$ 45,017

**TOWN OF THE CITY OF EVANSTON
PROPOSED GENERAL ASSISTANCE FUND BUDGET
FISCAL YEAR 2014**

	FY 2012-13 Audited Actuals	FY 2013* Adopted Budget	FY 2013* Estimated Actual	2014 Proposed Budget	Budget-to-Budget Increase (Decrease)
Administrative					
Unemployment Tax State	\$ 817	\$ 2,090	\$ 146	\$ 500	\$ (1,590)
FICA	\$ 19,260	\$ 11,538	\$ 6,966	\$ 15,000	\$ 3,462
IMRF	\$ 21,299	\$ 13,692	\$ 7,252	\$ 18,000	\$ 4,308
Medical & Life Insurance	\$ 82,495	\$ 61,000	\$ 36,995	\$ 67,000	\$ 6,000
General Insurance	\$ 7,394	\$ 7,000	\$ 4,848	\$ 9,000	\$ 2,000
Supplies	\$ 13,176	\$ 10,000	\$ 7,988	\$ 10,000	\$ -
Postage	\$ 2,341	\$ 1,875	\$ 1,060	\$ 2,500	\$ 625
Printing & Duplicating	\$ 959	\$ 1,500	\$ 774	\$ 1,000	\$ (500)
Contract Services	\$ 31,674	\$ 17,500	\$ 17,778	\$ 10,500	\$ (7,000)
Payroll Processing	\$ 1,903	\$ 1,650	\$ 727	\$ -	\$ (1,650)
Data Processing	\$ 8,755	\$ 7,000	\$ 6,768	\$ -	\$ (7,000)
Membership/Dues/Subs.	\$ 447	\$ -	\$ -	\$ 1,000	\$ 1,000
Advertising	\$ -	\$ 19,000	\$ 18,765	\$ 500	\$ (18,500)
Staff Travel & Mileage	\$ 1,074	\$ 1,125	\$ 233	\$ 1,125	\$ -
Training/Seminars & Conferences	\$ 2,207	\$ 2,000	\$ 1,959	\$ 2,000	\$ -
Phone	\$ 8,485	\$ 5,000	\$ 3,436	\$ -	\$ (5,000)
Utilities	\$ 9,110	\$ 4,500	\$ 3,229	\$ -	\$ (4,500)
Equipment Purchase	\$ -	\$ 39,000	\$ 20,000	\$ 5,000	\$ (34,000)
Rent	\$ 64,810	\$ 27,004	\$ 24,394	\$ -	\$ (27,004)
Storage Rental	\$ 1,378	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 165	\$ 1,500	\$ 960	\$ 1,500	\$ -
Bank Fees	\$ 1,505	\$ 1,125	\$ 746	\$ 1,125	\$ -
Total Administrative Expenses	\$ 279,253	\$ 235,099	\$ 165,025	\$ 145,750	\$ (89,349)
TOTAL EXPENDITURES	\$ 1,289,872	\$ 959,514	\$ 776,175	\$ 1,513,700	\$ 554,186
Transfer From Reserves				\$ 601,647	
NET SURPLUS (DEFICIT)	\$ (220,983)	\$ (386,552)	\$ (384,249)	\$ (601,647)	\$ (215,095)
BEGINNING FUND BALANCE	\$ 1,519,253	\$ 1,298,270	\$ 1,298,270	\$ 914,021	
ENDING FUND BALANCE	\$ 1,298,270	\$ 911,717	\$ 914,021	\$ 312,374	
FUND BALANCE AS % OF EXPENSES	100.7%	95.0%	117.8%	20.6%	

*FY 2013 Is a nine-month transitional fiscal year.

**TOWN OF THE CITY OF EVANSTON
PROPOSED TOWN FUND BUDGET
FISCAL YEAR 2014**

	FY 2012-13 Audited Actuals	FY 2013* Adopted Budget	FY 2013* Estimated Actual	2014 Proposed Budget	Budget-to-Budget Increase (Decrease)
Operating Revenues					
Tax Levy	\$ 276,748	\$ 110,000	\$ 85,376	\$ 235,753	\$ 125,753
Replacement Property Tax	\$ 56,266	\$ 37,500	\$ 24,951	\$ 50,000	\$ 12,500
Interest	\$ 253	\$ 225	\$ 29	\$ 300	\$ 75
Transfer from Fund Balance	\$ -	\$ 1,062	\$ -	\$ 98,446	\$ 97,384
TOTAL REVENUE	\$ 333,267	\$ 148,787	\$ 110,356	\$ 384,499	\$ 235,712
Operating Expenses					
Assessor					
Assessor	\$ 8,000	\$ 6,030	\$ 4,000	\$ 8,000	\$ 1,970
Deputy Assessor	\$ 53,000	\$ 40,743	\$ 24,462	\$ 55,412	\$ 14,669
Assistant Deputy Assessor	\$ 33,790	\$ 25,368	\$ 15,980	\$ 34,502	\$ 9,134
Part-Time Assistant	\$ -	\$ -	\$ -	\$ -	\$ -
Staff Overtime	\$ -	\$ 1,500	\$ 104	\$ 500	\$ (1,000)
Unemployment Tax-State	\$ 411	\$ 1,002	\$ 3,400	\$ 750	\$ (252)
FICA/Medicare Tax Expense	\$ 7,251	\$ 5,518	\$ 3,884	\$ 6,500	\$ 982
IMRF	\$ 7,346	\$ 7,423	\$ 9,625	\$ 10,000	\$ 2,577
Medical & Life Insurance	\$ 18,669	\$ 14,250	\$ 261	\$ 15,000	\$ 750
Supplies	\$ 2,485	\$ 1,875	\$ 204	\$ 1,000	\$ (875)
Postage	\$ 385	\$ 750	\$ 211	\$ 400	\$ (350)
Printing and Duplicating	\$ 462	\$ 1,000	\$ 375	\$ 1,000	\$ -
Sid Well Maps	\$ 374	\$ 500	\$ 400	\$ 500	\$ -
Contract Services	\$ 2,059	\$ 3,000	\$ 600	\$ 1,500	\$ (1,500)
Payroll Processing	\$ 1,440	\$ 1,125	\$ -	\$ -	\$ (1,125)
Dues & Subscriptions	\$ 705	\$ 536	\$ 2,092	\$ 600	\$ 64
Travel & Education	\$ 2,267	\$ 1,650	\$ 1,011	\$ 2,500	\$ 850
Phone	\$ 1,992	\$ 1,000	\$ 1,189	\$ -	\$ (1,000)
Utilities	\$ 2,878	\$ 1,189	\$ -	\$ -	\$ (1,189)
Equipment Maintenance	\$ 500	\$ -	\$ 14,603	\$ -	\$ -
Equipment Purchases	\$ -	\$ 22,456	\$ 6,950	\$ -	\$ (22,456)
Rent	\$ 16,679	\$ 6,949	\$ 360	\$ -	\$ (6,949)
Contingency	\$ 50	\$ 500	\$ -	\$ 500	\$ -
Total Assessor Expenses	\$ 160,743	\$ 144,364	\$ 89,708	\$ 138,664	\$ (5,700)
Supervisor					
Supervisor Salary	\$ 13,400	\$ 10,218	\$ 6,775	\$ 13,668	\$ 3,450
Unemployment Tax-State	\$ 74	\$ 142	\$ 91	\$ 145	\$ 3
FICA/Medicare	\$ 1,025	\$ 782	\$ 518	\$ 1,046	\$ 264
IMRF	\$ 1,134	\$ 1,051	\$ 641	\$ 1,162	\$ 111
Legal	\$ 51	\$ 1,000	\$ 46	\$ -	\$ (1,000)
Auditing Services	\$ 25,500	\$ 25,500	\$ 15,100	\$ 25,000	\$ (500)
Accounting Service	\$ 33,284	\$ 16,642	\$ 18,392	\$ -	\$ (16,642)
Dues & Subscriptions	\$ 4,339	\$ 5,625	\$ 5,332	\$ 4,000	\$ (1,625)
Travel/Conference	\$ 1,560	\$ 1,500	\$ 627	\$ 1,500	\$ -
Equipment Purchase	\$ -	\$ 1,900	\$ 1,764	\$ -	\$ (1,900)
Contingency	\$ 160	\$ 1,500	\$ 2,038	\$ -	\$ (1,500)
Banking Fees	\$ 201	\$ 150	\$ 59	\$ 150	\$ -
Total Supervisor Expenses	\$ 80,727	\$ 66,010	\$ 51,383	\$ 46,670	\$ (19,340)
Community Purchased Services					
Child Care Center of Evanston				\$ 4,080	
Child Care Network of Evanston	\$ 10,000			\$ 26,030	
Connections for the Homeless	\$ 10,000			\$ 5,620	
Family Focus	\$ 10,000			\$ 7,635	
Housing Options	\$ 10,000			\$ 11,940	
Infant Welfare Society of Evanston	\$ 10,000			\$ 22,685	
Legal Assistance Fund				\$ 3,185	
Metropolitan Family Services	\$ 10,000			\$ 12,825	
Moran Center	\$ 10,000			\$ 7,960	

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PROPOSED TOWN FUND BUDGET
FISCAL YEAR 2014**

	FY 2012-13 Audited Actuals	FY 2013* Adopted Budget	FY 2013* Estimated Actual	2014 Proposed Budget	Budget-to-Budget Increase (Decrease)
North Shore Senior Center	\$ 10,000			\$ 7,960	
Morthwest CASA				\$ 2,985	
PEER Services				\$ 19,940	
SHORE	\$ 10,000			\$ 6,735	
YOU	\$ 10,000			\$ 23,875	
YWCA	\$ 6,600	\$ 4,950		\$ 1,495	
Total Community Purchased Services	\$ 106,600	\$ 4,950	\$ -	\$ 164,950	\$ 160,000
Total Community Purchased Services Expenses	\$ 106,600	\$ 4,950	\$ -	\$ 164,950	\$ 160,000
Community Action Program					
Community Action Program	\$ 15,600	\$ 38,500	\$ 53,045	\$ 32,500	\$ (6,000)
Summer Youth Program	\$ 30,000	\$ 15,000	\$ -	\$ -	\$ (15,000)
Veteran Services	\$ 631	\$ 715	\$ 713	\$ 715	\$ -
Total Community Action Program Expenses	\$ 46,231	\$ 54,215	\$ 53,758	\$ 33,215	\$ (21,000)
Legal					
Legal Services	\$ -	\$ 5,000	\$ -	\$ 1,000	\$ (4,000)
Total Legal Expenses	\$ -	\$ 5,000	\$ -	\$ 1,000	\$ (4,000)
TOTAL TOWN EXPENDITURES	\$ 394,301	\$ 274,539	\$ 194,849	\$ 384,499	\$ 109,961
Transfer from Reserves				\$ 98,446	
NET SURPLUS (DEFICIT)	\$ (61,034)	\$ (125,752)	\$ (84,493)	\$ (98,446)	\$ 27,305
BEGINNING FUND BALANCE	\$ 359,842	\$ 298,808	\$ 298,808	\$ 214,315	
ENDING FUND BALANCE	\$ 298,808	\$ 173,056	\$ 214,315	\$ 115,868	
FUND BALANCE AS % OF EXPENSES	75.8%	63.0%	110.0%	30.1%	

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