

Village of Union Hill  
 Appropriations Ordinance Value History

	2024-xx	2023-xx	2022-xx	2021-xx	2020-xx	2019-xx	2018-xx
For the Period	5/1/24 -	5/1/23 -	5/1/22 -	5/1/21 -	5/1/20 -	5/1/19 -	5/1/18 -
	4/30/25	4/30/24	4/30/23	4/30/22	4/30/21	4/30/20	4/30/19
<b>GENERAL FUND</b>							
Salaries:							
Mayor & Trustees	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Clerk	600.00	600.00	600.00	600.00	600.00	450.00	450.00
Treasurer	600.00	600.00	600.00	600.00	600.00	450.00	450.00
Tree Maintenance & Lawn Care	7,700.00	7,700.00	7,700.00	7,700.00	7,700.00	7,700.00	7,700.00
Street Lighting	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00
Supplies	200.00	200.00	200.00	200.00	200.00	200.00	200.00
Fire Protection	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Insurance	300.00	300.00	300.00	300.00	300.00	300.00	300.00
Street Plowing	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Accounting Expenses	600.00	600.00	600.00	600.00	600.00	600.00	600.00
Legal Expenses	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Printing, Publications, Mailings & Contingencies	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>
<b>GENERAL FUND</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>19,700.00</b>	<b>19,700.00</b>
<b>MOTOR FUEL TAX FUND</b>							
Maintenance of Streets and Alleys:							
Labor	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Materials and supplies	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Maintenance of Sewers and Drainage:							
Labor	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Materials and supplies	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>
<b>Total Motor Fuel Tax Fund</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>
<b>INSURANCE FUND</b> (pursuant to 745 ILCS 10/9-107)	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
<b>STREET AND BRIDGE FUND</b> (pursuant to 65 ILCS 5/11-81-2)	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
<b>STREET LIGHTING FUND</b> (pursuant to 65 ILCS 5/11-80-5)	600.00	600.00	600.00	600.00	600.00	600.00	600.00
<b>GARBAGE DISPOSAL FUND</b> (pursuant to 65 ILCS 5/11-19-4)	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00
<b>AUDIT FUND</b> (pursuant to 65 ILCS 5/8-8-8)	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
<b>TOTAL OF ALL FUNDS</b>							
Subtotal: General Fund	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	19,700.00	19,700.00
Subtotal: Motor Fuel Tax Fund	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Subtotal: Insurance Fund	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
Subtotal: Bridget and Street Fund	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
Subtotal: Street Lighting Fund	600.00	600.00	600.00	600.00	600.00	600.00	600.00
Subtotal: Garbage Disposal Fund	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00
Subtotal: Audit Fund	<u>1,100.00</u>	<u>1,100.00</u>	<u>1,100.00</u>	<u>1,100.00</u>	<u>1,100.00</u>	<u>1,100.00</u>	<u>1,100.00</u>
<b>TOTAL AMOUNT APPROPRIATED FOR ALL PURPOSES</b>	<b>32,200.00</b>	<b>32,200.00</b>	<b>32,200.00</b>	<b>32,200.00</b>	<b>32,200.00</b>	<b>31,900.00</b>	<b>31,900.00</b>

**Subject:** DCEO Grant DG230068  
**Date:** Tuesday, April 2, 2024 at 10:44:55 AM Central Daylight Time  
**From:** Sadler, Michelle  
**To:** Grant VanVoorst  
**Attachments:** Additional Information Questions (PSD-WCA-Designees)Fillable.pdf, Estimated Expenditure Schedule template - Capital.xlsx, IGA-Line Item Appropriations.doc

Good Morning Mayor VanVoorst,

Working on your grant and attached are some forms requested by DCEO. Please fill them out and returned them to me at your earliest convenience.

Also I have a few questions:

- Equipment/Materials/Labor
  - Who installed the park equipment? What type of equipment is it – playground, benches? Please specify.
- Confirm the potential subrecipient meets requirements of 2 CFR 200.214. There must be documentation in the grant file confirming review.
  - Confirm subrecipient is not on the Debarred and Suspended List at <https://www2.illinois.gov/cpo/Pages/links.aspx> and review each Chief Procurement Officer's List.
  - Confirm subrecipient is not on the federal Excluded Parties List at <https://sam.gov/content/exclusions>.
  - Confirm subrecipient is not on the Sanctioned Parties List at <https://www.illinois.gov/hfs/oig/Pages/NewSanctions.aspx>.
- Understand the subgrantee's prior experience with similar subawards, results of previous audits and findings associated with grant program, whether the subrecipient has new personnel or changed systems and results of previous Agency monitoring.
  - There must be documentation in the grant file confirming the assessment of the subrecipient's risk with written communication to the subrecipients of imposed specific conditions.

Also need an intergovernmental agreement (See attached).

Please let me know if you have any questions.

Thank you.

**Michelle Sadler, Planner II**  
**Kankakee County Planning Dept.**  
**189 East Court Street**  
**Room 201**  
**Kankakee, IL 60901**  
**815-936-5555**

## ADDITIONAL GRANT INFORMATION NEEDED

(Project Start Date/Reimbursement/Authorized Designee)

<b>Grant Number:</b>	<b>DG230068</b>	<b>Entity Name:</b>	<b>Village of Union Hill</b>
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Please complete the following questionnaire and return it to your Grant Manager as a PDF via email. Please make sure to sign and date page 2 of this form. Please do not use an electronic signature. If you have questions, please contact your Grant Manager directly.

**A. PROJECT START DATE**

1. Has work on this project started? \_\_\_ Yes XX No
  
2. If work on the project has started, is that work being paid for via the use of these specific Grant funds? (This would include the first date that any Design and Engineering work on this project started if being paid for via the use of these specific Grant funds.)  
\_\_\_ Yes \_\_\_ No
  
3. If work on this project has started, what was the first date work began? (This would include the first date that any Design and Engineering work on this project started if being paid for via the use of these specific Grant funds.) Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_
  
4. Have you gone out to bid for this project, if required? \_\_\_ Yes XX No.  
If yes, on what date? Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_  
If you have not gone out to bid, do you have an anticipated date you will do so?  
Month 05 Date 01 Year 2024
  
5. If work for this project has not yet started, do you have an anticipated date that work on the project will begin? Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_
  
6. If work on the project has not yet started, and you do NOT have an anticipated start date, will you be waiting to begin work until after the Grant Agreement is fully executed? XX Yes \_\_\_ No

**B. REIMBURSEMENT PROCESS**

The Department needs to establish whether an advance payment (also known as a Working Capital Advance) is needed.

Your Grant will be administered on a reimbursement basis unless your entity feels there is a need for a Working Capital Advance. If a Working Capital Advance is required, we would need to receive a stipulation to that effect – on entity letterhead for our files – explaining why the project requires upfront funding (i.e., why the project can't be started without upfront Working Capital). A Working Capital Advance will be based on completion of the Estimated Expenditure Schedule. If you request a Working Capital Advance, your Grant Manager will email you an Estimated Expenditure Schedule (in Excel format) to be filled out by your entity. You will submit this Estimated Expenditure Schedule with the letter requesting the Working Capital Advance. A Working Capital Advance will be based on the first 2 (two) consecutive months of estimated expenses. After that advance, the balance of the Grant funds would be via reimbursement, based on review & approval of submitted financial reports reflecting expenditures charged to the approved Grant Budget. \* Please note that Section 4.6 of your eventual Grant Agreement **requires the Grant funds (Advance Pay), once received, be deposited into an interest-**

**bearing account.** "Any interest earned on these Grant funds must be accounted for", therefore you may find it beneficial to open a separate account specifically for the Grant funds...rather than co-mingling with other funds. The interest earned must be listed on each of the subsequent reports to be submitted. Any and all interest may need to eventually be returned to the Department at the time of Final Report submission.

If there is no need for such an advance, and you have determined the entire Grant amount will be via reimbursement, based on review & approval of submitted financial reports and supporting documentation reflecting expenditures charged to the approved Grant Budget, this signed document will serve as verification of such. (Supporting documentation will consist of items such as (invoices, cancelled checks, lien waivers, construction contracts, etc.)

Your entity will be requesting: \_\_\_\_\_ Reimbursement XX Working Capital Advance

C. AUTHORIZED DESIGNEES (SIGNATORIES)

If you would like someone other than the Authorized Official to sign documents on your behalf, please list them here:

Name Chris Denault  
Title Village Trustee  
Phone 815-592-1260  
Email unionhill.chris@egix.net

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

Authorized Official Name: Grant Van Voorst Title: Village President

Authorized Official Signature: \_\_\_\_\_ Date: April 9 2024

**INTERGOVERNMENTAL COOPERATION AGREEMENT  
BETWEEN THE COUNTY OF KANKAKEE, ILLINOIS AND  
THE VILLAGE OF UNION HILL, ILLINOIS**

THIS AGREEMENT is made and entered into by and between the County of Kankakee, Illinois, and The Village of Union Hill, Illinois this 9<sup>th</sup> day of April, 2024.

WHEREAS, the County of Kankakee, Illinois (hereinafter the "County" or "Grantor") is a county of the State of Illinois operating under and pursuant to the Counties Code of the State of Illinois, as amended.

WHEREAS, Village of Union Hill, Illinois (hereinafter the "Village" or "Grantee") is a Village of the State of Illinois.

WHEREAS, by the authority granted to them pursuant to the State of Illinois Constitution of 1970, Article 7, Section 10, and the Illinois Governmental Cooperation Act, the County and the Village enter into this joint agreement.

WHEREAS, the County seeks to support the efforts of the Village to apply for and administer a \$100,000 Line Item Appropriation funds from the Illinois Department of Commerce and Economic Opportunity for the General Infrastructure Improvements or any other source of funding for the project.

WHEREAS, this agreement will be in effective until the grant end date specified in the Department of Commerce Grant agreement for grant no. DG230068.

NOW, THEREFORE, the parties hereby agree that:

1. The County will seek to apply for grant funds from the Illinois Department of Commerce and Economic Opportunity for General Infrastructure Improvements or any other source of funding for that project and the Village of Union Hill will support these efforts.
2. The County is designated as the lead agency for this application and will be the applicant for any funds.
3. The County will be liable for all program administrative functions, should the any grants or funds be awarded.
4. The County shall be the fiscal agent for any project of funds associated with this grant, should the grant be awarded, or any other grants or funds awarded for the General Infrastructure Improvements.
5. The Grantee will make available all records and audits to the County for the purposes of grant reporting and grant administration.
6. The County and Grantee will retain records in accordance with the Local Records Act (50 ILCS 205/).

7. The County and Grantee will make available records to the State of Illinois to ensure compliance with the Federal Funding Accountability and Transparency Act of 2006 (P.L. 109-282).

IN Witness Whereof, the parties have executed this agreement as of the date entered below.

County of Kankakee, Illinois

Village of Union Hill, Illinois

By: \_\_\_\_\_  
County Board Chairman

By: \_\_\_\_\_

Attest:

Attest:

By: \_\_\_\_\_  
County Clerk

By: \_\_\_\_\_

By: \_\_\_\_\_

**Grants Management Program**

Entity Name: \_\_\_\_\_  
 DCEO Project #: \_\_\_\_\_

Approved Budget amount	Prior Incurred Costs <i>(enter rows/amount)</i>	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Year 1 (12-Month) TOTAL
		<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>
Design/Engineering														\$0.00
Building/Land (real property) Purchase														\$0.00
Wiring/Electrical														\$0.00
Equipment/Material/Labor														\$0.00
Paving/Concrete/Masonry														\$0.00
Construction Management & Oversight														\$0.00
Mechanical Systems														\$0.00
Excavation/Site Prep/Demolition														\$0.00
Plumbing														\$0.00
Other Construction Expenses														\$0.00
Contingency														\$0.00
<b>Total Costs State Grant Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

PLEASE NOTE: Column B for above section must total the same as column B for 12-month Grant terms

Approved Budget amount	Prior Incurred Costs <i>(enter rows/amount)</i>	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Month 23	Month 24	Year 2 TOTAL	24-Month TOTAL
		<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	<i>(enter Month &amp; Year)</i>	
Design/Engineering														\$0.00	\$0.00
Building/Land (real property) Purchase														\$0.00	\$0.00
Wiring/Electrical														\$0.00	\$0.00
Equipment/Material/Labor														\$0.00	\$0.00
Paving/Concrete/Masonry														\$0.00	\$0.00
Construction Management & Oversight														\$0.00	\$0.00
Mechanical Systems														\$0.00	\$0.00
Excavation/Site Prep/Demolition														\$0.00	\$0.00
Plumbing														\$0.00	\$0.00
Other Construction Expenses														\$0.00	\$0.00
Contingency														\$0.00	\$0.00
<b>Total Costs State Grant Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

PLEASE NOTE: Column B for above section must total the same as Column B for 24-month Grant terms

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_