

FY24

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective January 22, 2024

From: 1200
 Company #

HOUSEKEEPING
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
2035	50080	0	SALARY & WAGE ADJUSTMENTS	\$ 31,000.00	31,358.00	398.00	1/8/25	1200-9100
2035	50010	0	OVERTIME	\$ 36,000.00	36,142.75	142.75	1/8/25	1200-9100
2035	50040		PART TIME HELP	\$ 31,000.00	31,472.22	472.22	1/8/25	1200-9100
2000	53828		CONTINGENCIES	\$ 44,800.00	2,986,920.00	2,842,120.00	1/8/25	1200-9100
Total				\$ 142,800.00				

To: 1200
 Company #

HOUSEKEEPING
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
2035	50000	0	REGULAR SALARIES	\$ 124,000.00	(123,558.74)	401.26	1/8/25	1200-9100
2035	50020	0	HOLIDAY PAY	\$ 300.00	(206.04)	93.96	1/8/25	1200-9100
2035	51000	0	BENEFIT PAYMENTS	\$ 15,000.00	(14,916.76)	83.24	1/8/25	1200-9100
2035	51040	0	EMPLOYEE MED & HOSP INSURANCE	\$ 3,500.00	(3,202.48)	297.52	1/8/25	1200-9100
Total				\$ 142,800.00				

Reason for Request:

For the 2024 Budget the Care Center budgeted a 3% COLA within each department of the Care Center on a budget line titled Salary and Wage Adjustments as directed. We are transferring the dollars under this category (Salary and Wage Adjustments), Overtime and Part Time help for the Housekeeping department to Regular salaries. In addition we are transferring \$41k from contingency fund to adjust for the shortages in Holiday pay, benefits & Employee Med & Hospital Insurance.

Signature on File

Department Head

Signature

Date

Date

Activity

(optional)

Chief Financial Officer

****Please sign in blue ink on the original form****

Finance Department Use Only

Fiscal Year 24 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

HS - 1/21/25
 FIN/LB - 1/28/25