

FY25

DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective January 22, 2024

From: 1200  
Company #

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**ADMINISTRATION**

## Accounting

To: 1200  
Company #

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**ADMINISTRATION**

## Accounting

Accounting					Finance Dept Use Only			
Unit	Account	Sub-Account	Title	Amount	Prior to Transfer	Available Balance	Date of Balance	Date of B/S Fund
2000	50000	0	REGULAR SALARIES	\$ 36,000.00	(35,844.94)	155.06	1/26/26	1200-9100
2000	50340	0	PART TIME HELP	\$ 400.00	300.45	9.55	1/26/26	1200-9100
2000	51000	0	BENEFIT PAYMENTS	\$ 45,000.00	(44,307.15)	682.85	1/26/26	1200-9100
2000	51040	0	EMPLOYEE MED & HOSP INSURANCE	\$ 7,500.00	(7,386.86)	113.14	1/26/26	1200-9100
2000	50010	0	OVERTIME	\$ 600.00	(576.07)	23.93	1/26/26	1200-9100
2000	51030	0	EMPLOYER SHARE SOCIAL SECURITY	\$ 200.00	(165.18)	34.90	1/26/26	1200-9100
Total				\$ 89,700.00				

*Reason for Request:*

Transfer funds within Care Center's Administration Payroll budget to "true up" budget lines for Payroll categories where Regular salaries, Part time help, OT, Benefit payments & Employee Hosp Insurance are over while Salary & Wages Adjustments are under. In addition we are transferring \$52k from Contingency fund to cover for part of these shortages.

Signature on File

— Department Head

Signature  
on File

1/24/26  
Date 1/24/26

### Activity

(optional)

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**Chief Financial Officer**

10  
Date \_\_\_\_\_

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

Finance Department Use Only  
Fiscal Year 25 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_  
Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

HS - 2/3/26  
FIN/CB - 2/10/26