

**PALATINE TOWNSHIP  
GENERAL ASSISTANCE**

**FINANCIAL REPORTS**

**February 2016**



**Palatine Township - General Assistance  
Schedule of Revenue and Expenditures  
12 Months Ended February 2016**

|                              | <b>Budget</b>     | <b>February-16</b> | <b>Current YTD</b> | <b>Previous YTD</b> | <b>Balance</b>    | <b>% Collected</b> |
|------------------------------|-------------------|--------------------|--------------------|---------------------|-------------------|--------------------|
| <b>Income</b>                |                   |                    |                    |                     |                   |                    |
| <b>Interest Income</b>       |                   |                    |                    |                     |                   |                    |
| 3385 · Interest Earned       | 300.00            | 38.15              | 477.96             | 394.29              | (177.96)          | 159%               |
| <b>Total Interest Income</b> | <b>300.00</b>     | <b>38.15</b>       | <b>477.96</b>      | <b>394.29</b>       | <b>(177.96)</b>   | <b>159%</b>        |
| <b>Other Income</b>          |                   |                    |                    |                     |                   |                    |
| 3312 · Real Estate Tax       | 497,023.00        | 73,825.59          | 492,491.55         | 519,620.19          | 4,531.45          | 99%                |
| 3388 · Miscellaneous         | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| 3389 · SSI Reimbursements    | 1,700.00          | 0.00               | 12,205.50          | 3,723.20            | (10,505.50)       | 718%               |
| 3390 · LIHEAP Reimbursements | 6,000.00          | 1,950.00           | 4,806.00           | 9,524.00            | 1,194.00          | 80%                |
| 3391 - CDBG                  | 0.00              | 0.00               | 0.00               | 5,000.00            | 0.00              | 0%                 |
| <b>Total Other Income</b>    | <b>504,723.00</b> | <b>75,775.59</b>   | <b>509,503.05</b>  | <b>537,867.39</b>   | <b>(4,780.05)</b> | <b>101%</b>        |
| <b>Total Other Income</b>    | <b>505,023.00</b> | <b>75,813.74</b>   | <b>509,981.01</b>  | <b>538,261.68</b>   | <b>(4,958.01)</b> | <b>101%</b>        |

**Palatine Township - General Assistance  
Schedule of Revenue and Expenditures  
12 Months Ended February 2016**

| Expense                         | Budget            | February-16      | Current YTD       | Previous YTD      | Balance          | % Remaining |
|---------------------------------|-------------------|------------------|-------------------|-------------------|------------------|-------------|
| <b>Payroll Expenses</b>         |                   |                  |                   |                   |                  |             |
| 3422 · Personnel Salaries (3,2) | 167,289.40        | 9,818.37         | 162,301.73        | 173,672.43        | 4,987.67         | 3%          |
| 3424 - Salary Increases         | 3,790.00          | 2,766.66         | 2,766.66          | 3,988.31          | 1,023.34         | 0%          |
| 3423 · Temporary Personnel Sal  | 0.00              | 0.00             | 0.00              | 0.00              | 0.00             | 0%          |
| 3426 · Employers Share FICA     | 10,606.92         | 775.07           | 9,716.94          | 10,136.52         | 889.98           | 8%          |
| 3427 · Employers Share Medicare | 2,480.65          | 181.19           | 2,221.88          | 2,370.88          | 258.77           | 10%         |
| 3429 · Employers Share IMRF     | 19,588.59         | 1,404.49         | 18,754.79         | 21,332.15         | 833.80           | 4%          |
| 3434 · Health Insurance Benefit | 61,086.33         | 2,006.48         | 31,463.41         | 44,382.18         | 29,622.92        | 48%         |
| 3435 - Life Insurance Benefit   | 500.00            | 35.89            | 185.74            | 293.70            | 314.26           | 63%         |
| 3532 · Workers Compensation     | 500.00            | 78.35            | 316.40            | 238.05            | 183.60           | 37%         |
| <b>Total Payroll Expenses</b>   | <b>265,841.90</b> | <b>17,066.50</b> | <b>227,727.55</b> | <b>256,414.22</b> | <b>38,114.35</b> | <b>14%</b>  |
| <b>Administration</b>           |                   |                  |                   |                   |                  |             |
| 3445 · Equipment Maintenance    | 8,600.00          | 0.00             | 8,587.50          | 587.50            | 12.50            | 0%          |
| 3451 · Telephone                | 1,400.00          | 100.00           | 1,200.00          | 1,200.00          | 200.00           | 14%         |
| 3460 · Travel                   | 700.00            | 178.66           | 799.00            | 607.82            | (99.00)          | -14%        |
| 3463 · Printing                 | 500.00            | 50.00            | 50.00             | 0.00              | 450.00           | 90%         |
| 3470 · Training                 | 2,000.00          | 0.00             | 1,478.00          | 1,248.46          | 522.00           | 26%         |
| 3491 - Copier Expense           | 2,200.00          | 135.52           | 1,658.60          | 2,123.24          | 541.40           | 25%         |
| 3492 · Postage and Delivery     | 425.00            | 7.29             | 234.81            | 464.69            | 190.19           | 45%         |
| 3493 · Office Supplies          | 2,000.00          | 6.89             | 1,553.51          | 2,216.19          | 446.49           | 22%         |
| 3495 · Legal Fees               | 1,200.00          | 0.00             | 700.00            | 140.00            | 500.00           | 42%         |
| 3510 · Miscellaneous            | 350.00            | 0.00             | 253.97            | 0.00              | 96.03            | 27%         |
| 3530 · Equipment Purchase       | 3,000.00          | 0.00             | 2,188.01          | 14,000.00         | 811.99           | 27%         |
| 3538 · Hearing Officer Expense  | 0.00              | 0.00             | 0.00              | 0.00              | 0.00             | 0%          |
| <b>Total Administration</b>     | <b>22,375.00</b>  | <b>478.36</b>    | <b>18,703.40</b>  | <b>22,587.90</b>  | <b>3,671.60</b>  | <b>16%</b>  |

**Palatine Township - General Assistance  
Schedule of Revenue and Expenditures  
12 Months Ended February 2016**

|                                 | <b>Budget</b>     | <b>February-16</b> | <b>Current YTD</b> | <b>Previous YTD</b> | <b>Balance</b>    | <b>% Remaining</b> |
|---------------------------------|-------------------|--------------------|--------------------|---------------------|-------------------|--------------------|
| <b>Home Relief</b>              |                   |                    |                    |                     |                   |                    |
| <b>Straight</b>                 |                   |                    |                    |                     |                   |                    |
| 3904 · (S) Medical Care Assist  | 500.00            | 0.00               | 0.00               | 91.96               | 500.00            | 100%               |
| 3905 · (S) Phone Assistance     | 6,000.00          | 15.00              | 495.00             | 1,015.75            | 5,505.00          | 92%                |
| 3906 · (S) Utilities Assitance  | 12,000.00         | 250.00             | 4,078.05           | 4,582.91            | 7,921.95          | 66%                |
| 3908 · (S) Rental Assistance    | 48,000.00         | 800.00             | 17,817.00          | 24,750.00           | 30,183.00         | 63%                |
| 3910 · (S) Travel Expense       | 12,480.00         | 270.83             | 5,564.83           | 7,505.80            | 6,915.17          | 55%                |
| 3912 · (S) Food Assistance      | 31,200.00         | 2,880.00           | 11,640.00          | 21,602.81           | 19,560.00         | 63%                |
| 3914 · (S) Personal Essentials  | 6,000.00          | 0.00               | 2,200.00           | 2,061.83            | 3,800.00          | 63%                |
| 3918 · (S) Transient Assistance | 500.00            | 0.00               | 0.00               | 0.00                | 500.00            | 100%               |
| 3920 · (S) Burial Assistance    | 3,000.00          | 0.00               | 0.00               | 0.00                | 3,000.00          | 100%               |
| 3922 · (S) Health Insurance     | 4,500.00          | 0.00               | 4,250.00           | 4,250.00            | 250.00            | 6%                 |
| <b>Total Straight</b>           | <b>124,180.00</b> | <b>4,215.83</b>    | <b>46,044.88</b>   | <b>65,861.06</b>    | <b>78,135.12</b>  | <b>63%</b>         |
| <b>Emergency</b>                |                   |                    |                    |                     |                   |                    |
| 3924 · (E) Medical Care         | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| 3928 · (E) Utilities Assistance | 7,000.00          | 0.00               | 6,115.55           | 3,987.47            | 884.45            | 13%                |
| 3930 · (E) Rental Assistance    | 66,800.00         | 2,900.00           | 22,720.00          | 35,563.20           | 44,080.00         | 66%                |
| 3932 · (E) Travel Assistance    | 2,000.00          | 350.00             | 350.00             | 603.00              | 1,650.00          | 83%                |
| 3938 · (E) Burial Expense       | 1,000.00          | 0.00               | 0.00               | 0.00                | 1,000.00          | 0%                 |
| 3945 · Unforeseen GA Expense    | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| <b>Total Emergency</b>          | <b>76,800.00</b>  | <b>3,250.00</b>    | <b>29,185.55</b>   | <b>40,153.67</b>    | <b>47,614.45</b>  | <b>62%</b>         |
| <b>Total Home Relief</b>        | <b>200,980.00</b> | <b>7,465.83</b>    | <b>75,230.43</b>   | <b>106,014.73</b>   | <b>125,749.57</b> | <b>63%</b>         |

**Palatine Township - General Assistance  
Schedule of Revenue and Expenditures  
12 Months Ended February 2016**

|                              | <b>Budget</b>     | <b>February-16</b> | <b>Current YTD</b> | <b>Previous YTD</b> | <b>Balance</b>    | <b>% Remaining</b> |
|------------------------------|-------------------|--------------------|--------------------|---------------------|-------------------|--------------------|
| <b>Institutional</b>         |                   |                    |                    |                     |                   |                    |
| 3942 · Cook County Hospital  | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| 3944 · Private Hospital      | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| 3946 · Conv. Home            | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| 3948 · Ambulance Service     | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| <b>Total Institutional</b>   | <b>0.00</b>       | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>         | <b>0.00</b>       | <b>0%</b>          |
| 4000 · Contingency Provision | 0.00              | 0.00               | 0.00               | 0.00                | 0.00              | 0%                 |
| <b>Total Expense</b>         | <b>489,196.90</b> | <b>25,010.69</b>   | <b>321,661.38</b>  | <b>385,016.85</b>   | <b>167,535.52</b> | <b>34%</b>         |

**General Assistance**  
**Balance Sheet**  
As of February 29, 2016

|   | Feb 29, 16        |
|---|-------------------|
| <b>ASSETS</b>                               |                   |
| <b>Current Assets</b>                       |                   |
| <b>Checking/Savings</b>                     |                   |
| <b>Bank</b>                                 |                   |
| 3127 · Cornerstone Bank MM                  | 73,578.89         |
| 3131 · Harris Bank Checking                 | 691,544.02        |
| 3133 · Harris Bank Money Market             | 63,683.93         |
| <b>Total Bank</b>                           | 828,806.84        |
| <b>Total Checking/Savings</b>               | 828,806.84        |
| <b>Total Current Assets</b>                 | 828,806.84        |
| <b>TOTAL ASSETS</b>                         | <b>828,806.84</b> |
| <b>LIABILITIES &amp; EQUITY</b>             |                   |
| <b>Liabilities</b>                          |                   |
| <b>Current Liabilities</b>                  |                   |
| <b>Accounts Payable</b>                     |                   |
| 2000 · Accounts Payable                     | 0.50              |
| <b>Total Accounts Payable</b>               | 0.50              |
| <b>Other Current Liabilities</b>            |                   |
| <b>Payroll Liabilities</b>                  |                   |
| 3219 · Payroll Reimbursement to TF          | 10.00             |
| 3228 · Unremitted 125 Plan TASC             | 226.48            |
| 3229 · Unremitted IMRF                      | 578.87            |
| 3232 · Unremitted Health Insurance          | 140.72            |
| 3433 · Unremitted Vol. Life                 | 34.18             |
| <b>Total Payroll Liabilities</b>            | 990.25            |
| <b>Payroll Liabilities (Co. Paid)</b>       |                   |
| 3529 · Employers Share IMRF                 | 3,036.49          |
| <b>Total Payroll Liabilities (Co. Paid)</b> | 3,036.49          |
| <b>Total Other Current Liabilities</b>      | 4,026.74          |
| <b>Total Current Liabilities</b>            | 4,027.24          |
| <b>Total Liabilities</b>                    | 4,027.24          |
| <b>Equity</b>                               |                   |
| 1110 · Retained Earnings                    | 636,459.97        |
| Net Income                                  | 188,319.63        |
| <b>Total Equity</b>                         | 824,779.60        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>       | <b>828,806.84</b> |