

BUDGET & APPROPRIATION ORDINANCE

PALATINE TOWNSHIP

ORDINANCE NO. 01-2019

2019-2020

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning March 1, 2019 and ending February 29, 2020

BE IT ORDAINED by the Board of Trustees of Palatine Township, Cook County, Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of Palatine Township, be and the same are hereby appropriated for the town purposes of Palatine Township, Cook County, Illinois, as hereinafter specified for the fiscal year beginning March 1, 2019 and ending February 29, 2020.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds:

<u>TOWN FUND</u>	<u>ESTIMATED RECEIPTS</u>	<u>2019-2020</u>
	Cash Balance as of February 19, 2019	1,774,628.00
1385	Interest	5,000.00
1312	Real Estate Taxes	1,950,600.00
1315	Replacement Tax	61,700.00
1317	Cook Co. Vehicle Sticker Fee	4,500.00
1340	Service Fee	27,500.00
1341	Pace	26,000.00
1350	Grants	0.00
1383	Cemetery - Receipts	1,100.00
1384	Cemetery - Donations	500.00
1386	Q.R.F. Expense Adjustment	136,590.00
1388	Miscellaneous	<u>4,000.00</u>
TOTAL FUNDS AVAILABLE		3,992,118.00

ESTIMATED EXPENDITURES

1. BUILDINGS & GROUNDS - ADMINISTRATION

1442	Building Maintenance	53,500.00
1453	Alarm	5,700.00
1456	Garbage	2,600.00
1465	Grounds Maintenance	9,600.00
1505	Janitorial Supplies	2,500.00
1506	Maintenance of Equipment	4,200.00
1525	Bldg. & Perm Improvements-Capital	0.00
1526	Bldg. & Perm Improvements - Non Capital	3,000.00
1527	Annual Capital Equipment Replacement	<u>100,000.00</u>
TOTAL - Buildings & Grounds Administration		181,100.00

3. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES

1422	Personnel (4/5)	305,100.00
170002	Salary Increases	9,200.00
1423	Temporary Personnel	<u>6,300.00</u>
TOTAL - Administration Payroll		320,600.00

<u>4. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES</u>		<u>2019-2020</u>
1402	Supervisor	21,000.00
1404	Township Clerk	18,000.00
1406	Assessor	20,000.00
1410	Highway Commissioner	10,000.00
1412	Trustees	20,000.00
1413	Board Meetings	7,200.00
1418	Road District Treasurer	1,000.00
1537	Committees	0.00
TOTAL - Board Payroll		<u>97,200.00</u>

<u>5. TOWN FUND - PAYROLL EXPENSES</u>		
1425	Employers Share FICA	26,000.00
1426	Employers Share Medicare/Social Security	6,100.00
1428	Employers Share IMRF	12,800.00
1434	Employers Share Health Insurance	33,700.00
1435	Employers Share Life Insurance	700.00
1532	Unemployment Comp.	1,600.00
1533	Workers' Compensation	2,000.00
TOTAL - Town Fund Payroll		<u>82,900.00</u>

<u>6. TOWN FUND - ADMINISTRATION</u>		
1446	Office Equipment Maintenance	5,600.00
1449	Property Casualty Insurance	41,200.00
1452	Telephone & Communication	11,400.00
1455	Utilities	13,100.00
1458	Conferences & Seminars	3,600.00
1460	Travel Expense	3,000.00
1463	Printing	2,000.00
1476	Community Events	9,000.00
1480	Employee/Township Officials Bonds	200.00
1481	Supervisor Bonds	3,200.00
1484	Training	3,000.00
1487	Dues & Subscriptions	11,400.00
1489	Employee Recognition	2,000.00
1490	Volunteer Recognition	3,000.00
1491	Copier Expense	6,300.00
1492	Postage and Delivery	3,500.00
1493	Office Supplies	5,500.00
1510	Miscellaneous Expenses	5,400.00
1523	Recruitment Expense	1,500.00
1530	Equipment Purchase	12,900.00
1524	Payroll Service Expense	4,200.00
1531	Pension Deficit Payment	0.00
TOTAL - Town Fund Administration		<u>151,000.00</u>

7. TOWN FUND - CONTRACTUAL

1469	Legal Fees	20,000.00
1475	Audit	8,300.00
1478	Engineering Services	25,000.00
1521	Professional Services	34,900.00
TOTAL - Contractual		88,200.00

8. TOWN FUND - SOCIAL SERVICE AGENCY**2019-2020**

1558	Alexian Bros Mental Health	30,000.00
1646	Arts Refreshing the Soul	1,000.00
1544	Bridge Youth & Family Svs	191,590.00
1551	Career Place (BCC)	10,000.00
1569	Catholic Charities	8,000.00
1566	Center for Enriched Living	12,000.00
1647	Children's Advocacy Center	8,000.00
1550	Children Home/Aid	110,000.00
TBA	Clearbrook	1,800.00
1648	Connect to Community	2,000.00
1561	Escorted Trans	4,750.00
1614	Faith Community Homes	9,000.00
1612	Hands-On	4,000.00
1652	The Harbour	5,000.00
1575	Journeys The Road	5,000.00
1611	Little City	12,000.00
1560	NW Casa	3,000.00
TBA	Gigi's Playhouse	7,500.00
TBA	Leyden - The Share Program	5,000.00
TBA	St. Mary's Services	5,000.00
1571	Wings	8,000.00
1559	Partners For Our Community	9,000.00
1653	Special Leisure Services	7,000.00
1573	Resources Comm Living	10,000.00
1568	RM Golden Years Council	5,000.00
1613	Suburban Primary Health Council	3,000.00
1562	SR Citizens Council	85,500.00
1572	Shelter Inc	8,000.00
1654	Special Gifts Theatre	3,500.00
1650	St. Joseph's Home	16,500.00
1554	Township Match	4,900.00
TOTAL - Social Service Agency		595,040.00

9. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION

160605	Maintenance of Equipment	600.00
160750	Travel Expense	200.00
160775	Outreach Seminar Expenses	650.00
160800	Equipment Rental	1.00
160900	IPA Institute/Continuing Ed	1,800.00
160903	Employee Training	1.00
160906	Printing & Publishing	350.00
160907	Dues & Subscriptions	300.00
160908	Copier Expense	2,750.00
161100	Postage	500.00

9. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION, Cont.

161110	Other Professional Services	1.00
161200	Publications	1.00
161201	Office Supplies	1,300.00
161202	Telephone	850.00
161305	Misc. Expense	1.00
161306	Sid. Annual Rent	500.00
161307	Contingencies	1.00
161308	Public Relation	1.00
161700	Capital Outlay Equipment	750.00
161701	Computer Program	900.00
TAB	EZ Text	500.00
TOTAL - Assessor's Office-Administration		<u>11,957.00</u>

10. TOWN FUND - ASSESSOR 'S OFFICE - PAYROLL EXPENSES

160000	Personnel Salaries (2/1)	72,000.00
160405	Salaries PT & OT	15,000.00
170003	Salary Increases	2,100.00
160408	Employers Share Health Insurance	34,969.00
160409	Employers Share Life Insurance	500.00
160500	Employers Share FICA	5,555.00
160505	Employers Share Social Security/Medicare	1,299.00
160600	Employers Share IMRF	2,923.00
160602	Workers' Comp.	200.00
TOTAL - Assessor's Office-Payroll		<u>134,546.00</u>
TOTAL - Assessor's Office		146,503.00

11. TOWN FUND - CEMETERY

1630	Ground Up-keep	26,800.00
1632	Burial	700.00
1635	Improvements	16,500.00
1637	Miscellaneous Expenses	400.00
1644	Memorial Day	500.00
TOTAL - Cemetery		<u>44,900.00</u>

2019-2020

12. TOWN FUND - HEALTH SAFETY & COMMUNICATIONS

1515	Website Services	6,200.00
1519	Communications	32,600.00
1538	Programs	0.00
TOTAL - Health Safety & Communications		<u>38,800.00</u>

13. PROGRAMS & SERVICES

1421	Employment Services	0.00
1488	Employment Job Fair	0.00
TOTAL - Programs & Services		<u>0.00</u>

14. TOWN FUND - QUENTIN ROAD FACILITIES

154004	Alarm	4,400.00
154005	Grounds Maintenance	4,000.00
154006	Building Maintenance	12,600.00
154007	Perm. Building Improvements	0.00
154010	Utilities	22,200.00
TOTAL - Quentin Road Facilities		<u>43,200.00</u>

15. TOWN FUND - TRANSPORTATION - ADMINISTRATION

1584	Equipment Purchase	1,400.00
1585	Fuel & Oil	30,900.00
1586	Maintenance	25,000.00
1587	Miscellaneous Expense	1,000.00
1588	Taxi	13,100.00
1589	Telephone	4,300.00
1590	Advertising - Printing	1,500.00
1593	DOT Testing	2,000.00
1595	303 - Taxi	0.00
1596	Equipment Maintenance	3,600.00
1597	Legal	2,500.00
1598	Postage	900.00
1599	Office Supplies	800.00
1600	Travel Expense	500.00
1601	Training	200.00
1602	Copier Expense	500.00
1604	Vehicle Insurance	6,000.00
TBA	Apparel & Clothing	<u>2,500.00</u>

TOTAL - Transportation - Administration 96,700.00

16. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES

1578	Transportation Overtime	1,000.00
1579	Employers Share Medicare	3,500.00
1580	Personnel Salaries (4/3)	234,700.00
170004	Salary Increases	5,600.00
1581	Employers Share FICA	14,900.00
1582	Employers Share IMRF	9,800.00
1583	Employers Share Health Insurance	51,200.00
1592	Employers Share Life Insurance	800.00
1591	Workers' Comp.	<u>6,200.00</u>

TOTAL - Transportation-Payroll 327,699.99

TOTAL - Transportation 424,399.99

17. CONTINGENCIES 0.00

18. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS) 2,213,843

19. TRANSFER

1536	Transfer to Capital Fund	<u>188,307.00</u>
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GENERAL ASSISTANCE

ESTIMATED RECEIPTS

2019-2020

	Cash Balance as of February 19, 2019	985,074.00
3385	Interest	3,000.00
3312	Real Estate Taxes	230,000.00
3388	Misc. Receipts	0.00
3389	SSI Reimbursement	1,000.00
3390	LIHEAP	7,000.00
3391	CDBG	<u>4,000.00</u>

TOTAL - Funds Available 5 1,230,074.00

1. ADMINISTRATION**ESTIMATED EXPENDITURES**

3445	Equipment Maintenance	5,800.00
3451	Telephone/Communication	1,500.00
3460	Travel Expenses	1,200.00
3463	Printing	500.00
3470	Training	1,200.00
3471	Copier Expense	1,800.00
3492	Postage and Delivery	400.00
3493	Office Supplies	2,500.00
3495	Legal Fees	1,500.00
3494	Utilities	5,200.00
3510	Miscellaneous Expenses	1,500.00
3530	Equipment Purchases	5,000.00
3531	Pension Deficit Payment	0.00
TBA	Professional Services	21,200.00
TBA	Bldg. & Perm. Imp. Non-Capital	1,300.00
TBA	Bldg. & Perm. Imp. Capital	80,000.00

TOTAL - General Assistance - Administration 130,600.00

Payroll Expenses

3422	Personnel Salaries (3/2)	184,500.00
3424	Salary Increases	5,600.00
3423	Temporary Personnel	0.00
3426	Employers Share FICA	11,800.00
3427	Employers Share Social Security/Medicare	2,800.00
3429	Employers Share IMRF	7,800.00
3434	Employers Share Health Insurance	61,300.00
3435	Employers Share Life Insurance	700.00
3532	Workers' Comp.	300.00

TOTAL - General Assistance - Payroll 274,800.00

TOTAL General Assistance - Administration 405,400.00

2. HOME RELIEF

3904	Medical Care	<u>STRAIGHT</u>	40,500.00
3905	Telephone		1,200.00
3906	Utilities		3,400.00
3908	Rental		13,500.00
3910	Travel Expenses		2,900.00
3912	Food		4,800.00
3914	Personal Essentials		1,200.00
3918	Transient/Homeless Assistance		10,000.00
3920	Burial Expenses		1,500.00
3922	Health Insurance		0.00

79,000.00

3924	Medical/Dental Care	<u>EMERGENCY</u>	500.00
3928	Utilities		13,000.00
3930	Rental		30,000.00
3932	Travel Expenses		5,000.00
3938	Burial Expense		3,000.00
TBA	Crisis Assistance Program		10,000.00

61,500.00

TOTAL General Assistance - Home Relief		<u>140,500.00</u>
<u>3. INSTITUTIONAL CARE</u>		<u>2019-2020</u>
3942	County Hospital	0.00
3944	Private Hospital	0.00
3946	Convalescent Homes	0.00
3948	Ambulance Services	<u>0.00</u>
TOTAL (Institutional Care)		0.00
<u>4. PROVISIONS FOR CONTINGENCIES</u>		<u>0.00</u>
<u>5. TOTAL OF ESTIMATED EXPENDITURES - GA</u>		<u>545,900.00</u>
<u>CAPITAL IMPROVEMENT</u>	<u>ESTIMATED RECEIPTS</u>	<u>2019-2020</u>
	Cash Balance as of February 19, 2019	404,570.00
4385	Interest	1,000.00
4350	Grants	<u>45,000.00</u>
TOTAL - Funds Available		450,570.00
<u>TRANSFER</u>		
4336	Transfer to Capital Fund	<u>188,307.00</u>
<u>1. CAPITAL</u>	<u>ESTIMATED EXPENDITURES</u>	
4525	Bldg. Perm. Improve - Capital	155,750.00
4526	Annual Capital Equip. & Veh. Rep.	<u>50,000.00</u>
TOTAL - Capital Improvement - Construction/Acquisition		205,750.00
<u>4. PROVISIONS FOR CONTINGENCIES</u>		<u>0.00</u>
<u>5. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL</u>		<u>205,750.00</u>

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2019 and ending February 29, 2020 by fund shall be as follows:

Town Fund, a total of	2,213,843
General Assistance , a total of	545,900
Capital Improvement, a total of	<u>205,750</u>
<u>TOTAL APPROPRIATIONS</u>	<u>2,965,493</u>

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of **TWO MILLION NINE HUNDRED SIXTY-FIVE THOUSAND FOUR HUNDRED NINETY-THREE DOLLARS (\$2,965,493.00)** for the fiscal year beginning March 1, 2019 and ending February 29, 2020.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 25th day of February, 2019 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

BOARD OF TRUSTEES

TOWN FUND

SHARON LANGLOTZ-JOHNSON, SUPERVISOR
ANDY-JOHN KALKOUNOS, TRUSTEE
RAY KINCAID, TRUSTEE
SUSAN KERN, TRUSTEE
BILL POHLMAN, TRUSTEE

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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GENERAL ASSISTANCE

BOARD OF TRUSTEES

SHARON LANGLOTZ-JOHNSON, SUPERVISOR
ANDY-JOHN KALKOUNOS, TRUSTEE
RAY KINCAID, TRUSTEE
SUSAN KERN, TRUSTEE
BILL POHLMAN, TRUSTEE

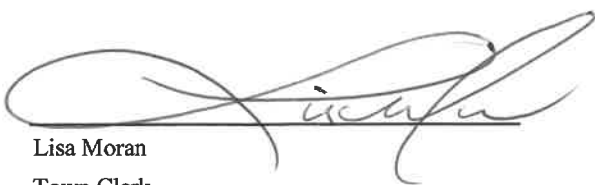
<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CAPITAL IMPROVEMENT

BOARD OF TRUSTEES

SHARON LANGLOTZ-JOHNSON, SUPERVISOR
ANDY-JOHN KALKOUNOS, TRUSTEE
RAY KINCAID, TRUSTEE
SUSAN KERN, TRUSTEE
BILL POHLMAN, TRUSTEE

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Lisa Moran
Town Clerk


Sharon Langlotz-Johnson
Supervisor, Board of Trustees

CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

PALATINE TOWNSHIP

The undersigned, duly elected, qualified and acting Clerk, of Palatine Township, Cook County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Township for the fiscal year beginning March 1, 2019, and ending February 29, 2020, as adopted this 25th day of February, 2019.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Palatine Township, Cook County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 25th day of February, 2019


Town Clerk

Filed this ___ day of _____, 200_.

County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

PALATINE TOWNSHIP

The undersigned, Supervisor, Chief Fiscal Officer, of Palatine Township, Cook County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Palatine Township, Cook County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 25th day of February, 2019



Supervisor - Chief Fiscal Officer

Filed this ___ day of _____, 200_.

County Clerk