

BUDGET & APPROPRIATION ORDINANCE

PALATINE TOWNSHIP

ORDINANCE NO. 01-18

2018-2019

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning March 1, 2018 and ending February 28, 2019.

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, 2018 and ending February 28, 2019.

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>2018-2019</u>
	Ending Cash Balance as of February 26, 2018	1,748,208.00
1385	Interest	1,500.00
1312	Real Estate Taxes	1,875,800.00
1315	Replacement Tax	63,800.00
1317	Cook Co. Vehicle Sticker Fee	4,000.00
1340	Service Fee	20,000.00
1341	Pace	23,800.00
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>3,500.00</u>
TOTAL FUNDS AVAILABLE		3,878,798.00

ESTIMATED EXPENDITURES

1. BUILDINGS & GROUNDS - ADMINISTRATION

1442	Building Maintenance	46,100.00
1453	Alarm	3,000.00
1456	Garbage	2,500.00
1465	Grounds Maintenance	8,200.00
1505	Janitorial Supplies	2,500.00
1506	Maintenance of Equipment	5,700.00
1525	Bldg. & Perm Improvements-Capital	0.00
1526	Bldg. & Perm Improvements - Non Capital	2,000.00
1527	Annual Capital Equipment Replacement	<u>100,000.00</u>

TOTAL - Buildings & Grounds Administration 170,000.00

3. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES

1422	Personnel (4/5)	290,800.00
170002	Salary Increases	5,800.00
1423	Temporary Personnel	<u>12,500.00</u>

TOTAL - Administration Payroll 309,100.00

<u>4. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES</u>		<u>2018-2019</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	25,200.00
1426	Employers Share Medicare/Social Security	5,900.00
1428	Employers Share IMRF	22,400.00
1434	Employers Share Health Insurance	37,700.00
1435	Employers Share Life Insurance	700.00
1532	Unemployment Comp.	3,200.00
1533	Workers' Compensation	2,000.00
TOTAL - Town Fund Payroll		<u>97,100.00</u>

<u>6. TOWN FUND - ADMINISTRATION</u>		
1446	Office Equipment Maintenance	5,400.00
1449	Property Casualty Insurance	37,100.00
1452	Telephone & Communication	11,400.00
1455	Utilities	14,100.00
1458	Conferences & Seminars	3,600.00
1460	Travel Expense	3,000.00
1463	Printing	1,200.00
1476	Community Events	9,000.00
1480	Employee/Township Officials Bonds	300.00
1481	Supervisor Bonds	4,600.00
1484	Training	2,500.00
1487	Dues & Subscriptions	12,000.00
1489	Employee Recognition	2,000.00
1490	Volunteer Recognition	3,500.00
1491	Copier Expense	8,500.00
1492	Postage and Delivery	4,000.00
1493	Office Supplies	5,500.00
1510	Miscellaneous Expenses	5,400.00
1523	Recruitment Expense	1,500.00
1530	Equipment Purchase	18,000.00
1524	Payroll Service Expense	4,200.00
1531	Pension Deficit Payment	0.00
TOTAL - Town Fund Administration		<u>156,800.00</u>

7. TOWN FUND - CONTRACTUAL

1469	Legal Fees	25,000.00
1475	Audit	7,400.00
1478	Engineering Services	20,000.00
1521	Professional Services	35,200.00
TOTAL - Contractual		87,600.00

8. TOWN FUND - SOCIAL SERVICE AGENCY

		<u>2018-2019</u>
1477	Northwest Compass	5,000.00
TBA	Center for Enriched Living	12,000.00
1652	The Harbour	5,000.00
1544	The Bridge	188,590.00
1571	Wings	5,000.00
1550	Community Child Care Center	110,000.00
1551	Career Place	10,000.00
1554	Community Initiative Income-Match	12,510.00
1555	NWCH Dental Care Program	15,000.00
1558	AMITA Health Alexian Center for Mental Health	30,000.00
1559	Palatine Opportunity Center	9,000.00
1560	NW CASA (Center Against Sexual Assault)	3,000.00
1562	Palatine Township Senior Center Council	85,500.00
TAB	Suburban Primary Health Council	1,500.00
1561	Escorted Trans. Services	4,500.00
1568	Rolling Meadows Golden Years Council	5,000.00
1569	Catholic Charities	7,000.00
1572	Shelter Inc.	5,500.00
1573	Resources for Community Living	9,000.00
1575	Journeys The Road Home (AKA - PADS to Hope, Inc)	5,000.00
1653	Special Leisure Services	10,000.00
1611	Little City Foundation	10,000.00
1612	HandsOn Suburban Chicago	1,000.00
1614	Faith Community Homes	8,500.00
1654	Special Gifts Theatre	2,500.00
1646	Arts Refreshing The Soul	1,500.00
1647	Children's Advocacy Center	8,000.00
1648	Connect To Community	2,000.00
1649	Crime Stoppers	1,500.00
1650	St. Joseph's Home	14,500.00
TOTAL - Social Service Agency		587,600.00

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	5.00
160900	IPA Institute/Continuing Ed	1,800.00
160903	Employee Training	25.00
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	25.00
161200	Publications	50.00
161201	Office Supplies	1,300.00
161202	Telephone	850.00
161305	Misc. Expense	7.00
161306	Sid. Annual Rent	500.00
161307	Contingencies	4.00
161308	Public Relation	45.00
161700	Capital Outlay Equipment	750.00
161701	Computer Program	900.00
TAB	EZ Text	500.00

TOTAL - Assessor's Office-Administration 12,111.00

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

160000	Personnel Salaries (2/1)	69,000.00
160405	Salaries PT & OT	15,000.00
170003	Salary Increases	2,000.00
160408	Employers Share Health Insurance	20,600.00
160409	Employers Share Life Insurance	500.00
160500	Employers Share FICA	5,332.00
160505	Employers Share Social Security/Medicare	1,247.00
160600	Employers Share IMRF	7,800.00
160602	Workers' Comp.	200.00

TOTAL - Assessor's Office-Payroll 121,679.00

TOTAL - Assessor's Office 133,790.00

11. TOWN FUND - CEMETERY

2018-2019

1630	Ground Up-keep	26,800.00
1632	Burial	700.00
1635	Improvements	16,500.00
1637	Miscellaneous Expenses	300.00
1644	Memorial Day	500.00

TOTAL - Cemetery 44,800.00

12. TOWN FUND - HEALTH SAFETY & COMMUNICATIONS

1515	Website Services	7,100.00
1519	Communications	32,600.00
1538	Programs	0.00

TOTAL - Health Safety & Communications 39,700.00

13. PROGRAMS & SERVICES

1421	Employment Services	0.00
1488	Employment Job Fair	0.00

TOTAL - Programs & Services 0.00

14. TOWN FUND - QUENTIN ROAD FACILITIES

154004	Alarm	4,300.00
154005	Grounds Maintenance	4,000.00
154006	Building Maintenance	10,800.00
154007	Perm. Building Improvements	0.00
154010	Utilities	21,500.00

TOTAL - Quentin Road Facilities 40,600.00

15. TOWN FUND - TRANSPORTATION - ADMINISTRATION

1584	Equipment Purchase	1,400.00
1585	Fuel & Oil	23,200.00
1586	Maintenance	25,000.00
1587	Miscellaneous Expense	5,700.00
1588	Taxi	11,000.00
1589	Telephone	3,800.00
1590	Advertising - Printing	2,000.00
1593	DOT Testing	1,000.00
1595	303 - Taxi	0.00
1596	Equipment Maintenance	500.00
1597	Legal	2,000.00
1598	Postage	200.00
1599	Office Supplies	600.00
1600	Travel Expense	500.00
1601	Training	200.00
1602	Copier Expense	500.00
1604	Vehicle Insurance	3,000.00
1605	New Vehicle Purchase	0.00

TOTAL - Transportation - Administration 80,600.00

16. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES

1578	Transportation Overtime	1,000.00
1579	Employers Share Medicare	3,400.00
1580	Personnel Salaries (4/3)	223,900.00
170004	Salary Increases	4,700.00
1581	Employers Share FICA	14,200.00
1582	Employers Share IMRF	17,300.00
1583	Employers Share Health Insurance	49,600.00
1592	Employers Share Life Insurance	700.00
1591	Workers' Comp.	6,200.00

TOTAL - Transportation-Payroll 321,000.00

TOTAL - Transportation 401,600.00

17. CONTINGENCIES 0.00

18. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS) 2,165,890

19. TRANSFER

1536	Transfer to Capital Fund	<u>53,557.00</u>
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GENERAL ASSISTANCE

ESTIMATED RECEIPTS

2018-2019

	Ending Cash Balance as of February 26, 2018	1,012,708.00
3385	Interest	1,000.00
3312	Real Estate Taxes	330,000.00
3388	Misc. Receipts	0.00
3389	SSI Reimbursement	1,000.00
3390	LIHEAP	6,000.00
3391	CDBG	3,000.00

TOTAL - Funds Available 1,353,708.00

1. ADMINISTRATION**ESTIMATED EXPENDITURES**

3445	Equipment Maintenance	5,700.00
3451	Telephone/Communication	1,500.00
3460	Travel Expenses	1,200.00
3463	Printing	500.00
3470	Training	1,200.00
3471	Copier Expense	2,000.00
3492	Postage and Delivery	400.00
3493	Office Supplies	2,500.00
3495	Legal Fees	1,500.00
TAB	Utilities	3,200.00
3510	Miscellaneous Expenses	4,000.00
3530	Equipment Purchases	3,000.00
3531	Pension Deficit Payment	0.00
3538	Hearing Officer	0.00

TOTAL - General Assistance - Administration 26,700.00

Payroll Expenses

3422	Personnel Salaries (3/2)	192,300.00
3424	Salary Increases	4,300.00
3423	Temporary Personnel	0.00
3426	Employers Share FICA	12,200.00
3427	Employers Share Social Security/Medicare	2,900.00
3429	Employers Share IMRF	13,600.00
3434	Employers Share Health Insurance	62,200.00
3435	Employers Share Life Insurance	600.00
3532	Workers' Comp.	400.00

TOTAL - General Assistance - Payroll 288,500.00

TOTAL General Assistance - Administration 315,200.00

2. HOME RELIEF

3904	Medical Care	<u>STRAIGHT</u>	500.00
3905	Telephone		1,800.00
3906	Utilities		5,100.00
3908	Rental		20,200.00
3910	Travel Expenses		4,400.00
3912	Food		7,200.00
3914	Personal Essentials		1,800.00
3918	Transient/Homeless Assistance		20,000.00
3920	Burial Expenses		1,000.00
3922	Health Insurance		4,500.00
			<u>66,500.00</u>
3924	Medical/Dental Care	<u>EMERGENCY</u>	25,000.00
3928	Utilities		30,000.00
3930	Rental		42,000.00
3932	Travel Expenses		10,000.00
3934	Food		0.00
3938	Burial Expense		3,000.00

TOTAL General Assistance - Home Relief 110,000.00

TOTAL General Assistance - Home Relief 176,500.00

<u>3. INSTITUTIONAL CARE</u>		<u>2018-2019</u>
3942	County Hospital	0.00
3944	Private Hospital	0.00
3946	Convalescent Homes	0.00
3948	Ambulance Services	0.00
TOTAL (Institutional Care)		0.00
<u>4. PROVISIONS FOR CONTINGENCIES</u>		0.00
<u>5. TOTAL OF ESTIMATED EXPENDITURES - GA</u>		491,700.00

<u>CAPITAL IMPROVEMENT</u>	<u>ESTIMATED RECEIPTS</u>	<u>2018-2019</u>
	Ending Cash Balance as of January 31, 2018	376,586.00
4385	Interest	900.00
4350	Grants	0.00
TOTAL - Funds Available		377,486.00

<u>TRANSFER</u>		
4336	Transfer to Capital Fund	53,557.00

<u>1. CAPITAL</u>	<u>ESTIMATED EXPENDITURES</u>	
4525	Bldg. Perm. Improve - Capital	55,000.00
4526	Annual Capital Equip. & Veh. Rep.	90,000.00
TOTAL - Capital Improvement - Construction/Acquisition		145,000.00
<u>4. PROVISIONS FOR CONTINGENCIES</u>		0.00
<u>5. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL</u>		145,000.00

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2018 and ending February 28, 2019 by fund shall be as follows:

Town Fund, a total of	2,165,890
General Assistance , a total of	491,700
Capital Improvement, a total of	145,000
<u>TOTAL APPROPRIATIONS</u>	2,802,590

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 EIGHT HUNDRED TWO THOUSAND FIVE HUNDRED NINETY DOLLARS (\$2,802,590.00)** for the fiscal year beginning March 1, 2018 and ending February 28, 2019.

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 1st day of March, 2018 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

BOARD OF TRUSTEES

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

TOWN FUND

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
x		
x		
		x
		x
x		

GENERAL ASSISTANCE

BOARD OF TRUSTEES

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

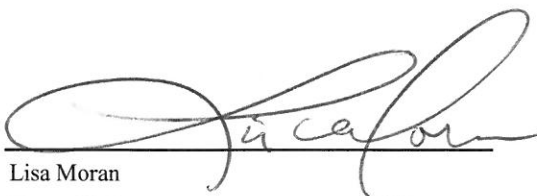
<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
x		
x		
		x
		x
x		

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>
x		
x		
		x
		x
x		


 Lisa Moran
 Town Clerk


 Sharon Langlotz-Johnson
 Supervisor, Board of Trustees

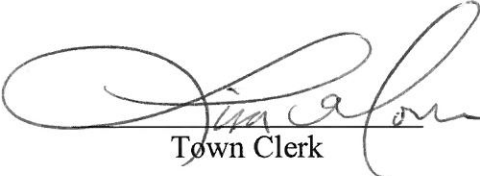
CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

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, 2018, and ending February 28, 2019, as adopted this 1st day of March, 2018.

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 1st day of March, 2018


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 1st day of March, 2018



Supervisor - Chief Fiscal Officer

Filed this ___ day of _____, 200_.

County Clerk