

BUDGET & APPROPRIATION ORDINANCE

PALATINE TOWNSHIP

ORDINANCE NO. 02-16

2016-2017

COPY

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning March 1, 2016 and ending February 28, 2017.

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, 2016 and ending February 28, 2017.

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>2016-2017</u>
	Ending Cash Balance as of January 31, 2016	1,966,535.00
1385	Interest	1,200.00
1312	Real Estate Taxes	1,762,700.00
1315	Replacement Tax	60,000.00
1317	Cook Co. Vehicle Sticker Fee	4,000.00
1340	Service Fee	25,000.00
1341	Pace	23,600.00
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	5,500.00
TOTAL FUNDS AVAILABLE		3,986,725.00

ESTIMATED EXPENDITURES

1. BUILDINGS & GROUNDS - ADMINISTRATION

1442	Building Maintenance	54,650.00
1453	Alarm	3,000.00
1456	Garbage	3,000.00
1465	Grounds Maintenance	6,800.00
1505	Janitorial Supplies	2,000.00
1506	Maintenance of Equipment	5,400.00
1525	Bldg. & Perm Improvements-Capital	0.00
1526	Bldg. & Perm Improvements - Non Capital	6,500.00
1527	Annual Capital Equipment Replacement	0.00
TOTAL - Buildings & Grounds Administration		81,350.00

3. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES

1422	Personnel (4/5)	276,600.00
170002	Salary Increases	7,800.00
1423	Temporary Personnel	6,200.00
TOTAL - Administration Payroll		290,600.00

4. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES**2016-2017**

1402	Supervisor	20,000.00
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>96,200.00</u>

5. TOWN FUND - PAYROLL EXPENSES

1425	Employers Share FICA	24,100.00
1426	Employers Share Medicare/Social Security	5,700.00
1428	Employers Share IMRF	31,800.00
1434	Employers Share Health Insurance	45,300.00
1435	Employers Share Life Insurance	500.00
1532	Unemployment Comp.	6,000.00
1533	Workers' Compensation	900.00
TOTAL - Town Fund Payroll		<u>114,300.00</u>

6. TOWN FUND - ADMINISTRATION

1446	Office Equipment Maintenance	5,600.00
1449	Property Casualty Insurance	35,100.00
1452	Telephone & Communication	3,500.00
1455	Utilities	17,200.00
1458	Conferences & Seminars	4,000.00
1460	Travel Expense	1,500.00
1463	Printing	1,200.00
1476	Community Events	7,500.00
1480	Employee/Township Officials Bonds	100.00
1481	Supervisor Bonds	3,875.00
1484	Training	2,500.00
1487	Dues & Subscriptions	10,500.00
1489	Employee Recognition	800.00
1490	Volunteer Recognition	3,000.00
1491	Copier Expense	6,000.00
1492	Postage and Delivery	1,500.00
1493	Office Supplies	4,000.00
1510	Miscellaneous Expenses	4,300.00
1523	Recruitment Expense	1,000.00
1530	Equipment Purchase	4,000.00
1524	Payroll Service Expense	3,500.00
1531	Pension Deficit Payment	298,300.00
TOTAL - Town Fund Administration		<u>418,975.00</u>

7. TOWN FUND - CONTRACTUAL

1469	Legal Fees	13,000.00
1475	Audit	8,000.00
1478	Engineering Services	14,000.00
1521	Professional Services	14,600.00
TOTAL - Contractual		49,600.00

8. TOWN FUND - SOCIAL SERVICE AGENCY**2016-2017**

1477	Northwest Compass	25,000.00
1542	Lutheran Social Services of IL-Behavioral Health	0.00
1543	Access to Care	0.00
1544	The Bridge	188,590.00
1548	Clearbrook	0.00
1550	Community Child Care Center	112,000.00
1551	Career Place	8,400.00
1552	Countryside Assoc.	17,500.00
1554	Community Initiative Income-Match	10.00
1555	NWCH Dental Care Program	45,000.00
1558	Alexian Center for Mental Health	35,000.00
1559	Palatine Opportunity Center	9,000.00
1560	NW CASA (Center Against Sexual Assault)	2,000.00
1562	Palatine Township Senior Center Council	85,500.00
1565	PHD (Preservation of Human Dignity)	3,000.00
1561	Escorted Trans. Services	4,000.00
1567	Journeycare	0.00
1568	Rolling Meadows Golden Years Council	3,500.00
1569	Catholic Charities	7,000.00
1570	Salvation Army	5,000.00
1572	Shelter Inc.	2,000.00
1573	Resources for Community Living	9,000.00
1575	PADS to Hope, Inc	3,500.00
1610	Glenkirk	0.00
1611	Little City Foundation	1,000.00
1612	HandsOn Suburban Chicago	2,000.00
1613	Midwest Palliative & Hospice Care Center	0.00
1614	Faith Community Homes	8,000.00
1615	fitMS NeuroBalance Center	0.00
1646	Arts Refreshing The Soul	1,000.00
1647	Children's Advocacy Center	7,000.00
1648	Connect To Community	1,500.00
1649	Crime Stoppers	1,500.00
1650	St. Joseph's Home	14,500.00
TOTAL - Social Service Agency		601,500.00

9. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION

160605	Maintenance of Equipment	700.00
160750	Travel Expense	400.00
160775	Outreach Seminar Expenses	750.00
160800	Equipment Rental	4.00
160900	IPA Institute/Continuing Ed	1,850.00
160903	Employee Training	25.00
160906	Printing & Publishing	550.00
160907	Dues & Subscriptions	300.00
160908	Copier Expense	2,500.00
161100	Postage	250.00

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

161110	Other Professional Services	25.00
161200	Publications	50.00
161201	Office Supplies	1,000.00
161202	Telephone	900.00
161305	Misc. Expense	16.00
161306	Sid. Annual Rent	400.00
161307	Contingencies	5.00
161308	Public Relation	45.00
161700	Capital Outlay Equipment	1,000.00
161701	Computer Program	1,100.00

TOTAL - Assessor's Office-Administration 11,870.00

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

160000	Personnel Salaries (2/1)	66,500.00
160405	Salaries PT & OT	17,500.00
170003	Salary Increases	1,600.00
160408	Employers Share Health Insurance	8,300.00
160409	Employers Share Life Insurance	500.00
160500	Employers Share FICA	5,363.00
160505	Employers Share Social Security/Medicare	1,254.00
160600	Employers Share IMRF	7,800.00
160602	Workers' Comp.	300.00

TOTAL - Assessor's Office-Payroll 109,117.00

TOTAL - Assessor's Office 120,987.00

11. TOWN FUND - CEMETERY**2016-2017**

1630	Ground Up-keep	27,000.00
1632	Burial	700.00
1635	Improvements	16,500.00
1637	Miscellaneous Expenses	300.00
1644	Memorial Day	500.00

TOTAL - Cemetery 45,000.00

12. TOWN FUND - HEALTH SAFETY & COMMUNICATIONS

1515	Website Services	4,800.00
1519	Communications	32,000.00
1538	Programs	0.00

TOTAL - Health Safety & Communications 36,800.00

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	1,500.00
154005	Grounds Maintenance	2,090.00
154006	Building Maintenance	5,900.00
154007	Perm. Building Improvements	0.00
154010	Utilities	21,800.00

TOTAL - Quentin Road Facilities 31,290.00

15. TOWN FUND - TRANSPORTATION - ADMINISTRATION

1584	Equipment Purchase	2,000.00
1585	Fuel & Oil	20,000.00
1586	Maintenance	25,000.00
1587	Miscellaneous Expense	2,200.00
1588	Taxi	11,000.00
1589	Telephone	3,000.00
1590	Advertising - Printing	1,500.00
1593	DOT Testing	1,000.00
1595	303 - Taxi	0.00
1596	Equipment Maintenance	800.00
1597	Legal	500.00
1598	Postage	100.00
1599	Office Supplies	400.00
1600	Travel Expense	500.00
1601	Training	200.00
1602	Copier Expense	1,000.00
1604	Vehicle Insurance	1,500.00
1605	New Vehicle Purchase	0.00

TOTAL - Transportation - Administration 70,700.00

16. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES

1578	Transportation Overtime	500.00
1579	Employers Share Medicare	2,700.00
1580	Personnel Salaries (4/3)	180,900.00
170004	Salary Increases	3,700.00
1581	Employers Share FICA	11,500.00
1582	Employers Share IMRF	20,700.00
1583	Employers Share Health Insurance	31,500.00
1592	Employers Share Life Insurance	500.00
1591	Workers' Comp.	4,700.00

TOTAL - Transportation-Payroll 256,700.00

TOTAL - Transportation 327,400.00

17. CONTINGENCIES 0.00

18. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS) 2,214,002.00

19. TRANSFER

1536	Transfer to Capital Fund	<u>342,000.00</u>
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GENERAL ASSISTANCE

ESTIMATED RECEIPTS

2016-2017

	Ending Cash Balance as of January 31, 2016	778,155.00
3385	Interest	300.00
3312	Real Estate Taxes	483,100.00
3388	Misc. Receipts	0.00
3389	SSI Reimbursement	5,000.00
3390	LIHEAP	4,000.00
3392	Needy Family Fund	0.00

TOTAL - Funds Available 1,270,555.00

1. ADMINISTRATION**ESTIMATED EXPENDITURES**

3445	Equipment Maintenance	4,100.00
3451	Telephone/Communication	1,200.00
3460	Travel Expenses	700.00
3463	Printing	500.00
3470	Training	1,000.00
3471	Copier Expense	2,000.00
3492	Postage and Delivery	425.00
3493	Office Supplies	2,000.00
3495	Legal Fees	600.00
3510	Miscellaneous Expenses	2,600.00
3530	Equipment Purchases	3,000.00
3531	Pension Deficit Payment	93,200.00
3538	Hearing Officer	0.00

TOTAL - General Assistance - Administration 111,325.00

Payroll Expenses

3422	Personnel Salaries (3/2)	172,900.00
3424	Salary Increases	3,500.00
3423	Temporary Personnel	0.00
3426	Employers Share FICA	11,000.00
3427	Employers Share Social Security/Medicare	2,600.00
3429	Employers Share IMRF	19,700.00
3434	Employers Share Health Insurance	48,500.00
3435	Employers Share Life Insurance	500.00
3532	Workers' Comp.	400.00

TOTAL - General Assistance - Payroll 259,100.00

TOTAL General Assistance - Administration 370,425.00

2. HOME RELIEF

3904	Medical Care	<u>STRAIGHT</u>	500.00
3905	Telephone		3,900.00
3906	Utilities		11,000.00
3908	Rental		37,500.00
3910	Travel Expenses		9,400.00
3912	Food		12,500.00
3914	Personal Essentials		3,900.00
3918	Transient		500.00
3920	Burial Expenses		3,000.00
3922	Health Insurance		4,500.00
			<u>86,700.00</u>

3924	Medical Care	<u>EMERGENCY</u>	0.00
3928	Utilities		5,000.00
3930	Rental		37,800.00
3932	Travel Expenses		2,000.00
3934	Food		0.00
3938	Burial Expense		1,000.00
			<u>45,800.00</u>

TOTAL General Assistance - Home Relief 132,500.00

<u>3. INSTITUTIONAL CARE</u>		<u>2016-2017</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><u>502,925.00</u></u>

<u>CAPITAL IMPROVEMENT</u>	<u>ESTIMATED RECEIPTS</u>	<u>2016-2017</u>
	Ending Cash Balance as of January 31, 2016	0.00
4385	Interest	200.00
4350	Grants	0.00
4336	Transfer from Town Fund	<u>342,000.00</u>
TOTAL - Funds Available		342,200.00

<u>1. CAPITAL</u>	<u>ESTIMATED EXPENDITURES</u>	
4525	Bldg. Perm. Improve - Capital	142,000.00
4526	Annual Capital Equip. & Veh. Rep.	<u>0.00</u>
TOTAL - Capital Improvement - Construction/Acquisition		142,000.00
<u>4. PROVISIONS FOR CONTINGENCIES</u>		<u>0.00</u>
<u>5. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL</u>		<u><u>142,000.00</u></u>

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2016 and ending February 28, 2017 by fund shall be as follows:

Town Fund, a total of	2,214,002.00
General Assistance , a total of	502,925.00
Capital Improvement, a total of	<u>142,000.00</u>
<u>TOTAL APPROPRIATIONS</u>	<u><u>2,858,927.00</u></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 EIGHT HUNDRED FIFTY EIGHT THOUSAND NINE HUNDRED TWENTY SEVEN DOLLARS (\$2,858,927.00)** for the fiscal year beginning March 1, 2016 and ending February 28, 2017.

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 29th day of February, 2016 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

BOARD OF TRUSTEES

SHARON LANGLOTZ-JOHNSON, SUPERVISOR
 ART GOES, TRUSTEE
 WILLIAM HULEY, 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
 ART GOES, TRUSTEE
 WILLIAM HULEY, TRUSTEE
 SUSAN KERN, TRUSTEE
 BILL POHLMAN, TRUSTEE

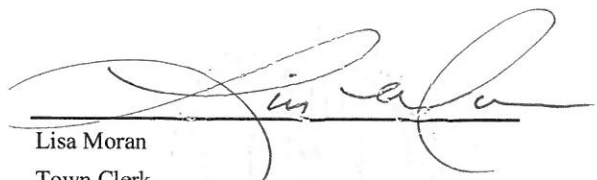
<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
X		
		X
X		
X		
X		

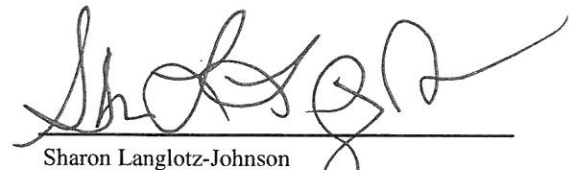
CAPITAL IMPROVEMENT

BOARD OF TRUSTEES

SHARON LANGLOTZ-JOHNSON, SUPERVISOR
 ART GOES, TRUSTEE
 WILLIAM HULEY, 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