

**BUDGET & APPROPRIATION ORDINANCE**

**PALATINE TOWNSHIP**

**ORDINANCE NO. 01-17**

**2017-2018**

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning March 1, 2017 and ending February 28, 2018.

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, 2017 and ending February 28, 2018.

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

<b><u>TOWN FUND</u></b>	<b><u>ESTIMATED RECEIPTS</u></b>	<b><u>2017-2018</u></b>
	Ending Cash Balance as of January 31, 2017	1,663,764.00
1385	Interest	1,200.00
1312	Real Estate Taxes	1,815,800.00
1315	Replacement Tax	60,000.00
1317	Cook Co. Vehicle Sticker Fee	5,000.00
1340	Service Fee	25,000.00
1341	Pace	22,500.00
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>5,500.00</u>
<b>TOTAL FUNDS AVAILABLE</b>		<b>3,736,954.00</b>

**ESTIMATED EXPENDITURES**

**1. BUILDINGS & GROUNDS - ADMINISTRATION**

1442	Building Maintenance	50,800.00
1453	Alarm	3,100.00
1456	Garbage	2,500.00
1465	Grounds Maintenance	10,600.00
1505	Janitorial Supplies	2,500.00
1506	Maintenance of Equipment	4,100.00
1525	Bldg. & Perm Improvements-Capital	0.00
1526	Bldg. & Perm Improvements - Non Capital	5,500.00
1527	Annual Capital Equipment Replacement	<u>50,000.00</u>
<b>TOTAL - Buildings &amp; Grounds Administration</b>		<b>129,100.00</b>

**3. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES**

1422	Personnel (4/5)	282,400.00
170002	Salary Increases	8,400.00
1423	Temporary Personnel	<u>12,200.00</u>
<b>TOTAL - Administration Payroll</b>		<b>303,000.00</b>

**4. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES****2017-2018**

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

---

97,200.00**5. TOWN FUND - PAYROLL EXPENSES**

1425	Employers Share FICA	24,900.00
1426	Employers Share Medicare/Social Security	5,900.00
1428	Employers Share IMRF	31,000.00
1434	Employers Share Health Insurance	31,200.00
1435	Employers Share Life Insurance	500.00
1532	Unemployment Comp.	6,500.00
1533	Workers' Compensation	800.00

TOTAL - Town Fund Payroll

---

100,800.00**6. TOWN FUND - ADMINISTRATION**

1446	Office Equipment Maintenance	6,100.00
1449	Property Casualty Insurance	37,200.00
1452	Telephone & Communication	800.00
1455	Utilities	15,600.00
1458	Conferences & Seminars	4,000.00
1460	Travel Expense	3,000.00
1463	Printing	1,200.00
1476	Community Events	8,000.00
1480	Employee/Township Officials Bonds	100.00
1481	Supervisor Bonds	4,600.00
1484	Training	2,900.00
1487	Dues & Subscriptions	10,100.00
1489	Employee Recognition	2,000.00
1490	Volunteer Recognition	2,500.00
1491	Copier Expense	8,200.00
1492	Postage and Delivery	3,000.00
1493	Office Supplies	4,711.00
1510	Miscellaneous Expenses	5,500.00
1523	Recruitment Expense	1,000.00
1530	Equipment Purchase	4,600.00
1524	Payroll Service Expense	3,700.00
1531	Pension Deficit Payment	0.00

TOTAL - Town Fund Administration

---

128,811.00

**7. TOWN FUND - CONTRACTUAL**

1469	Legal Fees	17,000.00
1475	Audit	8,000.00
1478	Engineering Services	20,000.00
1521	Professional Services	<u>29,000.00</u>
TOTAL - Contractual		74,000.00

**8. TOWN FUND - SOCIAL SERVICE AGENCY****2017-2018**

1477	Northwest Compass	5,000.00
TBA	Big Brothers Big Sisters	1,500.00
TBA	The Harbour	5,000.00
1544	The Bridge	188,590.00
TBA	Wings	5,000.00
1550	Community Child Care Center	112,000.00
1551	Career Place	10,000.00
1552	Countryside Assoc.	0.00
1554	Community Initiative Income-Match	10.00
1555	NWCH Dental Care Program	40,000.00
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)	0.00
1561	Escorted Trans. Services	4,000.00
1567	Journeycare	0.00
1568	Rolling Meadows Golden Years Council	5,000.00
1569	Catholic Charities	8,000.00
1570	Salvation Army	8,000.00
1572	Shelter Inc.	5,000.00
1573	Resources for Community Living	9,000.00
1575	Journeys The Road Home (AKA - PADS to Hope, Inc)	4,000.00
TBA	Special Leisure Services	10,000.00
1611	Little City Foundation	12,000.00
1612	HandsOn Suburban Chicago	1,000.00
1613	Midwest Palliative & Hospice Care Center	0.00
1614	Faith Community Homes	8,500.00
TBA	Special Gifts Theatre	2,500.00
1646	Arts Refreshing The Soul	1,000.00
1647	Children's Advocacy Center	7,000.00
1648	Connect To Community	2,000.00
1649	Crime Stoppers	1,500.00
1650	St. Joseph's Home	<u>14,500.00</u>
TOTAL - Social Service Agency		601,600.00

**9. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION**

160605	Maintenance of Equipment	700.00
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	1,200.00
161202	Telephone	900.00
161305	Misc. Expense	8.00
161306	Sid. Annual Rent	345.00
161307	Contingencies	4.00
161308	Public Relation	45.00
161700	Capital Outlay Equipment	850.00
161701	Computer Program	900.00

TOTAL - Assessor's Office-Administration 11,607.00

**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	1,900.00
160408	Employers Share Health Insurance	10,000.00
160409	Employers Share Life Insurance	500.00
160500	Employers Share FICA	5,326.00
160505	Employers Share Social Security/Medicare	1,246.00
160600	Employers Share IMRF	7,800.00
160602	Workers' Comp.	300.00

TOTAL - Assessor's Office-Payroll 111,072.00

TOTAL - Assessor's Office 122,679.00

**11. TOWN FUND - CEMETERY**

**2017-2018**

1630	Ground Up-keep	24,500.00
1632	Burial	700.00
1635	Improvements	16,500.00
1637	Miscellaneous Expenses	300.00
1644	Memorial Day	500.00

TOTAL - Cemetery 42,500.00

**12. TOWN FUND - HEALTH SAFETY & COMMUNICATIONS**

1515	Website Services	5,100.00
1519	Communications	32,600.00
1538	Programs	0.00

TOTAL - Health Safety & Communications 37,700.00

**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	2,000.00
154005	Grounds Maintenance	5,000.00
154006	Building Maintenance	10,000.00
154007	Perm. Building Improvements	0.00
154010	Utilities	23,600.00

TOTAL - Quentin Road Facilities 40,600.00

**15. TOWN FUND - TRANSPORTATION - ADMINISTRATION**

1584	Equipment Purchase	42,000.00
1585	Fuel & Oil	20,000.00
1586	Maintenance	20,000.00
1587	Miscellaneous Expense	2,200.00
1588	Taxi	11,000.00
1589	Telephone	3,000.00
1590	Advertising - Printing	2,000.00
1593	DOT Testing	1,000.00
1595	303 - Taxi	0.00
1596	Equipment Maintenance	500.00
1597	Legal	500.00
1598	Postage	200.00
1599	Office Supplies	600.00
1600	Travel Expense	500.00
1601	Training	200.00
1602	Copier Expense	600.00
1604	Vehicle Insurance	2,500.00
1605	New Vehicle Purchase	0.00

TOTAL - Transportation - Administration 106,800.00

**16. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES**

1578	Transportation Overtime	500.00
1579	Employers Share Medicare	2,869.00
1580	Personnel Salaries (4/3)	190,700.00
170004	Salary Increases	3,900.00
1581	Employers Share FICA	12,100.00
1582	Employers Share IMRF	21,800.00
1583	Employers Share Health Insurance	29,700.00
1592	Employers Share Life Insurance	500.00
1591	Workers' Comp.	6,000.00

TOTAL - Transportation-Payroll 268,069.00

TOTAL - Transportation 374,869.00

17. CONTINGENCIES 0.00

18. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS) 2,052,859.00

19. TRANSFER

1536	Transfer to Capital Fund	<u>152,899.00</u>
------	--------------------------	-------------------

**GENERAL ASSISTANCE**

**ESTIMATED RECEIPTS**

**2017-2018**

	Ending Cash Balance as of January 31, 2017	913,157.00
3385	Interest	400.00
3312	Real Estate Taxes	400,000.00
3388	Misc. Receipts	0.00
3389	SSI Reimbursement	1,000.00
3390	LIHEAP	7,000.00
3392	Needy Family Fund	0.00

TOTAL - Funds Available 1,321,557.00

**1. ADMINISTRATION****ESTIMATED EXPENDITURES**

3445	Equipment Maintenance	5,600.00
3451	Telephone/Communication	1,200.00
3460	Travel Expenses	1,000.00
3463	Printing	500.00
3470	Training	1,000.00
3471	Copier Expense	2,000.00
3492	Postage and Delivery	400.00
3493	Office Supplies	2,000.00
3495	Legal Fees	600.00
3510	Miscellaneous Expenses	3,900.00
3530	Equipment Purchases	3,000.00
3531	Pension Deficit Payment	0.00
3538	Hearing Officer	0.00

TOTAL - General Assistance - Administration 21,200.00

**Payroll Expenses**

3422	Personnel Salaries (3/2)	178,300.00
3424	Salary Increases	3,600.00
3423	Temporary Personnel	0.00
3426	Employers Share FICA	11,300.00
3427	Employers Share Social Security/Medicare	2,700.00
3429	Employers Share IMRF	19,400.00
3434	Employers Share Health Insurance	49,500.00
3435	Employers Share Life Insurance	500.00
3532	Workers' Comp.	300.00

TOTAL - General Assistance - Payroll 265,600.00

TOTAL General Assistance - Administration 286,800.00

**2. HOME RELIEF**

3904	Medical Care	<b>STRAIGHT</b>	500.00
3905	Telephone		1,500.00
3906	Utilities		4,200.00
3908	Rental		14,400.00
3910	Travel Expenses		4,400.00
3912	Food		7,200.00
3914	Personal Essentials		1,800.00
3918	Transient		500.00
3920	Burial Expenses		3,000.00
3922	Health Insurance		4,500.00
			<u>42,000.00</u>
3924	Medical Care	<b>EMERGENCY</b>	0.00
3928	Utilities		30,000.00
3930	Rental		42,000.00
3932	Travel Expenses		12,000.00
3934	Food		0.00
3938	Burial Expense		1,000.00

TOTAL General Assistance - Home Relief 85,000.00  
127,000.00

<u>3. INSTITUTIONAL CARE</u>		<u>2017-2018</u>
3942	County Hospital	0.00
3944	Private Hospital	0.00
3946	Convalescent Homes	0.00
3948	Ambulance Services	0.00
TOTAL (Institutional Care)		<u>0.00</u>
<u>4. PROVISIONS FOR CONTINGENCIES</u>		<u>0.00</u>
<u>5. TOTAL OF ESTIMATED EXPENDITURES - GA</u>		<u><u>413,800.00</u></u>

<u>CAPITAL IMPROVEMENT</u>	<u>ESTIMATED RECEIPTS</u>	<u>2017-2018</u>
	Ending Cash Balance as of January 31, 2017	300,431.00
4385	Interest	900.00
4350	Grants	0.00
TOTAL - Funds Available		<u>301,331.00</u>

<u>TRANSFER</u>		
4336	Transfer to Capital Fund	<u>152,899.00</u>

<u>1. CAPITAL</u>	<u>ESTIMATED EXPENDITURES</u>	
4525	Bldg. Perm. Improve - Capital	105,000.00
4526	Annual Capital Equip. & Veh. Rep.	0.00
TOTAL - Capital Improvement - Construction/Acquisition		<u>105,000.00</u>
<u>4. PROVISIONS FOR CONTINGENCIES</u>		<u>0.00</u>
<u>5. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL</u>		<u><u>105,000.00</u></u>

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2017 and ending February 28, 2018 by fund shall be as follows:

Town Fund, a total of	2,052,859.00
General Assistance , a total of	413,800.00
Capital Improvement, a total of	105,000.00
<u>TOTAL APPROPRIATIONS</u>	<u><u>2,571,659.00</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 FIVE HUNDRED SEVENTY ONE THOUSAND SIX HUNDRED FIFTY NINE DOLLARS (\$2,571,659.00)** for the fiscal year beginning March 1, 2017 and ending February 28, 2018.

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 27th day of February, 2017 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

<b><u>TOWN FUND</u></b>		
<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
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

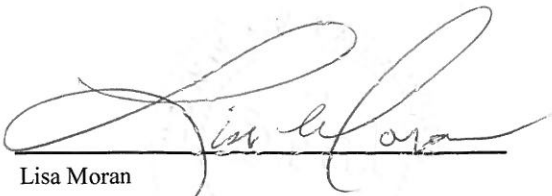
<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
X		
X		
X		
X		
X		

**CAPITAL IMPROVEMENT**

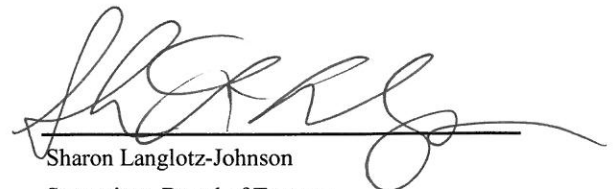
**BOARD OF TRUSTEES**

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

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



\_\_\_\_\_  
 Lisa Moran  
 Town Clerk



\_\_\_\_\_  
 Sharon Langlotz-Johnson  
 Supervisor, Board of Trustees



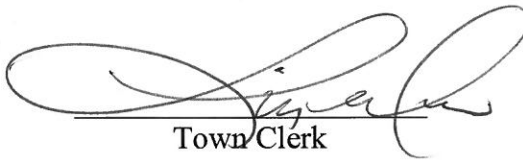
**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE**

**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, 2017, and ending February 28, 2018, as adopted this 27<sup>th</sup> day of February, 2017.

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 27<sup>th</sup> day of February, 2017



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 27<sup>th</sup> day of February, 2017



Supervisor - Chief Fiscal Officer

Filed this \_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
County Clerk