

**BUDGET & APPROPRIATION ORDINANCE**

**PALATINE TOWNSHIP**

**ORDINANCE NO. 01-11**

**2011-2012**

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning March 1, 2011 and ending February 29, 2012.

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, 2011 and ending February 29, 2012.

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

**TOWN FUND**

**ESTIMATED RECEIPTS**

**2011-2012**

	Cash in Bank	775,704.00
1385	Interest	2,000.00
1312	Real Estate Taxes	1,567,712.00
1315	Replacement Tax	60,000.00
1340	Service Fee	24,000.00
1341	Pace	28,000.00
1383	Cemetery - Receipts	1,000.00
1386	Q.R.F. Expense Adjustment	136,590.00
1388	Miscellaneous	1,000.00
1390	Employment Job Fair	100.00
1391	Township Highway Department	125,000.00

TOTAL FUNDS AVAILABLE 2,721,106.00

**ESTIMATED EXPENDITURES**

**1. BUILDINGS & GROUNDS - ADMINISTRATION**

1442	Building Maintenance	9,000.00
1453	Alarm	3,500.00
1456	Garbage	4,140.00
1465	Grounds Maintenance	7,500.00
1505	Janitorial Supplies	2,500.00
1506	Maintenance of Equipment	1,000.00
1525	Building & Permanent Improvements	40,250.00

TOTAL - Buildings & Grounds Administration 67,890.00

**2. BUILDINGS & GROUNDS - PAYROLL EXPENSES**

1467	Janitorial Salaries	61,287.94
170001	Salary Increases	1,212.06
1468	Employers Share FICA	3,875.00
1471	Employers Share Medicare	906.25
1472	Employers Share IMRF	7,787.50
1473	Employers Share Health Insurance	9,316.28
1479	Employers Share Life Insurance	150.00
1474	Workers Compensation	1,900.00

TOTAL - Buildings & Grounds - Payroll 86,435.03

TOTAL - Buildings & Grounds 154,325.03

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

1422	Personnel	216,543.88
1423	Temporary Personnel	250.00
170002	Salary Increases	4,286.08

TOTAL - Administration Payroll 221,079.96

**4. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES****2011-2012**

1402	Supervisor	26,000.00
1404	Township Clerk	21,000.00
1406	Assessor	23,000.00
1408	Collector	100.00
1410	Highway Commissioner	12,250.00
1412	Trustees	20,000.00
1413	Board Meetings	1,300.00
1414	Weed Commissioner	500.00
1418	Road District Treasurer	1,000.00
1420	Enforcement Officer	100.00
1537	Committees	1,600.00

TOTAL - Board Payroll

106,850.00

**5. TOWN FUND - PAYROLL EXPENSES**

1425	Employers Share FICA	20,272.76
1426	Employers Share Medicare/Social Security	4,741.21
1428	Employers Share IMRF	37,888.36
1434	Employers Share Health Insurance	38,657.22
1435	Employers Share Life Insurance	1,500.00
1532	Unemployment Comp.	100.00
1533	Workers' Compensation	1,000.00

TOTAL - Town Fund Payroll

104,159.55

**6. TOWN FUND - ADMINISTRATION**

1446	Office Equipment Maintenance	3,000.00
1449	Property Casualty Insurance	27,000.00
1452	Telephone & Communication	4,500.00
1455	Utilities	21,000.00
1458	Conferences & Seminars	4,500.00
1460	Travel Expense	2,000.00
1463	Printing	5,500.00
1476	Community Events	1,500.00
1480	Employee/Township Officials Bonds	400.00
1481	Supervisor Bonds	4,000.00
1484	Training	1,000.00
1487	Dues & Subscriptions	6,000.00
1489	Employee Recognition	750.00
1490	Volunteer Recognition	3,000.00
1491	Copier Expense	6,000.00
1492	Postage and Delivery	3,000.00
1493	Office Supplies	5,500.00
1510	Miscellaneous Expenses	4,000.00
1514	Plan Commission	100.00
1520	Land Purchase	100.00
1523	Recruitment Expense	500.00
1530	Equipment Purchase	3,500.00
1524	Payroll Service Expense	3,000.00

TOTAL - Town Fund Administration

109,850.00

**7. TOWN FUND - CONTRACTUAL**

1469	Legal Fees	17,000.00
1475	Audit	9,000.00
1478	Engineering Services	17,972.00
1521	Professional Services	4,000.00

TOTAL - Contractual

47,972.00

**8. TOWN FUND - SOCIAL SERVICE AGENCY****2011-2012**

1477	CEDA Northwest (Daycare)	26,000.00
1542	Behavioral Health	4,000.00
1543	Access to Care	5,000.00
1544	The Bridge	200,000.00
1548	Clearbrook	3,000.00
1550	Comm. Child Care Center	138,000.00
1551	Barrington Career Center	5,000.00
1552	Countryside Assoc.	10,000.00
1554	Comm. Init/Inc.-Match	10,000.00
1555	Dental Care Program	20,000.00
1558	Alexian Brothers Mental Health	20,000.00
1559	Palatine Opportunity Center	6,750.00
1560	NW CASA	3,000.00
1562	Pal. Township Senior Center	100,000.00
1565	PHD	3,000.00
1566	Escorted Trans. Services	3,000.00
1567	Hospice of NE IL	3,000.00
1568	RM Golden Years	3,500.00
1569	Catholic Charities	5,000.00
1570	Salvation Army	12,000.00
1572	Shelter Inc.	8,000.00
1573	Community Living	5,000.00
1575	Journeys from PADS to HOPE	3,000.00
1610	Glenkirk	3,000.00
1611	Little City Foundation	3,000.00
1612	Volunteer Center	3,000.00

TOTAL - Social Service Agency

605,250.00

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

160605	Maintenance of Equipment	550.00
160750	Travel Expense	975.00
160800	Equipment Rental	10.00
160900	IPA Institute/Continuing Ed	1,850.00
160903	Employee Training	550.00
160906	Printing & Publishing	775.00
160907	Dues & Subscriptions	300.00
160908	Copier Expense	1,450.00
161100	Postage	600.00
161110	Other Professional Services	89.00
161200	Publications	135.00
161201	Office Supplies	650.00
161202	Telephone	900.00
161305	Misc. Expense	100.00
161306	Sid. Annual Rent	800.00
161307	Contingencies	0.00
161700	Capital Outlay Equipment	1,300.00
161701	Computer Program	700.00

TOTAL - Assessor's Office-Administration

11,734.00

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

160000	Personnel Salaries	72,549.00
160405	Salaries PT & OT	33,088.00
170003	Salary Increases	2,113.00
160408	Employers Share Health Insurance	9,500.00
160409	Employers Share Life Insurance	550.00
160500	Employers Share FICA	6,700.00
160505	Employers Share Social Security/Medicare	1,566.00
160600	Employers Share IMRF	9,225.00
160602	Workers' Comp.	250.00

TOTAL - Assessor's Office-Payroll

135,541.00

TOTAL - Assessor's Office

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147,275.00

<b><u>11. TOWN FUND - CEMETERY</u></b>		<b><u>2011-2012</u></b>
1630	Ground Up-keep	30,000.00
1632	Burial	800.00
1634	Survey	100.00
1635	Improvements	6,900.00
1637	Miscellaneous Expenses	100.00
1644	Memorial Day	300.00
TOTAL - Cemetery		<u>38,200.00</u>

<b><u>12. TOWN FUND - HEALTH SAFETY &amp; COMMUNICATIONS</u></b>		
1515	Website Services	4,000.00
1519	Communications	44,500.00
1538	Programs	1,000.00
TOTAL - Health Safety & Communications		<u>49,500.00</u>

<b><u>13. PROGRAMS &amp; SERVICES</u></b>		
1421	Employment Services	15,000.00
1488	Employment Job Fair	2,500.00
TOTAL - Programs & Services		<u>17,500.00</u>

<b><u>14. TOWN FUND - QUENTIN ROAD FACILITIES</u></b>		
154004	Alarm	1,500.00
154005	Grounds Maintenance	1,000.00
154006	Building Maintenance	7,500.00
154007	Perm. Building Improvements	9,000.00
154010	Utilities	26,000.00
TOTAL - Quentin Road Facilities		<u>45,000.00</u>

<b><u>15. TOWN FUND - TRANSPORTATION - ADMINISTRATION</u></b>		
1584	Equipment Purchase	2,000.00
1585	Fuel & Oil	24,000.00
1586	Maintenance	16,000.00
1587	Miscellaneous Expense	1,500.00
1588	Taxi	10,000.00
1589	Telephone	3,000.00
1590	Advertising - Printing	750.00
1593	DOT Testing	800.00
1595	303 - Taxi	100.00
1596	Equipment Maintenance	1,100.00
1597	Legal	500.00
1598	Postage	150.00
1599	Office Supplies	250.00
1600	Travel Expense	200.00
1601	Training	150.00
1602	Copier Expense	1,800.00
1604	Vehicle Insurance	1,000.00
TOTAL - Transportation - Administration		<u>63,300.00</u>

<b><u>16. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES</u></b>		
1578	Transportation Overtime	2,940.00
1579	Employers Share Medicare	2,407.00
1580	Personnel Salaries	159,811.85
170004	Salary Increases	3,248.15
1581	Employers Share FICA	10,292.00
1582	Employers Share IMRF	16,582.84
1583	Employers Share Health Insurance	33,058.36
1592	Employers Share Life Insurance	900.00
1591	Workers' Comp.	5,900.00
TOTAL - Transportation-Payroll		<u>235,140.20</u>
TOTAL - Transportation		298,440.20

<b><u>17. CONTINGENCIES</u></b>	25,000.00
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<b><u>18. TOTAL TOWN FUND EXPENDITURES</u></b>	1,970,401.73
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**GENERAL ASSISTANCE****ESTIMATED RECEIPTS****2011-2012**

	Cash in Bank	242,112.00
3385	Interest	700.00
3312	Real Estate Taxes	369,000.00
3388	Misc. Receipts	100.00
3389	SSI Reimbursement	15,000.00
3390	LIHEAP	8,500.00
3391	Community Development Block Grant	6,000.00
3392	Needy Family Fund	6,000.00
		<u>647,412.00</u>

TOTAL - Funds Available

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

3445	Equipment Maintenance	2,000.00
3451	Telephone/Communication	1,200.00
3460	Travel Expenses	750.00
3463	Printing	500.00
3470	Training	700.00
3471	Copier Expense	2,200.00
3492	Postage and Delivery	500.00
3493	Office Supplies	1,500.00
3495	Legal Fees	1,500.00
3510	Miscellaneous Expenses	250.00
3530	Equipment Purchases	1,000.00
3538	Hearing Officer	100.00
		<u>12,200.00</u>

TOTAL - General Assistance - Administration

**Payroll Expenses**

3422	Personnel Salaries	176,028.40
3424	Salary Increases	3,971.60
3423	Temporary Personnel	100.00
3426	Employers Share FICA	11,160.00
3427	Employers Share Social Security/Medicare	2,610.00
3429	Employers Share IMRF	22,371.80
3434	Employers Share Health Insurance	54,969.86
3435	Employers Share Life Insurance	1,000.00
3532	Workers' Comp.	300.00
		<u>272,511.66</u>

TOTAL - General Assistance - Payroll

TOTAL General Assistance - Administration

284,711.66

**2. HOME RELIEF**

	<u>STRAIGHT</u>	<u>EMERGENCY</u>
Medical Care	12,000.00	1,500.00
Telephone	2,000.00	0.00
Utilities	6,500.00	10,000.00
Rental	27,000.00	20,000.00
Travel Expenses	9,000.00	500.00
Food	21,000.00	500.00
Personal Essentials	4,500.00	0.00
Transient	1,000.00	0.00
Burial Expenses	500.00	0.00
Health Insurance	3,000.00	0.00
	<u>86,500.00</u>	<u>32,500.00</u>

TOTAL General Assistance - Home Relief

119,000.00

**3. INSTITUTIONAL CARE**

**2011-2012**

County Hospital	100
Private Hospital	445
Convalescent Homes	100
Ambulance Services	100

TOTAL (Institutional Care) 745

**4. PROVISIONS FOR CONTINGENCIES**

30,000.00

**5. TOTAL OF ESTIMATED EXPENDITURES - GA**

434,456.66

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning March 1, 2011 and ending February 29, 2012 by fund shall be as follows:

Town Fund, a total of	1,970,401.73
General Assistance , a total of	<u>434,456.66</u>
<b>TOTAL APPROPRIATIONS</b>	<b>2,404,858.40</b>

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 FOUR HUNDRED FOUR THOUSAND EIGHT HUNDRED FIFTY-EIGHT DOLLARS AND FORTY CENTS (\$2,404,858.40)** for the fiscal year beginning March 1, 2011 and ending February 29, 2012.

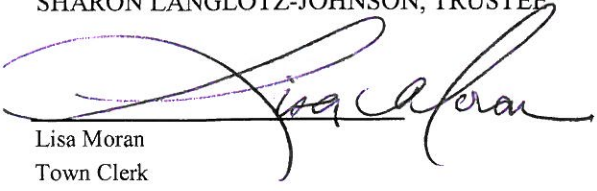
SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

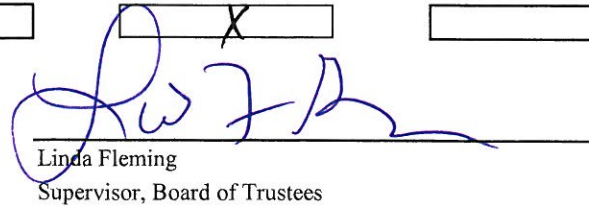
SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 28th day of March, 2011 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

<b><u>BOARD OF TRUSTEES</u></b>	<b><u>TOWN FUND</u></b>		
	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
LINDA FLEMING, SUPERVISOR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VINCE FARINA, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ART GOES, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WILLIAM HULEY, TRUSTEE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SHARON LANGLOTZ-JOHNSON, TRUSTEE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b><u>BOARD OF TRUSTEES</u></b>	<b><u>GENERAL ASSISTANCE</u></b>		
	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
LINDA FLEMING, SUPERVISOR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VINCE FARINA, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ART GOES, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WILLIAM HULEY, TRUSTEE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SHARON LANGLOTZ-JOHNSON, TRUSTEE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

  
Lisa Moran  
Town Clerk

  
Linda Fleming  
Supervisor, Board of Trustees