

**BUDGET & APPROPRIATION ORDINANCE  
PALATINE TOWNSHIP  
ORDINANCE NO. 02-23  
2023-2024**

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning April 1, 2023 and ending March 31, 2024

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 April 1, 2023 ending March 31, 2024.

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

<u>TOWN FUND</u>	<u>ESTIMATED RECEIPTS</u>	<u>2023-2024</u>
	Cash Balance as of April 1, 2023	3,005,282
4705	Interest	5,500
4710	Real Estate Taxes	2,122,000
4715	Replacement Tax	98,300
4720	Cook Co. Vehicle Sticker Fee	0
4725	Service Fee	21,700
4730	Pace	27,700
4731	Grants	0
4735	Cemetery - Receipts	1,100
4736	Cemetery - Donations	500
4740	Q.R.F. Expense Adjustment	136,590
4745	Miscellaneous	4,100
TOTAL FUNDS AVAILABLE		<u>5,422,772</u>

<u>TOWN FUND</u>	<u>ESTIMATED EXPENDITURES</u>	
<b><u>1. BUILDINGS &amp; GROUNDS - ADMINISTRATION</u></b>		
6205	Building Maintenance	65,192
6210	Alarm	8,664
6215	Garbage	3,182
6220	Grounds Maintenance	16,903
6225	Janitorial Supplies	4,000
6230	Maintenance of Equipment	3,900
6231	Bldg. & Perm Improvements-Capital	0
6235	Bldg. & Perm Improvements - Non Capital	4,900
6236	Infrastructure	20,000
TOTAL - Buildings & Grounds Administration		<u>126,741</u>

<u>TOWN FUND</u>	<u>ADMINISTRATION PAYROLL EXPENSES</u>	
<b><u>2. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES</u></b>		
5775	Personnel	352,567
5780	Temporary Personnel	5,300
5785	Employers Share FICA	29,139
5790	Employers Share Medicare	6,829
5795	Employers Share IMRF	11,914
5800	Health Insurance Benefit	45,900
5801	HRA Flex Account	15,000
5805	Life Insurance Benefit	1,043
5810	Workers Compensation	1,400
5815	Salary Increases	13,610
TOTAL - Administration Payroll		<u>482,702</u>

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

**2023-2024**

5740	Supervisor	21,000
5745	Township Clerk	18,000
5750	Assessor	20,000
5755	Highway Commissioner	10,000
5760	Trustees	20,000
5765	Board Meetings	7,200
5770	Road District Treasurer	1,000
TOTAL - Board Payroll		<u>97,200</u>

**4. TOWN FUND - ADMINISTRATION**

5820	Office Equipment Maintenance	13,117
5825	Property & Casualty Insurance	43,662
5830	Telephone & Commun.	6,000
5835	Utilities	15,100
5840	Conferences & Seminars	3,950
5845	Travel	7,500
5850	Printing	2,890
5855	Community Events	10,000
5860	Employee/Twps.. Official Bond	900
5865	Supervisor Bonds	3,631
5870	Training	2,000
5875	Dues and Subscriptions	12,350
5880	Employee Recognition	2,000
5885	Volunteer Recognition	4,000
5890	Copier Expense	6,750
5895	Postage and Delivery	3,500
5900	Office Supplies	5,000
5905	Miscellaneous	9,250
6385	Apparel & Clothing	2,000
5910	Recruitment Expense	12,200
5915	Payroll Service Expense	5,800
5920	Equipment Services	10,300
5922	Emergency Management Services	5,000
TOTAL - Town Fund Administration		<u>186,900</u>

<u>5. TOWN FUND - CONTRACTUAL</u>		<u>2023-2024</u>
5710	Legal Fees	81,000
5715	Audit	8,700
5720	Engineering Services	5,000
5725	Professional Services	55,648
TOTAL - Contractual		150,348

<u>6. TOWN FUND - SOCIAL SERVICE AGENCY</u>		
TOTAL - Social Service Agency		635,770

<u>7. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION</u>		<u>2023-2024</u>
6075	AIM & Equipment Maintenance	4,150
6080	Travel	1,300
6085	Outreach Seminar Expenses	500
6086	Equipment Rental	1
6090	IPAI & TOI Workshops	2,500
6091	Employee Training	250
6095	Printing & Publishing	600
6100	Dues & Subscriptions	500
6105	Copier Expense	3,000
6110	Postage	500
6111	Other Professional Svc	4,300
6112	Publications	1
6115	Office Supplies	1,500
6120	Telephone	900
6121	Miscellaneous	500
6125	SID Annual Rental	900
6126	Contingency Provision	500
6127	Public Relations & Social Media	900
6130	Capital Outlay Equip	700
6131	Legal	2,000
6135	Computer Equipment	1,000
6140	EZ Text	500
TOTAL - Assessor's Office Administration		27,002

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

6150	Personnel Salaries	76,500
6155	Part Time & OT	29,600
6160	Health Insurance Benefit	31,600
6165	Life Insurance Benefit	500
6170	Employers Share FICA	6,600
6175	Employers Share Medicare	1,600
6180	Employers Share IMRF	3,500
6185	Workers Compensation	200
6190	Salary Increases	5,800
TOTAL - Assessor's Office-Payroll		<u>155,900</u>
TOTAL - Assessor's Office		<u>182,902</u>

**9. TOWN FUND - CEMETERY**

6245	Grounds Upkeep	41,710
6250	Burial	2,400
6251	Improvements	25,000
6255	Miscellaneous	550
6260	Memorial Day	1,000
TOTAL - Cemetery		<u>70,660</u>

**10. TOWN FUND - COMMUNITY AFFAIRS**

6270	Website Services	16,600
6272	Community Outreach	30,000
6275	Communications	41,452
TOTAL - Community Affairs		<u>88,052</u>

**11. TOWN FUND - QUENTIN ROAD FACILITIES**

6285	Alarm	3,583
6290	Grounds Maintenance	16,035
6295	Building Maintenance	15,899
6300	Utilities	21,900
TOTAL - Quentin Road Facilities		<u>57,417</u>

**12. TOWN FUND - TRANSPORTATION - ADMINISTRATION**

**2023-2024**

6315	Equipment Purchase	1,400
6320	Fuel & Oil	26,435
6325	Vehicle Maintenance	30,577
6330	Miscellaneous	1,000
6335	Taxi	4,700
6340	Telephone	4,300
6345	Advertising - Printing	1,000
6350	DOT Testing	2,000
6355	Equipment Maintenance	9,000
6356	Legal Expense	2,500
6360	Postage	300
6365	Office Supplies	500
6370	Travel	500
6375	Training	200
6376	Copier Expense	200
6380	Vehicle Insurance	6,220
6385	Apparel & Clothing	5,000
TOTAL - Transportation - Administration		<u>95,832</u>

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

6395	Transportation Overtime	1,000
6400	Employers Share Medicare	4,421
6405	Personnel Salaries	285,170
6410	Employers Share FICA	18,602
6415	Employers Share IMRF	9,658
6420	Health Insurance Benefit	30,724
6421	HRA Flex Account	12,425
6425	Workers Compensation	4,700
6430	Life Insurance Benefit	700
6435	Salary Increases	13,596
TOTAL - Transportation-Payroll		<u>380,996</u>
TOTAL - Transportation		<u>476,828</u>

**14. CONTINGENCIES**

0

**15. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS)**

2,555,520

**16. TRANSFER**

6440	Transfer to Capital Fund	750,000
		<u>750,000</u>

<u>GENERAL ASSISTANCE</u>	<u>ESTIMATED RECEIPTS</u>	<u>2023-2024</u>
	Cash Balance as of April 1, 2023	511,713
4005	Interest Earned	1,100
4010	Real Estate Tax	263,500
4012	Grants	129,500
4015	SSI Reimbursements	1,100
4020	LIHEAP Reimbursements	8,700
4025	CDBG	3,000
TOTAL - Funds Available		<u>918,613</u>

<u>1. ADMINISTRATION</u>	<u>ESTIMATED EXPENDITURES</u>	
5005	Equipment Maintenance	6,818
5015	Travel	500
5018	Printing	500
5020	Training	1,150
5025	Copier Expense	1,500
5030	Postage and Delivery	200
5035	Office Supplies	2,000
5045	Legal Fees	1,500
5050	Miscellaneous	1,500
5060	Professional Services	4,500
TOTAL - General Assistance - Administration		<u>20,168</u>

<u>Payroll Expenses</u>		
5070	Personnel Salaries	230,129
5071	Salary Increases	11,550
5075	Employers Share FICA	15,050
5080	Employers Share Medicare	3,540
5085	Employers Share IMRF	7,800
5090	Health Insurance Benefit	46,192
5091	HRA Flex Account	22,075
5095	Life Insurance Benefit	960
5100	Workers Compensation	300
TOTAL - General Assistance - Payroll		<u>337,596</u>
TOTAL General Assistance - Administration		<u>357,764</u>

<u>2. HOME RELIEF</u>	<u>STRAIGHT</u>	
5145	(S) Medical Care Assist	500
5155	(S) Utilities Assistance	3,300
5130	(S) Rental Assistance	10,100
5160	(S) Travel Expense	2,200
5165	(S) Food Assistance	4,500
5171	(S) Burial Assistance	1,500
5150	(S) Phone Assistance	900
5166	(S) Personal Essentials	900
5170	(S) Transient Assistance	1,000
		<u>24,900</u>

**2. HOME RELIEF, Cont.**

**EMERGENCY 2023-2024**

5115	Medical Care	500
5120	Utilities Assistance	12,000
5135	Rental Assistance	63,000
5136	Travel Assistance	4,800
5137	Food Assistance	500
5138	Burial Expense	1,500
		<u>82,300</u>

TOTAL General Assistance - Home Relief

107,200

**3. INSTITUTIONAL CARE**

5190	County Hospital	0
5191	Private Hospital	0
5192	Convalescent Homes	0
5193	Ambulance Services	0
		<u>0</u>

TOTAL (Institutional Care)

0

**4. PROVISIONS FOR CONTINGENCIES**

0

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

464,964

**CAPITAL IMPROVEMENT**

**ESTIMATED RECEIPTS**

Cash Balance as of March 31, 2022

616,075

6505 Interest

200

TOTAL - Funds Available

616,275

**TRANSFER**

Transfer from Town Fund

750,000

**1. CAPITAL**

**ESTIMATED EXPENDITURES**

6515	Bldg. Perm. Improve - Capital	95,900
6520	Annual Capital Equip/Vehicle Rep	4,400
6525	Network Upgrades	13,000
		<u>113,300</u>

TOTAL - Capital Improvement - Construction/Acquisition

113,300

**2. PROVISIONS FOR CONTINGENCIES**

0

**3. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL**

113,300

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2023 and ending March 31, 2024 by fund shall be as follows:

**SUMMARY**

<b>TOTAL TOWN FUND APPROPRIATIONS</b>	<b>3,305,520</b>
<b>TOTAL GENERAL ASSISTANCE FUND APPROPRIATIONS</b>	<b>464,964</b>
<b>TOTAL CAPITAL IMPROVEMENT FUND APPROPRIATIONS</b>	<b>113,300</b>
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>3,883,784</u></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 **THREE MILLION EIGHT HUNDRED EIGHTY THREE THOUSAND SEVEN HUNDRED EIGHTY FOUR DOLLARS (\$3,883,784)** for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

SECTION 6: That Section 3 shall be and is a summary of the annual Amended 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 Amended Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.


ADOPTED this 27th day of March, 2023 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

**BOARD OF TRUSTEES**

- ANDY-JOHN G. KALKOUNOS, SUPERVISOR
- LESLIE M. BOLANOS, TRUSTEE
- JOHN M. FREESE, TRUSTEE
- MICHAEL C. SMOLKA, TRUSTEE
- CHRISTINE SVENSON, TRUSTEE

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

  
 Andy-John G. Kalkounos  
 Supervisor, Board of Trustees



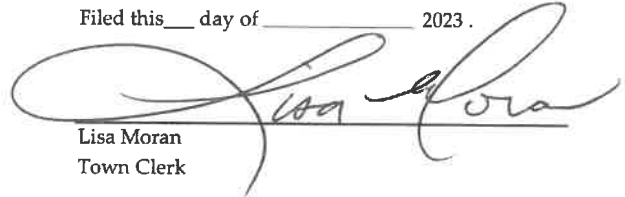
**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE PALATINE TOWNSHIP**

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 April 1, 2023, and ending March 31, 2024, as adopted this 27th day of March, 2023.

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 27th day of March, 2023

Filed this \_\_\_ day of \_\_\_\_\_ 2023 .

A handwritten signature in cursive script, appearing to read "Lisa Moran", written over a horizontal line.

Lisa Moran  
Town Clerk