

**TENTATIVE BUDGET & APPROPRIATION ORDINANCE
PALATINE TOWNSHIP
ORDINANCE NO. 02-24
2024-2025**

An ordinance appropriating for all town purposes for Palatine Township, Cook County, Illinois, for the fiscal year beginning April 1, 2024 and ending March 31, 2025

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, 2024 ending March 31, 2025.

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>2024-2025</u>
	Cash Balance as of April 1, 2024	3,537,663
4705	Interest	130,000
4710	Real Estate Taxes	2,017,000
4715	Replacement Tax	150,000
4720	Cook Co. Vehicle Sticker Fee	0
4725	Service Fee	20,000
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	8,950
TOTAL FUNDS AVAILABLE		<u><u>6,029,503</u></u>

<u>TOWN FUND</u>	<u>ESTIMATED EXPENDITURES</u>	
<u>1. BUILDINGS & GROUNDS - ADMINISTRATION</u>		
6205	Building Maintenance	73,729
6210	Alarm	10,913
6215	Garbage	3,717
6220	Grounds Maintenance	17,759
6225	Janitorial Supplies	4,000
6230	Maintenance of Equipment	5,155
6231	Bldg. & Perm Improvements-Capital	0
6235	Bldg. & Perm Improvements - Non Capital	0
6236	Infrastructure	20,000
TOTAL - Buildings & Grounds Administration		<u>135,273</u>

<u>2. TOWN FUND - ADMINISTRATION PAYROLL EXPENSES</u>		
5775	Personnel	405,216
5780	Temporary Personnel	5,300
5785	Employers Share FICA	32,260
5790	Employers Share Medicare	7,558
5795	Employers Share IMRF	13,493
5800	Health Insurance Benefit	46,773
5801	HRA Flex Account	12,650
5805	Life Insurance Benefit	1,046
5810	Workers Compensation	1,400
5815	Salary Increases	11,298
TOTAL - Administration Payroll		<u>536,994</u>

3. TOWN FUND - ADMINISTRATION BOARD PAYROLL EXPENSES

2024-2025

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	44,471
5825	Property & Casualty Insurance	47,283
5830	Telephone & Commun.	9,307
5835	Utilities	18,718
5840	Conferences & Seminars	5,640
5845	Travel	7,500
5850	Printing	3,300
5855	Community Events	10,000
5860	Employee/Twps.. Official Bond	1,080
5865	Supervisor Bonds	4,858
5870	Training	8,400
5875	Dues and Subscriptions	11,195
5880	Employee Recognition	3,000
5885	Volunteer Recognition	4,500
5890	Copier Expense	8,009
5895	Postage and Delivery	3,500
5900	Office Supplies	5,000
5905	Miscellaneous	10,200
5910	Recruitment Expense	13,900
5915	Payroll Service Expense	6,000
5920	Equipment Services	3,300
5922	Emergency Management Services	5,000
TOTAL - Town Fund Administration		<u>236,161</u>

5. TOWN FUND - CONTRACTUAL

	<u>2024-2025</u>
5710 Legal Fees	81,000
5715 Audit	7,146
5720 Engineering Services	5,000
5725 Professional Services	70,482
TOTAL - Contractual	<u>163,628</u>

6. TOWN FUND - SOCIAL SERVICE AGENCY

TOTAL - Social Service Agency	645,490
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7. TOWN FUND - ASSESSOR 'S OFFICE - ADMINISTRATION

	<u>2024-2025</u>
6075 AIM & Equipment Maintenance	4,150
6080 Travel	2,000
6085 Outreach Seminar Expenses	500
6086 Equipment Rental	1
6090 IPAI & TOI Workshops	2,000
6091 Employee Training	400
6095 Printing & Publishing	600
6100 Dues & Subscriptions	600
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	<u>27,452</u>

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

6150	Personnel Salaries	74,500
6155	Part Time & OT	32,000
6160	Health Insurance Benefit	31,600
6165	Life Insurance Benefit	500
6170	Employers Share FICA	6,400
6175	Employers Share Medicare	1,600
6180	Employers Share IMRF	3,300
6185	Workers Compensation	200
6190	Salary Increases	5,000
TOTAL - Assessor's Office-Payroll		<u>155,100</u>
TOTAL - Assessor's Office		<u>182,552</u>

9. TOWN FUND - CEMETERY

6245	Grounds Upkeep	41,710
6250	Burial	2,400
6251	Improvements	20,000
6255	Miscellaneous	850
6260	Memorial Day	1,000
TOTAL - Cemetery		<u>65,960</u>

10. TOWN FUND - COMMUNITY AFFAIRS

6270	Website Services	8,042
6272	Community Outreach	20,000
6275	Communications	49,482
TOTAL - Community Affairs		<u>77,524</u>

11. TOWN FUND - QUENTIN ROAD FACILITIES

6285	Alarm	3,330
6290	Grounds Maintenance	15,891
6295	Building Maintenance	15,640
6300	Utilities	26,557
TOTAL - Quentin Road Facilities		<u>61,418</u>

<u>12. TOWN FUND - TRANSPORTATION - ADMINISTRATION</u>		<u>2024-2025</u>
6315	Equipment Purchase	1,400
6320	Fuel & Oil	30,082
6325	Vehicle Maintenance	32,000
6330	Miscellaneous	1,200
6335	Taxi	3,700
6340	Telephone	6,322
6345	Advertising - Printing	1,000
6350	DOT Testing	2,000
6355	Equipment Maintenance	9,060
6356	Legal Expense	0
6360	Postage	300
6365	Office Supplies	500
6370	Travel	500
6375	Training	300
6376	Copier Expense	200
6380	Vehicle Insurance	6,600
6385	Apparel & Clothing	5,000
TOTAL - Transportation - Administration		<u>100,164</u>

<u>13. TOWN FUND - TRANSPORTATION - PAYROLL EXPENSES</u>		
6395	Transportation Overtime	5,020
6400	Employers Share Medicare	4,443
6405	Personnel Salaries	286,685
6410	Employers Share FICA	18,058
6415	Employers Share IMRF	9,346
6420	Health Insurance Benefit	49,185
6421	HRA Flex Account	12,425
6425	Workers Compensation	4,700
6430	Life Insurance Benefit	700
6435	Salary Increases	3,307
TOTAL - Transportation-Payroll		<u>393,869</u>
TOTAL - Transportation		<u>494,033</u>

14. CONTINGENCIES 0

15. TOTAL TOWN FUND EXPENDITURES (EXCLUSIVE OF TRANSFERS) 2,696,233

16. TRANSFER

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

<u>GENERAL ASSISTANCE</u>	<u>ESTIMATED RECEIPTS</u>	<u>2024-2025</u>
	Cash Balance as of April 1, 2024	577,233
4005	Interest Earned	10,000
4010	Real Estate Tax	238,790
4012	Grants	0
4015	SSI Reimbursements	1,000
4020	LIHEAP Reimbursements	10,000
4025	CDBG	3,000
TOTAL - Funds Available		840,023

<u>1. ADMINISTRATION</u>	<u>ESTIMATED EXPENDITURES</u>	
5005	Equipment Maintenance	7,698
5015	Travel	500
5018	Printing	500
5020	Training	1,300
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		21,198

Payroll Expenses

5070	Personnel Salaries	243,116
5071	Salary Increases	7,933
5075	Employers Share FICA	15,631
5080	Employers Share Medicare	3,676
5085	Employers Share IMRF	8,077
5090	Health Insurance Benefit	31,573
5091	HRA Flex Account	12,675
5095	Life Insurance Benefit	897
5100	Workers Compensation	300
TOTAL - General Assistance - Payroll		323,878
TOTAL General Assistance - Administration		345,076

2. HOME RELIEF

STRAIGHT

5145	(S) Medical Care Assist	500
5155	(S) Utilities Assistance	3,300
5130	(S) Rental Assistance	17,400
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	2,000
5170	(S) Transient Assistance	1,000
		33,300

2. HOME RELIEF, Cont.

EMERGENCY 2024-2025

5115	Medical Care	1,500
5120	Utilities Assistance	12,000
5135	Rental Assistance	43,000
5136	Travel Assistance	4,800
5137	Food Assistance	500
5138	Burial Expense	1,500

63,300

TOTAL General Assistance - Home Relief

96,600

5. TOTAL OF ESTIMATED EXPENDITURES - GA

441,676

CAPITAL IMPROVEMENT

ESTIMATED RECEIPTS

	Cash Balance as of April 1, 2024	1,245,123
6505	Interest	200
6506	Grants	190,000

TOTAL - Funds Available

1,435,323

TRANSFER

Transfer from Town Fund

750,000

1. CAPITAL

ESTIMATED EXPENDITURES

6515	Bldg. Perm. Improve - Capital	237,000
6520	Annual Capital Equip/Vehicle Rep	4,800
6522	Capital Improv/Infrastructure - Grants	190,000

TOTAL - Capital Improvement - Construction/Acquisition

431,800

2. PROVISIONS FOR CONTINGENCIES

0

3. TOTAL OF ESTIMATED EXPENDITURES - CAPITAL

431,800

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning April 1, 2024 and ending March 31, 2025 by fund shall be as follows:

SUMMARY

TOTAL TOWN FUND APPROPRIATIONS	3,446,233
TOTAL GENERAL ASSISTANCE FUND APPROPRIATIONS	441,676
TOTAL CAPITAL IMPROVEMENT FUND APPROPRIATIONS	431,800
<u>TOTAL APPROPRIATIONS</u>	<u>4,319,709</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 **FOUR MILLION THREE HUNDRED NINETEEN THOUSAND SEVEN HUNDRED AND NINE (\$4,319,709)** for the fiscal year beginning April 1, 2024 and ending March 31, 2025.


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 25th day of March, 2024 pursuant to a roll call vote by the Board of Trustees of Palatine Township, Cook County, IL.

BOARD OF TRUSTEES

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
ANDY-JOHN G. KALKOUNOS, SUPERVISOR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LESLIE M. BOLANOS, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JOHN M. FREESE, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MICHAEL C. SMOLKA, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CHRISTINE SVENSON, TRUSTEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


 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, 2024, and ending March 31, 2025, as adopted this 25th day of March 2024.

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 25th day of March, 2024

Filed this 25 day of _____ 2024 .



Lisa Moran
Town Clerk

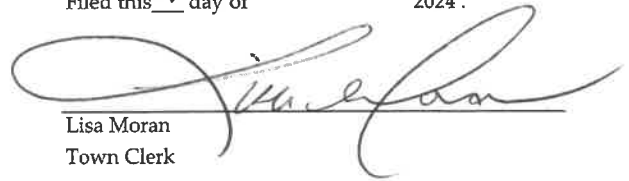
CERTIFIED ESTIMATE OF REVENUES BY SOURCE PALATINE TOWNSHIP

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 25th day of March, 2024

Filed this 25th day of 2024 .

A handwritten signature in black ink, appearing to read 'Lisa Moran', is written over a horizontal line. The signature is fluid and cursive.

Lisa Moran
Town Clerk