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**THE TOWNSHIP OF PALOS  
COOK COUNTY, ILLINOIS**

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**ORDINANCE  
NUMBER 2018-O-1**

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**ORDINANCE ADOPTING THE ANNUAL BUDGET AND APPROPRIATION  
FOR THE TOWNSHIP OF PALOS AND GENERAL ASSISTANCE FUND**

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**COLLEEN GRANT SCHUMANN, SUPERVISOR**

**JANE NOLAN, Clerk**

**SHARON M. BRANNIGAN**

**PAMELA M. JEANES**

**RICHARD C. RILEY**

**BRENT WOODS**

**TRUSTEES**

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF COOK     )

**PALOS TOWNSHIP  
ORDINANCE 2018-O-01**

**BUDGET & APPROPRIATION ORDINANCE FOR PALOS TOWNSHIP, COOK COUNTY, ILLINOIS  
FOR THE FISCAL YEAR COMMENCING APRIL 1, 2018 AND ENDING MARCH 31, 2019**

WHEREAS, the Illinois Municipal Budget Law 50 ILCS 330/3 requires that the township fiscal year be established annually in the budget and appropriation ordinance; and

WHEREAS, the Palos Township Board of Trustees hereby determines and fixes the fiscal year of the Town of Palos (commonly known as “Palos Township”) to begin April 1, 2018 and end on March 31, 2019; and

WHEREAS, the Palos Township Board of Trustees intends by this ordinance to appropriate funds for all town purposes for PALOS TOWNSHIP, Cook County, Illinois, for the fiscal beginning April 1, 2018 and ending on March 31, 2019.

NOW, THEREFORE, BE IT ORDINANED by the Township Board of the Township of Palos, Cook County Illinois as follows:

SECTION 1: The annual budget and appropriation for the Township of Palos, Cook County, Illinois is set forth in that certain document entitled “PALOS TOWNSHIP ANNUAL OPERATING BUDGET & APPROPRIATION FOR FISCAL YEAR 2018-2019” and incorporated herein as is fully set forth, be and the same is hereby adopted as the Annual Budget and Appropriation for the Township of Palos, Cook County, Illinois for the fiscal year commencing April 1, 2018.

SECTION 2: That the amount appropriated for township purposes for the fiscal year beginning April 1, 2018 by fund shall be as follows:

1. GENERAL TOWN FUND
2. GENERAL ASSISTANCE FUND

SECTION 3: That all ordinances or parts of ordinances in conflict with the provisions hereof are hereby repealed insofar as they conflict herewith.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or unconstitutional by court decision or otherwise, 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 particular amounts stated for each fund respectively in section 2, constituting the total appropriations in the amount of ONE MILLION TWO HUNDRED THIRTEEN THOUSAND SIX HUNDRED FIVE DOLLARS AND 00/100 DOLLARS (\$1,213,605) for the fiscal year April 1, 2018 to March 31, 2019.

SECTION 6: That section 3 shall be and is a summary of the annual Budget and Appropriation Ordinance of the 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 and Appropriation Ordinance shall be filed with the Cook County Clerk within thirty (30) days after adoption.

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**Township of Palos  
Town Fund Expenses  
Fiscal Year 2018-2019**

**PERSONNEL SERVICES**

**COMPENSATION**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
10-0100	Supervisor	29,400	28,934	29,400	29,400
10-0200	Clerk	18,000	17,338	18,000	18,000
10-0300	Assessor	16,200	15,050	16,200	16,200
10-0400	Highway Commissioner	26,700	26,613	26,700	26,700
10-0500	Township Trustees	26,400	26,400	26,400	26,400
10-0510	Supervisor Pro-Tem	3,600	3,600	3,600	3,600
10-0600	Administrative Assistant	45,475	30,170	37,440	41,184
10-0700	Office Assistant	26,100	24,017	26,000	28,600
10-0800	Finance Assistant	4,800	16,771	-	4,800
<b>TOTAL COMPENSATION</b>		<b>196,675</b>	<b>188,893</b>	<b>183,740</b>	<b>202,114</b>

**TAXES TO BE PAID BY TOWNSHIP**

10-1000	Medicare Expenses	2,900	2,744	2,664	2,931
10-1100	FICA Expenses	12,200	14,142	11,392	12,531
10-1200	Unemployment Taxes	1,000	673	1,000	1,100
<b>TOTAL TAXES TO BE PAID BY TOWNSHIP</b>		<b>16,100</b>	<b>17,559</b>	<b>15,056</b>	<b>16,562</b>

**EMPLOYEE BENEFITS**

10-1300	IMRF Expenses	26,820	20,354	19,800	21,780
10-1400	Employee Health Insurance	36,300	40,567	55,000	60,500
10-1500	Employee Life Insurance	225	184	225	248
10-1510	Employee Paid Benefits	1,400	1,898	1,900	2,090
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>64,745</b>	<b>63,002</b>	<b>76,925</b>	<b>84,617</b>

**EMPLOYEE EXPENSES**

10-1600	Professional Development	500	-	500	550
10-1700	Transportation and Travel	1,200	193	1,200	1,320
10-1800	Conferences and Meetings	1,300	1,476	1,600	1,760
<b>TOTAL EMPLOYEE EXPENSES</b>		<b>3,000</b>	<b>1,669</b>	<b>3,300</b>	<b>3,630</b>

<b>TOTAL PERSONNEL SERVICES</b>	<b>280,520</b>	<b>271,123</b>	<b>279,021</b>	<b>306,923</b>
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**OPERATING EXPENSES**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
11-1000	Publishing and Advertising	2,000	2,342	2,500	2,750
11-1100	Postage and Delivery	1,000	1,519	1,600	1,760
11-1200	Publications and Subscriptions	6,200	2,851	5,500	6,050
11-1300	Telephone Services	6,000	5,100	5,500	6,050
11-1400	Contingencies	4,500	2,031	4,500	4,950
11-1410	Special Events	3,000	594	1,000	1,100
11-1500	Banking Services	100	80	100	110
11-1600	Insurance (Workers Comp)	6,000	5,207	5,300	5,830
11-1700	Insurance (P & L)	15,000	14,391	15,000	16,500
11-1800	Licenses and Permits	500	500	500	550
11-2000	Utilities	7,500	6,942	7,000	7,700
11-2100	Handicapped Placards	200	-	200	220
<b>TOTAL OPERATING EXPENSES</b>		<b>52,000</b>	<b>41,556</b>	<b>48,700</b>	<b>53,570</b>

**CONTRACTUAL SERVICES**

12-1000	Printing	1,000	923	1,300	1,430
12-1100	Technology and Automation Services	15,000	283	2,500	2,750
12-1200	Memberships and Dues	4,000	4,726	5,000	5,500
12-1300	Legal Services	12,000	24,931	15,000	16,500
12-1400	Bookkeeping Services	12,000	9,835	10,000	11,000
12-1500	Audit Fees	11,000	11,535	12,000	13,200
12-1600	Payroll Processing	2,500	1,320	1,500	1,650
12-1700	Document Disposal	600	655	700	770
12-1800	Bonds	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>58,100</b>	<b>54,208</b>	<b>48,000</b>	<b>52,800</b>

**SUPPLIES AND MATERIALS**

13-1000	Office Supplies	4,000	6,791	2,500	2,750
13-1100	Technology Equipment	3,500	755	1,000	1,100
13-1200	Office Equipment	2,500	-	-	-
13-1300	Furniture	5,400	480	2,000	2,200
13-1400	Other Supplies and Materials	1,000	1,129	2,500	2,750
13-1500	Capital Equipment	-	-	-	-
13-1600	Equipment Maintenance	2,800	2,481	1,000	1,100
<b>TOTAL SUPPLIES AND MATERIALS</b>		<b>19,200</b>	<b>11,636</b>	<b>9,000</b>	<b>9,900</b>

**BUILDINGS AND GROUNDS**

14-1000	Building Maintenance	2,700	4,742	5,000	5,500
14-1100	Landscaping / Grounds Maintenance	6,000	6,485	7,100	7,810
14-1200	Custodial / Cleaning Services	10,000	9,990	10,000	11,000
14-1300	Capital Improvements	15,000	2,375	60,000	66,000
14-1400	Building Maintenance Supplies	2,000	581	2,000	2,200
14-1500	Alarm System	2,100	2,083	2,100	2,310
14-1600	General Waste Disposal	1,000	856	1,000	1,100
<b>TOTAL BUILDINGS AND GROUNDS</b>		<b>38,800</b>	<b>27,113</b>	<b>87,200</b>	<b>95,920</b>

**TOTAL ADMINISTRATION**

<b>448,620</b>	<b>405,636</b>	<b>471,921</b>	<b>519,113</b>
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**ASSESSOR****PERSONNEL SERVICES****COMPENSATION**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
20-0100	Deputy Assessor	47,208	46,949	49,096	54,006
<b>TOTAL COMPENSATION</b>		<b>47,208</b>	<b>46,949</b>	<b>49,096</b>	<b>54,006</b>

**TAXES TO BE PAID BY TOWNSHIP**

20-1000	Medicare Expenses	690	681	712	783
20-1100	FICA Expenses	3,000	3,592	3,044	3,348
<b>TOTAL TAXES TO BE PAID BY TOWNSHIP</b>		<b>3,690</b>	<b>4,272</b>	<b>3,756</b>	<b>4,132</b>

**EMPLOYEE BENEFITS**

20-1300	IMRF Expenses	7,650	7,467	7,610	8,371
20-1400	Employee Health Insurance	11,160	11,493	13,600	14,960
20-1500	Employee Life Insurance	138	138	140	154
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>18,948</b>	<b>19,098</b>	<b>21,350</b>	<b>23,485</b>

**EMPLOYEE EXPENSES**

20-1600	Professional Development	600	-	-	-
20-1700	Transportation and Travel	500	87	350	385
20-1800	Conferences and Meetings	250	190	50	55
<b>TOTAL EMPLOYEE EXPENSES</b>		<b>1,350</b>	<b>277</b>	<b>400</b>	<b>440</b>

**TOTAL PERSONNEL SERVICES**

<b>71,196</b>	<b>70,596</b>	<b>74,602</b>	<b>82,062</b>
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**OPERATING EXPENSES**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
21-1000	Publishing and Advertising	100	-	-	-
21-1100	Postage and Delivery	200	-	-	-
21-1200	Publications and Subscriptions	400	385	400	440
21-1400	Contingencies	100	550	-	-
<b>TOTAL OPERATING EXPENSES</b>		<b>800</b>	<b>935</b>	<b>400</b>	<b>440</b>

**CONTRACTUAL SERVICES**

22-1000	Printing	600	113	200	220
22-1100	Technology and Automation Services	1,700	475	1,100	1,210
22-1200	Memberships and Dues	700	190	200	220
22-1300	Service Contract Agreements	1,000	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>4,000</b>	<b>778</b>	<b>1,500</b>	<b>1,650</b>

**SUPPLIES AND MATERIALS**

23-1000	Office Supplies	100	84	400	440
23-1100	Technology Equipment	600	120	400	440
23-1300	Furniture	200	-	-	500
23-1400	Other Supplies and Materials	-	48	100	110
<b>TOTAL SUPPLIES AND MATERIALS</b>		<b>900</b>	<b>252</b>	<b>900</b>	<b>1,490</b>

**TOTAL ASSESSOR**

<b>76,896</b>	<b>72,561</b>	<b>77,402</b>	<b>85,642</b>
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**HEALTH SERVICES****PERSONNEL SERVICES****COMPENSATION**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
30-0100	Director of Health Services	56,586	56,718	58,420	64,262
30-0200	Nurses	140,000	101,476	104,600	115,060
30-0300	Physicians	145,000	138,552	142,800	157,080
30-0400	Podiatrist	34,670	33,623	34,700	38,170
30-0500	Health Service Assistant	7,000	9,740	12,000	13,200
<b>TOTAL COMPENSATION</b>		<b>383,256</b>	<b>340,109</b>	<b>352,520</b>	<b>387,772</b>

**TAXES TO BE PAID BY TOWNSHIP**

30-1000	Medicare Expenses	5,100	4,790	5,112	5,623
30-1100	FICA Expenses	21,800	18,059	21,900	24,090
<b>TOTAL TAXES TO BE PAID BY TOWNSHIP</b>		<b>26,900</b>	<b>22,849</b>	<b>27,012</b>	<b>29,713</b>

**EMPLOYEE BENEFITS**

30-1300	IMRF Expenses	18,400	8,217	9,100	10,010
30-1700	Employee Health Insurance	-	-	-	-
30-1800	Employee Life Insurance	100	-	-	-
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>18,500</b>	<b>8,217</b>	<b>9,100</b>	<b>10,010</b>

**EMPLOYEE EXPENSES**

30-1600	Professional Development	500	125	200	220
30-1700	Transportation and Travel	500	-	200	220
30-1800	Conferences and Meetings	400	-	200	220
<b>TOTAL EMPLOYEE EXPENSES</b>		<b>1,400</b>	<b>125</b>	<b>600</b>	<b>660</b>

**TOTAL PERSONNEL SERVICES**

<b>430,056</b>	<b>371,300</b>	<b>389,232</b>	<b>428,155</b>
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**OPERATING EXPENSES**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
31-1000	Publishing and Advertising	300	-	150	165
31-1100	Postage and Delivery	50	-	50	55
31-1200	Publications and Subscriptions	25	-	25	28
31-1400	Contingencies	500	150	200	220
31-1410	Special Events	500	-	250	275
31-1900	Licensing and Application Fees	150	-	-	-
31-2000	Medical Supplies	9,500	4,311	5,000	5,500
31-2100	Medications and Vaccinations	1,000	-	1,000	1,100
<b>TOTAL OPERATING EXPENSES</b>		<b>12,025</b>	<b>4,461</b>	<b>6,675</b>	<b>7,343</b>

**CONTRACTUAL SERVICES**

32-1000	Printing	500	528	600	660
32-1100	Technology and Automation Services	1,000	1,718	1,800	1,980
32-1200	Memberships and Dues	100	-	100	110
32-1700	Disposal of Medical Waste	400	380	400	-
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>2,000</b>	<b>2,626</b>	<b>2,900</b>	<b>2,750</b>

**SUPPLIES AND MATERIALS**

33-1000	Office Supplies	1,500	291	500	550
33-1100	Technology Equipment	750	-	500	550
33-1200	Office Equipment	300	-	-	-
33-1300	Furniture	500	-	-	-
33-1400	Other Supplies and Materials	3,000	1,100	1,200	1,320
33-1410	Sanitation and Cleaning Supplies	200	-	200	220
<b>TOTAL SUPPLIES AND MATERIALS</b>		<b>6,250</b>	<b>1,391</b>	<b>2,400</b>	<b>2,640</b>
<b>TOTAL HEALTH SERVICES</b>		<b>450,331</b>	<b>379,778</b>	<b>401,207</b>	<b>440,888</b>



**SPECIAL SERVICES DEPARTMENT**

**SENIOR SERVICES**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
40-1000	Senior Advisory Board Expenses	600	159	200	220
40-1100	Special Event Expenses	1,000	1,748	2,000	2,200
40-1200	Service Contract Agreements	15,100	16,200	17,300	19,030
40-1300	P.A.T.S.E. Transportation Agreement	12,000	12,000	12,000	13,200
40-1400	Contingencies	2,000	4,616	5,000	5,500
40-1500	Income Tax Service Expenses	700	454	500	550
40-1600	SHIP Expenses	1,500	-	-	-
<b>TOTAL SENIOR SERVICES</b>		<b>32,900</b>	<b>35,176</b>	<b>37,000</b>	<b>40,700</b>

**COMMUNITY SUPPORT SERVICES**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 APPROP.</b>
60-1000	Food Pantry Expenses	500	2,544	3,000	3,300
60-1010	Holiday Meal Distribution	3,500	4,700	5,000	5,500
60-1100	Special Events	1,000	-	-	-
60-1110	School Supply Program	1,000	191	300	330
60-1400	Contingencies	300	-	-	-
<b>TOTAL COMMUNITY SUPPORT SERVICES</b>		<b>6,300</b>	<b>7,434</b>	<b>8,300</b>	<b>9,130</b>
<b>TOTAL SPECIAL SERVICES DEPARTMENT</b>		<b>39,200</b>	<b>42,611</b>	<b>45,300</b>	<b>49,830</b>

**ESTIMATED REVENUES****TOWN FUND**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>
00-1000	Property Taxes	905,000	892,670	905,000
00-2000	Replacements Taxes	20,000	21,639	20,000
00-3000	Health Service Clinic Fees	20,000	21,613	20,000
00-4000	Interst Received / Investments	4,000	7,127	4,000
00-5000	Donations	9,000	9,268	9,000
00-8000	Coast to Coast Prescription Cards	400	458	400
00-9000	Other Sources	2,500	3,035	2,500
<b>TOTAL TOWN FUND</b>		<b>960,900</b>	<b>955,810</b>	<b>960,900</b>



**HOME RELIEF - COMMODITIES**

75-1000	Food	10,000	8,760	9,000	9,900
75-1100	Personal Incidentals	3,000	2,409	2,500	2,750
<b>TOTAL COMMODITIES</b>		<b>13,000</b>	<b>11,169</b>	<b>11,500</b>	<b>12,650</b>

**HOME RELIEF - OTHER EXPENDITURES**

76-1000	Contingencies	4,000	655	2,000	2,200
<b>TOTAL COMMODITIES</b>		<b>4,000</b>	<b>655</b>	<b>2,000</b>	<b>2,200</b>

<b>TOTAL GENERAL ASSISTANCE</b>	<b>109,956</b>	<b>101,039</b>	<b>107,393</b>	<b>118,132</b>
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**ESTIMATED REVENUES**

**GENERAL ASSISTANCE FUND**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>
01-1000	Property Taxes	105,000	105,150	111,000
01-4000	Replacements Taxes	200	325	325
<b>TOTAL GENERAL ASSISTANCE</b>		<b>105,200</b>	<b>105,475</b>	<b>111,325</b>

**ORDINANCE 2018-O-01 ADOPTED** this 25<sup>th</sup> day of June, 2018, by the BOARD OF TRUSTEES OF PALOS TOWNSHIP, Cook County, Illinois.

	YES	NO	ABSTAIN	ABSENT
<b>TRUSTEE SHARON M. BRANNIGAN</b>				
<b>TRUSTEE PAM JEANS</b>				
<b>TRUSTEE R. CHRIS RILEY</b>				
<b>TRUSTEE BRENT WOODS</b>				
<b>SUPERVISOR COLLEEN GRANT SCHUMANN</b>				

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SUPERVISOR COLLEEN GRANT SCHUMANN

\_\_\_\_\_  
CLERK JANE NOLAN

STATE OF ILLINOIS )  
 ) SS.  
 COUNTY OF COOK )

**PALOS TOWNSHIP ROAD AND BRIDGE  
 CERTIFICATE OF ESTIMATED REVENUES**

The undersigned, the duly elected Supervisor and Chief Fiscal Officers of PALOS TOWNSHIP, does hereby certify that the estimated revenues, by source and fund, anticipated to be received by the said Township during the fiscal year beginning on April 1, 2018 and ending on March 31, 2019 are as follows:

<b><u>SOURCE</u></b>	<b><u>ESTIMATED AMOUNT</u></b>
<b><u>TOWN FUND</u></b>	
Net Property Tax Receipts	\$ 905,000
Personal Property Replacement Tax	\$ 20,000
Health Service Clinic Fees	\$ 20,000
Interest Received / Investments	\$ 4,000
Donations	\$ 9,000
Inter-fund Loans	\$ -
Grants / Intergovernmental	\$ -
SHIP Grant	\$ -
Coast to Coast Prescription Discount Cards	\$ 400
<u>Other Sources</u>	<u>\$ 2,500</u>
<b>TOTAL ESTIMATED TOWN REVENUES</b>	<b>\$ 960,900</b>
 <b><u>GENERAL ASSISTANCE FUND</u></b>	
Net Property Tax Receipts	\$ 111,000
<u>Other Sources</u>	<u>\$ 325</u>
<b>TOTAL ESTIMATED GENERAL ASSISTANCE REVENUES</b>	<b>\$ 111,325</b>

This certificate of Estimated Revenues is to be filed with the Cook County Clerk forthwith, pursuant to 35 ILCS 200/18-60.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Supervisor/Chief Fiscal Officer

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF COOK    )

TOWN OF PALOS

CLERK’S CERTIFICATE

I, Jane Nolan, DO HEREBY CERTIFY that I am the duly elected and qualified Town Clerk of the Township of Palos, Cook County, Illinois, and as such Town Clerk I am the keeper and custodian of the records of Palos Township.

I DO FURTHER CERTIFY that the attached and following is a true and correct copy of Ordinance 2018- O - 01, entitled

**BUDGET & APPROPRIATION ORDINANCE FOR PALOS TOWNSHIP, COOK COUNTY, ILLINOIS  
FOR THE FISCAL YEAR COMMENCING APRIL 1, 2018 AND ENDING MARCH 31, 2019**

and was duly adopted at a regular meeting of the Palos Township Board of Trustees held on June 25, 2018 pursuant to due and proper notice.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Palos Township on

This 25<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
JANE NOLAN, TOWNSHIP CLERK

(SEAL)