

# Client Documents

# **Town of Palos General Assistance Fund**

**10802 S. Roberts Road  
Palos Hills, IL 60465**

**Financial Statements  
As of:**

**October 31, 2015**

**Prepared By:**

**R. Demma & Associates  
9200 S Roberts Rd Ste 1C  
Hickory Hills, IL 60457  
708-598-2500**

# Financial Reports

**Town of Palos  
General Assistance Fund  
Balance Sheet  
October 31, 2015  
STATEMENT OF ACTIVITIES**

**ASSETS**

Petty Cash	\$	300.00
Cash - First Midwest Bank		41,935.07
Cash Byline Bank MMA 400318876		17,198.84
Cash Byline Bank CD 400065354		50,552.55
Cash Byline Bank CD 400065355		51,173.12
Property Taxes Receivable		14,458.15
Prepaid Insurance		3,178.67
Due From Town Fund		(2,000.00)
		<u>176,796.40</u>
	\$	<u>176,796.40</u>

**LIABILITIES AND FUND BALANCE**

<b>Liabilities</b>		
Accrued Payroll Taxes		243.71
Accrued I.M.R.F.		149.20
Deferred Tax Revenue		19,853.50
		<u>20,246.41</u>
<b>Total Liabilities</b>		
		<u>20,246.41</u>
<b>Fund Balance</b>		
Beginning		159,123.58
Current Increase (Decrease) in Fund Balance		(2,573.59)
		<u>156,549.99</u>
	\$	<u>176,796.40</u>

**Town of Palos  
General Assistance Fund**

**Statement of Revenues and Expenditures  
For the One Month and the Seven Months Ended  
October 31, 2015**

**STATEMENT OF ACTIVITIES**

	<u>Current Period Budget</u>	<u>Current Period Actual</u>	<u>Current Period Over (Under) Budget</u>	<u>Annual Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Over (Under) Budget</u>
<b>REVENUE</b>						
Taxes Collected	\$ 7,166.67	\$ 82.51	\$ (7,084.16)	\$ 86,000.00	\$ 48,809.00	\$ (37,191.00)
Interest Income	12.50	55.18	42.68	150.00	138.23	(11.77)
<b>Total Revenue</b>	<u>7,179.17</u>	<u>137.69</u>	<u>(7,041.48)</u>	<u>86,150.00</u>	<u>48,947.23</u>	<u>(37,202.77)</u>
<b>EXPENDITURES</b>						
<b>Home Relief</b>						
Food	916.67	560.00	(356.67)	11,000.00	4,160.00	(6,840.00)
Shelter	3,666.67	2,506.00	(1,160.67)	44,000.00	18,616.00	(25,384.00)
Fuel	275.00	140.00	(135.00)	3,300.00	1,040.00	(2,260.00)
Utilities	275.00	140.00	(135.00)	3,300.00	1,040.00	(2,260.00)
Personal Incidentals	229.17	154.00	(75.17)	2,750.00	1,144.00	(1,606.00)
Flat Grant (Cash)	83.33	0.00	(83.33)	1,000.00	0.00	(1,000.00)
Drugs	166.67	0.00	(166.67)	2,000.00	0.00	(2,000.00)
Transportation	41.67	0.00	(41.67)	500.00	0.00	(500.00)
<b>Total Home Relief</b>	<u>5,654.18</u>	<u>3,500.00</u>	<u>(2,154.18)</u>	<u>67,850.00</u>	<u>26,000.00</u>	<u>(41,850.00)</u>
<b>Hospitalization</b>						
Ambulance Service	41.67	0.00	(41.67)	500.00	0.00	(500.00)
Physician Services	416.67	0.00	(416.67)	5,000.00	0.00	(5,000.00)
Dental Services	166.67	0.00	(166.67)	2,000.00	0.00	(2,000.00)
Hospital Services (In Patient)	625.00	0.00	(625.00)	7,500.00	0.00	(7,500.00)
Hospital Services (Out Patient)	416.67	0.00	(416.67)	5,000.00	0.00	(5,000.00)
<b>Total Hospitalization</b>	<u>1,666.68</u>	<u>0.00</u>	<u>(1,666.68)</u>	<u>20,000.00</u>	<u>0.00</u>	<u>(20,000.00)</u>

**Town of Palos  
General Assistance Fund**

**Statement of Revenues and Expenditures  
For the One Month and the Seven Months Ended  
October 31, 2015**

**STATEMENT OF ACTIVITIES**

	<u>Current Period Budget</u>	<u>Current Period Actual</u>	<u>Current Period Over (Under) Budget</u>	<u>Annual Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Over (Under) Budget</u>
<b>Administration</b>						
Conferences & Dues	41.67	0.00	(41.67)	500.00	0.00	(500.00)
Office Supplies	83.33	0.00	(83.33)	1,000.00	0.00	(1,000.00)
F.I.C.A. Expense	242.50	253.62	11.12	2,910.00	1,543.26	(1,366.74)
Salary-Office Assistant	3,166.67	3,315.35	148.68	38,000.00	20,173.01	(17,826.99)
Other Professional Services	83.33	0.00	(83.33)	1,000.00	0.00	(1,000.00)
Operating Supplies	41.67	0.00	(41.67)	500.00	0.00	(500.00)
Publishing	41.67	0.00	(41.67)	500.00	0.00	(500.00)
Printing	41.67	0.00	(41.67)	500.00	0.00	(500.00)
Supplies (Equipment)	375.00	0.00	(375.00)	4,500.00	0.00	(4,500.00)
Maintenance (Equipment)	83.33	0.00	(83.33)	1,000.00	0.00	(1,000.00)
Maintenance (Building)	125.00	0.00	(125.00)	1,500.00	0.00	(1,500.00)
Capital Outlay - Equipment	333.33	0.00	(333.33)	4,000.00	0.00	(4,000.00)
Miscellaneous Charges	416.67	0.00	(416.67)	5,000.00	0.00	(5,000.00)
<b>Total Administration</b>	<u>5,075.84</u>	<u>3,568.97</u>	<u>(1,506.87)</u>	<u>60,910.00</u>	<u>21,716.27</u>	<u>(39,193.73)</u>
<b>I.M.R.F. Expense</b>	<u>666.67</u>	<u>524.84</u>	<u>(141.83)</u>	<u>8,000.00</u>	<u>3,673.88</u>	<u>(4,326.12)</u>
<b>Contingencies</b>	<u>833.33</u>	<u>0.00</u>	<u>(833.33)</u>	<u>10,000.00</u>	<u>130.67</u>	<u>(9,869.33)</u>
<b>Total Expenditures</b>	<u>13,896.70</u>	<u>7,593.81</u>	<u>(6,302.89)</u>	<u>166,760.00</u>	<u>51,520.82</u>	<u>(115,239.18)</u>
<b>Excess (Deficiency) of</b>						
<b>Revenues Over Expenditures</b>	<u>\$ (6,717.53)</u>	<u>\$ (7,456.12)</u>	<u>\$ (738.59)</u>	<u>\$ (80,610.00)</u>	<u>\$ (2,573.59)</u>	<u>\$ 78,036.41</u>

# Reports

**Town of Palos General Assistance Fund  
Transaction Listing**

Date	Reference	T	Account	Account Description	Description	Debit	Credit	Reference Total
10/01/15	100	V	2082	Accrued I.M.R.F.	IMRF	126.43		
10/01/15	100	V	7902	I.M.R.F. Expense	IMRF	524.84		651.27
10/01/15	101	V	2072	Accrued S.W.T.	Ill Dept. of Rev.	100.62		100.62
10/01/15	102	V	2052	Accrued F.I.C.A.	Internal Revenue Service	698.88		698.88
10/01/15	103	V	2072	Accrued S.W.T.	Ill Dept. of Rev.	100.62		100.62
10/31/15	15016	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15016	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15016	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15016	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15016	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15017	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15017	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15017	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15017	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15017	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15018	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15018	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15018	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15018	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15018	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15019	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15019	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15019	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15019	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15019	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15020	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15020	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15020	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15020	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15020	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15021	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15021	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15021	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15021	V	4532	Utilities	Assistance Recipients			



**Town of Palos General Assistance Fund  
Transaction Listing**

Date	Reference	T	Account	Account Description	Description	Debit	Credit	Reference Total
					Recipients Assistance	10.00		
10/31/15	15021	V	4552	Personal Incidentals	Recipients Assistance			250.00
10/31/15	15022	V	4502	Food	Recipients Assistance	11.00		
10/31/15	15022	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15022	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15022	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15022	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15023	V	4502	Food	Recipients Assistance	11.00		250.00
10/31/15	15023	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15023	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15023	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15023	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15024	V	4502	Food	Recipients Assistance	11.00		250.00
10/31/15	15024	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15024	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15024	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15024	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15025	V	4502	Food	Recipients Assistance	11.00		250.00
10/31/15	15025	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15025	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15025	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15025	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15026	V	4502	Food	Recipients Assistance	11.00		250.00
10/31/15	15026	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15026	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15026	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15026	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15027	V	4502	Food	Recipients Assistance	11.00		250.00
10/31/15	15027	V	4512	Shelter	Recipients Assistance	40.00		
10/31/15	15027	V	4522	Fuel	Recipients Assistance	179.00		
10/31/15	15027	V	4532	Utilities	Recipients Assistance	10.00		
10/31/15	15027	V	4552	Personal Incidentals	Recipients Assistance	10.00		
10/31/15	15027	V	4552	Personal Incidentals	Recipients Assistance	11.00		250.00

**Town of Palos General Assistance Fund  
Transaction Listing**

Date	Reference	T	Account	Account Description	Description	Debit	Credit	Reference Total
10/31/15	15028	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15028	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15028	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15028	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15028	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/31/15	15029	V	4502	Food	Assistance Recipients	40.00		
10/31/15	15029	V	4512	Shelter	Assistance Recipients	179.00		
10/31/15	15029	V	4522	Fuel	Assistance Recipients	10.00		
10/31/15	15029	V	4532	Utilities	Assistance Recipients	10.00		
10/31/15	15029	V	4552	Personal Incidentals	Assistance Recipients	11.00		250.00
10/01/15	15030		Payroll		CATRAMBON E, MEGAN G	2,146.28		2,146.28
10/01/15	15031		Payroll		CATRAMBON E, MEGAN G	314.90		314.90
10/31/15	15032	V	2092	Insurance Withheld	NCPERS	16.00		16.00
							Total of Checks	<u><u>7,528.57</u></u>

Total Debits 7,528.57      Total Credits 0.00  
 Number of Transactions                      78