



IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS NOTICE IS GIVEN HEREBY THAT THE NEXT REGULAR MEETING OF THE TOWN BOARD OF PALOS TOWNSHIP WILL BE HELD ON THE DATE SPECIFIED BELOW AT THE HOUR OF 6:30 P.M. AT 10802 SOUTH ROBERTS ROAD, PALOS HILLS, ILLINOIS; DURING WHICH MEETING IT IS ANTICIPATED THERE WILL BE DISCUSSION AND CONSIDERATION OF AND, IF SO DETERMINED, ACTION UPON THE MATTERS CONTAINED IN THE FOLLOWING AGENDA

**PALOS TOWNSHIP  
BILL AUDIT MEETING  
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

**October 27, 2016 - 6:30 PM**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
  - a. Approval of Minutes - Bill Audit Meeting September 22, 2016
4. Special Communications, if any
5. Citizens Wishing to Address the Board
6. Reports of Officials
  - a. Supervisor
  - b. Clerk
    1. 2016-2017 Audit Posted FYI
7. Attorney's Report
  - a. Discussion/Approval of Ordinance 2016-04: "AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION OF THE ELECTED OFFICERS OF THE TOWNSHIP OF PALOS FOR THE TERM COMMENCING FOLLOWING THE CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017"
8. Reports of Standing Committees
  - a. Finance and Administration - Trustee Woods
    1. Audit and Approval of Town Fund Warrants for November 1, 2016
    2. Audit and Approval of General Assistance Warrants for November 1, 2016

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at [clerk@palostownship.org](mailto:clerk@palostownship.org)

3. Quarterly Finance Report - July through September 2016

- b. Policy and Personnel - Supervisor Schumann
- c. Technology, Information and Automation - Trustee Riley
- d. Buildings and Grounds - Trustee Jeanes

1. Discussion / Approval of Proposal for Replacement Landscaping

- e. Public Services and Health - Trustee Brannigan

9. Unfinished Business

10. New Business

11. Executive Session, If Needed

12. Adjournment

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**Backup material for agenda item:**

- a. Discussion/Approval of Ordinance 2016-04: "AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION OF THE ELECTED OFFICERS OF THE TOWNSHIP OF PALOS FOR THE TERM COMMENCING FOLLOWING THE CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017"

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

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**ORDINANCE  
NUMBER 2016-04**

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**AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION  
OF THE ELECTED OFFICERS OF THE TOWNSHIP OF PALOS FOR  
THE TERM COMMENCING FOLLOWING THE  
CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017**

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**COLLEEN GRANT SCHUMANN, Supervisor  
JANE NOLAN, Clerk**

**SHARON M. BRANNIGAN, Trustee  
PAMELA JEANES, Trustee  
R. CHRISTOPHER RILEY, Trustee  
BRENT WOODS, Trustee**

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**APPROVED AND ADOPTED THE 27<sup>TH</sup> DAY OF OCTOBER, 2016**

STATE OF ILLINOIS       )  
   ) SS.  
 COUNTY OF COOK         )

**PALOS TOWNSHIP  
 ORDINANCE 2016 – 04**

**AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION  
 OF THE ELECTED OFFICERS OF THE TOWNSHIP OF PALOS FOR  
 THE TERM COMMENCING FOLLOWING THE  
CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017**

**WHEREAS**, according to 60 ILCS 1-65-20, the compensation of township officers shall be set by the township board at least 180 days before the beginning of the terms of office.

**WHEREAS**, according to 60 ILCS 1-65-20, the compensation for the road district treasurer shall be fixed by the township board and shall not be less than \$100 or more than \$1,000 per year.

**WHEREAS**, according to 605 ILCS 5/6-207, the compensation of the highway commissioner shall be fixed by the township board at an annual salary of not less than \$3,000 to be paid in equal monthly installments, or a per diem amount for each day he or she is necessarily employed in the discharge of official duties;

**WHEREAS**, according to 35 ILCS 200/2-70, the compensation the township assessor shall be set by the township board at the same time the board sets the compensation of its township supervisor.

**NOW, THEREFORE, BE IT ORDAINED BY** Board of Trustees of Palos Township that the compensation of the township officials for the four-year term beginning May 15, 2017 and ending May 17, 2021 (January 1, 2018 – January 1, 2022 for the Assessor) shall be as follows:

**SECTION 1:** The salaries for township officials shall be as follows:

- A. **Township Supervisor.** The Palos Township Supervisor shall receive annual compensation of \$28,400 for services as Supervisor and Supervisor of General Assistance plus annual compensation of \$1,000 as Road District Treasurer.
- B. **Township Clerk.** The Palos Township Clerk shall receive an annual compensation of \$17,000 as Clerk of the Township plus \$1,000 as Clerk of the Road and Bridge District.

- C. **Township Assessor.** The Palos Township Assessor shall receive an annual salary of \$16,200 beginning on January 1, 2018.
- D. **Highway Commissioner:** The Palos Township Highway Commissioner shall receive an annual salary of \$26,760.
- E. **Township Trustees.** Township Trustees shall receive annual compensation of \$6,600.  
The Trustee serving as Supervisor Pro-Tem shall receive annual compensation of \$3,600 in addition to the salary as Trustee.

**SECTION 2:** Except for the salaries listed in Section 1 of this ordinance as otherwise provided by law, no other compensation or benefits shall be paid to township officials.

**SECTION 3:** That if any part or parts of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of the remaining parts of this Ordinance. The Township Board declare hereby that they would have passed the remaining parts of this Ordinance, if they had known that such part or parts thereof would be declared unconstitutional.

**SECTION 4:** Ordinances and Resolutions, or parts thereof, in conflict herewith, are hereby repealed.

**SECTION 5:** The Township Clerk of Palos Township is directed hereby to publish this Ordinance in pamphlet form.

**SECTION 6.** This Ordinance shall be in full force and effect May 15, 2017 except that the Township Assessor's compensation shall not be in effect until January 1, 2018.

**APPROVED AND ADOPTED THIS 27<sup>th</sup> day of OCTOBER, 2016 by the Board of Trustees of Palos Township, County, Illinois.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
TOWNSHIP SUPERVISOR

(SEAL)

\_\_\_\_\_  
TOWNSHIP CLERK

**Backup material for agenda item:**

1. Audit and Approval of Town Fund Warrants for November 1, 2016

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FROM: TOWN FUND

DATE: OCTOBER 27, 2016 FOR NOVEMBER 1, 2016 BILL AUDIT

This is to certify that the following sums will be paid by the TREASURER of PalosTownship to the following vendor/person which amounts were allowed and audited by the Board of Trustees on the above listed date on account of the listed purposes.

No.	Date	Vendor	Purpose	Amount (GROSS)	Account Number	Check #
1	#####	GENE ADAMS	Payroll	\$ 2,171.22	10-0400	Debit
2	#####	ALICE BATOL DELROSARIO	Payroll	\$ 4,805.00	30-0300	Debit
3	#####	SHARON BRANNIGAN	Payroll	\$ 468.10	10-0500	Debit
4	#####	CAROL CHAMALES	Payroll	\$ 1,464.48	30-0200	Debit
5	#####	EVELYN DIBBERN	Payroll	\$ 3,674.67	20-0100	Debit
6	#####	COLLEEN GRANT SCHUMANN	Payroll	\$ 2,263.33	10-0100	Debit
7	#####	WALTER A. HALEK DPM	Payroll	\$ 2,805.00	30-0400	Debit
8	#####	ALAN HIVICK	Payroll	\$ 1,674.00	10-0700	Debit
9	#####	PAMELA A JEANES	Payroll	\$ 468.10	10-0500	Debit
10	#####	KATHRYN KEIFFER	Payroll	\$ 2,269.72	30-0200	Debit
11	#####	KATHLEEN KHAN	Payroll	\$ 1,132.26	30-0200	80012
12	#####	JENETTE L. LEEDY	Payroll	\$ 4,600.00	30-0100	Debit
13	#####	ROBERT E. MALONEY	Payroll	\$ 1,235.00	10-0300	Debit
14	#####	PAULA NEIDENBACH	Payroll	\$ 2,085.00	30-0200	Debit
15	#####	JANE NOLAN	Payroll	\$ 1,235.00	10-0200	Debit
16	#####	DEBRA RAMOS	Payroll	\$ 644.40	30-0200	Debit
17	#####	RICHARD C. RILEY	Payroll	\$ 468.10	10-0500	Debit
18	#####	LUCIANO VALDEZ	Payroll	\$ 6,727.00	30-0300	Debit
19	#####	ALICIA VODICKA	Payroll	\$ 3,694.56	30-0200	Debit
20	#####	MARY WALLENBURG	Payroll	\$ 3,974.67	Split	Debit
21	#####	BRENT WOODS	Payroll	\$ 468.10	10-0500	Debit
22	#####	E.F.T.P.S.	Payroll - <u>Employer</u> Medicare Expense	\$ 562.51	Split	Debit
23	#####	E.F.T.P.S.	Payroll - <u>Employer</u> FICA Expense	\$ 2,405.33	Split	Debit
24	#####	E.F.T.P.S.	Payroll - <u>Employer</u> Unemployment Tax	\$ 23.49	10-1200	Debit
25	#####	IMRF - TOWN FUND PORTION	Pension Contributions <u>Employer</u> Portion Town	\$ 4,024.22	Split	Debit
26	#####	PAYROLL PROCESSORS	Payroll processing fees	\$ 70.05	12-1600	Debit
27	#####	NCPERS GROUP LIFE INS.	Voluntary Group Life Insurance	\$ 64.00	10-1510	27203
28	#####	VALIC C/O JP MORGAN CHASE BANK	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	27204
29	#####	CENTRAL MGMT. SERVICES-LGHP	Group Health Insurance	\$ 3,848.00	Split	27205
30	#####	DEARBORN NATIONAL LIFE INS. CO.	Voluntary Group Life Insurance	\$ 103.50	Split	27206
31	#####	ALAN HIVICK	Reimbursement - Mileage for Clerk	\$ 9.72	10-1700	27207
32	#####	JANE NOLAN	Reimbursement - Conference/Meeting	\$ 15.00	10-1800	27208
33	#####	COMCAST	Subscription - Internet	\$ 175.54	11-1200	27209
34	#####	CALL ONE	Phones	\$ 382.21	11-1300	27210
35	#####	COM ED	Utility - Electricity	\$ 465.15	11-2000	27211
36	#####	NICOR GAS	Utility - Gas	\$ 28.05	11-2000	27212
37	#####	TRESSLER LLP	Legal Services	\$ 820.00	12-1300	27213
38	#####	RICHARD DEMMA E.A.	Bookkeeper/Accounting - Aug. & Sept.	\$ 1,530.00	12-1400	27214
39	#####	SHRED-IT USA - CHICAGO	Document Disposal	\$ 43.26	12-1700	27215
40	#####	MARY WALLENBURG	Reimbursement - Office Supplies & SAB Supplies	\$ 57.73	Split	27216
41	#####	OFFICE DEPOT	Misc. Office Supplies	\$ 573.90	13-1000	27217
42	#####	TYPE CONCEPTS INC	Misc. Office Supplies	\$ 200.00	13-1000	27218
43	#####	PETTY CASH	Other Supplies & Materials	\$ 400.00	13-1400	27219
44	#####	HOFER ELECTRIC	Building Maintenance & Supplies	\$ 360.00	Split	27220
45	#####	RICHARD BRANDT	Building Maintenance	\$ 10.00	14-1000	27221
46	#####	DASHMIRE LIKA	Custodial / Cleaning Service	\$ 795.00	14-1200	27222
47	#####	DUKES ACE HARDWARE	Building Maintenance Supplies	\$ 126.85	14-1400	27223
48	#####	TYCO INTEGRATED SECURITY LLC	Alarm System Maintenance	\$ 135.84	14-1500	27224
49	#####	EVELYN DIBBERN	Assessor - Reimbursement - Mileage	\$ 19.44	20-1700	27225
50	#####	PETE FEYERHERD	Assessor - Technology Equipment	\$ 550.00	23-1100	27226
51	#####	JENNIFER LEEDY KLAIBER	H.S. - Office Assistant	\$ 462.83	30-0500	27227
52	#####	JENETTE LEEDY	Reimbursement - H.S. Office Supplies & Postage	\$ 156.24	Split	27228
53	#####	TEAM LOGIC IT OF ORLAND PARK	H.S. - Technology & Automation Services	\$ 176.54	32-1100	27229
54	#####	SHARON BRANNIGAN	H.S. - Other Supplies & Materials	\$ 89.00	33-1400	27230
TOTAL FOR NOVEMBER 2016				\$ 67,061.11		

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

Co-signed

Township Clerk

3. Quarterly Finance Report - July through September 2016

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# Quarterly Report - FY 2016-2017

Palos Township  
For the Fiscal Period 4/1 through 9/30

Prepared by  
**Brent Woods, Chairman**

Prepared on  
**September 30, 2016**

## Table of Contents

---

Revenues and Expenditures .....	3
Balance Sheet.....	6
Expenditures by Vendor Summary .....	7
Budget vs. Actuals .....	10

# Revenues and Expenditures

13

April - September, 2016

	Total
<b>INCOME</b>	
00-1000 Property Tax Receipts	418,712.17
00-2000 Replacement Taxes	12,744.02
00-3000 Health Svc. Fees	20,045.00
00-4000 Interest / Investments	1,102.70
00-5000 Donations	5,735.00
00-7010 SHIP Grant	2,867.00
00-8000 Presc. Disc. Card	239.50
00-9000 Other Sources	723.28
00-9100 Employee Voluntary Payroll Deduction (deleted)	114.00
<b>Total Income</b>	<b>462,282.67</b>
<b>GROSS PROFIT</b>	<b>462,282.67</b>
<b>EXPENSES</b>	
10 ADMINISTRATION (Employee Costs)	
10-0100 Supervisor	13,579.98
10-0200 Clerk	7,410.00
10-0300 Assessor	7,410.00
10-0400 Highway Commissioner	13,027.32
10-0500 Trustees (4)	11,159.40
10-0600 Adm Asst	22,048.02
10-0700 Office Assistant	12,769.50
10-0800 Finance Assistant	900.00
10-1000 Medicare Expense	1,280.42
10-1100 FICA Expense	5,474.86
10-1200 Unemployment Taxes	193.22
10-1300 IMRF Expenses	13,457.80
10-1400 Employee Health Insurance	11,772.00
10-1500 Employee Life Ins	103.50
10-1510 Employee Paid Benefits	128.00
10-1600 Professional Development	75.00
10-1700 Transportation and Travel	425.62
10-1800 Conferences and Meetings	1,070.00
<b>Total 10 ADMINISTRATION (Employee Costs)</b>	<b>122,284.64</b>
10-1510	328.00
11 ADMINISTRATION (Operating Expenses)	
11-1000 Publishing and Advertising	2,380.07
11-1100 Postage and Delivery	19.35
11-1200 Publications and Subscriptions	1,957.69
11-1300 Telephone Services	2,847.73
11-1400 Contingencies	3,190.55
11-1410 Special Events	100.00
11-1500 Banking Services	80.00

11-1700 Insurance - Property and Liability	120.00
11-2000 Utilities	3,151.84
<b>Total 11 ADMINISTRATION (Operating Expenses)</b>	<b>13,847.23</b>
12 ADMINISTRATION (Contractual Services)	
12-1000 Printing	185.00
12-1100 Technology and Automation Services	11,757.15
12-1200 Memberships and Dues	3,282.11
12-1300 Legal Services	5,166.02
12-1400 Bookkeeping Services	6,495.00
12-1600 Payroll Processing	547.55
12-1700 Document Disposal	247.74
<b>Total 12 ADMINISTRATION (Contractual Services)</b>	<b>27,680.57</b>
13 ADMINISTRATION (Supplies and Materials)	
13-1000 Office Supplies	1,281.71
13-1100 Technology Equipment	901.21
13-1200 Office Equipment	677.50
13-1300 Furniture	914.96
13-1400 Other Supplies and Materials	400.00
13-1600 Maintenance of Equipment	480.69
<b>Total 13 ADMINISTRATION (Supplies and Materials)</b>	<b>4,656.07</b>
14 ADMINISTRATION (Buildings and Grounds)	
14-1000 Building Maintenance	1,682.60
14-1100 Landscaping/Grounds Maintenance	2,776.11
14-1200 Custodial / Cleaning Services	4,770.00
14-1400 Building Maintenance Supplies	649.16
14-1500 Alarm System	636.00
14-1600 General Waste Disposal	483.00
<b>Total 14 ADMINISTRATION (Buildings and Grounds)</b>	<b>10,996.87</b>
20 ASSESSOR (Employee Costs)	
20-0100 Deputy Assessor	22,048.02
20-1000 Medicare Expense	319.69
20-1100 FICA Expense	1,366.98
20-1300 IMRF Expense	3,801.47
20-1400 Employee Health Insurance	5,337.00
20-1500 Employee Life Insurance	69.00
20-1700 Transportation and Travel	61.56
<b>Total 20 ASSESSOR (Employee Costs)</b>	<b>33,003.72</b>
22 ASSESSOR (Contractual Services)	
22-1100 Technology and Automation Services	1,485.00
22-1200 Memberships and Dues	450.00
<b>Total 22 ASSESSOR (Contractual Services)</b>	<b>1,935.00</b>
23 ASSESSOR (Supplies and Materials)	
23-1000 Office Supplies	40.94
23-1100 Technology Equipment	150.00

23-1300 Furniture	209.98
<b>Total 23 ASSESSOR (Supplies and Materials)</b>	<b>400.92</b>
30 HEALTH SERVICES (Employee Costs)	
30-0100 Director of Health Services	27,600.00
30-0200 Nurses	65,473.95
30-0300 Physicians	66,789.50
30-0400 Podiatrist	16,830.00
30-0500 Health Service Assistant	3,358.36
30-1000 Medicare Expense	1,732.75
30-1100 FICA Expense	7,409.00
30-1300 IMRF Expense	8,948.87
30-1400 Employee Health Insurance	5,886.00
30-1500 Employee Life Insurance	34.50
<b>Total 30 HEALTH SERVICES (Employee Costs)</b>	<b>204,062.93</b>
31 HEALTH SERVICES (Operating Expenses)	
31-1100 Postage and Delivery (HS)	16.00
31-1300 Telephone Services (HS)	501.00
31-1410 Special Events (HS)	267.17
31-2000 Medical Supplies	2,495.64
<b>Total 31 HEALTH SERVICES (Operating Expenses)</b>	<b>3,279.81</b>
32 HEALTH SERVICES (Contractual Services)	
32-1000 Printing	30.00
32-1700 Disposal of Medical Waste	178.86
<b>Total 32 HEALTH SERVICES (Contractual Services)</b>	<b>208.86</b>
33 HEALTH SERVICES (Supplies and Materials)	
33-1000 Office Supplies	961.76
33-1100 Technology Equipment	32.90
33-1200 Office Equipment	110.45
33-1400 Other Supplies and Materials	2,085.46
33-1410 Sanitation and Cleaning Supplies	115.36
<b>Total 33 HEALTH SERVICES (Supplies and Materials)</b>	<b>3,305.93</b>
40 SENIOR SERVICES	
40-1000 Senior Advisory Board Expenses	278.27
40-1500 Income Tax Service Expenses	504.96
40-1600 SHIP Expenses	769.25
<b>Total 40 SENIOR SERVICES</b>	<b>1,552.48</b>
60 COMMUNITY SUPPORT SERVICES	
60-1110 School Supply Program	930.00
<b>Total 60 COMMUNITY SUPPORT SERVICES</b>	<b>930.00</b>
<b>Total Expenses</b>	<b>428,473.03</b>
<b>NET OPERATING INCOME</b>	<b>33,809.64</b>
<b>NET INCOME</b>	<b>\$33,809.64</b>

# Balance Sheet

16

As of September 30, 2016

		Total
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
First Midwest Checking		703,743.38
<b>Total Bank Accounts</b>		<b>703,743.38</b>
<b>Other current assets</b>		
148924 First Midwest CD2		30,037.54
153868 FIRST MIDWEST CD1		40,898.19
65354 BYLINE BANK CD1		50,576.88
65355 BYLINE BANK CD2		51,273.26
<b>Total Other current assets</b>		<b>172,785.87</b>
<b>Total Current Assets</b>		<b>876,529.25</b>
<b>TOTAL ASSETS</b>		<b>\$876,529.25</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Total Liabilities</b>		
<b>Equity</b>		
Opening Balance Equity		842,719.61
Retained Earnings		
Net Income		33,809.64
<b>Total Equity</b>		<b>876,529.25</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>\$876,529.25</b>



# Expenditures by Vendor Summary

April - September, 2016

	Total
AgendaPal Corporation	2,400.00
AT&T	760.80
Beary Landscape Management, Inc.	1,845.00
Brent Woods	271.60
C & J OFFICE MACHINES	210.40
Callone	3,551.17
City of Palos Hills	438.61
Com Ed	1,709.81
Comcast	1,053.24
Commonwealth Edison	632.81
Computer Bits Inc	600.00
Cook County Assessor's Association	400.00
Costco	91.64
Daily Southtown	312.00
Dashmire Lika	4,770.00
Dearborn National Life Insurance Company	207.00
Dell Marketing L.P.	901.21
District 230 Foundation	100.00
Don Marek	150.00
Doughs Guys Bakery	60.60
Drc Plumbing and Sewer	175.00
Duke's Ace Hardware	490.53
EFTPS	17,705.53
Excel Printing and Mailing	42.50
Four Seasons Heating and Air Conditioning, Inc.	366.00
GTSAC	1,755.00
Harold SANCHEZ	540.00
IL - IMRF	26,208.14
IL Counties Risk Management Trust	120.00
IL Environmental Protection Agency	500.00
IL Public Works Mutual Aid Network	125.00
Illinois Assoessor's Association	50.00
Illinois Department of Central Management Services	22,995.00
Illinois Township Trustees Association	30.00
J.P. Cooke Co.	145.24
James Gierach	75.00
Jane Nolan	420.15
Jenette Leedy	1,444.85
Jennifer Leedy Klaiber	3,358.36
Landmark Engineering LLC	550.00
LWV Palos/Orland Area	100.00
Mark Hofer	270.00

Mary Wallenburg	414.15
McKesson Medical Surgical	794.97
Megan Catrambone	130.00
Moore Medical LLC	1,700.67
Ncpers	256.00
NDC Enterprises Inc	620.00
Nicor Gas	370.61
Office Depot	3,133.55
Palos Fine Arts	100.00
Panera Bread Company	384.67
Papa Joe's	142.75
Park Printing Inc	30.00
Patterson Office Supplies	340.50
Payroll Processors	547.55
Petty Cash	1,200.00
Positive Promotions	65.55
Regional Press	244.88
Reliable Fire & Security	201.60
Reporter Newspaper	40.00
Richard Brandt	200.00
Richard Demma & Associates	6,495.00
Seeco Consultants, Inc.	2,500.00
Sharon Brannigan	617.99
Shred-It Chicago	247.74
Standard Bank and Trust Co.	80.00
Stericycle, Inc.	178.86
Team Logic IT	8,389.50
The Regional News	293.85
The Reporter Newspapers	426.34
ToCC Trustees' Division	175.00
Top Quality GLOVE	69.90
Township Officials of Cook County	1,105.00
Township Officials of Illinois	2,257.11
Township Perspective	550.00
Township Supervisors of IL	30.00
Tressler LLP	5,166.02
Tri-State Disposal Inc.	483.00
TWP. CLERKS ASSN OF CK CY	460.00
Tyco Integrated Security LLC	636.00
Type Concepts Inc	185.00
Unemployment	71.39
Valic	200.00
Village View Publications, Inc.	120.00
Woodpecker Landscaping	270.00

TOTAL

\$139,857.34

# Budget vs. Actuals

April - September, 2016

	Actual	Budget	over Budget	Remaining	% of Budget	Total % Remaining
<b>INCOME</b>						
00-1000 Property Tax Receipts	418,712.17	420,000.00	(1,287.83)	1,287.83	99.69 %	0.31 %
00-2000 Replacement Taxes	12,744.02	9,996.00	2,748.02	(2,748.02)	127.49 %	(27.49 %)
00-3000 Health Svc. Fees	20,045.00	17,496.00	2,549.00	(2,549.00)	114.57 %	(14.57 %)
00-4000 Interest / Investments	1,102.70	48.00	1,054.70	(1,054.70)	2,297.29 %	(2,197.29 %)
00-5000 Donations	5,735.00	4,050.00	1,685.00	(1,685.00)	141.60 %	(41.60 %)
00-7010 SHIP Grant	2,867.00	0.00	2,867.00	(2,867.00)		
00-8000 Presc. Disc. Card	239.50	300.00	(60.50)	60.50	79.83 %	20.17 %
00-9000 Other Sources	723.28	1,146.00	(422.72)	422.72	63.11 %	36.89 %
00-9100 Employee Voluntary Payroll Deduction (deleted)	114.00		114.00	(114.00)		
<b>Total Income</b>	<b>462,282.67</b>	<b>453,036.00</b>	<b>9,246.67</b>	<b>(9,246.67)</b>	<b>102.04 %</b>	<b>(2.04 %)</b>
<b>GROSS PROFIT</b>	<b>462,282.67</b>	<b>453,036.00</b>	<b>9,246.67</b>	<b>(9,246.67)</b>	<b>102.04 %</b>	<b>(2.04 %)</b>
<b>EXPENSES</b>						
10 ADMINISTRATION (Employee Costs)						
10-0100 Supervisor	13,579.98	13,578.00	1.98	(1.98)	100.01 %	(0.01 %)
10-0200 Clerk	7,410.00	7,410.00	0.00	0.00	100.00 %	0.00 %
10-0300 Assessor	7,410.00	7,410.00	0.00	0.00	100.00 %	0.00 %
10-0400 Highway Commissioner	13,027.32	13,026.00	1.32	(1.32)	100.01 %	(0.01 %)
10-0500 Trustees (4)	11,159.40	11,232.00	(72.60)	72.60	99.35 %	0.65 %
10-0600 Adm Asst	22,048.02	22,074.00	(25.98)	25.98	99.88 %	0.12 %
10-0700 Office Assistant	12,769.50	15,000.00	(2,230.50)	2,230.50	85.13 %	14.87 %
10-0800 Finance Assistant	900.00	1,800.00	(900.00)	900.00	50.00 %	50.00 %
10-1000 Medicare Expense	1,280.42	1,350.00	(69.58)	69.58	94.85 %	5.15 %
10-1100 FICA Expense	5,474.86	6,348.00	(873.14)	873.14	86.25 %	13.75 %
10-1200 Unemployment Taxes	193.22	996.00	(802.78)	802.78	19.40 %	80.60 %
10-1300 IMRF Expenses	13,457.80	13,980.00	(522.20)	522.20	96.26 %	3.74 %
10-1400 Employee Health Insurance	11,772.00	13,200.00	(1,428.00)	1,428.00	89.18 %	10.82 %
10-1500 Employee Life Ins	103.50	112.00	(8.50)	8.50	92.41 %	7.59 %
10-1510 Employee Paid Benefits	128.00	696.00	(568.00)	568.00	18.39 %	81.61 %
10-1600 Professional Development	75.00	1,248.00	(1,173.00)	1,173.00	6.01 %	93.99 %
10-1700 Transportation and Travel	425.62	1,500.00	(1,074.38)	1,074.38	28.37 %	71.63 %
10-1800 Conferences and Meetings	1,070.00	498.00	572.00	(572.00)	214.86 %	(114.86 %)
<b>Total 10 ADMINISTRATION (Employee Costs)</b>	<b>122,284.64</b>	<b>131,458.00</b>	<b>(9,173.36)</b>	<b>9,173.36</b>	<b>93.02 %</b>	<b>6.98 %</b>
10-1510	328.00		328.00	(328.00)		
11 ADMINISTRATION (Operating Expenses)						
11-1000 Publishing and Advertising	2,380.07	1,248.00	1,132.07	(1,132.07)	190.71 %	(90.71 %)
11-1100 Postage and Delivery	19.35	1,050.00	(1,030.65)	1,030.65	1.84 %	98.16 %
11-1200 Publications and Subscriptions	1,957.69	1,596.00	361.69	(361.69)	122.66 %	(22.66 %)
11-1300 Telephone Services	2,847.73	3,000.00	(152.27)	152.27	94.92 %	5.08 %
11-1400 Contingencies	3,190.55	1,746.00	1,444.55	(1,444.55)	182.73 %	(82.73 %)
11-1410 Special Events	100.00	1,098.00	(998.00)	998.00	9.11 %	90.89 %
11-1500 Banking Services	80.00	48.00	32.00	(32.00)	166.67 %	(66.67 %)
11-1600 Insurance - Workers Compensation		3,000.00	(3,000.00)	3,000.00		100.00 %
11-1700 Insurance - Property and Liability	120.00	7,500.00	(7,380.00)	7,380.00	1.60 %	98.40 %

	Actual	Budget	over Budget	Remaining	% of Budget	% Remaining
11-1800 Licenses and Permits		246.00	(246.00)	246.00		100.00 %
11-2000 Utilities	3,151.84	4,248.00	(1,096.16)	1,096.16	74.20 %	25.80 %
11-2100 Temporary Handicapped Placards		96.00	(96.00)	96.00		100.00 %
<b>Total 11 ADMINISTRATION (Operating Expenses)</b>	<b>13,847.23</b>	<b>24,876.00</b>	<b>(11,028.77)</b>	<b>11,028.77</b>	<b>55.67 %</b>	<b>44.33 %</b>
12 ADMINISTRATION (Contractual Services)						
12-1000 Printing	185.00	498.00	(313.00)	313.00	37.15 %	62.85 %
12-1100 Technology and Automation Services	11,757.15	9,000.00	2,757.15	(2,757.15)	130.64 %	(30.64 %)
12-1200 Memberships and Dues	3,282.11	2,148.00	1,134.11	(1,134.11)	152.80 %	(52.80 %)
12-1300 Legal Services	5,166.02	4,800.00	366.02	(366.02)	107.63 %	(7.63 %)
12-1400 Bookkeeping Services	6,495.00	6,000.00	495.00	(495.00)	108.25 %	(8.25 %)
12-1500 Audit Fees		5,496.00	(5,496.00)	5,496.00		100.00 %
12-1600 Payroll Processing	547.55	750.00	(202.45)	202.45	73.01 %	26.99 %
12-1700 Document Disposal	247.74	300.00	(52.26)	52.26	82.58 %	17.42 %
<b>Total 12 ADMINISTRATION (Contractual Services)</b>	<b>27,680.57</b>	<b>28,992.00</b>	<b>(1,311.43)</b>	<b>1,311.43</b>	<b>95.48 %</b>	<b>4.52 %</b>
13 ADMINISTRATION (Supplies and Materials)						
13-1000 Office Supplies	1,281.71	2,496.00	(1,214.29)	1,214.29	51.35 %	48.65 %
13-1100 Technology Equipment	901.21	3,246.00	(2,344.79)	2,344.79	27.76 %	72.24 %
13-1200 Office Equipment	677.50	2,250.00	(1,572.50)	1,572.50	30.11 %	69.89 %
13-1300 Furniture	914.96	2,496.00	(1,581.04)	1,581.04	36.66 %	63.34 %
13-1400 Other Supplies and Materials	400.00	498.00	(98.00)	98.00	80.32 %	19.68 %
13-1600 Maintenance of Equipment	480.69	1,398.00	(917.31)	917.31	34.38 %	65.62 %
<b>Total 13 ADMINISTRATION (Supplies and Materials)</b>	<b>4,656.07</b>	<b>12,384.00</b>	<b>(7,727.93)</b>	<b>7,727.93</b>	<b>37.60 %</b>	<b>62.40 %</b>
14 ADMINISTRATION (Buildings and Grounds)						
14-1000 Building Maintenance	1,682.60	996.00	686.60	(686.60)	168.94 %	(68.94 %)
14-1100 Landscaping/Grounds Maintenance	2,776.11	3,000.00	(223.89)	223.89	92.54 %	7.46 %
14-1200 Custodial / Cleaning Services	4,770.00	4,998.00	(228.00)	228.00	95.44 %	4.56 %
14-1300 Capital Improvements		19,998.00	(19,998.00)	19,998.00		100.00 %
14-1400 Building Maintenance Supplies	649.16	996.00	(346.84)	346.84	65.18 %	34.82 %
14-1500 Alarm System	636.00	996.00	(360.00)	360.00	63.86 %	36.14 %
14-1600 General Waste Disposal	483.00	498.00	(15.00)	15.00	96.99 %	3.01 %
<b>Total 14 ADMINISTRATION (Buildings and Grounds)</b>	<b>10,996.87</b>	<b>31,482.00</b>	<b>(20,485.13)</b>	<b>20,485.13</b>	<b>34.93 %</b>	<b>65.07 %</b>
20 ASSESSOR (Employee Costs)						
20-0100 Deputy Assessor	22,048.02	22,074.00	(25.98)	25.98	99.88 %	0.12 %
20-1000 Medicare Expense	319.69	324.00	(4.31)	4.31	98.67 %	1.33 %
20-1100 FICA Expense	1,366.98	1,542.00	(175.02)	175.02	88.65 %	11.35 %
20-1300 IMRF Expense	3,801.47	3,846.00	(44.53)	44.53	98.84 %	1.16 %
20-1400 Employee Health Insurance	5,337.00	5,898.00	(561.00)	561.00	90.49 %	9.51 %
20-1500 Employee Life Insurance	69.00	84.00	(15.00)	15.00	82.14 %	17.86 %
20-1600 Professional Development		150.00	(150.00)	150.00		100.00 %
20-1700 Transportation and Travel	61.56	312.00	(250.44)	250.44	19.73 %	80.27 %
20-1800 Conferences and Meetings		120.00	(120.00)	120.00		100.00 %
<b>Total 20 ASSESSOR (Employee Costs)</b>	<b>33,003.72</b>	<b>34,350.00</b>	<b>(1,346.28)</b>	<b>1,346.28</b>	<b>96.08 %</b>	<b>3.92 %</b>
21 ASSESSOR (Operating Expenses)						
21-1000 Publishing and Advertising		174.00	(174.00)	174.00		100.00 %
21-1100 Postage and Delivery		48.00	(48.00)	48.00		100.00 %

	Actual	Budget	over Budget	Remaining	% of Budget	% Remaining
21-1200 Publications and Subscriptions		198.00	(198.00)	198.00		100.00 %
21-1400 Contingencies		246.00	(246.00)	246.00		100.00 %
<b>Total 21 ASSESSOR (Operating Expenses)</b>		<b>666.00</b>	<b>(666.00)</b>	<b>666.00</b>		<b>100.00 %</b>
22 ASSESSOR (Contractual Services)						
22-1000 Printing		300.00	(300.00)	300.00		100.00 %
22-1100 Technology and Automation Services	1,485.00	846.00	639.00	(639.00)	175.53 %	(75.53 %)
22-1200 Memberships and Dues	450.00	348.00	102.00	(102.00)	129.31 %	(29.31 %)
<b>Total 22 ASSESSOR (Contractual Services)</b>	<b>1,935.00</b>	<b>1,494.00</b>	<b>441.00</b>	<b>(441.00)</b>	<b>129.52 %</b>	<b>(29.52 %)</b>
23 ASSESSOR (Supplies and Materials)						
23-1000 Office Supplies	40.94	348.00	(307.06)	307.06	11.76 %	88.24 %
23-1100 Technology Equipment	150.00	300.00	(150.00)	150.00	50.00 %	50.00 %
23-1300 Furniture	209.98	246.00	(36.02)	36.02	85.36 %	14.64 %
<b>Total 23 ASSESSOR (Supplies and Materials)</b>	<b>400.92</b>	<b>894.00</b>	<b>(493.08)</b>	<b>493.08</b>	<b>44.85 %</b>	<b>55.15 %</b>
30 HEALTH SERVICES (Employee Costs)						
30-0100 Director of Health Services	27,600.00	27,600.00	0.00	0.00	100.00 %	0.00 %
30-0200 Nurses	65,473.95	63,498.00	1,975.95	(1,975.95)	103.11 %	(3.11 %)
30-0300 Physicians	66,789.50	69,996.00	(3,206.50)	3,206.50	95.42 %	4.58 %
30-0400 Podiatrist	16,830.00	16,830.00	0.00	0.00	100.00 %	0.00 %
30-0500 Health Service Assistant	3,358.36	6,000.00	(2,641.64)	2,641.64	55.97 %	44.03 %
30-1000 Medicare Expense	1,732.75	1,746.00	(13.25)	13.25	99.24 %	0.76 %
30-1100 FICA Expense	7,409.00	7,398.00	11.00	(11.00)	100.15 %	(0.15 %)
30-1300 IMRF Expense	8,948.87	9,198.00	(249.13)	249.13	97.29 %	2.71 %
30-1400 Employee Health Insurance	5,886.00	6,498.00	(612.00)	612.00	90.58 %	9.42 %
30-1500 Employee Life Insurance	34.50	48.00	(13.50)	13.50	71.88 %	28.13 %
30-1600 Professional Development		246.00	(246.00)	246.00		100.00 %
30-1700 Transportation and Travel (HS)		246.00	(246.00)	246.00		100.00 %
30-1800 Conferences and Meetings (HS)		198.00	(198.00)	198.00		100.00 %
<b>Total 30 HEALTH SERVICES (Employee Costs)</b>	<b>204,062.93</b>	<b>209,502.00</b>	<b>(5,439.07)</b>	<b>5,439.07</b>	<b>97.40 %</b>	<b>2.60 %</b>
31 HEALTH SERVICES (Operating Expenses)						
31-1000 Publishing and Advertising (HS)		246.00	(246.00)	246.00		100.00 %
31-1100 Postage and Delivery (HS)	16.00	96.00	(80.00)	80.00	16.67 %	83.33 %
31-1200 Publications and Subscriptions (HS)		48.00	(48.00)	48.00		100.00 %
31-1300 Telephone Services (HS)	501.00	900.00	(399.00)	399.00	55.67 %	44.33 %
31-1400 Contingencies (HS)		246.00	(246.00)	246.00		100.00 %
31-1410 Special Events (HS)	267.17	498.00	(230.83)	230.83	53.65 %	46.35 %
31-1600 Insurance		96.00	(96.00)	96.00		100.00 %
31-1900 Licensing and Application Fees		72.00	(72.00)	72.00		100.00 %
31-2000 Medical Supplies	2,495.64	4,998.00	(2,502.36)	2,502.36	49.93 %	50.07 %
31-2100 Medications and Vaccinations		6,000.00	(6,000.00)	6,000.00		100.00 %
<b>Total 31 HEALTH SERVICES (Operating Expenses)</b>	<b>3,279.81</b>	<b>13,200.00</b>	<b>(9,920.19)</b>	<b>9,920.19</b>	<b>24.85 %</b>	<b>75.15 %</b>
32 HEALTH SERVICES (Contractual Services)						
32-1000 Printing	30.00	498.00	(468.00)	468.00	6.02 %	93.98 %
32-1100 Technology and Automation Services		498.00	(498.00)	498.00		100.00 %
32-1200 Membership and Dues		498.00	(498.00)	498.00		100.00 %
32-1700 Disposal of Medical Waste	178.86	198.00	(19.14)	19.14	90.33 %	9.67 %

	Actual	Budget	over Budget	Remaining	% of Budget	% Remaining
Total 32 HEALTH SERVICES (Contractual Services)	208.86	1,692.00	(1,483.14)	1,483.14	12.34 %	87.66 %
33 HEALTH SERVICES (Supplies and Materials)						
33-1000 Office Supplies	961.76	450.00	511.76	(511.76)	213.72 %	(113.72 %)
33-1100 Technology Equipment	32.90	750.00	(717.10)	717.10	4.39 %	95.61 %
33-1200 Office Equipment	110.45	150.00	(39.55)	39.55	73.63 %	26.37 %
33-1300 Furniture		996.00	(996.00)	996.00		100.00 %
33-1400 Other Supplies and Materials	2,085.46	2,748.00	(662.54)	662.54	75.89 %	24.11 %
33-1410 Sanitation and Cleaning Supplies	115.36	96.00	19.36	(19.36)	120.17 %	(20.17 %)
33-1500 Capital Equipment		2,496.00	(2,496.00)	2,496.00		100.00 %
Total 33 HEALTH SERVICES (Supplies and Materials)	3,305.93	7,686.00	(4,380.07)	4,380.07	43.01 %	56.99 %
40 SENIOR SERVICES						
40-1000 Senior Advisory Board Expenses	278.27	1,248.00	(969.73)	969.73	22.30 %	77.70 %
40-1100 Special Event Expenses		498.00	(498.00)	498.00		100.00 %
40-1400 Contingencies		996.00	(996.00)	996.00		100.00 %
40-1500 Income Tax Service Expenses	504.96	300.00	204.96	(204.96)	168.32 %	(68.32 %)
40-1600 SHIP Expenses	769.25	1,248.00	(478.75)	478.75	61.64 %	38.36 %
Total 40 SENIOR SERVICES	1,552.48	4,290.00	(2,737.52)	2,737.52	36.19 %	63.81 %
60 COMMUNITY SUPPORT SERVICES						
60-1000 Food Pantry Expenses		246.00	(246.00)	246.00		100.00 %
60-1010 Holiday Meal Distribution		3,000.00	(3,000.00)	3,000.00		100.00 %
60-1100 Special Events		498.00	(498.00)	498.00		100.00 %
60-1110 School Supply Program	930.00	498.00	432.00	(432.00)	186.75 %	(86.75 %)
60-1400 Contingencies		150.00	(150.00)	150.00		100.00 %
Total 60 COMMUNITY SUPPORT SERVICES	930.00	4,392.00	(3,462.00)	3,462.00	21.17 %	78.83 %
Total Expenses	428,473.03	507,358.00	(78,884.97)	78,884.97	84.45 %	15.55 %
NET OPERATING INCOME	33,809.64	(54,322.00)	88,131.64	(88,131.64)	(62.24 %)	162.24 %
NET INCOME	\$33,809.64	\$ (54,322.00)	\$88,131.64	\$ (88,131.64)	(62.24 %)	162.24 %

1. Discussion / Approval of Proposal for Replacement Landscaping

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at [clerk@palostownship.org](mailto:clerk@palostownship.org)





# Beary Landscaping, Inc

15001 W 159th Street  
Lockport, Illinois 60491  
815-838-4100 Telephone  
815-838-3200 Fax

## Proposal

October 18, 2016

25

### Submitted To

Mary Wallenburg  
Palos Township Office  
10802 S. Roberts Road  
Palos Hills, IL 60465

Phone: 708-598-4418

### Project

Proposal # 4834  
Palos Township office landscape  
10802 S. Roberts Road  
Palos Hills, IL 60465

Phone: 708-598-4418

### Project Notes

### Landscape

#### Description

Sunny Knockout Rose #2  
Green Mound Boxwood - 24"  
Stella De Oro Daylily #1  
Fine Wine Weigela- #5  
GARDEN MIX (TOPSOIL/COMPOST/SAND)  
HARDWOOD MULCH

#### Quantity

3.00  
10.00  
10.00  
6.00  
2.00  
1.50

#### Unit

#2  
24"  
#1  
#5  
CY  
CY

### Project Total

**\$2,811.18**