



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**

January 26, 2017 - 6:30 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
 - a. a. Approval of Minutes - Bill Audit Meeting - December 20, 2016
4. Special Communications, if any
5. Citizens Wishing to Address the Board
6. Reports of Officials
 - a. Supervisor
 - b. Clerk
 1. Ethics Filing 2017
 2. TOI Topics Day - Wednesday, April 26th, 2017
7. Attorney's Report
8. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Audit and Approval of Town Fund Warrants / Bills - February 1, 2017
 2. Audit and Approval of General Assistance Bills - February 1, 2017
 3. Quarterly Finance Report - 3rd FQ
 - b. Policy and Personnel - Supervisor Schumann
 - c. Technology, Information and Automation - Trustee Riley

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

d. Buildings and Grounds - Trustee Jeanes

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. Approval of Minutes - Bill Audit Meeting - December 20, 2016

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

DECEMBER 20, 2016

1. Call to Order and Roll Call

The Bill Audit Meeting of the Palos Township Board was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills, at 6:30 P.M. Roll call was taken by the Clerk of the Township, Jane Nolan. Present were Trustees Brannigan (participating electronically), Jeanes, Riley and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

A quorum was present and the Board members allowed the electronic Participation of Trustee Brannigan.

Absent: None.

2. Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

3. Disposition of Minutes from Previous Meeting

a. Approval of Minutes – November 22, 2016 – Bill Audit

Trustee Woods moved to approve the minutes of the November 22, 2016, Bill Audit Meeting. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

4. Special Presentations/Communications

There were no special presentations or communications.

5. Citizens Wishing to Address the Board

There were no citizens wishing to address the Board.

6. Reports of Officials

a. Supervisor

1. Approval of Meeting Schedule for 2017

Supervisor Schumann informed the Board that all Township Meetings will begin at 6:30 P.M. in 2017.

Trustee Woods moved to approve **RESOLUTION NO. 2016-05-R RESOLUTION ESTABLISHING THE ANNUAL CALENDAR OF REGULAR MEETINGS OF THE PALOS TOWNSHIP BOARD OF TRUSTEES FOR 2017**. **Supervisor Schumann** seconded the Motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion Carried 5-0.

b. Clerk

1. Democracy Update December 9, 2016

Clerk Nolan informed the Board that the Democracy Update basically, discusses the upcoming April 4th and February 28, 2017, Consolidated Election.

1. TOI Education Award and Mighty Message Contest

Clerk Nolan reported that Palos Township received the TOI Education Award for the 11th time in November at the TOI Educational Conference in Springfield, Illinois. Palos Township posted 172 hours in professional education credits. Congratulations!

Clerk Nolan also suggested that the Township send the photograph of the student donations to the township food pantry to the Mighty Message Contest sponsored by the TOI. The students came to the township by bus and came into the Township Hall where the picture was taken. It is a great picture! Clerk Nolan and Supervisor Schumann will work on this project.

7. Attorney's Report

Attorney Peck stated that he had no report.

8. Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Warrants

Trustee Woods moved to approve the audit of the Town Fund Warrants. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

2. Audit and Approval of General Assistance Bills

Supervisor Schumann moved to approve the audit of the General Assistance Bills. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

b. Policy and Personnel – Supervisor Schumann

1. Adopt RESOLUTION 2016-04-R "A RESOLUTION ESTABLISHING THE REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF OFFICERS AND EMPLOYEES IN THE TOWNSHIP OF PALOS, ILLINOIS."

Supervisor Schumann read a portion of the resolution.

Supervisor Schumann moved to adopt **RESOLUTION 2016-04-R “A RESOLUTION ESTABLISHING THE REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES IN THE TOWNSHIP OF PALOS, ILLINOIS.”** **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

c. Technology, Information and Automation - Trustee Riley

Trustee Riley stated that he had no report.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes stated that she had no report.

Trustee Riley reported that the new cabinets for the Town Hall will be installed tomorrow, December 22, 2016, by Quality Cabinets.

e. Public Services and Health – Trustee Brannigan

1. Health Service Report – November 2016

Trustee Brannigan stated that she had no report as she does not have the necessary numbers.

9. Unfinished Business

There was no unfinished business

10. New Business

There was no new business.

11. Executive Session

There was no Executive Session.

12. Adjournment

Trustee Woods moved to adjourn the meeting at 6:48 P.M. **Trustee Jeanes** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township

Backup material for agenda item:

1. Audit and Approval of Town Fund Warrants / Bills - February 1, 2017

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PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

FROM: TOWN FUND

DATE: JANUARY 26, 2017 FOR FEBRUARY 1 2017 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	2/1/2017	GENE ADAMS	Payroll	\$ 2,171.22	10-0400	Debit
2	2/1/2017	ALICE BATOL DELROSARIO	Payroll	\$ 3,844.00	30-0300	Debit
3	2/1/2017	SHARON BRANNIGAN	Payroll	\$ 468.10	10-0500	Debit
4	2/1/2017	CAROL CHAMALES	Payroll	\$ 1,871.28	30-0200	Debit
5	2/1/2017	EVELYN DIBBERN	Payroll	\$ 3,674.67	20-0100	Debit
6	2/1/2017	COLLEEN GRANT SCHUMANN	Payroll	\$ 2,263.33	10-0100	Debit
7	2/1/2017	WALTER A. HALEK DPM	Payroll	\$ 2,805.00	30-0400	Debit
8	2/1/2017	ALAN HIVICK	Payroll	\$ 1,872.00	10-0700	Debit
9	2/1/2017	PAMELA A JEANES	Payroll	\$ 468.10	10-0500	Debit
10	2/1/2017	KATHRYN KEIFFER	Payroll	\$ 2,620.56	30-0200	Debit
11	2/1/2017	KATHLEEN KHAN	Payroll	\$ 2,332.32	30-0200	Debit
13	2/1/2017	ROBERT E. MALONEY	Payroll	\$ 1,235.00	10-0300	Debit
14	2/1/2017	PAULA NEIDENBACH	Payroll	\$ 2,356.05	30-0200	Debit
15	2/1/2017	JANE NOLAN	Payroll	\$ 1,235.00	10-0200	Debit
16	2/1/2017	DEBRA RAMOS	Payroll	\$ 902.16	30-0200	Debit
17	2/1/2017	RICHARD C. RILEY	Payroll	\$ 468.10	10-0500	Debit
18	2/1/2017	LUCIANO VALDEZ	Payroll	\$ 7,543.85	30-0300	Debit
19	2/1/2017	ALICIA VODICKA	Payroll	\$ 4,600.00	30-0200	Debit
20	2/1/2017	MARY WALLENBURG	Payroll	\$ 3,974.67	Split	Debit
21	2/1/2017	BRENT WOODS	Payroll	\$ 468.10	10-0500	Debit
22	2/1/2017	E.F.T.P.S.	Payroll - Employer Medicare Expense	\$ 533.96	Split	Debit
23	2/1/2017	E.F.T.P.S.	Payroll - Employer FICA Expense	\$ 2,283.10	Split	Debit
24	2/1/2017	E.F.T.P.S.	Payroll - Employer Unemployment Tax	\$ 128.16	10-1200	Debit
25	2/1/2017	IMRF - TOWN FUND PORTION	Pension Contributions Employer Portion Town	\$ 3,690.11	Split	Debit
26	2/1/2017	PAYROLL PROCESSORS	Payroll processing fees	\$ 247.10	12-1600	Debit
27	2/1/2017	NCPERS GROUP LIFE INS.	Voluntary Group Life Insurance	\$ 64.00	10-1510	27320
28	2/1/2017	VALIC C/O JP MORGAN CHASE BANK	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	27321
29	2/1/2017	CENTRAL MGMT. SERVICES-LGHP	Group Health Insurance	\$ 3,848.00	Split	27322
30	2/1/2017	DEARBORN NATIONAL LIFE INS CO	Voluntary Group Life Insurance	\$ 103.50	Split	27323
31	2/1/2017	ALAN HIVICK	Reimbursement - Mileage	\$ 6.98	10-1700	27324
32	2/1/2017	MARY WALLENBURG	Reimbursement - Mileage for 2016	\$ 142.56	10-1700	27325
33	2/1/2017	VILLAGE VIEW PUBLICATIONS, INC	Publications/Advertisements-Holidays Greetings	\$ 120.00	11-1000	27326
34	2/1/2017	COMCAST	Publications and Subscriptions-Internet	\$ 177.64	11-1200	27327
35	2/1/2017	THE REGIONAL NEWS	Publications and Subscriptions-Annual Subsc.	\$ 48.00	11-1200	27328
36	2/1/2017	CALLONE	Telephone Services	\$ 366.89	11-1300	27329
37	2/1/2017	CHALET FLORIST	Contingencies - Helen & Jos. Ray	\$ 67.95	11-1400	27330
38	2/1/2017	COM ED	Utility - Electricity	\$ 359.53	11-2000	27331
39	2/1/2017	NICOR GAS	Utility - Gas	\$ 224.54	11-2000	27332
40	2/1/2017	TYPE CONCEPTS INC.	Printed Materials	\$ 450.00	Split	27333
41	2/1/2017	BENANN BUSINESS SOLUTIONS	Tech and Automation Services-Annual Contract	\$ 2,537.84	12-1100	27334
42	2/1/2017	TRESSLER LLP	Legal Services	\$ 1,845.00	12-1300	27335
43	2/1/2017	RICHARD DEMMA E.A.	Bookkeeper/Accounting -November 2016	\$ 765.00	12-1400	27336
44	2/1/2017	SHRED-IT USA - CHICAGO	Document Disposal	\$ 53.45	12-1700	27337
45	2/1/2017	OFFICE DEPOT	Town & H.S. Office Supplies & Bldg Main Supplies	\$ 412.67	Split	27338
46	2/1/2017	BEARY LANDSCAPE MANAGEMENT	Landscaping/Grounds Maintenance	\$ 1,125.00	14-1100	27339
47	2/1/2017	LOGSDON OFFICE SUPPLY	Building Maintenance Supplies - Salt	\$ 60.00	14-1400	27340
48	2/1/2017	DASHMIRE LIKA	Custodial / Cleaning Service	\$ 795.00	14-1200	27341
49	2/1/2017	SAFE & SOUND SYSTES, INC.	Alarm System Maintenance	\$ 576.00	14-1500	27342
50	2/1/2017	TRI-STATE DISPOSAL, INC.	General Waste Disposal	\$ 69.00	14-1600	27343
51	2/1/2017	EVELYN DIBBERN	Assessor - Reimbursement - Mileage	\$ 19.26	20-1700	27344
52	2/1/2017	JENNIFER LEEDY KLAIBER	Payroll	\$ 455.18	30-0500	27345
53	2/1/2017	MCKESSON MEDICAL SURGICAL	H.S. - Medical Supplies	\$ 629.60	31-2000	27346
54	2/1/2017	SHARON BRANNIGAN	H.S. - Other Supplies & Materials-Trailer Rental	\$ 89.00	33-1400	27347
55	2/1/2017	BRIDGEVIEW GOLDEN AGERS	Senior Club Donation	\$ 1,000.00	40-1200	27348
56	2/1/2017	BRIDGEVIEW SENIOR CITIZENS CLUB	Senior Club Donation	\$ 1,000.00	40-1200	27349
57	2/1/2017	GOLDEN OAKS SENIORS	Senior Club Donation	\$ 1,100.00	40-1200	27350
58	2/1/2017	HICKORY HILLS SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27351
59	2/1/2017	INDEPENDENT SENIORS OF WORTH	Senior Club Donation	\$ 500.00	40-1200	27352
60	2/1/2017	O.F.F. CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27353
61	2/1/2017	OUR LADY OF THE WOODS SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27354
62	2/1/2017	PALOS HEIGHTS SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27355
63	2/1/2017	PALOS HILLS NEW HORIZONS SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27356
64	2/1/2017	PALOS PARK SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27357
65	2/1/2017	SACRED HEART SENIOR FUN CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27358
66	2/1/2017	ST. MARK'S ROCKERS SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27359
67	2/1/2017	ST. PATRICIA'S SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27360
68	2/1/2017	WORTH SENIOR CITIZEN'S FRIENDSHIP CLUB	Senior Club Donation	\$ 500.00	40-1200	27361
69	2/1/2017	YOUNG AT HEART SENIOR CLUB	Senior Club Donation	\$ 1,100.00	40-1200	27362
70	2/1/2017	CITY OF PALOS HILLS	P.A.T.S.E. Bus Transportation Grant	\$ 12,000.00	40-1300	27363

TOTAL FOR FEBRUARY 2017 \$ 96,617.53

ADDITIONAL EXPENDITURES FROM JANUARY 2017

1	2/1/2017	BRENT WOODS	Reimbursement for Office 365 Subscription	\$ 106.24	11-1200	27319
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Total Added to JANUARY 2017 \$ 106.24

TOTAL JANUARY EXPENDITURES \$ 71,822.85

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

Co-signed

Township Clerk

Backup material for agenda item:

3. Quarterly Finance Report - 3rd FQ

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Quarterly Report - FY 2016-2017

Palos Township
For the Fiscal Period 4/1 through 12/31

Prepared by
Brent Woods, Chairman

Prepared on
January 20, 2017

Table of Contents

Revenues and Expenditures3

Balance Sheet.....7

Expenditures by Vendor Summary8

Budget vs. Actuals11

Revenues and Expenditures

April - December, 2016

	Total
INCOME	
00-1000 Property Tax Receipts	432,110.42
00-2000 Replacement Taxes	17,366.53
00-3000 Health Svc. Fees	40,364.35
00-4000 Interest / Investments	1,779.01
00-5000 Donations	8,760.00
00-7010 SHIP Grant	3,446.59
00-8000 Presc. Disc. Card	381.00
00-9000 Other Sources	1,166.28
00-9100 Employee Voluntary Payroll Deduction (deleted)	114.00
Total Income	505,488.18
GROSS PROFIT	505,488.18
EXPENSES	
10 ADMINISTRATION (Employee Costs)	
10-0100 Supervisor	20,369.97
10-0200 Clerk	11,115.00
10-0300 Assessor	11,115.00
10-0400 Highway Commissioner	19,540.98
10-0500 Trustees (4)	16,776.60
10-0600 Adm Asst	33,072.03
10-0700 Office Assistant	18,516.00
10-0800 Finance Assistant	1,800.00
10-1000 Medicare Expense	1,918.44
10-1100 FICA Expense	8,202.96
10-1200 Unemployment Taxes	268.08
10-1300 IMRF Expenses	19,136.74
10-1400 Employee Health Insurance	17,664.00
10-1500 Employee Life Ins	155.25
10-1510 Employee Paid Benefits	320.00
10-1600 Professional Development	75.00
10-1700 Transportation and Travel	1,284.48
10-1800 Conferences and Meetings	1,145.00
Total 10 ADMINISTRATION (Employee Costs)	182,475.53
10-1510	478.00
11 ADMINISTRATION (Operating Expenses)	
11-1000 Publishing and Advertising	2,422.57
11-1100 Postage and Delivery	12.90
11-1200 Publications and Subscriptions	5,140.75
11-1300 Telephone Services	5,124.80
11-1400 Contingencies	3,304.05
11-1410 Special Events	3,607.08
11-1500 Banking Services	80.00

	Total
11-1600 Insurance - Workers Compensation	5,327.00
11-1700 Insurance - Property and Liability	14,461.00
11-2000 Utilities	4,820.65
11-2100 Temporary Handicapped Placards	496.47
Total 11 ADMINISTRATION (Operating Expenses)	44,797.27
12 ADMINISTRATION (Contractual Services)	
12-1000 Printing	385.00
12-1100 Technology and Automation Services	9,258.20
12-1200 Memberships and Dues	3,782.11
12-1300 Legal Services	7,933.52
12-1400 Bookkeeping Services	9,555.00
12-1500 Audit Fees	10,815.00
12-1600 Payroll Processing	781.05
12-1700 Document Disposal	377.52
Total 12 ADMINISTRATION (Contractual Services)	42,887.40
13 ADMINISTRATION (Supplies and Materials)	
13-1000 Office Supplies	3,072.93
13-1100 Technology Equipment	901.21
13-1200 Office Equipment	976.93
13-1300 Furniture	1,394.92
13-1400 Other Supplies and Materials	1,344.50
13-1600 Maintenance of Equipment	580.64
Total 13 ADMINISTRATION (Supplies and Materials)	8,271.13
14 ADMINISTRATION (Buildings and Grounds)	
14-1000 Building Maintenance	2,562.60
14-1100 Landscaping/Grounds Maintenance	3,076.11
14-1200 Custodial / Cleaning Services	7,155.00
14-1300 Capital Improvements	7,961.00
14-1400 Building Maintenance Supplies	1,220.71
14-1500 Alarm System	1,113.69
14-1600 General Waste Disposal	759.00
Total 14 ADMINISTRATION (Buildings and Grounds)	23,848.11
20 ASSESSOR (Employee Costs)	
20-0100 Deputy Assessor	33,072.03
20-1000 Medicare Expense	479.54
20-1100 FICA Expense	2,050.47
20-1300 IMRF Expense	5,719.64
20-1400 Employee Health Insurance	8,043.00
20-1500 Employee Life Insurance	103.50
20-1700 Transportation and Travel	361.25
Total 20 ASSESSOR (Employee Costs)	49,829.43
22 ASSESSOR (Contractual Services)	
22-1100 Technology and Automation Services	1,485.00
22-1200 Memberships and Dues	640.00

	Total
Total 22 ASSESSOR (Contractual Services)	2,125.00
23 ASSESSOR (Supplies and Materials)	
23-1000 Office Supplies	57.92
23-1100 Technology Equipment	700.00
23-1300 Furniture	209.98
Total 23 ASSESSOR (Supplies and Materials)	967.90
30 HEALTH SERVICES (Employee Costs)	
30-0100 Director of Health Services	41,400.00
30-0200 Nurses	102,860.89
30-0300 Physicians	103,210.60
30-0400 Podiatrist	25,245.00
30-0500 Health Service Assistant	4,884.55
30-1000 Medicare Expense	2,671.44
30-1100 FICA Expense	11,422.72
30-1300 IMRF Expense	13,490.42
30-1400 Employee Health Insurance	8,832.00
30-1500 Employee Life Insurance	51.75
Total 30 HEALTH SERVICES (Employee Costs)	314,069.37
31 HEALTH SERVICES (Operating Expenses)	
31-1000 Publishing and Advertising (HS)	153.41
31-1100 Postage and Delivery (HS)	18.83
31-1300 Telephone Services (HS)	501.00
31-1410 Special Events (HS)	267.17
31-2000 Medical Supplies	3,956.70
31-2100 Medications and Vaccinations	60.24
Total 31 HEALTH SERVICES (Operating Expenses)	4,957.35
32 HEALTH SERVICES (Contractual Services)	
32-1000 Printing	30.00
32-1100 Technology and Automation Services	671.54
32-1700 Disposal of Medical Waste	268.29
Total 32 HEALTH SERVICES (Contractual Services)	969.83
33 HEALTH SERVICES (Supplies and Materials)	
33-1000 Office Supplies	1,224.69
33-1100 Technology Equipment	152.80
33-1200 Office Equipment	110.45
33-1400 Other Supplies and Materials	2,472.36
33-1410 Sanitation and Cleaning Supplies	115.36
Total 33 HEALTH SERVICES (Supplies and Materials)	4,075.66
40 SENIOR SERVICES	
40-1000 Senior Advisory Board Expenses	551.06
40-1500 Income Tax Service Expenses	504.96
40-1600 SHIP Expenses	859.25
Total 40 SENIOR SERVICES	1,915.27
60 COMMUNITY SUPPORT SERVICES	

	Total
60-1010 Holiday Meal Distribution	3,025.00
60-1100 Special Events	250.00
60-1110 School Supply Program	986.28
Total 60 COMMUNITY SUPPORT SERVICES	4,261.28
Total Expenses	685,928.53
NET OPERATING INCOME	-180,440.35
NET INCOME	\$ -180,440.35

Balance Sheet

As of December 31, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
First Midwest Checking	489,493.39
Total Bank Accounts	489,493.39
Other Current Assets	
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
Total Other Current Assets	172,785.87
Total Current Assets	662,279.26
TOTAL ASSETS	\$662,279.26
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	842,719.61
Retained Earnings	
Net Income	-180,440.35
Total Equity	662,279.26
TOTAL LIABILITIES AND EQUITY	\$662,279.26

Expenditures by Vendor Summary

April - December, 2016

	Total
AgendaPal Corporation	2,400.00
AT&T	760.80
Beary Landscape Management, Inc.	1,845.00
Betsy Ross Flag Girls, Inc.	113.50
Brent Woods	571.05
C & J OFFICE MACHINES	550.15
Callone	5,828.24
Central Management Services - LGHP	7,696.00
City of Palos Hills	649.95
Colleen Grant Schumann	1,505.08
Com Ed	3,046.36
Comcast	1,579.86
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	7,155.00
Dearborn National Life Insurance Company	310.50
Dell Marketing L.P.	901.21
DeVries Roofing Inc.	700.00
District 230 Foundation	100.00
Don Marek	150.00
Doughs Guys Bakery	60.60
Drc Plumbing and Sewer	175.00
Duke's Ace Hardware	633.34
EFTPS	26,942.26
Evelyn Dibbern	40.50
Excel Printing and Mailing	42.50
Fairplay Foods	3,025.00
Four Seasons Heating and Air Conditioning, Inc.	366.00
GTSAC	1,845.00
Harold SANCHEZ	840.00
Health Services	-2,780.00
Hearne & Associates, PC	10,815.00
IAAO	190.00
IL - IMRF	38,346.80
IL Counties Risk Management Trust	19,788.00
IL Environmental Protection Agency	500.00
IL Public Works Mutual Aid Network	125.00
Illinois Assessor's Association	50.00
Illinois Department of Central Management Services	26,843.00

	Total
Illinois Township Trustees Association	30.00
J.P. Cooke Co.	145.24
James Gierach	75.00
Jane Nolan	102.90
Jenette Leedy	1,930.69
Jennifer Leedy Klaiber	4,884.55
Joseph Ray & Helen	-2,000.00
Landmark Engineering LLC	550.00
LWV Palos/Orland Area	100.00
Mark Hofer	630.00
Mary Wallenburg	528.16
McKesson Medical Surgical	1,159.67
Megan Catrambone	130.00
Metal Supermarkets Bridgeview	299.43
Metropolitan Township Assn.	500.00
Moore Medical LLC	2,857.27
Ncpers	320.00
NDC Enterprises Inc	620.00
Nicor Gas	491.53
Office Depot	5,612.93
Palos Fine Arts	100.00
Panera Bread Company	560.58
Papa Joe's	142.75
Park Printing Inc	30.00
Patterson Office Supplies	340.50
Payroll Processors	781.05
Pete Feyerherd	550.00
Petty Cash	2,000.00
Positive Promotions	65.55
Quality Custom Cabinetry	7,961.00
Regional Press	244.88
Reliable Fire & Security	201.60
Reporter Newspaper	40.00
Richard Brandt	230.00
Richard Demma & Associates	9,555.00
Robert Maloney	259.19
Rydin Decal	496.47
Seeco Consultants, Inc.	2,500.00
Sharon Brannigan	884.99
Shred-It Chicago	377.52
Standard Bank and Trust Co.	80.00
Stericycle, Inc.	268.29
Team Logic IT	9,061.04
The Regional News	293.85
The Reporter Newspapers	426.34

	Total
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	7,933.52
Tri-State Disposal Inc.	759.00
TWP. CLERKS ASSN OF CK CY	460.00
Tyco Integrated Security LLC	1,113.69
Type Concepts Inc	385.00
Unemployment	71.39
Valic	250.00
Village View Publications, Inc.	120.00
Waters Edge Golf Club	2,002.00
Woodpecker Landscaping	270.00
TOTAL	\$239,716.73

Budget vs. Actuals

April - December, 2016

	Actual	Budget	over Budget	Remaining	% of Budget	Total % Remaining
INCOME						
00-1000 Property Tax Receipts	432,110.42	630,000.00	(197,889.58)	197,889.58	68.59 %	31.41 %
00-2000 Replacement Taxes	17,366.53	14,994.00	2,372.53	(2,372.53)	115.82 %	(15.82 %)
00-3000 Health Svc. Fees	40,364.35	26,244.00	14,120.35	(14,120.35)	153.80 %	(53.80 %)
00-4000 Interest / Investments	1,779.01	72.00	1,707.01	(1,707.01)	2,470.85 %	(2,370.85 %)
00-5000 Donations	8,760.00	6,075.00	2,685.00	(2,685.00)	144.20 %	(44.20 %)
00-7010 SHIP Grant	3,446.59	0.00	3,446.59	(3,446.59)		
00-8000 Presc. Disc. Card	381.00	450.00	(69.00)	69.00	84.67 %	15.33 %
00-9000 Other Sources	1,166.28	1,719.00	(552.72)	552.72	67.85 %	32.15 %
00-9100 Employee Voluntary Payroll Deduction (deleted)	114.00		114.00	(114.00)		
Total Income	505,488.18	679,554.00	(174,065.82)	174,065.82	74.39 %	25.61 %
GROSS PROFIT	505,488.18	679,554.00	(174,065.82)	174,065.82	74.39 %	25.61 %
EXPENSES						
10 ADMINISTRATION (Employee Costs)						
10-0100 Supervisor	20,369.97	20,367.00	2.97	(2.97)	100.01 %	(0.01 %)
10-0200 Clerk	11,115.00	11,115.00	0.00	0.00	100.00 %	0.00 %
10-0300 Assessor	11,115.00	11,115.00	0.00	0.00	100.00 %	0.00 %
10-0400 Highway Commissioner	19,540.98	19,539.00	1.98	(1.98)	100.01 %	(0.01 %)
10-0500 Trustees (4)	16,776.60	16,848.00	(71.40)	71.40	99.58 %	0.42 %
10-0600 Adm Asst	33,072.03	33,111.00	(38.97)	38.97	99.88 %	0.12 %
10-0700 Office Assistant	18,516.00	22,500.00	(3,984.00)	3,984.00	82.29 %	17.71 %
10-0800 Finance Assistant	1,800.00	2,700.00	(900.00)	900.00	66.67 %	33.33 %
10-1000 Medicare Expense	1,918.44	2,025.00	(106.56)	106.56	94.74 %	5.26 %
10-1100 FICA Expense	8,202.96	9,522.00	(1,319.04)	1,319.04	86.15 %	13.85 %
10-1200 Unemployment Taxes	268.08	1,494.00	(1,225.92)	1,225.92	17.94 %	82.06 %
10-1300 IMRF Expenses	19,136.74	20,970.00	(1,833.26)	1,833.26	91.26 %	8.74 %
10-1400 Employee Health Insurance	17,664.00	19,800.00	(2,136.00)	2,136.00	89.21 %	10.79 %
10-1500 Employee Life Ins	155.25	168.00	(12.75)	12.75	92.41 %	7.59 %
10-1510 Employee Paid Benefits	320.00	1,044.00	(724.00)	724.00	30.65 %	69.35 %
10-1600 Professional Development	75.00	1,872.00	(1,797.00)	1,797.00	4.01 %	95.99 %
10-1700 Transportation and Travel	1,284.48	2,250.00	(965.52)	965.52	57.09 %	42.91 %
10-1800 Conferences and Meetings	1,145.00	747.00	398.00	(398.00)	153.28 %	(53.28 %)
Total 10 ADMINISTRATION (Employee Costs)	182,475.53	197,187.00	(14,711.47)	14,711.47	92.54 %	7.46 %
10-1510	478.00		478.00	(478.00)		
11 ADMINISTRATION (Operating Expenses)						
11-1000 Publishing and Advertising	2,422.57	1,872.00	550.57	(550.57)	129.41 %	(29.41 %)
11-1100 Postage and Delivery	12.90	1,575.00	(1,562.10)	1,562.10	0.82 %	99.18 %
11-1200 Publications and Subscriptions	5,140.75	2,394.00	2,746.75	(2,746.75)	214.73 %	(114.73 %)
11-1300 Telephone Services	5,124.80	4,500.00	624.80	(624.80)	113.88 %	(13.88 %)
11-1400 Contingencies	3,304.05	2,619.00	685.05	(685.05)	126.16 %	(26.16 %)
11-1410 Special Events	3,607.08	1,647.00	1,960.08	(1,960.08)	219.01 %	(119.01 %)
11-1500 Banking Services	80.00	72.00	8.00	(8.00)	111.11 %	(11.11 %)
11-1600 Insurance - Workers Compensation	5,327.00	4,500.00	827.00	(827.00)	118.38 %	(18.38 %)
11-1700 Insurance - Property and Liability	14,461.00	11,250.00	3,211.00	(3,211.00)	128.54 %	(28.54 %)

	Actual	Budget	over Budget	Remaining	% of Budget	Total % Remaining
11-1800 Licenses and Permits		369.00	(369.00)	369.00		100.00 %
11-2000 Utilities	4,820.65	6,372.00	(1,551.35)	1,551.35	75.65 %	24.35 %
11-2100 Temporary Handicapped Placards	496.47	144.00	352.47	(352.47)	344.77 %	(244.77 %)
Total 11 ADMINISTRATION (Operating Expenses)	44,797.27	37,314.00	7,483.27	(7,483.27)	120.05 %	(20.05 %)
12 ADMINISTRATION (Contractual Services)						
12-1000 Printing	385.00	747.00	(362.00)	362.00	51.54 %	48.46 %
12-1100 Technology and Automation Services	9,258.20	13,500.00	(4,241.80)	4,241.80	68.58 %	31.42 %
12-1200 Memberships and Dues	3,782.11	3,222.00	560.11	(560.11)	117.38 %	(17.38 %)
12-1300 Legal Services	7,933.52	7,200.00	733.52	(733.52)	110.19 %	(10.19 %)
12-1400 Bookkeeping Services	9,555.00	9,000.00	555.00	(555.00)	106.17 %	(6.17 %)
12-1500 Audit Fees	10,815.00	8,244.00	2,571.00	(2,571.00)	131.19 %	(31.19 %)
12-1600 Payroll Processing	781.05	1,125.00	(343.95)	343.95	69.43 %	30.57 %
12-1700 Document Disposal	377.52	450.00	(72.48)	72.48	83.89 %	16.11 %
Total 12 ADMINISTRATION (Contractual Services)	42,887.40	43,488.00	(600.60)	600.60	98.62 %	1.38 %
13 ADMINISTRATION (Supplies and Materials)						
13-1000 Office Supplies	3,072.93	3,744.00	(671.07)	671.07	82.08 %	17.92 %
13-1100 Technology Equipment	901.21	4,869.00	(3,967.79)	3,967.79	18.51 %	81.49 %
13-1200 Office Equipment	976.93	3,375.00	(2,398.07)	2,398.07	28.95 %	71.05 %
13-1300 Furniture	1,394.92	3,744.00	(2,349.08)	2,349.08	37.26 %	62.74 %
13-1400 Other Supplies and Materials	1,344.50	747.00	597.50	(597.50)	179.99 %	(79.99 %)
13-1600 Maintenance of Equipment	580.64	2,097.00	(1,516.36)	1,516.36	27.69 %	72.31 %
Total 13 ADMINISTRATION (Supplies and Materials)	8,271.13	18,576.00	(10,304.87)	10,304.87	44.53 %	55.47 %
14 ADMINISTRATION (Buildings and Grounds)						
14-1000 Building Maintenance	2,562.60	1,494.00	1,068.60	(1,068.60)	171.53 %	(71.53 %)
14-1100 Landscaping/Grounds Maintenance	3,076.11	4,500.00	(1,423.89)	1,423.89	68.36 %	31.64 %
14-1200 Custodial / Cleaning Services	7,155.00	7,497.00	(342.00)	342.00	95.44 %	4.56 %
14-1300 Capital Improvements	7,961.00	29,997.00	(22,036.00)	22,036.00	26.54 %	73.46 %
14-1400 Building Maintenance Supplies	1,220.71	1,494.00	(273.29)	273.29	81.71 %	18.29 %
14-1500 Alarm System	1,113.69	1,494.00	(380.31)	380.31	74.54 %	25.46 %
14-1600 General Waste Disposal	759.00	747.00	12.00	(12.00)	101.61 %	(1.61 %)
Total 14 ADMINISTRATION (Buildings and Grounds)	23,848.11	47,223.00	(23,374.89)	23,374.89	50.50 %	49.50 %
20 ASSESSOR (Employee Costs)						
20-0100 Deputy Assessor	33,072.03	33,111.00	(38.97)	38.97	99.88 %	0.12 %
20-1000 Medicare Expense	479.54	486.00	(6.46)	6.46	98.67 %	1.33 %
20-1100 FICA Expense	2,050.47	2,313.00	(262.53)	262.53	88.65 %	11.35 %
20-1300 IMRF Expense	5,719.64	5,769.00	(49.36)	49.36	99.14 %	0.86 %
20-1400 Employee Health Insurance	8,043.00	8,847.00	(804.00)	804.00	90.91 %	9.09 %
20-1500 Employee Life Insurance	103.50	126.00	(22.50)	22.50	82.14 %	17.86 %
20-1600 Professional Development		225.00	(225.00)	225.00		100.00 %
20-1700 Transportation and Travel	361.25	468.00	(106.75)	106.75	77.19 %	22.81 %
20-1800 Conferences and Meetings		180.00	(180.00)	180.00		100.00 %
Total 20 ASSESSOR (Employee Costs)	49,829.43	51,525.00	(1,695.57)	1,695.57	96.71 %	3.29 %
21 ASSESSOR (Operating Expenses)						
21-1000 Publishing and Advertising		261.00	(261.00)	261.00		100.00 %
21-1100 Postage and Delivery		72.00	(72.00)	72.00		100.00 %
21-1200 Publications and Subscriptions		297.00	(297.00)	297.00		100.00 %

	Actual	Budget	over Budget	Remaining	% of Budget	Total % Remaining
21-1400 Contingencies		369.00	(369.00)	369.00		100.00 %
Total 21 ASSESSOR (Operating Expenses)		999.00	(999.00)	999.00		100.00 %
22 ASSESSOR (Contractual Services)						
22-1000 Printing		450.00	(450.00)	450.00		100.00 %
22-1100 Technology and Automation Services	1,485.00	1,269.00	216.00	(216.00)	117.02 %	(17.02 %)
22-1200 Memberships and Dues	640.00	522.00	118.00	(118.00)	122.61 %	(22.61 %)
Total 22 ASSESSOR (Contractual Services)	2,125.00	2,241.00	(116.00)	116.00	94.82 %	5.18 %
23 ASSESSOR (Supplies and Materials)						
23-1000 Office Supplies	57.92	522.00	(464.08)	464.08	11.10 %	88.90 %
23-1100 Technology Equipment	700.00	450.00	250.00	(250.00)	155.56 %	(55.56 %)
23-1300 Furniture	209.98	369.00	(159.02)	159.02	56.91 %	43.09 %
Total 23 ASSESSOR (Supplies and Materials)	967.90	1,341.00	(373.10)	373.10	72.18 %	27.82 %
30 HEALTH SERVICES (Employee Costs)						
30-0100 Director of Health Services	41,400.00	41,400.00	0.00	0.00	100.00 %	0.00 %
30-0200 Nurses	102,860.89	95,247.00	7,613.89	(7,613.89)	107.99 %	(7.99 %)
30-0300 Physicians	103,210.60	104,994.00	(1,783.40)	1,783.40	98.30 %	1.70 %
30-0400 Podiatrist	25,245.00	25,245.00	0.00	0.00	100.00 %	0.00 %
30-0500 Health Service Assistant	4,884.55	9,000.00	(4,115.45)	4,115.45	54.27 %	45.73 %
30-1000 Medicare Expense	2,671.44	2,619.00	52.44	(52.44)	102.00 %	(2.00 %)
30-1100 FICA Expense	11,422.72	11,097.00	325.72	(325.72)	102.94 %	(2.94 %)
30-1300 IMRF Expense	13,490.42	13,797.00	(306.58)	306.58	97.78 %	2.22 %
30-1400 Employee Health Insurance	8,832.00	9,747.00	(915.00)	915.00	90.61 %	9.39 %
30-1500 Employee Life Insurance	51.75	72.00	(20.25)	20.25	71.88 %	28.13 %
30-1600 Professional Development		369.00	(369.00)	369.00		100.00 %
30-1700 Transportation and Travel (HS)		369.00	(369.00)	369.00		100.00 %
30-1800 Conferences and Meetings (HS)		297.00	(297.00)	297.00		100.00 %
Total 30 HEALTH SERVICES (Employee Costs)	314,069.37	314,253.00	(183.63)	183.63	99.94 %	0.06 %
31 HEALTH SERVICES (Operating Expenses)						
31-1000 Publishing and Advertising (HS)	153.41	369.00	(215.59)	215.59	41.57 %	58.43 %
31-1100 Postage and Delivery (HS)	18.83	144.00	(125.17)	125.17	13.08 %	86.92 %
31-1200 Publications and Subscriptions (HS)		72.00	(72.00)	72.00		100.00 %
31-1300 Telephone Services (HS)	501.00	1,350.00	(849.00)	849.00	37.11 %	62.89 %
31-1400 Contingencies (HS)		369.00	(369.00)	369.00		100.00 %
31-1410 Special Events (HS)	267.17	747.00	(479.83)	479.83	35.77 %	64.23 %
31-1600 Insurance		144.00	(144.00)	144.00		100.00 %
31-1900 Licensing and Application Fees		108.00	(108.00)	108.00		100.00 %
31-2000 Medical Supplies	3,956.70	7,497.00	(3,540.30)	3,540.30	52.78 %	47.22 %
31-2100 Medications and Vaccinations	60.24	9,000.00	(8,939.76)	8,939.76	0.67 %	99.33 %
Total 31 HEALTH SERVICES (Operating Expenses)	4,957.35	19,800.00	(14,842.65)	14,842.65	25.04 %	74.96 %
32 HEALTH SERVICES (Contractual Services)						
32-1000 Printing	30.00	747.00	(717.00)	717.00	4.02 %	95.98 %
32-1100 Technology and Automation Services	671.54	747.00	(75.46)	75.46	89.90 %	10.10 %
32-1200 Membership and Dues		747.00	(747.00)	747.00		100.00 %
32-1700 Disposal of Medical Waste	268.29	297.00	(28.71)	28.71	90.33 %	9.67 %
Total 32 HEALTH SERVICES (Contractual Services)	969.83	2,538.00	(1,568.17)	1,568.17	38.21 %	61.79 %

	Actual	Budget	over Budget	Remaining	% of Budget	Total % Remaining
33 HEALTH SERVICES (Supplies and Materials)						
33-1000 Office Supplies	1,224.69	675.00	549.69	(549.69)	181.44 %	(81.44 %)
33-1100 Technology Equipment	152.80	1,125.00	(972.20)	972.20	13.58 %	86.42 %
33-1200 Office Equipment	110.45	225.00	(114.55)	114.55	49.09 %	50.91 %
33-1300 Furniture		1,494.00	(1,494.00)	1,494.00		100.00 %
33-1400 Other Supplies and Materials	2,472.36	4,122.00	(1,649.64)	1,649.64	59.98 %	40.02 %
33-1410 Sanitation and Cleaning Supplies	115.36	144.00	(28.64)	28.64	80.11 %	19.89 %
33-1500 Capital Equipment		3,744.00	(3,744.00)	3,744.00		100.00 %
Total 33 HEALTH SERVICES (Supplies and Materials)	4,075.66	11,529.00	(7,453.34)	7,453.34	35.35 %	64.65 %
40 SENIOR SERVICES						
40-1000 Senior Advisory Board Expenses	551.06	1,872.00	(1,320.94)	1,320.94	29.44 %	70.56 %
40-1100 Special Event Expenses		747.00	(747.00)	747.00		100.00 %
40-1400 Contingencies		1,494.00	(1,494.00)	1,494.00		100.00 %
40-1500 Income Tax Service Expenses	504.96	450.00	54.96	(54.96)	112.21 %	(12.21 %)
40-1600 SHIP Expenses	859.25	1,872.00	(1,012.75)	1,012.75	45.90 %	54.10 %
Total 40 SENIOR SERVICES	1,915.27	6,435.00	(4,519.73)	4,519.73	29.76 %	70.24 %
60 COMMUNITY SUPPORT SERVICES						
60-1000 Food Pantry Expenses		369.00	(369.00)	369.00		100.00 %
60-1010 Holiday Meal Distribution	3,025.00	4,500.00	(1,475.00)	1,475.00	67.22 %	32.78 %
60-1100 Special Events	250.00	747.00	(497.00)	497.00	33.47 %	66.53 %
60-1110 School Supply Program	986.28	747.00	239.28	(239.28)	132.03 %	(32.03 %)
60-1400 Contingencies		225.00	(225.00)	225.00		100.00 %
Total 60 COMMUNITY SUPPORT SERVICES	4,261.28	6,588.00	(2,326.72)	2,326.72	64.68 %	35.32 %
Total Expenses	685,928.53	761,037.00	(75,108.47)	75,108.47	90.13 %	9.87 %
NET OPERATING INCOME	(180,440.35)	(81,483.00)	(98,957.35)	98,957.35	221.45 %	(121.45 %)
NET INCOME	\$ (180,440.35)	\$ (81,483.00)	\$ (98,957.35)	\$98,957.35	221.45 %	(121.45 %)