



**PALOS TOWNSHIP
GENERAL MEETING
10832 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

July 14, 2016 - 6:30 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Prior Meeting's Minutes
 - a. Approval of minutes - General Meeting - June 9, 2016
5. Citizens wishing to address the Board
6. Special Presentations / Communications (If Any)
7. Reports of Officials
 - a. Supervisor/Treasurer
 1. Employee Discussion
 - b. Clerk
 1. Current Press Releases
 2. Cook County 2016 Election Ideas Presentation
 3. Village View 4th of July Ad FYI
 4. TOCC Education Sessions/Clerk's Division
 5. Palos Hills Newsletter 2nd Submission -- July 22, 2016
8. Attorney's Report
9. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Approval of Financial Matters
 2. Town Fund Quarterly Report (April 1 through June 30)
 - b. Policy and Personnel - Supervisor Schumann

- c. Technology, Automation and Information - Trustee Riley
- d. Buildings and Grounds - Trustee Jeanes
- e. Public Services and Health - Trustee Brannigan

1. Health Service Report - June 2016

10. Unfinished Business

11. New Business

12. Executive Session (If determined necessary)

13. Adjournment

Backup material for agenda item:

- a. Approval of minutes - General Meeting - June 9, 2016

**PALOS TOWNSHIP
GENERAL MEETING
10802 S. ROBERTS ROAD PALOS HILLS, IL 60465**

JUNE 9, 2016 - 6:30 P.M.

1. Call to Order

The General 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.

2. Roll Call

Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Jeanes, Riley, and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

Absent: Trustee Brannigan

3. Pledge of Allegiance

4. Approval of Prior Meeting Minutes

a. Approval of Minutes - General Meeting May 12th, 2016

Trustee Woods moved to approve the minutes of the May 12, 2016, General Meeting. **Trustee Riley** seconded the motion. Roll call was taken, Ayes: Trustees Jeanes, Riley, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

5. Citizens Wishing to Address the Board

There were no citizens wishing to address the Board.

6. Special Presentations/ Communications

There were no special presentations or communications.

7. Reports of Officials

a. Supervisor/Treasurer

1. 4th of July Ad Village View Newspaper

Supervisor Schumann informed that **Clerk Nolan** has been contacted to place an ad in the Village View Newspaper for the 4th of July from the Township Officials.

Trustee Jeanes moved to approve the Village View ad for \$120.00. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

b. Clerk

1. Democracy Update - June 1, 2016

Clerk Nolan discussed the most recent issue of Democracy Update with the Board. Some topics included in the update were the Automatic Voter Registration Update, ERIC, the number of marriage licenses issued to same-sex couples (10,000), and the summer-long commemoration of marriage equality in Cook County his office is embarking on. Also, the new on-line interactive video series, entitled Take 5. This will allow anyone to ask a question through their social media using Hastag,#Take 5. (check Facebook, Twitter and Instagram pages for the first episode.)

2. Current Press Releases

Clerk Nolan informed the Board that there were two press releases concerning unincorporated sticker sales that appeared in both the Regional and Palos Citizen newspapers. Each of these newspapers also ran the unincorporated sticker press release in 2 or 3 issues. **Supervisor Schumann** stated that there were also several press releases for the Health Fair and the Health Service cholesterol screening. A Legal Notice concerning the Hearing for the 2016-2017

Budget and Appropriation Ordinance also appeared in the Regional newspaper.

3. Brochures Ordered FYI

Clerk Nolan stated that the first 25 new brochures concerning townships presented by TOCC are now in the township lobby, and she is awaiting the delivery of the brochures ordered.

8. Attorney's Report

Attorney Peck stated that he had no report.

9. Reports of Standing Committees

a. Finance and Administration - Trustee Woods

1. Approval of Financial Matters

Trustee Woods stated that he had no financial report at this time.

b. Policy and Personnel - Supervisor Schumann

Supervisor Schumann stated that the township personnel are stable at this time, and there are no policy changes to date.

c. Technology, Information, and Automation - Trustee Riley

Trustee Riley stated that he had no new updates. **Trustee Woods** stated that the battery back-up system needs to be replaced. The cost is \$355.74.

d. Buildings and Grounds - Trustee Jeanes

Trustee Jeanes has one more quote coming in for the garage at this point. She will have at least two by the next meeting.

e. Public Service and Health - Trustee Brannigan

Trustee Brannigan did not attend this meeting. **Trustee Woods** reported on the recent Health Fair. It was the largest number attendees that the Health Fair has ever attracted. The Palos Lions Club serviced many people (48) with the testing for diabetic retinopathy.

10. Unfinished Business

There was no unfinished business at this time.

11. New Business

Trustee Woods discussed the Disabled Patriot Fund. He is on the Board of Directors for the fund. The organization has given over three million dollar to disabled veterans to date. He explained many of the things this organization does for the veterans. He would like the township officials to sponsor a hole for the Golf Outing the organizations is sponsoring. Please see Trustee Woods if you are interested in being part of this worthy project.

12. Adjournment

Trustee Woods moved to adjourn the meeting at 7:00 P.M.
Supervisor Schumann seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township

Backup material for agenda item:

2. Town Fund Quarterly Report (April 1 through June 30)



Quarterly Report

Palos Township
For the fiscal quarter ended June 30, 2016

Prepared by
Brent Woods, Chairman

Prepared on
July 13, 2016

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Revenues and Expenditures

April - June, 2016

| | Total |
|---|------------------|
| INCOME | |
| 00-1000 Property Tax Receipts | 8,392.05 |
| 00-2000 Replacement Taxes | 8,262.69 |
| 00-3000 Health Service Clinic Fees | 7,930.00 |
| 00-4000 Interest Received / Investments | 450.73 |
| 00-5000 Donations | 2,422.00 |
| 00-7010 SHIP Grant | 1,000.00 |
| 00-8000 Prescription Discount Card Revenue | 99.00 |
| 00-9000 Other Sources | 409.01 |
| Total Income | 28,965.48 |
| GROSS PROFIT | 28,965.48 |
| EXPENSES | |
| 10 ADMINISTRATION (Employee Costs) | |
| 10-0100 Supervisor | 6,789.99 |
| 10-0200 Clerk | 3,705.00 |
| 10-0300 Assessor | 3,705.00 |
| 10-0400 Highway Commissioner | 6,513.66 |
| 10-0500 Trustees (4) | 5,617.20 |
| 10-0600 Administrative Assistant | 11,024.01 |
| 10-0700 Office Assistant | 7,163.00 |
| 10-1000 Medicare Expense | 645.52 |
| 10-1100 FICA Expense | 2,760.08 |
| 10-1200 Unemployment Taxes | 135.41 |
| 10-1300 IMRF Expenses | 6,882.22 |
| 10-1400 Employee Health Insurance | 5,880.00 |
| 10-1500 Employee Life Insurance Premiums | 51.75 |
| 10-1700 Transportation and Travel | 99.82 |
| 10-1800 Conferences and Meetings | 330.00 |
| Total 10 ADMINISTRATION (Employee Costs) | 61,302.66 |
| 10-1510 | 114.00 |
| 11 ADMINISTRATION (Operating Expenses) | |
| 11-1000 Publishing and Advertising | 1,267.22 |
| 11-1200 Publications and Subscriptions | 1,076.57 |
| 11-1300 Telephone Services | 1,731.41 |
| 11-1400 Contingencies | 140.55 |
| 11-1700 Insurance - Property and Liability | 120.00 |
| 11-2000 Utilities | 1,473.52 |
| Total 11 ADMINISTRATION (Operating Expenses) | 5,809.27 |
| 12 ADMINISTRATION (Contractual Services) | |
| 12-1000 Printing | 185.00 |
| 12-1100 Technology and Automation Services | 4,284.70 |
| 12-1200 Memberships and Dues | 1,030.00 |
| 12-1300 Legal Services | 1,506.76 |

| | Total |
|---|-------------------|
| 12-1400 Bookkeeping Services | 4,200.00 |
| 12-1600 Payroll Processing | 306.40 |
| 12-1700 Document Disposal | 117.96 |
| Total 12 ADMINISTRATION (Contractual Services) | 11,630.82 |
| 13 ADMINISTRATION (Supplies and Materials) | |
| 13-1000 Office Supplies | 1,230.76 |
| 13-1400 Other Supplies and Materials | 400.00 |
| Total 13 ADMINISTRATION (Supplies and Materials) | 1,630.76 |
| 14 ADMINISTRATION (Buildings and Grounds) | |
| 14-1000 Building Maintenance | 1,191.00 |
| 14-1100 Landscaping/Grounds Maintenance | 2,235.00 |
| 14-1200 Custodial / Cleaning Services | 2,385.00 |
| 14-1400 Building Maintenance Supplies | 309.12 |
| 14-1500 Alarm System | 318.00 |
| 14-1600 General Waste Disposal | 207.00 |
| Total 14 ADMINISTRATION (Buildings and Grounds) | 6,645.12 |
| 20 ASSESSOR (Employee Costs) | |
| 20-0100 Deputy Assessor | 11,024.01 |
| 20-1000 Medicare Expense | 159.85 |
| 20-1100 FICA Expense | 683.49 |
| 20-1300 IMRF Expense | 1,883.30 |
| 20-1400 Employee Health Insurance | 2,631.00 |
| 20-1500 Employee Life Insurance | 34.50 |
| 20-1700 Transportation and Travel | 61.56 |
| Total 20 ASSESSOR (Employee Costs) | 16,477.71 |
| 22 ASSESSOR (Contractual Services) | |
| 22-1100 Technology and Automation Services | 900.00 |
| 22-1200 Memberships and Dues | 450.00 |
| Total 22 ASSESSOR (Contractual Services) | 1,350.00 |
| 23 ASSESSOR (Supplies and Materials) | |
| 23-1300 Furniture | 209.98 |
| Total 23 ASSESSOR (Supplies and Materials) | 209.98 |
| 30 HEALTH SERVICES (Employee Costs) | |
| 30-0100 Director of Health Services | 13,800.00 |
| 30-0200 Nurses | 31,042.58 |
| 30-0300 Physicians | 32,962.30 |
| 30-0400 Podiatrist | 8,415.00 |
| 30-0500 Health Service Assistant | 2,000.48 |
| 30-1000 Medicare Expense | 838.31 |
| 30-1100 FICA Expense | 3,584.51 |
| 30-1300 IMRF Expense | 4,478.33 |
| 30-1400 Employee Health Insurance | 2,940.00 |
| 30-1500 Employee Life Insurance | 17.25 |
| Total 30 HEALTH SERVICES (Employee Costs) | 100,078.76 |
| 31 HEALTH SERVICES (Operating Expenses) | |

| | Total |
|--|-----------------------|
| 31-1300 Telephone Services (HS) | 501.00 |
| 31-1410 Special Events (HS) | 227.91 |
| 31-2000 Medical Supplies | 369.98 |
| Total 31 HEALTH SERVICES (Operating Expenses) | 1,098.89 |
| 32 HEALTH SERVICES (Contractual Services) | |
| 32-1000 Printing | 30.00 |
| 32-1700 Disposal of Medical Waste | 89.43 |
| Total 32 HEALTH SERVICES (Contractual Services) | 119.43 |
| 33 HEALTH SERVICES (Supplies and Materials) | |
| 33-1000 Office Supplies | 501.95 |
| 33-1400 Other Supplies and Materials | 77.88 |
| 33-1410 Sanitation and Cleaning Supplies | 7.63 |
| Total 33 HEALTH SERVICES (Supplies and Materials) | 587.46 |
| 40 SENIOR SERVICES | |
| 40-1000 Senior Advisory Board Expenses | 278.27 |
| 40-1500 Income Tax Service Expenses | 504.96 |
| 40-1600 SHIP Expenses | 319.95 |
| Total 40 SENIOR SERVICES | 1,103.18 |
| Total Expenses | 208,158.04 |
| NET OPERATING INCOME | -179,192.56 |
| NET INCOME | \$ -179,192.56 |

Balance Sheet

As of June 30, 2016

| | | Total |
|-------------------------------|--|--------------|
| ASSETS | | |
| Current Assets | | |
| Bank Accounts | | |
| First Midwest Checking | | 490,741.18 |
| Total Bank Accounts | | 490,741.18 |
| 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 | | 663,527.05 |
| TOTAL ASSETS | | \$663,527.05 |
| LIABILITIES AND EQUITY | | |
| Liabilities | | |
| Total Liabilities | | |
| Equity | | |
| Opening Balance Equity | | 842,719.61 |
| Retained Earnings | | |
| Net Income | | -179,192.56 |
| Total Equity | | 663,527.05 |
| TOTAL LIABILITIES AND EQUITY | | \$663,527.05 |

Expenditures by Vendor Summary

April - June, 2016

| | Total |
|--|-----------|
| AT&T | 760.80 |
| Beary Landscape Management, Inc. | 1,845.00 |
| Callone | 1,376.61 |
| Central Management Services - LGHP | 3,817.00 |
| City of Palos Hills | 181.33 |
| Com Ed | 358.94 |
| Comcast | 526.62 |
| Commonwealth Edison | 632.81 |
| Computer Bits Inc | 450.00 |
| Cook County Assessor's Association | 400.00 |
| Costco | 91.64 |
| Dashmire Lika | 2,385.00 |
| Dearborn National Life Insurance Company | 103.50 |
| Don Marek | 150.00 |
| Doughs Guys Bakery | 60.60 |
| Drc Plumbing and Sewer | 175.00 |
| Duke's Ace Hardware | 291.34 |
| EFTPS | 8,735.78 |
| Four Seasons Heating and Air Conditioning, Inc. | 366.00 |
| GTSAC | 1,080.00 |
| Harold SANCHEZ | 120.00 |
| IL - IMRF | 13,243.85 |
| IL Counties Risk Management Trust | 120.00 |
| Illinois Assoessor's Association | 50.00 |
| Illinois Department of Central Management Services | 7,634.00 |
| Illinois Township Trustees Association | 30.00 |
| J.P. Cooke Co. | 145.24 |
| James Gierach | 75.00 |
| Jennifer Leedy Klaiber | 2,000.48 |
| Moore Medical LLC | 369.98 |
| Ncpers | 64.00 |
| NDC Enterprises Inc | 620.00 |
| Nicor Gas | 300.44 |
| Office Depot | 1,602.55 |
| Panera Bread Company | 384.67 |
| Papa Joe's | 142.75 |
| Park Printing Inc | 30.00 |
| Payroll Processors | 306.40 |
| Petty Cash | 400.00 |
| Positive Promotions | 65.55 |
| Regional Press | 244.88 |
| Reporter Newspaper | 40.00 |
| Richard Brandt | 180.00 |

| | Total |
|-----------------------------------|--------------------|
| Richard Demma & Associates | 4,200.00 |
| Shred-It Chicago | 117.96 |
| Stericycle, Inc. | 89.43 |
| Team Logic IT | 3,645.75 |
| The Reporter Newspapers | 127.34 |
| Top Quality GLOVE | 69.90 |
| Township Officials of Cook County | 1,105.00 |
| Township Officials of Illinois | 345.00 |
| Township Perspective | 550.00 |
| Tressler LLP | 1,506.76 |
| Tri-State Disposal Inc. | 207.00 |
| TWP. CLERKS ASSN OF CK CY | 210.00 |
| Tyco Integrated Security LLC | 318.00 |
| Type Concepts Inc | 185.00 |
| Unemployment | 71.39 |
| Valic | 50.00 |
| Woodpecker Landscaping | 270.00 |
| TOTAL | \$65,026.29 |

Fiscal Year 2016 - 2017 Budget vs. Actual

April - June, 2016

| | Actual | Budget | over Budget | Total % of Budget |
|--|------------------|-------------------|---------------------|----------------------|
| INCOME | | | | |
| 00-1000 Property Tax Receipts | 8,392.05 | 210,000.00 | (201,607.95) | 4.00 % |
| 00-2000 Replacement Taxes | 8,262.69 | 4,998.00 | 3,264.69 | 165.32 % |
| 00-3000 Health Service Clinic Fees | 7,930.00 | 8,748.00 | (818.00) | 90.65 % |
| 00-4000 Interest Received / Investments | 450.73 | 24.00 | 426.73 | 1,878.04 % |
| 00-5000 Donations | 2,422.00 | 2,025.00 | 397.00 | 119.60 % |
| 00-7010 SHIP Grant | 1,000.00 | 0.00 | 1,000.00 | |
| 00-8000 Prescription Discount Card Revenue | 99.00 | 150.00 | (51.00) | 66.00 % |
| 00-9000 Other Sources | 409.01 | 573.00 | (163.99) | 71.38 % |
| Total Income | 28,965.48 | 226,518.00 | (197,552.52) | 12.79 % |
| GROSS PROFIT | 28,965.48 | 226,518.00 | (197,552.52) | 12.79 % |
| EXPENSES | | | | |
| 10 ADMINISTRATION (Employee Costs) | | | | |
| 10-0100 Supervisor | 6,789.99 | 6,789.00 | 0.99 | 100.01 % |
| 10-0200 Clerk | 3,705.00 | 3,705.00 | 0.00 | 100.00 % |
| 10-0300 Assessor | 3,705.00 | 3,705.00 | 0.00 | 100.00 % |
| 10-0400 Highway Commissioner | 6,513.66 | 6,513.00 | 0.66 | 100.01 % |
| 10-0500 Trustees (4) | 5,617.20 | 5,616.00 | 1.20 | 100.02 % |
| 10-0600 Administrative Assistant | 11,024.01 | 11,037.00 | (12.99) | 99.88 % |
| 10-0700 Office Assistant | 7,163.00 | 7,500.00 | (337.00) | 95.51 % |
| 10-0800 Finance Assistant | | 900.00 | (900.00) | |
| 10-1000 Medicare Expense | 645.52 | 675.00 | (29.48) | 95.63 % |
| 10-1100 FICA Expense | 2,760.08 | 3,174.00 | (413.92) | 86.96 % |
| 10-1200 Unemployment Taxes | 135.41 | 498.00 | (362.59) | 27.19 % |
| 10-1300 IMRF Expenses | 6,882.22 | 6,990.00 | (107.78) | 98.46 % |
| 10-1400 Employee Health Insurance | 5,880.00 | 6,600.00 | (720.00) | 89.09 % |
| 10-1500 Employee Life Insurance Premiums | 51.75 | 56.00 | (4.25) | 92.41 % |
| 10-1510 Employee Paid Benefits | | 348.00 | (348.00) | |
| 10-1600 Professional Development | | 624.00 | (624.00) | |
| 10-1700 Transportation and Travel | 99.82 | 750.00 | (650.18) | 13.31 % |

| | | | | Total |
|---|------------------|------------------|-------------------|----------------|
| | Actual | Budget | over Budget | % of Budget |
| 10-1800 Conferences and Meetings | 330.00 | 249.00 | 81.00 | 132.53 % |
| Total 10 ADMINISTRATION (Employee Costs) | 61,302.66 | 65,729.00 | (4,426.34) | 93.27 % |
| 10-1510 | 114.00 | | 114.00 | |
| 11 ADMINISTRATION (Operating Expenses) | | | | |
| 11-1000 Publishing and Advertising | 1,267.22 | 624.00 | 643.22 | 203.08 % |
| 11-1100 Postage and Delivery | | 525.00 | (525.00) | |
| 11-1200 Publications and Subscriptions | 1,076.57 | 798.00 | 278.57 | 134.91 % |
| 11-1300 Telephone Services | 1,731.41 | 1,500.00 | 231.41 | 115.43 % |
| 11-1400 Contingencies | 140.55 | 873.00 | (732.45) | 16.10 % |
| 11-1410 Special Events | | 549.00 | (549.00) | |
| 11-1500 Banking Services | | 24.00 | (24.00) | |
| 11-1600 Insurance - Workers Compensation | | 1,500.00 | (1,500.00) | |
| 11-1700 Insurance - Property and Liability | 120.00 | 3,750.00 | (3,630.00) | 3.20 % |
| 11-1800 Licenses and Permits | | 123.00 | (123.00) | |
| 11-2000 Utilities | 1,473.52 | 2,124.00 | (650.48) | 69.37 % |
| 11-2100 Temporary Handicapped Placards | | 48.00 | (48.00) | |
| Total 11 ADMINISTRATION (Operating Expenses) | 5,809.27 | 12,438.00 | (6,628.73) | 46.71 % |
| 12 ADMINISTRATION (Contractual Services) | | | | |
| 12-1000 Printing | 185.00 | 249.00 | (64.00) | 74.30 % |
| 12-1100 Technology and Automation Services | 4,284.70 | 4,500.00 | (215.30) | 95.22 % |
| 12-1200 Memberships and Dues | 1,030.00 | 1,074.00 | (44.00) | 95.90 % |
| 12-1300 Legal Services | 1,506.76 | 2,400.00 | (893.24) | 62.78 % |
| 12-1400 Bookkeeping Services | 4,200.00 | 3,000.00 | 1,200.00 | 140.00 % |
| 12-1500 Audit Fees | | 2,748.00 | (2,748.00) | |
| 12-1600 Payroll Processing | 306.40 | 375.00 | (68.60) | 81.71 % |
| 12-1700 Document Disposal | 117.96 | 150.00 | (32.04) | 78.64 % |
| Total 12 ADMINISTRATION (Contractual Services) | 11,630.82 | 14,496.00 | (2,865.18) | 80.23 % |
| 13 ADMINISTRATION (Supplies and Materials) | | | | |
| 13-1000 Office Supplies | 1,230.76 | 1,248.00 | (17.24) | 98.62 % |
| 13-1100 Technology Equipment | | 1,623.00 | (1,623.00) | |
| 13-1200 Office Equipment | | 1,125.00 | (1,125.00) | |
| 13-1300 Furniture | | 1,248.00 | (1,248.00) | |

| | | | | Total |
|---|------------------|------------------|-------------------|----------------|
| | Actual | Budget | over Budget | % of Budget |
| 13-1400 Other Supplies and Materials | 400.00 | 249.00 | 151.00 | 160.64 % |
| 13-1600 Maintenance of Equipment | | 699.00 | (699.00) | |
| Total 13 ADMINISTRATION (Supplies and Materials) | 1,630.76 | 6,192.00 | (4,561.24) | 26.34 % |
| 14 ADMINISTRATION (Buildings and Grounds) | | | | |
| 14-1000 Building Maintenance | 1,191.00 | 498.00 | 693.00 | 239.16 % |
| 14-1100 Landscaping/Grounds Maintenance | 2,235.00 | 1,500.00 | 735.00 | 149.00 % |
| 14-1200 Custodial / Cleaning Services | 2,385.00 | 2,499.00 | (114.00) | 95.44 % |
| 14-1300 Capital Improvements | | 9,999.00 | (9,999.00) | |
| 14-1400 Building Maintenance Supplies | 309.12 | 498.00 | (188.88) | 62.07 % |
| 14-1500 Alarm System | 318.00 | 498.00 | (180.00) | 63.86 % |
| 14-1600 General Waste Disposal | 207.00 | 249.00 | (42.00) | 83.13 % |
| Total 14 ADMINISTRATION (Buildings and Grounds) | 6,645.12 | 15,741.00 | (9,095.88) | 42.22 % |
| 20 ASSESSOR (Employee Costs) | | | | |
| 20-0100 Deputy Assessor | 11,024.01 | 11,037.00 | (12.99) | 99.88 % |
| 20-1000 Medicare Expense | 159.85 | 162.00 | (2.15) | 98.67 % |
| 20-1100 FICA Expense | 683.49 | 771.00 | (87.51) | 88.65 % |
| 20-1300 IMRF Expense | 1,883.30 | 1,923.00 | (39.70) | 97.94 % |
| 20-1400 Employee Health Insurance | 2,631.00 | 2,949.00 | (318.00) | 89.22 % |
| 20-1500 Employee Life Insurance | 34.50 | 42.00 | (7.50) | 82.14 % |
| 20-1600 Professional Development | | 75.00 | (75.00) | |
| 20-1700 Transportation and Travel | 61.56 | 156.00 | (94.44) | 39.46 % |
| 20-1800 Conferences and Meetings | | 60.00 | (60.00) | |
| Total 20 ASSESSOR (Employee Costs) | 16,477.71 | 17,175.00 | (697.29) | 95.94 % |
| 21 ASSESSOR (Operating Expenses) | | | | |
| 21-1000 Publishing and Advertising | | 87.00 | (87.00) | |
| 21-1100 Postage and Delivery | | 24.00 | (24.00) | |
| 21-1200 Publications and Subscriptions | | 99.00 | (99.00) | |
| 21-1400 Contingencies | | 123.00 | (123.00) | |
| Total 21 ASSESSOR (Operating Expenses) | | 333.00 | (333.00) | |
| 22 ASSESSOR (Contractual Services) | | | | |
| 22-1000 Printing | | 150.00 | (150.00) | |
| 22-1100 Technology and Automation Services | 900.00 | 423.00 | 477.00 | 212.77 % |

| | | | | Total |
|---|-------------------|-------------------|-------------------|-----------------|
| | Actual | Budget | over Budget | % of Budget |
| 22-1200 Memberships and Dues | 450.00 | 174.00 | 276.00 | 258.62 % |
| Total 22 ASSESSOR (Contractual Services) | 1,350.00 | 747.00 | 603.00 | 180.72 % |
| 23 ASSESSOR (Supplies and Materials) | | | | |
| 23-1000 Office Supplies | | 174.00 | (174.00) | |
| 23-1100 Technology Equipment | | 150.00 | (150.00) | |
| 23-1300 Furniture | 209.98 | 123.00 | 86.98 | 170.72 % |
| Total 23 ASSESSOR (Supplies and Materials) | 209.98 | 447.00 | (237.02) | 46.98 % |
| 30 HEALTH SERVICES (Employee Costs) | | | | |
| 30-0100 Director of Health Services | 13,800.00 | 13,800.00 | 0.00 | 100.00 % |
| 30-0200 Nurses | 31,042.58 | 31,749.00 | (706.42) | 97.77 % |
| 30-0300 Physicians | 32,962.30 | 34,998.00 | (2,035.70) | 94.18 % |
| 30-0400 Podiatrist | 8,415.00 | 8,415.00 | 0.00 | 100.00 % |
| 30-0500 Health Service Assistant | 2,000.48 | 3,000.00 | (999.52) | 66.68 % |
| 30-1000 Medicare Expense | 838.31 | 873.00 | (34.69) | 96.03 % |
| 30-1100 FICA Expense | 3,584.51 | 3,699.00 | (114.49) | 96.90 % |
| 30-1300 IMRF Expense | 4,478.33 | 4,599.00 | (120.67) | 97.38 % |
| 30-1400 Employee Health Insurance | 2,940.00 | 3,249.00 | (309.00) | 90.49 % |
| 30-1500 Employee Life Insurance | 17.25 | 24.00 | (6.75) | 71.88 % |
| 30-1600 Professional Development | | 123.00 | (123.00) | |
| 30-1700 Transportation and Travel (HS) | | 123.00 | (123.00) | |
| 30-1800 Conferences and Meetings (HS) | | 99.00 | (99.00) | |
| Total 30 HEALTH SERVICES (Employee Costs) | 100,078.76 | 104,751.00 | (4,672.24) | 95.54 % |
| 31 HEALTH SERVICES (Operating Expenses) | | | | |
| 31-1000 Publishing and Advertising (HS) | | 123.00 | (123.00) | |
| 31-1100 Postage and Delivery (HS) | | 48.00 | (48.00) | |
| 31-1200 Publications and Subscriptions (HS) | | 24.00 | (24.00) | |
| 31-1300 Telephone Services (HS) | 501.00 | 450.00 | 51.00 | 111.33 % |
| 31-1400 Contingencies (HS) | | 123.00 | (123.00) | |
| 31-1410 Special Events (HS) | 227.91 | 249.00 | (21.09) | 91.53 % |
| 31-1600 Insurance | | 48.00 | (48.00) | |
| 31-1900 Licensing and Application Fees | | 36.00 | (36.00) | |
| 31-2000 Medical Supplies | 369.98 | 2,499.00 | (2,129.02) | 14.81 % |

| | | | | Total |
|--|-------------------|-------------------|--------------------|----------------|
| | Actual | Budget | over Budget | % of Budget |
| 31-2100 Medications and Vaccinations | | 3,000.00 | (3,000.00) | |
| Total 31 HEALTH SERVICES (Operating Expenses) | 1,098.89 | 6,600.00 | (5,501.11) | 16.65 % |
| 32 HEALTH SERVICES (Contractual Services) | | | | |
| 32-1000 Printing | 30.00 | 249.00 | (219.00) | 12.05 % |
| 32-1100 Technology and Automation Services | | 249.00 | (249.00) | |
| 32-1200 Membership and Dues | | 249.00 | (249.00) | |
| 32-1700 Disposal of Medical Waste | 89.43 | 99.00 | (9.57) | 90.33 % |
| Total 32 HEALTH SERVICES (Contractual Services) | 119.43 | 846.00 | (726.57) | 14.12 % |
| 33 HEALTH SERVICES (Supplies and Materials) | | | | |
| 33-1000 Office Supplies | 501.95 | 225.00 | 276.95 | 223.09 % |
| 33-1100 Technology Equipment | | 375.00 | (375.00) | |
| 33-1200 Office Equipment | | 75.00 | (75.00) | |
| 33-1300 Furniture | | 498.00 | (498.00) | |
| 33-1400 Other Supplies and Materials | 77.88 | 1,374.00 | (1,296.12) | 5.67 % |
| 33-1410 Sanitation and Cleaning Supplies | 7.63 | 48.00 | (40.37) | 15.90 % |
| 33-1500 Capital Equipment | | 1,248.00 | (1,248.00) | |
| Total 33 HEALTH SERVICES (Supplies and Materials) | 587.46 | 3,843.00 | (3,255.54) | 15.29 % |
| 40 SENIOR SERVICES | | | | |
| 40-1000 Senior Advisory Board Expenses | 278.27 | 624.00 | (345.73) | 44.59 % |
| 40-1100 Special Event Expenses | | 249.00 | (249.00) | |
| 40-1400 Contingencies | | 498.00 | (498.00) | |
| 40-1500 Income Tax Service Expenses | 504.96 | 150.00 | 354.96 | 336.64 % |
| 40-1600 SHIP Expenses | 319.95 | 624.00 | (304.05) | 51.27 % |
| Total 40 SENIOR SERVICES | 1,103.18 | 2,145.00 | (1,041.82) | 51.43 % |
| 60 COMMUNITY SUPPORT SERVICES | | | | |
| 60-1000 Food Pantry Expenses | | 123.00 | (123.00) | |
| 60-1010 Holiday Meal Distribution | | 1,500.00 | (1,500.00) | |
| 60-1100 Special Events | | 249.00 | (249.00) | |
| 60-1110 School Supply Program | | 249.00 | (249.00) | |
| 60-1400 Contingencies | | 75.00 | (75.00) | |
| Total 60 COMMUNITY SUPPORT SERVICES | | 2,196.00 | (2,196.00) | |
| Total Expenses | 208,158.04 | 253,679.00 | (45,520.96) | 82.06 % |

| | Actual | Budget | over Budget | Total % of Budget |
|----------------------|-----------------|----------------|-----------------|----------------------|
| NET OPERATING INCOME | (179,192.56) | (27,161.00) | (152,031.56) | 659.74 % |
| NET INCOME | \$ (179,192.56) | \$ (27,161.00) | \$ (152,031.56) | 659.74 % |

Backup material for agenda item:

1. Health Service Report - June 2016

Month: **JUNE 2016**

Health Service Monthly Fee Summary

1

| Date | | Physical | | Sick Visit | | Immunization | | TB Test | | Other Shots | | FBS | | PG | | Strep Screen | | Daily Total |
|----------|-----|----------|-------|------------|-------|--------------|-------|---------|-------|-------------|------|-----|-------|----|------|--------------|-------|-------------|
| | | # | \$ | # | \$ | # | \$ | # | \$ | # | \$ | # | \$ | # | \$ | # | \$ | |
| 06/01/16 | Res | 2 | \$ 50 | 1 | \$ 20 | | \$ - | 2 | \$ 20 | | \$ - | | \$ - | | \$ - | 1 | \$ 25 | \$ 115 |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/02/16 | Res | 2 | \$ 50 | | \$ - | 2 | \$ 20 | | \$ - | | \$ - | | \$ - | | \$ - | 0 | \$ - | \$ 70 |
| | Non | | \$ - | | \$ - | 3 | \$ 60 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 60 |
| 06/03/16 | Res | 1 | \$ 25 | | \$ - | | \$ - | 2 | \$ 20 | | \$ - | 3 | \$ 15 | | \$ - | | \$ - | \$ 60 |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/04/16 | Res | 0 | \$ - | 0 | \$ - | | \$ - | | \$ - | | \$ - | 0 | \$ - | | \$ - | 0 | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/05/16 | Res | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/06/16 | Res | | \$ - | 1 | \$ 20 | 3 | \$ 30 | 3 | \$ 30 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 80 |
| | Non | | \$ - | | \$ - | 2 | \$ 40 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 40 |
| 06/07/16 | Res | | \$ - | | \$ - | | \$ - | 5 | \$ 50 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 50 |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/08/16 | Res | | \$ - | | \$ - | | \$ - | 0 | \$ - | | \$ - | | \$ - | | \$ - | 0 | \$ - | \$ - |
| | Non | | \$ - | | \$ - | 2 | \$ 40 | 0 | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 40 |
| 06/09/16 | Res | 1 | \$ 25 | 2 | \$ 40 | | \$ - | 0 | \$ - | 0 | \$ - | | \$ - | | \$ - | 1 | \$ 25 | \$ 90 |
| | Non | | \$ - | | \$ - | 1 | \$ 20 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 20 |
| 06/10/16 | Res | 1 | \$ 25 | | \$ - | 2 | \$ 20 | 1 | \$ 10 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 55 |
| | Non | | \$ - | 1 | \$ 30 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 30 |
| 06/11/16 | Res | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/12/16 | Res | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| 06/13/16 | Res | | \$ - | 1 | \$ 20 | 1 | \$ 10 | 2 | \$ 20 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 50 |
| | Non | | \$ - | | \$ - | 1 | \$ 20 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 20 |
| 06/14/16 | Res | 1 | \$ 25 | | \$ - | | \$ - | 6 | \$ 60 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 85 |
| | Non | | \$ - | | \$ - | 2 | \$ 40 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 40 |
| 06/15/16 | Res | | \$ - | | \$ - | 2 | \$ 20 | 2 | \$ 20 | | \$ - | | \$ - | | \$ - | | \$ - | \$ 40 |
| | Non | | \$ - | | \$ - | 2 | \$ 40 | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | \$ 40 |

MONTHLY TOTAL \$

2,170

CHOLESTEROL SUMMARY

2016

| Month | | Total Cholesterol | | Cholestech | | HA1C | | Monthly Total | |
|------------|-----|-------------------|--------|------------|--------|------|--------|---------------|--------|
| | | # | \$ | # | \$ | # | \$ | | |
| January | Res | 2 | \$ 30 | 2 | \$ 80 | 1 | \$ 15 | \$ 125 | \$ 125 |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| February | Res | 1 | \$ 15 | 2 | \$ 80 | 3 | \$ 45 | \$ 140 | \$ 140 |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| March | Res | 2 | \$ 30 | 1 | \$ 40 | 1 | \$ 15 | \$ 85 | \$ 105 |
| | Non | | \$ - | | \$ - | 1 | \$ 20 | \$ 20 | |
| April | Res | 2 | \$ 30 | | \$ - | 3 | \$ 45 | \$ 75 | \$ 75 |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| May | Res | 1 | \$ 15 | 1 | \$ 40 | 1 | \$ 15 | \$ 70 | \$ 90 |
| | Non | | \$ - | | \$ - | 1 | \$ 20 | \$ 20 | |
| June | Res | 3 | \$ 45 | 5 | \$ 200 | 6 | \$ 90 | \$ 335 | \$ 405 |
| | Non | | \$ - | 1 | \$ 50 | 1 | \$ 20 | \$ 70 | |
| July | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| August | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| September | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| October | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| November | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| December | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| Additional | Res | | \$ - | | \$ - | | \$ - | \$ - | \$ - |
| | Non | | \$ - | | \$ - | | \$ - | \$ - | |
| | | | | | | | | | \$ 940 |
| TOTALS | | 11 | \$ 165 | 12 | \$ 490 | 18 | \$ 285 | 26 | \$ 940 |