

BUDGET & APPROPRIATIONS ORDINANCE

BOURBONNAIS TOWNSHIP

ORDINANCE No. 0-3-25-01

An ordinance for all town purposes for Bourbonnais Township, Kankakee County, Illinois, for the fiscal year beginning April 1, 2025 and ending March 31, 2026.

BE IT ORDAINED by the Trustees of Bourbonnais Township, Kankakee County, Illinois.

**SECTION 1:** That the amounts hereinafter set forth, or so much thereof as may be authorized by law and as may be needed or deemed necessary to defray all expenses and liabilities of Bourbonnais Township, be and the same are hereby appropriated for the town purposes of Bourbonnais Township, Kankakee County, Illinois, as hereinafter specified for the fiscal year beginning April 1, 2025 and ending March 31, 2026.

**SECTION 2:** That the following budget containing as estimate of revenues and expenditures is hereby adopted for the following funds:

GENERAL TOWN FUND

ILLINOIS MUNICIPAL RETIREMENT FUND

SOCIAL SECURITY FUND

GENERAL ASSISTANCE FUND



Travel Expenses	<u>750</u>
Training	<u>750</u>
Annual Education Conference	<u>500</u>
Building Services	<u>4,000</u>
Utilities	<u>4,000</u>
Telephone	<u>2,500</u>
Legal Defense	<u>20,000</u>
Legal Services	<u>15,000</u>
Accounting Services	<u>2,800</u>
Insurance Package - Town Fund	<u>7,000</u>
Building & Grounds Maintenance	<u>15,000</u>
Maintenance Service - Building	<u>15,000</u>
Maintenance Service - Equipment	<u>2,500</u>
Education Re-imburement	<u>2,000</u>
	<u>102,700</u>
<b><u>COMMODITIES</u></b>	
Office Supplies	<u>3,000</u>
Operating Supplies	<u>1,000</u>
Computer Software & Supplies	<u>4,000</u>
Computer Lease Agreement	<u>0</u>
	<u>8,000</u>
<b><u>CAPITAL OUTLAY</u></b>	
Equipment - Purchase	<u>10,000</u>
	<u>10,000</u>
<b><u>OTHER EXPENDITURES</u></b>	
Donations	<u>5,000</u>
Miscellaneous	<u>10,000</u>
Contingencies	<u>150,000</u>
Disaster/Community Development	<u>100,000</u>
Rebate	<u>500,000</u>
	<u>765,000</u>
<b><u>TOTAL ADMINISTRATION</u></b>	<b><u>999,700</u></b>
<b><u>ASSESSOR'S BUDGET</u></b>	
Salaries - Assessor's Division	<u>340,000</u>
Contract Appraiser's & Consultants	<u>20,000</u>
Hospitalization Insurance Premiums	<u>100,000</u>
Unemployment Insurance	<u>1,000</u>
Office Supplies	<u>6,500</u>
Postage	<u>8,500</u>
Publishing	<u>250</u>
Printing	<u>500</u>
Dues	<u>3,500</u>





Misc. Expense/Contingencies		<u>8,500</u>
<b><u>TOTAL EXPENDITURE/APPROPRIATIONS</u></b>		<u>314,550</u>
<b><u>ENDING BALANCE</u></b>	March 31, 2026	<u>201,850</u>
<b><u>GENERAL ASSISTANCE ADMINISTRATION PERSONNEL</u></b>		
Salaries		<u>82,000</u>
Health Insurance		<u>35,000</u>
Unemployment Insurance		<u>1,000</u>
Worker's Compensation		<u>0</u>
Social Security Contribution		<u>0</u>
Medicare Contribution		<u>0</u>
Retirement Contribution		<u>0</u>
Insurance Package		<u>7,000</u>
General Assistance Insurance (catastrophic)		<u>3,500</u>
		<u>128,500</u>
<b><u>CONTRACTUAL SERVICES</u></b>		
Postage		<u>350</u>
Publishing		<u>750</u>
Printing		<u>150</u>
Office Publications & Subscriptions		<u>500</u>
Travel Expenses		<u>800</u>
Training		<u>800</u>
Utilities		<u>7,000</u>
Telephone		<u>2,500</u>
Other Professional Services		<u>400</u>
Auditor Expense		<u>2,800</u>
Janitorial Services		<u>1,000</u>
Maintenance Service - Building		<u>12,500</u>
Equipment Maintenance Contract		<u>300</u>
		<u>29,850</u>
<b><u>COMMODITIES</u></b>		
Office Supplies		<u>2,500</u>
Maintenance Supplies - Building		<u>1,000</u>
Operating Supplies		<u>800</u>
Maintenance Supplies - Equipment		<u>500</u>
Computer Supplies	(Computer upgrade complete)	<u>2,500</u>
		<u>7,300</u>
<b><u>CAPITAL OUTLAY</u></b>		
Equipment	(keep for phone upgrades)	<u>10,000</u>
Computer Lease Agreement		<u>0</u>

10,000

**OTHER EXPENDITURES**

Miscellaneous Expense	<u>2,500</u>
Contingencies	<u>6,000</u>
	<u>8,500</u>

**TOTAL ADMINISTRATION**

175,650

**HOME RELIEF CONTRACTUAL SERVICES**

Physician Service	<u>8,000</u>
Hospital Service - In Patient	<u>16,000</u>
Hospital Service - Out Patient	<u>8,000</u>
Dental Service	<u>4,000</u>
Other Medical Service	<u>0</u>
Shelter	<u>24,000</u>
Utilities	<u>8,000</u>
Transient Expenses	<u>3,200</u>
Emergency Utility Program	<u>30,000</u>
Funeral & Burial Services	<u>1,200</u>
	<u>102,400</u>

**COMMODITIES**

Food	<u>1,200</u>
Personal Incidentals	<u>500</u>
Household Incidentals	<u>500</u>
Flat Grant	<u>0</u>
Drugs	<u>4,000</u>
Fuel	<u>2,400</u>
	<u>8,600</u>

**OTHER EXPENDITURES**

Miscellaneous Expense	<u>4,400</u>
Contingencies	<u>15,000</u>
	<u>19,400</u>

**TOTAL HOME RELIEF**

130,400

**SECTION 3: That the amount appropriated for the town purposes for the fiscal year beginning April 1, 2024 and ending March 31, 2025, by fund shall be as follows:**

<u>1) GENERAL FUND</u>	<u>1,598,550</u>
<u>2) ILLINOIS MUNICIPAL RETIREMENT FUND</u>	<u>50,000</u>
<u>3) SOCIAL SECURITY FUND</u>	<u>45,000</u>
<u>4) GENERAL ASSISTANCE FUND</u>	<u>314,550</u>
<u>TOTAL APPROPRIATIONS</u>	<u>2,008,100</u>

**SECTION 4: That if any section, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.**

**SECTION 5: That each appropriated fund total shall be decided among the several objects and purposes specified, and in the particular amounts of Two Million eight thousand one hundred dollars and/00 cents (\$2,008,100) for the fiscal year beginning April 1, 2025 and ending March 31, 2026.**

**SECTION 6: That Section 3 shall be and is summary of the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.**

**SECTION 7: That a certified copy of the Budget & Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.**



Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025 pursuant to a roll call vote by the Board of Trustees  
of Bourbonnais Township, Kankakee County, Illinois.

**BOARD OF TRUSTEES**

**AYE**

**NAY**

**ABSENT**

**Mel Blanchette**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Meghan Downey**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Matt Alexander**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Frank Cianci**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE**

**BOURBONNAIS TOWNSHIP**

The undersigned, qualified and acting Clerk, of Bourbonnais Township, Kankakee County, hereby certify that the attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Township District for the fiscal year beginning April 1, 2025 and ending March 31, 2026 as adopted, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Bourbonnais Township, Kankakee County, Illinois.

This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Town Clerk

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
County Clerk

**CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

**BOURBONNAIS TOWNSHIP**

The undersigned, supervisor, Chief Fiscal Officer, of Bourbonnais Township, Kankakee County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of Public Act 83-881 (35 ILCS 200/18-50) and on behalf of Bourbonnais Township District, Kankakee County, Illinois. This certification must be filed within 30 days after adoption of the Budget & Appropriation Ordinance.

Dated this day \_\_\_\_\_ of \_\_\_\_\_, 2025

\_\_\_\_\_  
Supervisor - Chief Fiscal Officer

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
County Clerk