



**STATE OF ILLINOIS**  
**Will County, ss. MONTHLY BUSINESS/PLANNING MEETING**

**Town of Homer**

**THE BOARD OF TOWN TRUSTEES**

**Board Packet June 9, 2025**



**Susanna E. Steilen**  
Supervisor

**Tamara O'Brien**  
Clerk

**Keith Gray**  
**Kenneth Marcin**  
**Donald Melody**  
**Christina Sievers**  
Trustees

**Carmen J Maurella, III**  
Assessor

**John Robinson**  
Highway Commissioner

**Sara Palermo**  
Collector

**Administration Office**  
14350 W 151<sup>st</sup> Street  
Homer Glen, IL 60491  
Phone: 708.301.0522

**Assessor's Office**  
Phone: 708.301.8166

**Highway Department**  
14500 W 151<sup>st</sup> Street  
Homer Glen, IL 60491  
Phone: 708.301.0246

[www.homertownship.com](http://www.homertownship.com)  
[office@homertownship.com](mailto:office@homertownship.com)

# Homer Township

## AGENDA

Monthly Board of Trustees Meeting  
June 9, 2025, at 7:00 P.M.  
Homer Township Administration Office  
14350 W. 151<sup>st</sup> Street  
Homer Glen, IL 60491

### 1. Call to Order

### 2. Pledge of Allegiance

### 3. Moment of Silence

### 4. Roll Call for Quorum

### 5. Public Comments (3-minute limit. Sign in prior to the start of meeting.)

### 6. Approval of Minutes

- a. May 19, 2025, Special Township Board

### 7. Reports from Township Officials

- a. Supervisor
- b. Trustees
- c. Clerk
- d. Highway Commissioner
- e. Assessor:
  - 1. Homer Township Soft Appeal Process – Update
  - 2. Upcoming Board of Review Appeal Period
- f. Collector

### 8. Public Hearing

- a. FY 2025-2026 Town Budget and Appropriations
- b. FY 2025-2026 Road District Budget and Appropriations

### 9. Action Items

#### a. Approval of Bills for Payment

Consider for approval payment of all bills for May 2025: Certificate of Deposit, Equipment & Building, Founders Crossing Bond, Founders Crossing General, General Assistance, Open Space, Park, Road & Bridge and Town

#### b. Approval of Resolution 2025-0609 RES1

Clarification & Restatement of Highway Commissioner Compensation for the 2025–2029 Term

**c. Adoption of Ordinance HTRD-06092025**

Homer Township Road District Budget & Appropriation Ordinance Fiscal Year 2025-2026

**d. Adoption of Ordinance HT2025-0609 ORD1**

Homer Township Budget & Appropriation Ordinance Fiscal Year 2025-2026

**e. Approval of Resolution 2025-0609 RES2**

Approval of the Appointment of Susanna Steilen for the Authorized Agent of IMRF

**f. Approval of Lockport Junior Porters Football Club use of Morris Park**

Consider for approval the use of Morris Park by the Lockport Junior Porters Football Club from June 9 through December 1, 2025.

**10. Old Business**

**11. New Business**

**12. Roll Call Vote to Enter Closed Session (If necessary)**

Motion to enter into closed session under Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Township.

a. Call Closed Session to Order

b. Roll Call

c. Discussion

d. Motion to adjourn Closed Session and return to regular meeting

**13. Return to Open Session**

**14. Action Following Closed Session (if any)**

**15. Adjournment**

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**NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT**

Persons with disabilities requiring reasonable accommodations in this meeting should contact the Township Supervisor's Office, 14350 W. 151st Street, Homer Glen, IL 708-301-4534. Office hours are Monday through Friday from 8:30 a.m. until 4:00 p.m. Please give at least 48 hours notice prior to the meeting. Request for ASL interpreters require five (5) working days advance notice



# Homer Township

## MINUTES

Special Meeting of Board of Trustees Meeting  
May 19, 2025, at 7:00 P.M.  
Homer Township Town Hall  
16057 S. Cedar Road  
Lockport, IL 60491

### 1. Call to Order

The Meeting was called to order by Supervisor Steilen at 7:01 p.m. at the Homer Township Town Hall, 16057 S. Cedar Road, Lockport, Illinois.

### 2. Pledge of Allegiance

### 3. Moment of Silence

### 4. Oath of Office by Elected Officials

Judge Art Smigielski administered the Oath of Office for Supervisor to Susanna E. Steilen, for Clerk to Tamara O'Brien, for Highway Commissioner to John S. Robinson, and for Trustee to Keith D. Gray, Kenneth Marcin, Donald Melody, and Christina Sievers.

### 5. Roll Call for Quorum

Present were Supervisor Susanna Steilen, Clerk Tamara O'Brien, Trustees Keith Gray, Kenneth Marcin, Don Melody and Christina Sievers, Assessor Carmen Maurella and Highway Commissioner John Robinson. *A quorum was established.*

### 6. Appointment of Sara Palermo as Collector

Motion to approve the appointment of Sara Palermo as Collector was made by Trustee Gray and seconded by Trustee Sievers.

Trustee Gray motioned, second by Trustee Sievers.

Roll call vote:

Ayes (5): Trustees Gray, Marcin, Melody, Sievers, and Supervisor Steilen

Nays (0):

*The motion carried.*

### 7. Oath of Office by Sara Palermo

Judge Art Smigielski administered the Oath of Office for Collector to Sara Palermo.

### 8. Public Comments (must sign in)

None.

### 9. Appointment of Township Attorney

Attorney Jason Guisinger was present representing the law firm Klein, Thorpe & Jenkins, Ltd. Trustee Melody made a motion to appoint Klein, Thorpe & Jenkins, Ltd. as the Township Attorney, second by Trustee Marcin.

Roll call vote:

Ayes (5): Trustees Gray, Marcin, Melody, and Sievers; and Supervisor Steilen

Nays (0)

*The motion carried.*

#### **10. Reports and Communications from Elected Officials**

##### **Supervisor Steilen Report:**

Nothing has changed with 143<sup>rd</sup> Street. The Township will work with the Village of Homer Glen as much as possible.

The Board members toured the Civic Center that is under construction. A lot of work still needs to be done. An update will be given at the next meeting.

The Budget was brought forward at the last meeting, and a public hearing will take place at the next meeting on June 9.

There has been some confusion about Senior Bingo. It will continue to be held at Cross of Glory on Tuesday, June 10.

The public was invited to submit an application to volunteer for a Township committee. Suggested committees are Seniors, Special Needs, Veterans, Open Space/Civic Center, Admin & Finance, and Land Use.

Township vehicles were a topic talked about during the election campaign. The inventory of Township vehicles will be reviewed and a report will be given at the next meeting.

There will be a Memorial Day Ceremony, May 26, at 10:00 a.m. at the American Legion at Marion Village the public is always welcome to attend.

**Trustee Gray** thanked audience member Steve Balich for his service as Township Supervisor.

#### **11. Roll Call to Enter Closed Session (if necessary)**

Executive Session was not held.

#### **12. Return to Open Session**

Not applicable.

#### **13. Action Following Closed Session (if any)**

Not applicable.

#### **14. Adjournment**

Motion to adjourn by Trustee Gray; second by Trustee Melody.

Voice vote. All were in favor.  
Meeting was adjourned at 7:23 pm

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Tamara O'Brien, Township Clerk

*Approved at the Township Board Meeting on June 9, 2025*



## AGENDA SUPPLEMENT SHEET

**Agenda Item Number:**

**9.a**

**Township Board Meeting Date:**

**June 9, 2025**

**Item Title: Approval of Resolution 2025-0609-RES1**

**Motion for Consideration:** Is there a Motion to Approve payment of all bills for May 2025: Certificate of Deposit, Equipment & Building, Founders Crossing Bond, Founders Crossing General, General Assistance, Open Space, Park, Road & Bridge and Town Funds?

**Staff Contact:** Mary Pat DeGrassi and Cynthia Lombard

**Background Information:** The attached fund sheets show each funds balances and the detailed amounts for each item to be paid.

**Attachments**

Balance sheets for each fund followed by the fund's deposit and expense detail.



**Town of Homer - Monthly Bills**

**May 2025 – Payable June 2025**

**Approved: \_\_\_\_\_**





Homer Township  
14350 W 151<sup>st</sup> Street  
Homer Glen, IL 60491  
708.301.0522

STATE OF ILLINOIS  
Will County, Town of Homer

May PAYABLE in June 2025

We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Office, on the 9th of June 2025 for the purpose of auditing town accounts including Certificate of Deposit, Founders Crossing Bond, Founders Crossing General, General Assistance, Open Space, , Park, Town, Road & Bridge, and Equipment & Building do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June 2025.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

BOARD OF TOWN TRUSTEES

May	Certificate of Deposit	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Building, on the 9th day of June 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	261,253.74
Revenues:	\$	2,819.13
Totals:	\$	264,072.87
Expenditures:	\$	-
Balance:	\$	264,072.87

This Account as of May 31, 2025 yielded 4.402% Interest

STATE OF ILLINOIS  
Will County, Town of Homer

NEW ACCOUNT                      BOARD OF TOWN TRUSTEES

May	EQUIPMENT & BUILDING	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Building, on the 9th of June 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	58,006.21
Revenues:	\$	4,952.18
Totals:	\$	62,958.39
Expenditures:	\$	-
Balance:	\$	62,958.39

This Account as of May 31, 2025 yielded .787% Interest

HOMER TOWNSHIP EQUIPMENT & BUILDING #7636  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/22/2025		4843617636	4,912.34
			601 Property Taxes ...		5.97
			601 Property Taxes ...		38.18
			601 Property Taxes ...		-4,956.49
TOTAL					-4,912.34
Deposit		05/31/2025		4843617636	39.84
				605 Bank Interest	-39.84
TOTAL					-39.84

HOMER TOWNSHIP EQUIPMENT & BUILDING #7636

6/2/2025 10:44 AM

Register: 4843617636

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/22/2025			-split-	Deposit- 1st Real Est...		X	4,912.34	62,918.55
05/31/2025			32 1.Revenue- Equipment-Buil...	Interest .787%		X	39.84	62,958.39

BOARD OF TOWN TRUSTEES

May	FOUNDERS CROSSING BOND	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Administration building, on the 9th of June, 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	43,984.18
Revenues:	\$	89.86
Totals:	\$	44,074.04
Expenditures:	\$	-
Balance:	\$	44,074.04

This Account as of May 31, 2025 yielded 2.403% Interest

Homer Township Founders Bond Acct.  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/31/2025		Harris Founders B...	89.86
				671 Interest- Bank	-89.86
TOTAL					-89.86

Homer Township Founders Bond Fund #5210065413

6/2/2025 3:31 PM

Register: Harris Founders Bond 5210065413

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/31/2025	In Balance		17.Rev.:1. Interest:671 Interest-...	Interest 2.403%		X	89.86	44,074.04



BOARD OF TOWN TRUSTEES

May	FOUNDERS GENERAL FUND	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Administration building, on the 9th of June, 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	479,720.91
Revenues:	\$	30,868.90
Totals:	\$	510,589.81
Expenditures:	\$	41,764.79
Balance:	\$	468,825.02

This Account as of May 31, 2025 yielded 2.403% Interest.

Homer Township Founders General Fund  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/05/2025		5210064883	15,000.00
			14807 Founders	680 Housing Rent	-950.00
			14724 Founders	680 Housing Rent	-950.00
			14805 Founders	680 Housing Rent	-1,200.00
			14803 Founders	680 Housing Rent	-950.00
			14745 Founders	680 Housing Rent	-1,200.00
			14762 Founders	680 Housing Rent	-1,200.00
			14721 Founders	680 Housing Rent	-950.00
			14806 Founders	680 Housing Rent	-950.00
			14723 Founders	680 Housing Rent	-950.00
			14748 Founders	680 Housing Rent	-950.00
			14804 Founders	680 Housing Rent	-950.00
			14800 Founders	680 Housing Rent	-950.00
			14765 Founders	680 Housing Rent	-950.00
			14801 Founders	680 Housing Rent	-950.00
			14750 Founders	680 Housing Rent	-950.00
TOTAL					-15,000.00
Deposit		05/05/2025		5210064883	14,896.00
			14744 Founders	680 Housing Rent	-950.00
			14766 Founders	680 Housing Rent	-950.00
			14749 Founders	680 Housing Rent	-950.00
			14760 Founders	680 Housing Rent	-950.00
			14759 Founders	680 Housing Rent	-950.00
			14727 Founders	680 Housing Rent	-1,200.00
			14763 Founders	680 Housing Rent	-1,200.00
			14747 Founders	680 Housing Rent	-1,200.00
			14764 Founders	680 Housing Rent	-1,200.00
				655 Verification Ser...	-96.00
			14761 Founders	680 Housing Rent	-950.00
			14802 Founders	680 Housing Rent	-1,200.00
			14725 Founders	680 Housing Rent	-1,200.00
			14722 Founders	680 Housing Rent	-950.00
			14746 Founders	680 Housing Rent	-950.00
TOTAL					-14,896.00
Deposit		05/31/2025		5210064883	972.90
				671 Interest- Bank	-972.90
TOTAL					-972.90

Homer Township Founders General Fund #5210064883

6/2/2025 3:35 PM

Register: 5210064883

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	EFTPS	Illinois Department of Reven...	406 State	36-6006309 000	117.24	X		479,603.67
05/01/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	666.44	X		478,937.23
05/01/2025	5090	Cygan Hayes Ltd.	15 Exp.:2. Contractual:740 Acc...	Quarterly Accounting	252.00	X		478,685.23
05/01/2025	5091	TOIRMA	15 Exp.:2. Contractual:737 Lia...	Insurance Premium 6...	25,647.00	X		453,038.23
05/01/2025	5092	The Lincoln National Life In...	15 Exp.:1. Personnel:708 Healt...	Dental 7 Life Insuran...	50.01	X		452,988.22
05/01/2025	5093	BlueCross BlueShield of Illi...	15 Exp.:1. Personnel:708 Healt...	Health Insurance 5/2...	1,198.97	X		451,789.25
05/01/2025	5094	CLS Background Investigati...	15 Exp.:2. Contractual:755 Ver...	Verification Services	69.00	X		451,720.25
05/01/2025	5089	Sean C. Reardon	-split-		1,770.39	X		449,949.86
05/05/2025			-split-	Deposit		X	15,000.00	464,949.86
05/05/2025			-split-	Deposit		X	14,896.00	479,845.86
05/15/2025	EFTPS	Illinois Department of Reven...	406 State	36-6006309 000	252.06	X		479,593.80
05/15/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	1,432.78	X		478,161.02
05/15/2025	5095	Homewood Disposal Service...	15 Exp.:2. Contractual:736 Util...	Monthly Garbage Ser...	723.76	X		477,437.26
05/15/2025	5096	Illinois American Water Co...	15 Exp.:2. Contractual:736 Util...	14718 & 14720 Foun...	126.58	X		477,310.68
05/15/2025	5097	Commonwealth Edison	-split-		57.50	X		477,253.18
05/15/2025	5099	Sean C. Reardon	-split-	VOID:		X		477,253.18
05/15/2025	5101	VSP Vision Plan	Payroll Liabilities	#30018038 Div. 0005	8.10	X		477,245.08
05/15/2025	5098	Sean C. Reardon	-split-		1,770.39	X		475,474.69
05/15/2025	5100	Sean C. Reardon	-split-		2,040.67	X		473,434.02
05/29/2025	eftps	Internal Revenue Service	-split-	36-6006309	807.10	X		472,626.92
05/29/2025	EFTPS	Illinois Department of Reven...	406 State	36-6006309 000	142.15			472,484.77
05/29/2025	5102	Sean C. Reardon	-split-	VOID:		X		472,484.77
05/29/2025	5103	NICOR Gas	15 Exp.:2. Contractual:736 Util...	14718 & 14720 Foun...	72.56			472,412.21
05/29/2025	5104	J & J Reliable Doors Inc.	-split-	14759 & 14805 Foun...	418.00			471,994.21
05/29/2025	5106	Illinois Municipal Retiremen...	-split-	VOID: 06190		X		471,994.21
05/29/2025	5107	Illinois Municipal Retiremen...	-split-	06190	1,989.61			470,004.60
05/29/2025	5105	Sean C. Reardon	-split-		2,152.48			467,852.12
05/31/2025	In Balance		15. Rev.:3. Interest:671 Interest...	Interest 2.403%		X	972.90	468,825.02

BOARD OF TOWN TRUSTEES

May	GENERAL ASSISTANCE FUND	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Building, on the 9th day of June 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	88,783.58
Revenues:	\$	302.46
Totals:	\$	89,086.04
Expenditures:	\$	4,107.68
Balance:	\$	84,978.36

This Account as of May 31, 2025 yielded 2.403% Interest

Homer Township GA Acct.  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/22/2025		0801022284	125.03
			1.601 Property Taxe...		0.11
			1.601 Property Taxe...		0.56
			1.601 Property Taxe...		-125.70
TOTAL					-125.03
Deposit		05/31/2025		0801022284	177.43
			671 Interest- Bank		-177.43
TOTAL					-177.43

# Homer Township General Assistance Fund #0801022284

6/2/2025 9:42 AM

Register: 0801022284

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	3127	City of Lockport	1 Exp.:2. Contractual:774 Emer...	Case #DG05012025	1,144.68	X		87,638.90
05/15/2025	3128	Allied Benifit Systems, Inc.	1 Exp.:2. Contractual:750 Catas...	ID: M188, POLICY:...	2,963.00	X		84,675.90
05/22/2025			-split-	Deposit- 1st Real Est...		X	125.03	84,800.93
05/31/2025			1 Rev.:2. Interest:671 Interest- ...	Interest 2.403%		X	177.43	84,978.36

BOARD OF TOWN TRUSTEES

May	OPEN SPACE GENERAL FUND	PAYABLE June 2025
We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Town Hall, on the 9th of June, 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:		
See Detailed Reports		
In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.		
Beg. Balance:	\$ 393,745.28	Supervisors
Revenue:	\$ 2,587.35	Trustee
Totals:	\$ 396,332.63	Trustee
Expenditures:	\$ 15,788.89	Trustee
Balance:	\$ 380,543.74	Trustee

This account as of May 31, 2025 yielded 2.403% Interest.

Open Space General Fund Acct.  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/06/2025		0502032333	1,800.00
				621 Rental House	-1,800.00
TOTAL					-1,800.00
Deposit		05/31/2025		0502032333	787.35
				671 Interest- Bank	-787.35
TOTAL					-787.35



# Homer Township Open Space General Fund #502032333

6/2/2025 3:29 PM

Register: 0502032333

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	3531	Cygan Hayes Ltd	9. Exp.:2. Contractual:740 Acc...	Quarterly Accounting	252.00	X		393,493.28
05/01/2025	3532	TOIRMA	9. Exp.:2. Contractual:734 Liab...	Insurance Premium 6...	8,894.00	X		384,599.28
05/01/2025	3533	Service Sanitation	9. Exp.:3. Commodities:736 Ou...	Trantina Park	232.78	X		384,366.50
05/06/2025			9. Rev.:1. Rental:621 Rental Ho...	Deposit		X	1,800.00	386,166.50
05/15/2025	3534	Feil Water Treatment	9. Exp.:2. Contractual:751 Utili...	15800 W 151st Street	27.00	X		386,139.50
05/15/2025	3535	Homewood Disposal Service...	9. Exp.:2. Contractual:751 Utili...	15800 W 151st Street	66.96	X		386,072.54
05/15/2025	3536	Will County Treasurer	-split-	Paul & Purdy Farm	3,888.60	X		382,183.94
05/15/2025	3537	Nicor	9. Exp.:2. Contractual:751 Utili...	15744 W 151st Street	290.91	X		381,893.03
05/15/2025	3538	ComEd	9. Exp.:2. Contractual:751 Utili...	15744 W 151st Street	57.71	X		381,835.32
05/28/2025	3539	Goldy Locks, Inc.	9. Exp.:3. Commodities:737 Re...	Locks	509.90			381,325.42
05/29/2025	3540	Homer Tree Care	9. Exp.:3. Commodities:752 Op...	Paul Farm Dead Tree...	1,400.00			379,925.42
05/31/2025	In Balance		9. Rev.:2. Interest:671 Interest- ...	Interest 2.403 %		X	787.35	380,712.77
05/31/2025			9. Exp.:2. Contractual:721 Ban...	Service Charge	169.03	X		380,543.74

BOARD OF TOWN TRUSTEES

May	PARK FUND	PAYABLE June 2023
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Administration Building on the 9th of June, 2025 for the purposes of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	229,926.37
Revenue:	\$	3,990.55
Totals:	\$	233,916.92
Expenditures:	\$	1,814.46
Balance:	\$	232,102.46

This Account as of May 31, 2025 yielded 2.403% Interest.

Park Fund Acct.  
Deposit Detail  
May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/22/2025		0801022276	3,521.27
				1. 601 Property Tax (Levy)	3.20
				1. 601 Property Tax (Levy)	15.93
				1. 601 Property Tax (Levy)	-3,540.40
TOTAL					-3,521.27
Deposit		05/31/2025		0801022276	469.28
				671 Interest- Bank	-469.28
TOTAL					-469.28

# Homer Township Park Fund #801022276

6/2/2025 3:27 PM

Register: 0801022276

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	12819	Cygan Hayes Ltd.	4. Exp.:2. Contractual:740 Acc...	Quarterly Accounting	252.00	X		229,674.37
05/01/2025	12820	Verizon Wireless	4. Exp.:2. Contractual:747 Utili...	Telephone 3/10-4/9/2...	108.82	X		229,565.55
05/01/2025	12821	TOIRMA	4. Exp.:2. Contractual:734 Liab...	Insurance Premium 6...	1,197.00	X		228,368.55
05/01/2025	12822	Service Sanitation	4. Exp.:2. Contractual:736 Outd...	Morris Park	116.39	X		228,252.16
05/15/2025	12823	ComEd	4. Exp.:2. Contractual:747 Utili...	Morris Park	31.43	X		228,220.73
05/22/2025			-split-	Deposit- 1st Real Est...		X	3,521.27	231,742.00
05/29/2025	12824	Verizon Wireless	4. Exp.:2. Contractual:747 Utili...	Telephone 4/10-5/9/2...	108.82			231,633.18
05/31/2025	In Balance		4. Rev.:3. Interest:671 Interest- ...	Interest 2.403%		X	469.28	232,102.46

STATE OF ILLINOIS  
Will County, Town of Homer

NEW ACCOUNT	BOARD OF TOWN TRUSTEES	
	May	PAYABLE June 2025

We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Building, on the 9th of June 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	512,224.12
Revenues:	\$	26,037.56
Totals:	\$	538,261.68
Expenditures:	\$	54,006.90
Balance:	\$	484,254.78

This Account as of May 31, 2025 yielded .787% Interest

HOMER TOWNSHIP ROAD DISTRICT #7628

Transaction Detail by Account deposits

May 2025

Type	Date	Num	Name	Memo	Split	Paid Amount
4843617628						
Deposit	05/06/2025			Deposit- Per...	603 Property ...	3,173.93
Deposit	05/22/2025			Deposit- 1st ...	-SPLIT-	22,530.91
Deposit	05/31/2025			Interest .787%	605 Bank Inter...	332.72
Total 4843617628						26,037.56
TOTAL						26,037.56

HOMER TOWNSHIP ROAD DISTRICT #7628

6/2/2025 11:00 AM

Register: 4843617628

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	EFTPS	Illinois Department of Reven...	Payroll Liabilities:406 IL - Stat...	36-6006309 000	322.63	X		511,901.49
05/01/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	1,834.20	X		510,067.29
05/01/2025	10437	Blue Cross / Blue Shield of I...	-split-	79726	4,192.80	X		505,874.49
05/01/2025	10438	The Lincoln National Life In...	-split-		102.32	X		505,772.17
05/01/2025	10442	Xerox Financial Services	Exp- Road Admin:1. Contractu...	Customer #010-0171...	291.55	X		505,480.62
05/01/2025	10443	TOIRMA	Exp- Road Admin:1. Contractu...	25/26 Risk Managem...	15,880.00	X		489,600.62
05/01/2025	10444	Cygan Hayes Ltd.	Exp- Road Admin:1. Contractu...	Accounting Services	336.00	X		489,264.62
05/01/2025	10445	Nelson Fire Protection Comp...	Exp- Road Maint:2. Commoditi...	Annual Inspection	780.00	X		488,484.62
05/01/2025	10446	Voitech LLC	-split-	Security hardware, pr...	2,850.00	X		485,634.62
05/01/2025	10440	LePretre, Robert	-split-	Direct Deposit		X		485,634.62
05/01/2025	10441	Medema, David B.	-split-	Direct Deposit		X		485,634.62
05/06/2025			Rev- Road 31:603 Property Re...	Deposit- Permit & P...			3,173.93	488,808.55
05/14/2025		QuickBooks Payroll Service	740 Direct Deposit Liabilities	Created by Payroll S...	2,770.61	X		486,037.94
05/15/2025	EFTPS	Illinois Department of Reven...	Payroll Liabilities:406 IL - Stat...	36-6006309 000	322.63	X		485,715.31
05/15/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	1,834.26	X		483,881.05
05/15/2025	10449	Homewood Disposal Service...	Exp- Road Maint:1. Contractua...	#20-253631 4	193.96	X		483,687.09
05/15/2025	10450	ComEd #6027493000	Exp- Road Maint:1. Contractua...	#6027493000	64.34	X		483,622.75
05/15/2025	10451	Illinois American Water	Exp- Road Maint:1. Contractua...	Acct. #1025-220039...	55.83	X		483,566.92
05/15/2025	10452	WEX Bank	Exp- Road Maint:2. Commoditi...	#0496-00-773992-3	335.47	X		483,231.45
05/15/2025	10453	Cintas Corp	-split-	Mat Service/First Aid	379.22	X		482,852.23
05/15/2025	10454	Homer Township	-split-		1,571.23			481,281.00
05/15/2025	10455	VSP	Payroll Liabilities:703 Ins Vision	30018038	25.92	X		481,255.08
05/15/2025	10456	Adesta LLC	Exp- Road Maint:1. Contractua...	Locate Facilities	139.16	X		481,115.92
05/15/2025	10457	Village of Homer Glen	Exp- Road Maint:1. Contractua...	Street lights	187.00	X		480,928.92
05/15/2025	10447	LePretre, Robert	-split-	Direct Deposit		X		480,928.92
05/15/2025	10448	Medema, David B.	-split-	Direct Deposit		X		480,928.92
05/22/2025			-split-	Deposit- 1st Real Est...		X	22,530.91	503,459.83
05/28/2025		QuickBooks Payroll Service	740 Direct Deposit Liabilities	Created by Payroll S...	4,521.99	X		498,937.84

HOMER TOWNSHIP ROAD DISTRICT #7628

6/2/2025 11:00 AM

Register: 4843617628

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/29/2025	EFTPS	Illinois Department of Reven...	Payroll Liabilities:406 IL - Stat...	36-6006309 000	322.63			498,615.21
05/29/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	1,834.20	X		496,781.01
05/29/2025	10460	Menards	-split-	Building Supplies/M...	759.22			496,021.79
05/29/2025	10461	The Lincoln National Life In...	-split-		102.32			495,919.47
05/29/2025	10462	Xerox Financial Services	Exp- Road Admin:1. Contractu...	Customer #4080022	291.55			495,627.92
05/29/2025	10463	Jim's Truck Inspection	Exp- Road Maint:2. Commoditi...	2007 Ford, M230954	43.00			495,584.92
05/29/2025	10464	ComEd #7169008000	Exp- Road Maint:1. Contractua...	#7169008000	269.32			495,315.60
05/29/2025	10465	ComEd #3758373000	Exp- Road Maint:1. Contractua...	#3758373000	227.14			495,088.46
05/29/2025	10466	Nicor Gas	Exp- Road Maint:1. Contractua...	Acct. #42-03-44-154...	194.82			494,893.64
05/29/2025	10467	Verizon Wireless	Exp- Road Admin:1. Contractu...	Hwy cell phone	123.56			494,770.08
05/29/2025	10468	Illinois American Water	Exp- Road Maint:1. Contractua...	Acct. #1025-220039...	158.02			494,612.06
05/29/2025	10469	Blue Cross / Blue Shield of I...	-split-	79726	4,192.80			490,419.26
05/29/2025	10470	Illinois Municipal Retiremen...	-split-	Homer Twp #06190, ...	6,497.20			483,922.06
05/29/2025	10458	LePretre, Robert	-split-	Direct Deposit		X		483,922.06
05/29/2025	10459	Medema, David B.	-split-	Direct Deposit		X		483,922.06
05/31/2025			Rev- Road 31:605 Bank Interest	Interest .787%		X	332.72	484,254.78



BOARD OF TOWN TRUSTEES

May	TOWN FUND	PAYABLE June 2025
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We, the undersigned, comprising the Town Board of Trustees of said Town of Homer having duly met at the Homer Township Administration Building, on the 9th of June 2025 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were at said meeting, to wit:

See Detailed Reports

In Witness, Whereof, the members of said Board of Town Trustees have hereto set their hands this 9th of June, 2025.

Beg. Balance:	\$	552,550.79
Adjustment	\$	0.01
Revenues:	\$	61,125.59
Totals:	\$	613,676.39
Expenditures:	\$	183,259.22
Balance:	\$	430,417.17

This Account as of May 31, 2025 yielded 2.403% Interest

# Homer Township - Town Acct. Deposit Detail May 2025

Type	Num	Date	Name	Account	Amount
Deposit		05/02/2025		801022268	41.56
				630 Health Benefit R...	-41.56
TOTAL					-41.56
Deposit		05/06/2025		801022268	17,729.53
				673 Town Hall Rental	-125.00
				673 Town Hall Rental	-100.00
				8. 720 IMRF Co.	-912.14
				8. 720 IMRF Co.	-14,252.47
				751 Office Supplies/...	-2,339.92
TOTAL					-17,729.53
Deposit		05/21/2025		801022268	4,292.67
				675 Cell Tower Lease	-4,292.67
TOTAL					-4,292.67
Deposit		05/22/2025		801022268	38,025.64
				1. 601 Property Tax ...	34.52
				1. 601 Property Tax ...	172.02
				1. 601 Property Tax ...	-38,232.18
TOTAL					-38,025.64
Deposit		05/31/2025		801022268	1,036.18
				671 Interest- Bank	-1,036.18
TOTAL					-1,036.18
General Journal	Adj	05/31/2025		801022268	0.01
				8. 720 IMRF Co.	-0.01
TOTAL					-0.01

# Homer Township Town Fund #801022268

6/2/2025 1:43 PM

Register: 801022268

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	EFTPS	Illinois Department of Reven...	406 State	36-36006309 1174-6...	1,309.29	X		551,241.51
05/01/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	7,235.00	X		544,006.51
05/01/2025	46880	Blue Cross Blue Shield of Ill...	-split-	Acct. #079726	18,200.63	X		525,805.88
05/01/2025	46881	Clarke Environmental Mosq...	2. Exp.:2. Contractual:750 Mos...	#H00518	6,924.00	X		518,881.88
05/01/2025	46882	Home Depot Credit Services	-split-	#6035322153853159	24.11	X		518,857.77
05/01/2025	46883	Cygan Hayes Ltd.	2. Exp.:2. Contractual:740 Acc...	Quarterly preparation...	588.00	X		518,269.77
05/01/2025	46884	TOIRMA	2. Exp.:2. Contractual:734 Liab...	25/26 TOIRMA- To...	18,592.00	X		499,677.77
05/01/2025	46885	The Lincoln National Life In...	-split-	HOMERT-BL-16135...	253.79	X		499,423.98
05/01/2025	46886	C.I.A.O.	-split-	Assessor's dues 25/26	150.00	X		499,273.98
05/01/2025	46887	Quill Corporation	3. Exp. Assessor:3. Assessor Co...	Acct. #5525181	89.11	X		499,184.87
05/01/2025	46888	Verizon Wireless- A	3. Exp. Assessor:2. Assessor C...	Assessor- #28677642...	97.61	X		499,087.26
05/01/2025	46889	Fiduciary Trust Company	410 Fiduciary Trust Company	#A0001566	30.00	X		499,057.26
05/01/2025	46890	Stifel	-split-	Simple IRA	1,475.00	X		497,582.26
05/01/2025	46891	Andrew F. Mitchell	-split-		1,948.32	X		495,633.94
05/01/2025	46892	Angel C. Shake	-split-		270.71	X		495,363.23
05/01/2025	46893	Brent A. Porfilio	-split-		1,762.36	X		493,600.87
05/01/2025	46894	Carmen J. Maurella III	-split-		1,323.50	X		492,277.37
05/01/2025	46895	Cindy A. Eaton	-split-		535.62	X		491,741.75
05/01/2025	46896	Cynthia M. Lombard	-split-		1,737.40	X		490,004.35
05/01/2025	46897	Debra M. Errico	-split-		1,814.44	X		488,189.91
05/01/2025	46898	Hillary E. Kurzawa	-split-		654.65	X		487,535.26
05/01/2025	46899	James A. Shake	-split-		1,975.93	X		485,559.33
05/01/2025	46900	Mary Pat DeGrassi	-split-		1,904.87	X		483,654.46
05/01/2025	46901	Michael G. Bonomo	-split-		259.86	X		483,394.60
05/01/2025	46902	Michael W. Clausen	-split-		274.58			483,120.02
05/01/2025	46903	Patricia L. Komar	-split-		961.72	X		482,158.30
05/01/2025	46904	Rob Rivera	-split-		259.86	X		481,898.44
05/01/2025	46905	Stephen Balich	-split-		33.62	X		481,864.82

# Homer Township Town Fund #801022268

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From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025	46906	Stephen J. Balich	-split-		750.23	X		481,114.59
05/01/2025	46907	Stephen J. Balich III	-split-		1,799.32	X		479,315.27
05/01/2025	46908	Victoria A. Bozen	-split-		1,312.58	X		478,002.69
05/01/2025	46909	Wendy L. Langys	-split-		1,636.90	X		476,365.79
05/02/2025			2. Rev.:6. Other:630 Health Be...	Deposit- Konow		X	41.56	476,407.35
05/06/2025			-split-	Deposit- Town Hall ...		X	17,729.53	494,136.88
05/07/2025	EFTPS	Illinois Municipal Retiremen...	2. Exp.:1. Personnel:8. 720 IM...	Hwy's VAC amount ...	1,738.39	X		492,398.49
05/14/2025	46910	Illinois American Water	-split-	Admin, Town Hall &...	277.35	X		492,121.14
05/15/2025	ACH	Wex Bank	2. Exp.:3. Commodities:754 Fuel	Fuel #0461-00-7348...	131.27	X		491,989.87
05/15/2025	EFTPS	Illinois Department of Reven...	406 State	36-36006309 1174-6...	1,695.63	X		490,294.24
05/15/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	9,497.58	X		480,796.66
05/15/2025	46911	Whitmore Ace Hardware- A	3. Exp. Assessor:3. Assessor Co...	Assessor- batteries	5.99	X		480,790.67
05/15/2025	46912	Homewood Disposal Service...	-split-	Admin & Town Hall	158.80	X		480,631.87
05/15/2025	46913	Grant Spooner	2. Exp.:5. Admin Other:757 Te...	Video Production	150.00	X		480,481.87
05/15/2025	46914	Comcast- A	3. Exp. Assessor:2. Assessor C...	Assessor- Acct. #877 ...	235.85	X		480,246.02
05/15/2025	46915	Fiduciary Trust Company	410 Fiduciary Trust Company	#A0001566	30.00	X		480,216.02
05/15/2025	46916	NCPERS Group Life Ins.	708 Life Insurance	Unit #6190	16.00	X		480,200.02
05/15/2025	46917	Stifel	411 Stifel	Simple IRA	1,475.00	X		478,725.02
05/15/2025	46918	VSP Vision Plan	708 Vision Ins.	#30018038 Div 0001...	96.42	X		478,628.60
05/15/2025	46919	Cynthia M. Lombard	-split-	VOID:		X		478,628.60
05/15/2025	46920	Mary Pat DeGrassi	-split-	VOID:		X		478,628.60
05/15/2025	46942	De Lage Landen Financial S...	3. Exp. Assessor:2. Assessor C...	HP Copier	398.33	X		478,230.27
05/15/2025	46943	COMED	-split-	Town Hall, Admin &...	1,080.21	X		477,150.06
05/15/2025	46921	Andrew F. Mitchell	-split-		1,948.32	X		475,201.74
05/15/2025	46922	Angel C. Shake	-split-		344.75	X		474,856.99
05/15/2025	46923	Brent A. Porfilio	-split-		2,188.51	X		472,668.48
05/15/2025	46924	Carmen J. Maurella III	-split-		1,323.50	X		471,344.98
05/15/2025	46925	Cindy A. Eaton	-split-		260.31	X		471,084.67

## Homer Township Town Fund #801022268

6/2/2025 1:43 PM

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From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/15/2025	46926	Cynthia M. Lombard	-split-		1,737.40	X		469,347.27
05/15/2025	46927	Debra M. Errico	-split-		1,814.44	X		467,532.83
05/15/2025	46928	Hillary E. Kurzawa	-split-		814.26	X		466,718.57
05/15/2025	46929	James A. Shake	-split-		1,886.85	X		464,831.72
05/15/2025	46930	Mary Pat DeGrassi	-split-		1,904.87	X		462,926.85
05/15/2025	46931	Michael G. Bonomo	-split-		333.90	X		462,592.95
05/15/2025	46932	Michael W. Clausen	-split-		350.18			462,242.77
05/15/2025	46933	Patricia L. Komar	-split-		1,163.81	X		461,078.96
05/15/2025	46934	Rob Rivera	-split-		333.90	X		460,745.06
05/15/2025	46935	Stephen Balich	-split-		43.19	X		460,701.87
05/15/2025	46936	Stephen J. Balich	-split-		1,172.85	X		459,529.02
05/15/2025	46937	Stephen J. Balich III	-split-		1,799.32	X		457,729.70
05/15/2025	46938	Victoria A. Bozen	-split-		1,718.31	X		456,011.39
05/15/2025	46939	Wendy L. Langys	-split-		1,636.90	X		454,374.49
05/15/2025	46940	Cynthia M. Lombard	-split-		1,699.24	X		452,675.25
05/15/2025	46941	Mary Pat DeGrassi	-split-		2,473.48	X		450,201.77
05/17/2025	ACH	BMO Harris Bank N.A.	-split-	Office Supplies, IT, ...	2,201.75	X		448,000.02
05/21/2025			2. Rev.:4. Rental Income:675 C...	Deposit- American T ...		X	4,292.67	452,292.69
05/22/2025			-split-	Deposit- 1st Real Est...		X	38,025.64	490,318.33
05/29/2025	EFTPS	Illinois Department of Reven...	406 State	36-36006309 1174-6...	1,155.15			489,163.18
05/29/2025	EFTPS	Illinois Municipal Retirement...	-split-	06190	12,193.27			476,969.91
05/29/2025	EFTPS	IMRF Voluntary Additional ..	407 IMRF Employee:407 IMR...	06190	382.95			476,586.96
05/29/2025	EFTPS	Internal Revenue Service	-split-	36-6006309	5,716.70	X		470,870.26
05/29/2025	46944	Nicor Gas	-split-	Admin & Town Hall	323.66			470,546.60
05/29/2025	46945	The Lincoln National Life In...	-split-	HOMERT-BL-16135...	763.24			469,783.36
05/29/2025	46946	Verizon Wireless- A	3. Exp. Assessor:2. Assessor C...	Assessor- #28677642...	97.57			469,685.79
05/29/2025	46947	Comcast - Town	2. Exp.:5. Admin Other:757 Te...	Administration	140.62			469,545.17
05/29/2025	46948	Township Officials of Illinois	2. Exp.:1. Personnel:Other:711 ...	Training	250.00			469,295.17

# Homer Township Town Fund #801022268

6/2/2025 1:43 PM

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From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/29/2025	46949	Homer Township Highway D...	2. Exp.:2. Contractual:731 Buil...	Flag reimbursement	191.70			469,103.47
05/29/2025	46950	LaGrange Lock & Safe Inc.	-split-	Admin rekey- exterior...	466.00			468,637.47
05/29/2025	46951	Voitech	2. Exp.:5. Admin Other:757 Te...	Battery backups	744.90			467,892.57
05/29/2025	46952	Verizon Wireless- T	2. Exp.:2. Contractual:735 Tele...	Admin- #886064091...	42.40			467,850.17
05/29/2025	46953	Odelson Murphey Frazier &...	2. Exp.:2. Contractual:741 Atto...	Legal Fees	975.00			466,875.17
05/29/2025	46954	Blue Cross Blue Shield of Ill...	-split-	Acct. #079726	16,540.38			450,334.79
05/29/2025	46955	Fiduciary Trust Company	410 Fiduciary Trust Company	#A0001566	65.00			450,269.79
05/29/2025	46956	Wehmeier Portraits	2. Exp.:2. Contractual:746 Publ...	Board Portraits	2,675.00			447,594.79
05/29/2025	46957	Andrew F. Mitchell	-split-		1,952.37	X		445,642.42
05/29/2025	46958	Carmen J. Maurella III	-split-		1,342.17	X		444,300.25
05/29/2025	46959	Christina M. Sievers	-split-		185.12			444,115.13
05/29/2025	46960	Cindy A. Eaton	-split-		535.61			443,579.52
05/29/2025	46961	Cynthia M. Lombard	-split-		1,741.45	X		441,838.07
05/29/2025	46962	Debra M. Errico	-split-		1,814.44	X		440,023.63
05/29/2025	46963	Donald J. Melody	-split-		185.12			439,838.51
05/29/2025	46964	Hillary E. Kurzawa	-split-		814.26	X		439,024.25
05/29/2025	46965	James A. Shake	-split-		604.28			438,419.97
05/29/2025	46966	John S. Robinson	-split-		1,340.90			437,079.07
05/29/2025	46967	Keith D. Gray	-split-		110.12			436,968.95
05/29/2025	46968	Kenneth M. Marcin	-split-		125.12			436,843.83
05/29/2025	46969	Mary Pat DeGrassi	-split-		1,906.17	X		434,937.66
05/29/2025	46970	Stephen J. Balich III	-split-		1,803.37			433,134.29
05/29/2025	46971	Susanna E. Steilen	-split-		942.08	X		432,192.21
05/29/2025	46972	Susanna E. Steilen- T	-split-		23.94	X		432,168.27
05/29/2025	46973	Tamara D. O'Brien	-split-		1,146.34			431,021.93
05/29/2025	46974	Wendy L. Langys	-split-		1,640.95			429,380.98
05/31/2025			2. Rev.:3. Interest:671 Interest- ...	Interest 2.403%		X	1,036.18	430,417.16
05/31/2025	Adj		2. Exp.:1. Personnel:8. 720 IM...	IMRF Adjustment		X	0.01	430,417.17



## AGENDA SUPPLEMENT SHEET

**Agenda Item Number:**

9.b

**Township Board Meeting Date:**

June 9, 2025

**Item Title: Approval of Resolution 2025-0609 Res1**

**Motion for Consideration:** Is there a Motion to Approve Resolution 2025-0609 Res1  
Clarification & Restatement of Highway Commissioner Compensation for the 2025-2029  
Term?

**Staff Contact:** Supervisor Sue Steilen

**Background Information:**

The attached Resolution clarifies and restates the Highway Commissioner's pay for the 2025-29 term.

**Attachments**

Resolution No. 2025-0609 Res1

# HOMER TOWNSHIP, WILL COUNTY, ILLINOIS

## RESOLUTION NO. 2025-0609 Res1

### Clarification & Restatement of Highway Commissioner Compensation for the 2025–2029 Term

**WHEREAS**, on November 9, 2020, the Township Board adopted Resolution 2020-1109-RES1, establishing salaries for the 2021–2025 term, and Footnote 8 to that resolution provided that, if the mileage of roads under the jurisdiction of the Homer Township Road District fell below twenty (20) center-line miles, the Highway Commissioner would be deemed part-time and compensated at Fifteen Thousand Dollars (\$15,000.00) per year with no insurance or pension benefits;

**WHEREAS**, on July 8, 2024, the Township Board adopted Resolution 2024-0708-RES1 (the “2024 Resolution”), fixing compensation for Township officials for the four-year term beginning May 19, 2025, and the meeting minutes, approved by the Township Board, reflect that the Board’s intent was “no raise in pay for elected officials”;

**WHEREAS**, in preparing the wage schedule attached to the 2024 Resolution, Footnote 8 was inadvertently omitted, resulting in the Highway Commissioner’s compensation being listed as Sixty-One Thousand Ninety-Three Dollars and 98/100 (\$61,093.98) and the position labeled “Full-Time,” which—given the current road mileage—would confer an unintended increase in pay contrary to the Board’s expressed intention of “no raise”;

**WHEREAS**, the Illinois Department of Transportation has certified that, as of May 1, 2025, the Road District maintains seventeen (17) center-line miles of roadway, a figure below the twenty-mile threshold referenced in Footnote 8;

**WHEREAS**, the Township Board finds and determines that omission of Footnote 8 from the 2024 Resolution was inadvertent and that the Board’s original and continuing intent has been—and remains—to apply the part-time compensation trigger whenever the Road District’s certified mileage is fewer than twenty (20) center-line miles;

**WHEREAS**, the Highway Commissioner has reviewed this Resolution and executed an Acknowledgement & Waiver attached hereto as **Exhibit A**, indicating his concurrence with this clarification;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Board of Homer Township, Will County, Illinois, as follows:

#### **Section 1. Clarification and Restatement.**

The wage schedule adopted by Resolution 2024-0708-RES1 is clarified and restated *nunc pro tunc* to include the following footnote, which shall apply to the Highway Commissioner’s compensation for the 2025–2029 term:



Footnote 8. "If, at any time during the term, the total mileage of roads maintained by the Homer Township Road District is fewer than twenty (20) center-line miles, the office of Highway Commissioner shall be deemed part-time, and compensation shall be Fifteen Thousand Dollars (\$15,000.00) per year, payable in equal monthly installments, with no medical, dental, vision, or life-insurance benefits and no employer-paid pension contributions."

**Section 2. Current Application.**

Because the certified mileage is presently seventeen (17) miles, the Highway Commissioner shall be compensated at the part-time rate of Fifteen Thousand Dollars (\$15,000.00) per year, effective with the first payroll issued after the adoption of this Resolution.

**Section 3. No Retroactive Adjustment.**

Compensation already paid between May 19, 2025, and the effective date of this Resolution shall not be recouped; this Resolution operates prospectively only.

**Section 4. Severability.**

If any provision of this Resolution is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remaining provisions, which shall remain in full force and effect.

**Section 5. Effective Date.**

This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED this 9th day of June 2025, by roll-call vote as follows:

Township Board	AYE	NAY	ABSENT
Susanna E. Steilen			
Keith D. Gray			
Kenneth Marcin			
Donald Melody			
Christina Sievers			

ATTEST:

\_\_\_\_\_  
Susanna E. Steilen, Township Supervisor

\_\_\_\_\_  
Tamara O'Brien, Township Clerk

## **EXHIBIT A**

### **ACKNOWLEDGEMENT & WAIVER**

I, \_\_\_\_\_, the duly elected Highway Commissioner of Homer Township, Will County, Illinois, hereby acknowledge that the Township Board has clarified Resolution 2024-0708-RES1 to apply the part-time compensation trigger when certified road mileage is fewer than twenty (20) center-line miles. I concur in that clarification, accept compensation at Fifteen Thousand Dollars (\$15,000.00) per year without fringe benefits so long as the certified mileage remains below twenty (20) miles, and waive any claim for additional salary or benefits arising from this clarification.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## AGENDA SUPPLEMENT SHEET



**Agenda Item Number:**

**9.c**

**Township Board Meeting Date:**

**June 9, 2025**

**Item Title: Adoption of Ordinance HTRD-06092025**

**Motion for Consideration:** Is there a Motion to Approve the Adoption of Ordinance HTRD-06092025 Homer Township Road District Budget & Appropriation Ordinance Fiscal Year 2025-2026?

**Staff Contact:** Dave Medema and Mary Pat DeGrassi

**Background Information:**

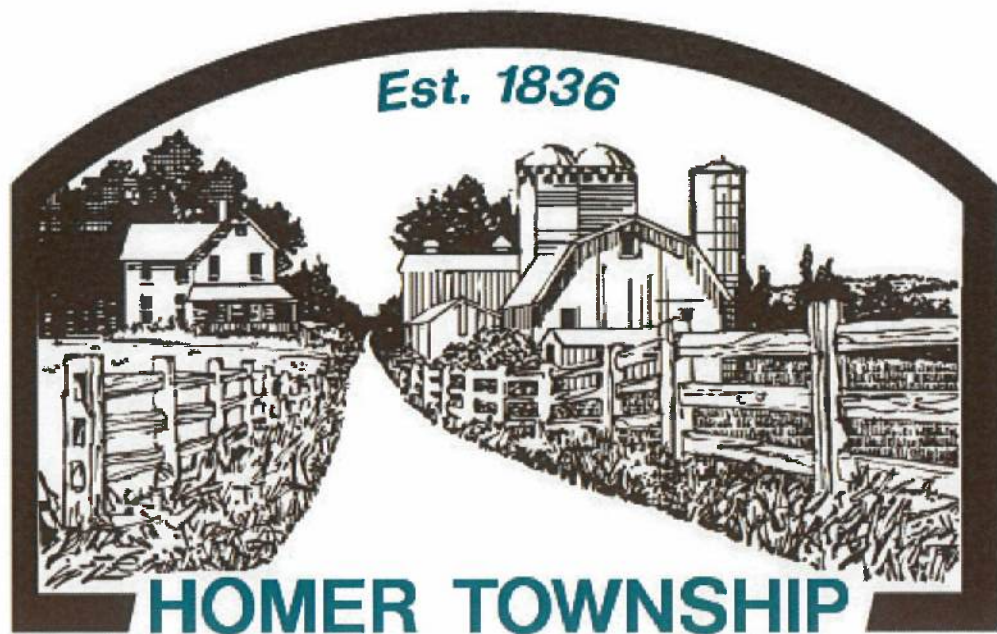
The Homer Township Road District Budget uses the Equipment & Building Fund and the Road & Bridge Fund.

**Attachments**

Homer Township Road District Budget & Appropriation Ordinance Fiscal Year 2025-2026

Homer Township Road District Road & Bridge Fund Budget vs. Actual


Homer Township Road District Equipment & Building Fund Budget vs. Actual



**Budget & Appropriation Ordinance**  
**Fiscal Year 2025-2026**

**Homer Township Road District**


**Pending Board Approval**  
**June 9, 2025**

HIGHWAY DEPT.- EQUIPMENT & BUILDING FUND					
					
			Pg 1 FY '23 - '24	Pg 1 FY '24 - '25	Pg 1 FY '25 - '26
Beginning Balance of April 1,			\$ 48,575.37	\$ 88,666.32	\$ 152,792.76
REVENUES:					
601	Property Taxes (Levy)		\$ 251,143.95	\$ 150,721.72	\$ 141,123.42
605	Bank Interest		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
607	Miscellaneous		\$ 100.00	\$ 100.00	\$ 100.00
TOTAL REVENUES:			\$ 252,243.95	\$ 151,821.72	\$ 142,223.42
TOTAL FUNDS AVAILABLE:			\$ 300,819.32	\$ 240,488.04	\$ 295,016.18
EXPENDITURES:					
734	Bank Fees		\$ 500.00	\$ 1,000.00	\$ 1,000.00
881	Building		\$ 50,000.00	\$ 50,000.00	\$ 51,300.00
882	Equipment		\$ 220,300.00	\$ 159,485.00	\$ 212,716.00
883	Miscellaneous		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
990	Contingency		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
TOTAL EXPENDITURES:			\$ 300,800.00	\$ 240,485.00	\$ 295,016.00
SUMMARY:					
TOTAL INCOME:			\$ 300,819.32	\$ 240,488.04	\$ 295,016.18
TOTAL EXPENSE:			\$ 300,800.00	\$ 240,485.00	\$ 295,016.00
ENDING BALANCE MARCH 31,			\$ 19.32	\$ 3.04	\$ 0.18



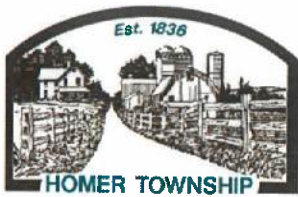
**Homer Township Highway Department**  
**2025/2026**  
**Chart of Accounts**

<b>EQUIPMENT &amp; BUILDING FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
601	Property Taxes (Levy)	Revenue received from levied tax dollars
605	Bank Interest	Interest from Bank
607	Miscellaneous	Uncategorized revenues
<b>EXPENDITURES</b>		
734	Bank Fees	Checks, deposit slips, NSF & cancelled check fees, bank fees
881	Building Supplies	Building improvements
882	Equipment Purchase	Purchase of equipment
883	Miscellaneous	Uncategorized expenses
990	Contingency	Unexpected expenditures/shortages

HIGHWAY DEPT.- ROAD & BRIDGE FUND				Pg 1	Pg 1	Pg 1	
				FY '23 - '24	FY '24 - '25	FY '25 - '26	
Beginning Balance of April 1,				\$ 1,286,977.60	\$ 1,050,359.41	\$ 613,473.88	
REVENUES: Summary							
601	Property Tax (Levy)			\$ 600,940.09	\$ 652,442.09	\$ 647,275.57	
603	Property Replacement Tax			\$ 50,000.00	\$ 89,414.00	\$ 55,703.00	
604	Dividends			\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
605	Interest- Bank			\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	
607	Miscellaneous			\$ 100.00	\$ 100.00	\$ 100.00	
609	Permit			\$ 500.00	\$ 1.00	\$ 1.00	
610	Fines			\$ 500.00	\$ 100.00	\$ 100.00	
TOTAL REVENUES:				\$ 670,040.09	\$ 760,057.09	\$ 717,179.57	
TOTAL FUNDS AVAILABLE:				\$ 1,957,017.69	\$ 1,810,416.50	\$ 1,330,653.45	
EXPENDITURES:							
PERSONNEL:							
801	Personnel			\$ 160,000.00	\$ 174,000.00	\$ 240,000.00	
703	Health Insurance			\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	
704	MC			\$ 3,000.00	\$ 3,000.00	\$ 3,600.00	
705	SS			\$ 12,000.00	\$ 12,000.00	\$ 16,000.00	
706	IDES			\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
707	IMRF Co.			\$ 20,000.00	\$ 20,000.00	\$ 35,000.00	
TOTAL PERSONNEL:				\$ 246,500.00	\$ 260,500.00	\$ 351,100.00	

PG 2 ROAD & BRIDGE FUND				Pg 2	Pg 2	Pg 2	
				FY '23 - '24	FY '24 - '25	FY '25 - '26	
714	Audit			\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
715	Accounting Services			\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	
716	Legal			\$ 35,000.00	\$ 20,000.00	\$ 30,000.00	
717	Postage			\$ 500.00	\$ 500.00	\$ 500.00	
718	Telephone, Internet, IT			\$ 15,000.00	\$ 13,000.00	\$ 18,000.00	
719	Publishing			\$ 7,000.00	\$ 5,000.00	\$ 3,000.00	
720	Printing			\$ 500.00	\$ 500.00	\$ 500.00	
724	Risk Management- TOIRMA			\$ 20,000.00	\$ 20,000.00	\$ 23,000.00	
726	Dues			\$ 500.00	\$ 500.00	\$ 500.00	
734	Bank Charge			\$ 600.00	\$ 3,000.00	\$ 3,000.00	
735	Office Supplies			\$ 13,000.00	\$ 4,000.00	\$ 4,000.00	
743	Permit Refund			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
820	Professional Services- Engineering			\$ 15,000.00	\$ 1.00	\$ 1.00	
821	Utilities			\$ 20,000.00	\$ 12,000.00	\$ 12,000.00	
823	Street Lighting			\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
830	JULIE			\$ 4,000.00	\$ 5,000.00	\$ 7,000.00	
842	Fuel			\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	
845	Building Supplies			\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	
846	Maintenance			\$ 65,000.00	\$ 60,000.00	\$ 50,000.00	
847	Capital Improvements			\$ 880,000.00	\$ 925,010.00	\$ 390,176.00	
848	Raw Materials			\$ 140,000.00	\$ 60,000.00	\$ 60,000.00	
874	Miscellaneous			\$ 30,000.00	\$ 10,000.00	\$ 10,000.00	
880	Contingencies			\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	
991	**Capital Reserve			\$ 332,400.00	\$ 320,400.00	\$ 286,876.00	
TOTAL EXPENDITURES:				\$ 1,690,500.00	\$ 1,549,911.00	\$ 979,553.00	
SUMMARY:							
TOTAL INCOME:				\$ 1,957,017.69	\$ 1,810,416.50	\$ 1,330,653.45	
TOTAL EXPENSE:				\$ 1,937,000.00	\$ 1,810,411.00	\$ 1,330,653.00	
ENDING BALANCE MARCH 31,				\$ 20,017.69	\$ 5.50	\$ 0.45	





# Homer Township Highway Department

## 2025/2026

### Chart of Accounts

ROAD & BRIDGE FUND		
Code	Line Item	Description
<b>REVENUES</b>		
601	Property Tax (Levy)	Revenue received from levied tax dollars
603	Property Replacement Tax	Revenue received from Property Replacement Tax
604	Dividends	Dividend received
605	Interest- Bank	Interest from Bank
607	Miscellaneous	Uncategorized revenues
609	Permit	Permit refunds
610	Fines	Revenue received from motor/road fines
<b>EXPENDITURES</b>		
801	Personnel	Gross earnings of Personnel
703	Health Insurance	Cost of employee health benefits
704	MC	Employer portion of MC
705	SS	Employer portion of SS
706	IDES	Employer portion of IL Dept of Employment Security
707	IMRF Co.	Employer contribution to IL Municipal Retirement Fund
714	Audit	Cost of audit performed by CPA firm
715	Accounting Services	Cost of professional accounting services
716	Legal	Cost of professional legal services
717	Postage	Postage and delivery services
718	Telephone & Internet	Cost of monthly phone services & internet, copier maintenance/supplies, IT services
719	Publishing	Cost for advertisement of public/legal notices
720	Printing	Cost of printing
724	Risk Management- TOIRMA	Cost of liability and property damage insurance
726	Dues	Membership fees for governmental officials
734	Bank Charge	Checks, deposit slips, NSF & cancelled check fees, bank fees
735	Office Supplies	Supplies and equipment needed for daily operations: i.e., general office operating supplies, phone system, copy machine, printers, etc.
743	Permit Refund	Permit fees refunded
820	Prof Services- Engineering	Services such as: Engineering, consulting, architect, etc.
821	Utilities	Costs of utilities: Gas, Electric, Water, Garbage for public buildings
823	Street Lighting	Cost of electric for streetlights
830	JULIE	Location of underground utilities
842	Fuel	Cost for fuel
845	Building Supplies	Cost of building supplies needed for daily operations: i.e., oil dry, chemicals, cleaning supplies/services, hand/power tools, nuts/bolts, misc. materials
846	Maintenance	Repairs, operating supplies, purchases used to maintain the buildings.

847	Capital Improvements	Planned capital improvement projects
848	Raw Materials	Stone, salt, dirt, asphalt, culverts, concrete
874	Miscellaneous	Uncategorized expenses
880	Contingencies	Unexpected expenditures/shortages
991	**Capital Reserve	Purpose: Replace/Restore Infrastructure & Operating Systems

**BUDGET & APPROPRIATION  
HOMER TOWNSHIP HIGHWAY DEPARTMENT  
ORDINANCE NUMBER: HTRD-06092025**

AN ORDINANCE APPROPRIATING for all road purposes for the **HOMER TOWNSHIP** Highway Department, **WILL** County, Illinois, for the fiscal year beginning **April 1, 2025**, and ending **March 31, 2026**.

BE IT ORDAINED by the Board of Trustees of **HOMER** Township, **WILL** County, Illinois, as follows:

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 the **HOMER TOWNSHIP** Highway Department, be and the same are hereby appropriated for the road purposes of the **HOMER TOWNSHIP** Highway Department, **WILL** 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 an estimate of revenues and expenditures is hereby adopted for the following funds:

**EQUIPMENT & BUILDING FUND  
GENERAL ROAD FUND**

SECTION 3: That the amount appropriated for Road Purposes for the fiscal year beginning **APRIL 1, 2025** and ending **MARCH 31, 2026** by fund shall be as follows:

<b>EQUIPMENT &amp; BUILDING FUND:</b>	<b>\$</b>	<b>295,016.00</b>
<b>GENERAL ROAD FUND:</b>	<b>\$</b>	<b>1,330,653.00</b>
<b>TOTAL APPROPRIATIONS:</b>	<b>\$</b>	<b>1,625,669.00</b>

SECTION 4: That if any section, subdivision, 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 shall be divided among the several objects and purposes specified, and in particular amount stated for each fund respectively in Section 2 constituting the total appropriations in the amount of **ONE MILLION SIX HUNDRED TWENTY-FIVE THOUSAND SIX HUNDRED SIXTY-NINE & 00/100 (\$1,625,669.00)** for the fiscal year beginning

**APRIL 1, 2025** and ending **MARCH 31, 2026.**

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Highway Department, 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.

of **HOMER** Township, **WILL** County, Illinois.

BOARD OF TRUSTEES		AYE	NAY	ABSENT
Keith Gray,	Trustee			
Ken Marcin,	Trustee			
Don Melody,	Trustee			
Chris Sievers,	Trustee			
Susanna E. Steilen,	Supervisor			
Tamara O'Brien,	Clerk			

**CERTIFICATION OF BUDGET AND APPROPRIATION ORDINANCE  
AND CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

**HOMER TOWNSHIP ROAD DISTRICT**

The undersigned, duly elected, qualified and acting as Clerk of Homer Township, Will County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget and Appropriation Ordinance of said township for the fiscal year beginning April 1, 2025 and ending March 31, 2026, as adopted this 9<sup>th</sup> day of June 2025.

The undersigned, Supervisor (Chief Fiscal Officer) of Homer Township, Will County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as “Revenues” or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of Public Act 83-881 (IRS, CH 120, Par 643) and on behalf of Homer Township, Will County, Illinois. This certification must be filed within 30 days after adoption of the Budget & Appropriation Ordinance.

Dated this 9<sup>th</sup> day of June 2025

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Tamara O’Brien, Homer Township Clerk

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Susanna E. Steilen, Homer Township Supervisor

HOMER TOWNSHIP ROAD DISTRICT #7628  
Road & Bridge Fund Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
Income			
Rev- Road 31			
600 Beg Balance	0.00	1,050,359.41	-1,050,359.41
601 Property Tax (Levy)	650,694.59	652,442.09	-1,747.50
603 Property Replacement Tax	59,757.68	89,414.00	-29,656.32
604 Dividends	8,134.97	8,000.00	134.97
605 Bank Interest	11,746.31	10,000.00	1,746.31
607 Miscellaneous	4,378.10	100.00	4,278.10
609 Permit	3,950.00	1.00	3,949.00
610 Fines	1,151.50	100.00	1,051.50
Total Rev- Road 31	739,813.15	1,810,416.50	-1,070,603.35
Total Income	739,813.15	1,810,416.50	-1,070,603.35
Gross Profit	739,813.15	1,810,416.50	-1,070,603.35
Expense			
Exp- Road Admin			
Personnel			
801 Salaries	173,748.01	174,000.00	-251.99
703 Health Ins			
703 Emp. Dental	947.84		
703 Emp. Med.	49,041.90		
703 Health Ins - Other	0.00	50,000.00	-50,000.00
Total 703 Health Ins	49,989.74	50,000.00	-10.26
704 MC Employer	2,519.34	3,000.00	-480.66
705 SS Employer	10,772.37	12,000.00	-1,227.63
706 I.D.E.S.	339.75	1,500.00	-1,160.25
707 IMRF Employer	21,343.83	20,000.00	1,343.83
Total Personnel	258,713.04	260,500.00	-1,786.96
1. Contractual			
714 Audit	5,870.00	7,000.00	-1,130.00
715 Accounting Service	1,892.80	5,000.00	-3,107.20
716 Legal	19,451.25	30,000.00	-10,548.75
717 Postage	9.85	500.00	-490.15
718 Telephone, Internet, IT	13,304.58	13,000.00	304.58
719 Publishing	964.50	5,000.00	-4,035.50

HOMER TOWNSHIP ROAD DISTRICT #7628  
Road & Bridge Fund Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
720 Printing	0.00	500.00	-500.00
724 Risk Mgmt. - TOIRMA	17,801.00	20,000.00	-2,199.00
726 Dues	200.00	500.00	-300.00
Total 1. Contractual	59,493.98	81,500.00	-22,006.02
2. Commodities			
734 Bank Charge	207.23	3,000.00	-2,792.77
735 Office Supply	3,585.08	4,000.00	-414.92
Total 2. Commodities	3,792.31	7,000.00	-3,207.69
4. Other			
743 Permit Refund	750.00	2,000.00	-1,250.00
Total 4. Other	750.00	2,000.00	-1,250.00
Total Exp- Road Admin	322,749.33	351,000.00	-28,250.67
Exp- Road Maint			
1. Contractual			
820 Professional - Eng Service	0.00	1.00	-1.00
821 Utilities	10,827.42	12,000.00	-1,172.58
823 Street Lighting	5,601.90	7,000.00	-1,398.10
830 JULIE	4,843.07	7,000.00	-2,156.93
Total 1. Contractual	21,272.39	26,001.00	-4,728.61
2. Commodities			
842 Fuel/Oil	9,503.95	15,000.00	-5,496.05
845 Building Supplies	28,782.69	50,000.00	-21,217.31
846 Maintenance	30,815.25	60,000.00	-29,184.75
847 Capital Improvements	722,103.86	913,010.00	-190,906.14
848 Raw Materials	41,427.44	60,000.00	-18,572.56
Total 2. Commodities	832,633.19	1,098,010.00	-265,376.81
4. Other Expense			
874 Miscellaneous	0.00	10,000.00	-10,000.00
Total 4. Other Expense	0.00	10,000.00	-10,000.00
Exp 880 Contingencies	0.00	5,000.00	-5,000.00
Exp 991 Capital Reserves	0.00	320,400.00	-320,400.00
Total Exp- Road Maint	853,905.58	1,459,411.00	-605,505.42

HOMER TOWNSHIP ROAD DISTRICT #7628  
Road & Bridge Fund Budget vs. Actual

April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
31. 999 End Balance	0.00	5.50	-5.50
Total Expense	1,176,654.91	1,810,416.50	-633,761.59
Net Income	-436,841.76	0.00	-436,841.76



# HOMER TOWNSHIP EQUIPMENT & BUILDING #7636

## Equipment & Building Fund Budget vs. Actual

April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
<b>Income</b>			
095 Beg Balance			-88,666.32
32 1.Revenue- Equipment-Build	0.00	88,666.32	
601 Property Taxes (Levy)	150,318.02	150,721.72	-403.70
605 Bank Interest	1,345.99	1,000.00	345.99
607 Miscellaneous	0.00	100.00	-100.00
<b>Total 32 1.Revenue- Equipment-Build</b>	<b>151,664.01</b>	<b>151,821.72</b>	<b>-157.71</b>
<b>Total Income</b>	<b>151,664.01</b>	<b>240,488.04</b>	<b>-88,824.03</b>
<b>Gross Profit</b>	<b>151,664.01</b>	<b>240,488.04</b>	<b>-88,824.03</b>
<b>Expense</b>			
32 2. Expense- Equip & Build			
734 Bank Fees	43.75	1,000.00	-956.25
881 Building	4,430.00	50,000.00	-45,570.00
882 Equipment	83,063.82	159,485.00	-76,421.18
883 Miscellaneous	0.00	10,000.00	-10,000.00
990 Contingency	0.00	20,000.00	-20,000.00
<b>Total 32 2. Expense- Equip &amp; Build</b>	<b>87,537.57</b>	<b>240,485.00</b>	<b>-152,947.43</b>
32 3. 999 End Bal	0.00	3.04	-3.04
<b>Total Expense</b>	<b>87,537.57</b>	<b>240,488.04</b>	<b>-152,950.47</b>
<b>Net Income</b>	<b>64,126.44</b>	<b>0.00</b>	<b>64,126.44</b>



## AGENDA SUPPLEMENT SHEET

**Agenda Item Number:**

9.d

**Township Board Meeting Date:**

June 9, 2025

**Item Title: Adoption of Ordinance HT2025-0609-ORD1**

**Motion for Consideration:** Is there a Motion to Approve the Adoption of Ordinance HT2025-0609-ORD1 Budget & Appropriation Ordinance Fiscal Year 2025-2026?

**Staff Contact:** Cynthia Lombard and Mary Pat DeGrassi

**Background Information:**

The Homer Township Budget & Appropriation Ordinance uses the Founders Bond Fund, Founders General Fund, General Assist. Fund, Open Space Fund, Park Fund, Town (General) Fund.

**Attachments**

Homer Township Budget & Appropriation Ordinance Fiscal Year 2025-2026  
Founders Bond Fund – Profit & Loss Budget vs. Actual  
Founders General Fund – Profit & Loss Budget vs. Actual  
General Assist. Fund – Profit & Loss Budget vs. Actual  
Open Space Fund – Profit & Loss Budget vs. Actual  
Park Fund – Profit & Loss Budget vs. Actual  
Town Fund – Profit & Loss Budget vs. Actual



**HOMER**  
**TOWNSHIP**

**Budget & Appropriation Ordinance**  
**Fiscal Year 2025-2026**

**Homer Township Administration**  
**Homer Township Assessor**

**Pending Board Approval**  
**June 9, 2025**

## **Homer Township Board:**

Susanna E. Steilen, Supervisor  
Tamara O'Brien, Clerk

Keith Gray, Trustee  
Ken Marcin, Trustee  
Don Melody, Trustee  
Chris Sievers, Trustee

Carmen Maurella III, Assessor

## **Contents:**

Founders Crossing Bond Fund - Budget & Chart of Accounts  
Founders Crossing General Fund - Budget & Chart of Accounts  
General Assistance Fund - Budget & Chart of Accounts  
Open Space Fund - Budget & Chart of Accounts  
Park Fund - Budget & Chart of Accounts  
Town Fund - Admin & Assessor - Budget & Chart of Accounts

## Budget Appropriation


FOUNDERS CROSSING BOND FUND				pg 1	pg 1	pg 1
				FY '23 - '24	FY '24 - '25	FY '25 - '26
Beginning Balance of April 1,				\$ 41,093.86	\$ 42,488.28	\$ 43,897.40
REVENUES:						
671	Interest- Bank			\$ 250.00	\$ 250.00	\$ 1,000.00
672	Miscellaneous			\$ 1.00	\$ 1.00	\$ 1.00
699	Transfers in			\$ 150,360.00	\$ 159,030.00	\$ 157,305.00
TOTAL REVENUES:				\$ 150,611.00	\$ 159,281.00	\$ 158,306.00
TOTAL FUNDS AVAILABLE:				\$ 191,704.86	\$ 201,769.28	\$ 202,203.40
EXPENDITURES:						
701	Administrative Fee			\$ 600.00	\$ 600.00	\$ 600.00
721	Bank Service Fees			\$ 500.00	\$ 1,000.00	\$ 1,000.00
741	Attorney/Legal Fees			\$ 500.00	\$ 500.00	\$ 500.00
748	Bond Rating/Reporting Fee			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
771	Miscellaneous			\$ 300.00	\$ 38,639.00	\$ 40,798.00
950	Bond Principal			\$ 140,000.00	\$ 150,000.00	\$ 150,000.00
951	Bond Interest			\$ 10,360.00	\$ 9,030.00	\$ 7,305.00
TOTAL EXPENDITURES:				\$ 154,260.00	\$ 201,769.00	\$ 202,203.00
SUMMARY:						
TOTAL INCOME:				\$ 191,704.86	\$ 201,769.28	\$ 202,203.40
TOTAL EXPENSE:				\$ 154,260.00	\$ 201,769.00	\$ 202,203.00
ENDING BALANCE MARCH 31,				\$ 37,444.86	\$ 0.28	\$ 0.40



**2025/2026**  
**Chart of Accounts**

<b>FOUNDERS BOND FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
671	Bank Interest	Interest from Bank
672	Miscellaneous	Uncategorized revenues
699	Transfers in	Rental income transferred in to pay Bond/Interest
<b>EXPENDITURES</b>		
701	Administrative Fee	Cost of Bond Administration
721	Bank Service Fee	Checks, deposit slips, NSF and cancelled check fees, bank fees
741	Attorney/Legal Fee	Cost of professional legal service
748	Bond Rating/Reporting Fee	Costs associated with required annual Bond reporting/rating
771	Miscellaneous	Uncategorized expenses
950	Bond Principal	Rental income used to pay Bond Principal
951	Bond Interest	Rental income used to pay Bond Interest

## Budget Appropriation

FOUNDERS CROSSING GENERAL FUND				pg 2	pg 2	pg 2
			<b>HOMER TOWNSHIP</b>	FY '23 - '24	FY '24 - '25	FY '25 - '26
Beginning Balance of April 1,				\$ 393,393.52	\$ 433,978.80	\$ 463,075.04
<b>REVENUES:</b>						
655	Verification Services			\$ 100.00	\$ 100.00	\$ 100.00
660	Activity Center Rent			\$ 1.00	\$ 1.00	\$ 1.00
670	Security/Last Month Deposit			\$ 4,800.00	\$ 2,400.00	\$ 2,400.00
671	Interest- Bank			\$ 1,000.00	\$ 1,000.00	\$ 13,000.00
672	Miscellaneous			\$ 100.00	\$ 100.00	\$ 100.00
673	TOIRMA Dividend			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
675	Tenant Reimbursements			\$ 1.00	\$ 1.00	\$ 1.00
676	Insurance Claim			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
677	Easement Agreement			\$ 1.00	\$ 1.00	\$ 1.00
680	Housing Rent			\$ 348,000.00	\$ 363,000.00	\$ 369,000.00
684	CDBG			\$ 508,104.00	\$ 908,544.60	\$ 514,000.00
685	ARPA			\$ 131,071.00	\$ 78,996.30	\$ 500,000.00
<b>TOTAL REVENUES:</b>				<b>\$ 1,021,178.00</b>	<b>\$ 1,382,143.90</b>	<b>\$ 1,426,603.00</b>
<b>TOTAL FUNDS AVAILABLE:</b>				<b>\$ 1,414,571.52</b>	<b>\$ 1,816,122.70</b>	<b>\$ 1,889,678.04</b>
<b>EXPENDITURES:</b>						
<b>PERSONNEL:</b>						
707	Maintenance Personnel			\$ 45,500.00	\$ 60,000.00	\$ 67,000.00
708	Health Insurance			\$ 15,000.00	\$ 16,000.00	\$ 16,000.00
709	SS/MC			\$ 3,600.00	\$ 4,700.00	\$ 5,500.00
712	IDES			\$ 500.00	\$ 1,000.00	\$ 1,000.00
720	IIMRF Co.			\$ 5,000.00	\$ 8,000.00	\$ 10,000.00
<b>TOTAL PERSONNEL:</b>				<b>\$ 69,600.00</b>	<b>\$ 89,700.00</b>	<b>\$ 99,500.00</b>
730	Landscaping			\$ 80,000.00	\$ 73,000.00	\$ 35,000.00
731	Building Maintenance			\$ 73,900.00	\$ 73,000.00	\$ 50,000.00
732	Maintenance Equipment Repairs			\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
733	Capital Improvements			\$ 50,000.00	\$ 121,850.00	\$ 179,872.00
734	Bank Service Fees			\$ 500.00	\$ 2,000.00	\$ 2,000.00
736	Utilities			\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
737	Liability/TOIRMA			\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
738	Postage & Delivery			\$ 500.00	\$ 500.00	\$ 500.00
739	Publish Legals/Notices			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
740	Accounting			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
741	Attorney/Legal Fees			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
743	Audit			\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
745	Signage			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
749	Professional Services			\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
751	Office supplies			\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
752	Permit			\$ 500.00	\$ 500.00	\$ 500.00
754	Fuel			\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
755	Verification Services			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
771	Miscellaneous			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
772	Insurance Claim Payout			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
775	Security/Last Month Refund			\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
776	Asphalt Maintenance			\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
777	Concrete Maintenance			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
779	CDBG			\$ 508,104.00	\$ 900,642.00	\$ 514,000.00
780	ARPA			\$ 131,071.00	\$ 44,890.22	\$ 500,000.00
781	Maintenance Equipment Purchase			\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
784	Bond Reserve			\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
785	Bond Transfer Out			\$ 150,360.00	\$ 159,030.00	\$ 157,305.00
990	Contingency			\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
991	**Capital Reserve			\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
<b>TOTAL EXPENDITURES:</b>				<b>\$ 1,414,535.00</b>	<b>\$ 1,816,112.22</b>	<b>\$ 1,889,677.00</b>

Budget Appropriation

FOUNDERS CROSSING GENERAL FUND Continued				pg 3	pg 3	pg 3	
SUMMARY:							
TOTAL INCOME:							
TOTAL EXPENSE:							
ENDING BALANCE MARCH 31,							
**Capital Reserve-							
Purpose: For replacement/restoration of all units & facility							
infrastructure and operating systems.							
Amount: \$500,000.00							
Duration: 10 years (4/1/18 - 4/1/28)							






**2025/2026**  
**Chart of Accounts**

<b>FOUNDERS GENERAL FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
610	Permit	Permit refunds
655	Verification Services	Tenant background/credit checks/DMV
660	Activity Center Rent	Revenue received from rental
670	Security/Last Month Deposit	Security/Last Month Deposit/Pet Deposit from new tenant
671	Bank Interest	Interest from Bank
672	Miscellaneous	Uncategorized revenues
673	TOIRMA Dividend	Dividend received
675	Tenant Reimbursement	Revenue rec'd from tenant for utilities/damaged property
	675.1 Utilities Reimbursement	Revenue rec'd from tenant for utilities
	675.2 Repairs Reimbursement	Revenue rec'd from tenant damage to property
676	Insurance claim	Revenue received from insurance claim
677	Easement Agreement	Revenue received from easement agreements
680	Housing Rent	Revenue received from monthly tenant rent
684	CDBG	Community Development Block Grant
685	ARPA	American Rescue Plan
<b>EXPENDITURES</b>		
707	Maintenance Personnel	Gross earnings of Maintenance Personnel
708	Health Insurance	Cost of health benefits
709	SS/MC	Employers portion of SS/MC
712	IDES	Employer portion of IL Dept. of Employment Security
720	IMRF CO.	Employer portion of IL Municipal Retirement Fund
730	Landscaping	Outdoor improvements/exterior amenities
731	Building Maintenance	Repairs/operating supplies/purchases used to maintain the buildings, Garage door repairs
	731.2 Home Depot	Operating supplies
	731.3 Will Cook Ace	Operating supplies
	731.4 Flooring	Vinyl & carpet
	731.5 HVAC	Heating & air
732	Maintenance Equipment Repairs	Repairs to equipment used to maintain the facility/grounds: Vehicles, mowers, etc.
733	Capital Improvements	Planned capital improvement projects
734	Bank Service Charge	Checks, deposit slips, NSF & cancelled checks fee, bank fees
736	Utilities	Cost of gas, electric, water, garbage
	736.1 Gas	Gas
	736.2 Electricity	Electricity

	736.3 Garbage	Garbage
	736.4 Water	Water
737	Liability/TOIRMA	Cost of liability and property damage insurance
738	Postage/Delivery	Postage and delivery service
739	Publish Legal/Notices	Cost for advertisement of public legal notices
740	Accounting	Cost for professional accounting services
741	Attorney/Legal Fees	Cost for professional legal services- Founders Abatement
743	Audit	Cost of audit performed by CPA firm
745	Signage	Cost for signs
749	Professional Services	Services: Engineering, consulting, architect, surveys, etc.
751	Office Supplies	Office supplies used for daily operations
752	Permit	Permit expenses
754	Fuel	Cost for fuel
755	Verification Services	Background/credit checks/DMV
771	Miscellaneous	Uncategorized expenses
772	Insurance Claim Payout	Expenditure for insurance claims
775	Security/Last Month Refund	Security deposit/Interest/Last Month rent refund
776	Asphalt Maintenance	Expenses associated with asphalt maintenance
777	Concrete Maintenance	Expenses associated with concrete maintenance
779	CDBG- 2022	Community Development Block Grant
780	ARPA	American Rescue Plan- Cost of Professional Services
781	Maintenance Equipment Purchases	Purchases of vehicles and maintenance Equipment – vehicles, mowers, etc....
784	Bond Reserve	Required reserve bond funds
785	Bond Transfer Out	Rental income transferred to pay Bond Principal & Interest
990	Contingency	Unexpected expenditures/shortages
991	Capital Reserve	Funds accrued for capital improvement goals

Budget Appropriation

GENERAL ASSISTANCE FUND			pg 4	pg 4	pg 4
			FY '23 - '24	FY '24 - '25	FY '25 - '26
Beginning Balance April 1,			\$ 87,590.70	\$ 89,593.54	\$ 88,608.41
REVENUES:					
601	Property Taxes (Levy)		\$ 3,613.58	\$ 3,815.23	\$ 3,570.30
671	Interest- Bank		\$ 200.00	\$ 200.00	\$ 1,500.00
672	Miscellaneous		\$ 1.00	\$ 1.00	\$ 1.00
TOTAL REVENUES:			\$ 3,814.58	\$ 4,016.23	\$ 5,071.30
TOTAL FUNDS AVAILABLE:			\$ 91,405.28	\$ 93,609.77	\$ 93,679.71
EXPENDITURES:					
PERSONNEL:					
707	Salary		\$ 1.00	\$ 1.00	\$ 1.00
709	SS/MC		\$ 1.00	\$ 1.00	\$ 1.00
712	IDES		\$ 1.00	\$ 1.00	\$ 1.00
TOTAL PERSONNEL:			\$ 3.00	\$ 3.00	\$ 3.00
721	Bank Service Fees		\$ 500.00	\$ 1,000.00	\$ 500.00
735	Telephone		\$ 1,200.00	\$ 1,200.00	\$ 1.00
737	Office Supplies		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
738	Postage & Delivery		\$ 100.00	\$ 100.00	\$ 100.00
740	Accounting		\$ 300.00	\$ 300.00	\$ 300.00
741	Attorney/Legal Fees		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
742	Contractual Services		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
743	Audit		\$ 500.00	\$ 500.00	\$ 500.00
748	Training		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
750	Catastrophic Ins. (M.A.C.I.)		\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
755	Verification Services		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
771	Miscellaneous		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
772	Flat Grant		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
774	Emergency G.A.		\$ 19,400.00	\$ 21,130.00	\$ 22,400.00
776	Medical Assistance		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
990	Contingencies		\$ 3,675.00	\$ 3,675.00	\$ 3,675.00
TOTAL EXPENDITURES:			\$ 91,378.00	\$ 93,608.00	\$ 93,679.00
SUMMARY:					
TOTAL INCOME:			\$ 91,405.28	\$ 93,609.77	\$ 93,679.71
TOTAL EXPENSE:			\$ 91,378.00	\$ 93,608.00	\$ 93,679.00
Ending Balance March 31,			\$ 27.28	\$ 1.77	\$ 0.71




**2025/2026**  
**Chart of Accounts**

<b>GENERAL ASSISTANCE FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
601	Property Taxes (Levy)	Revenue received from levied tax dollars
	601.1 Back Tax Adjustment	Revenue received from delinquent tax dollars
	601.2 Railroad Tax Adjustment	Revenue received from W/C Railroad tax dollars
	601.3 Mobile Home Distribution	Revenue received from W/C Mobile Home Tax (Not rec'd from levied tax dollars)
	601.4 Interest – Property Taxes	Interest received on levied tax dollars
671	Bank Interest	Interest from Bank
672	Miscellaneous	Uncategorized revenues
<b>EXPENDITURES</b>		
707	Salary	Gross Earnings
709	SS/MS	Employer portion of SS/MC
712	IDES	Employer portion of IL Dept. of Employment Security
721	Bank Service Fee	Checks, deposit slips, NSF and cancelled check fees, bank fees
735	Telephone	Cost of monthly phone service
737	Office Supplies	Office supplies used for daily operations
738	Postage/Delivery	Postage and delivery service
740	Accounting	Cost of professional accounting service
741	Attorney/Legal Fee	Cost of professional legal service
742	Contractual Services	Cost of G.A. professional consultant
743	Audit	Cost of audit performed by CPA firm
748	Training	Expenses for training to administer G.A.
750	Catastrophic Ins. (M.A.C.I.)	Medical Assistance Catastrophic Insurance
755	Verification Services	Background/credit checks/DMV
771	Miscellaneous	Uncategorized expenses
772	Flat Grant	Grant allowance for G.A. recipient
774	Emergency G.A.	Emergency assistance
776	Medical Assistance	Cost of G.A. medical expenses
990	Contingency	Unexpected expenditures/shortages

## Budget Appropriation

OPEN SPACE FUND				pg 5	pg 5	pg 5
				FY '23 - '24	FY '24 - '25	FY '25 - '26
Beginning Balance April 1,				\$ 857,976.23	\$ 734,446.01	\$ 392,920.47
REVENUES:						
610	Permit			\$ 1.00	\$ 1.00	\$ 1.00
620	Farm License			\$ 32,600.00	\$ 32,600.00	\$ 32,600.00
621	Rental House			\$ 15,600.00	\$ 18,000.00	\$ 21,600.00
622	Verification Services			\$ 1.00	\$ 1.00	\$ 1.00
623	Security Deposit			\$ 1.00	\$ 1.00	\$ 1.00
650	Grant			\$ 1.00	\$ 1.00	\$ 300,000.00
651	Donations			\$ 1.00	\$ 1.00	\$ 1.00
652	Events			\$ 1,000.00	\$ 1.00	\$ 1.00
670	Toirma Dividend			\$ 1,000.00	\$ 1,000.00	\$ 300.00
671	Interest- Bank			\$ 2,000.00	\$ 2,000.00	\$ 8,000.00
672	Miscellaneous			\$ 1,000.00	\$ 1.00	\$ 1.00
676	Insurance Claim			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
677	Easement Agreement			\$ 1.00	\$ 1.00	\$ 1.00
TOTAL REVENUES:				\$ 78,206.00	\$ 78,608.00	\$ 387,507.00
TOTAL FUNDS AVAILABLE:				\$ 936,182.23	\$ 813,054.01	\$ 780,427.47
PERSONNEL:						
707	Maintenance Personnel			\$ 55,000.00	\$ 1.00	\$ 1.00
708	Health Insurance			\$ 22,000.00	\$ 1.00	\$ 1.00
709	SS/MC			\$ 5,000.00	\$ 1.00	\$ 1.00
712	IDES			\$ 500.00	\$ 1.00	\$ 1.00
720	IMRF Co.			\$ 6,000.00	\$ 1.00	\$ 1.00
TOTAL PERSONNEL:				\$ 88,500.00	\$ 5.00	\$ 5.00

Budget Appropriation

OPEN SPACE FUND Continued				pg 6	pg 6	pg 6
			<b>HOMER TOWNSHIP</b>			
721	Bank Service Fees			\$ 500.00	\$ 2,000.00	\$ 3,500.00
725	Trantina Restoration			\$ 1.00	\$ 1.00	\$ 1.00
726	Donations received for Trantina			\$ 8,118.59	\$ 1.00	\$ 1.00
734	Liability/Toirma			\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
736	Outdoor Restroom			\$ 3,000.00	\$ 4,000.00	\$ 4,000.00
737	Rental House Improvements			\$ 10,000.00	\$ 10,000.00	\$ 25,000.00
738	Postage & Delivery			\$ 400.00	\$ 400.00	\$ 400.00
739	Publish Legals/Notices			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
740	Accounting			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
741	Attorney/Legal Fees			\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
742	Maps-Graphics-Training			\$ 500.00	\$ 1.00	\$ 1.00
743	Audit			\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
744	Turf Management			\$ 5,000.00	\$ 1.00	\$ 1.00
745	Professional Services			\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
746	Printing/PR			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
747	Security System			\$ 5,000.00	\$ 1.00	\$ 17,500.00
749	Miscellaneous			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
750	Grant/Planning Expense			\$ 10,000.00	\$ 15,000.00	\$ 300,000.00
751	Utilities			\$ 2,000.00	\$ 2,500.00	\$ 15,000.00
752	Operating/Maintenance			\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
753	Permit			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
755	Verification Services			\$ 300.00	\$ 300.00	\$ 300.00
756	Fuel			\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
757	Prairie Maintenance			\$ 15,000.00	\$ 1.00	\$ 1.00
758	Signage			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
759	Parking/Access Maintenance			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
763	Events			\$ 5,000.00	\$ 1.00	\$ 1.00
775	Security Deposit Refund			\$ 1,500.00	\$ 1,800.00	\$ 1,800.00
776	Insurance Claim Payout			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
778	Demolition - Construction			\$ 533,200.00	\$ 581,040.00	\$ 216,915.00
781	Maintenance Equipment Purchase/Repair			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
782	Property Taxes			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
858	Capital Improvement			\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
990	Contingency			\$ 30,000.00	\$ 10,000.00	\$ 10,000.00
991	**Capital Reserve			\$ 25,000.00	\$ 1.00	\$ 1.00
<b>TOTAL EXPENDITURES:</b>				<b>\$ 933,019.59</b>	<b>\$ 813,053.00</b>	<b>\$ 780,427.00</b>
<b>SUMMARY:</b>						
<b>TOTAL INCOME:</b>				<b>\$ 936,182.23</b>	<b>\$ 813,054.01</b>	<b>\$ 780,427.47</b>
<b>TOTAL EXPENSE:</b>				<b>\$ 933,019.59</b>	<b>\$ 813,053.00</b>	<b>\$ 780,427.00</b>
<b>Ending Balance March 31,</b>				<b>\$ 3,162.64</b>	<b>\$ 1.01</b>	<b>\$ 0.47</b>
<b>**Capital Reserve-</b>						
Purpose: Grant match/future development of remaining Open Space properties						
Amount: \$3,000,000.00						
Duration: 10 years (4/1/20 - 4/1/30)						



**2025/2026**  
**Chart of Accounts**


<b>OPEN SPACE FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
610	Permit	Permit refunds
620	Farm License	Revenue from farm license
621	Rental House	Revenue from rental unit
622	Verification Services	Revenue from Tenant background/credit checks/DMV
623	Security Deposit	Tenant security deposit received- rental house
650	Grant	Potential grant income
651	Donations	Donations received
652	Events	Revenues received from events
670	TIORMA Dividend	Dividend received
671	Bank Interest	Interest from Bank
672	Miscellaneous	Uncategorized revenues
676	Insurance Claim	Revenue received from insurance claim
677	Easement Agreement	Revenue received from easement agreements
<b>EXPENDITURES</b>		
707	Maintenance Personnel	Gross earnings of Maintenance Personnel- p/t seasonal
708	Health Insurance	Cost of health benefits
709	SS/MC	Employers portion of SS/MC
712	IDES	Employer portion of IL Dept. of Employment Security
720	IMRF CO.	Employer portion of IL Municipal Retirement Fund
721	Bank Service Fee	Checks, deposit slips, NSF and cancelled check fees, bank fees
725	Trantina Restoration	Existing/Historic building restoration
726	Donations rec'd for Trantina Restoration	Donations rec'd for line item 725 Trantina Restoration
734	Liability/TOIRMA	Cost of liability and property damage insurance
736	Outdoor Restrooms	Rental cost and maintenance for outdoor restrooms
737	Rental House Improvements	Capital improvements to rental house - NOT routine maintenance
738	Postage/Delivery	Postage and delivery services
739	Publish Legal/Notices	Cost of published legal notices
740	Accounting	Cost of professional accounting services
741	Attorney/Legal Fees	Cost for professional legal services
742	Maps-Graphics-Training	Cost of producing maps/planning tools/training
743	Audit	Cost of audit performed by CPA firm
744	Turf Management	Site/dog park grass maintenance
745	Professional Services	Services such as Engineering/Architect/Surveys




746	Printing/PR	Cost of printing/public relations
747	Security System	Security system maintenance
749	Miscellaneous	Uncategorized expenses
750	Grant/Planning Expense	Grant related expenses
751	Utilities	Cost of utilities: Gas, Electric, Water, Garbage
	751.1 15744 Com Ed	Electric
	751.2 15800 Com Ed	Electric
	751.3 15800 Water Softener Rental	Rental
	751.4 15800 Garbage	Garbage
	751.5 15744 Nicor	Gas
752	Operating/Maintenance	Routine Maintenance, Supplies, Repairs
	752.1 Menards	Operating supplies
	752.2 Home Depot	Operating supplies
	752.3 Will Cook Ace	Operating supplies
753	Permits	Permit expenses
755	Verification Services	Fees to perform credit/background checks/DMV
756	Fuel	Cost of fuel
757	Prairie Maintenance	Cost to maintain native landscape
758	Signage	Cost of signs
759	Parking/Access Maintenance	Parking/access maintenance
763	Events	Costs associated with events
774	Farm License Deposit Refund	Farm License Deposit Refund
775	Security Deposit Refund	Security deposit refund- rental house
776	Insurance Claim Payout	Expenditures for Insurance claims
778	Building Demolition - Construction	Expense for building demolition - construction
781	Maint. Equipment Purchase/Repair	For purchase and repairs of maintenance equipment
782	Property Taxes	Real Estate tax expenses
858	Capital Improvements	Planned Capital Improvement projects
990	Contingency	Unexpected expenditures/shortages
991	Capital Reserve	Funds accrued for capital improvement projects



Budget Appropriation

<b>PARK FUND</b>				<b>pg 7</b>	<b>pg 7</b>	<b>pg 7</b>	
				<b>FY '23 - '24</b>	<b>FY '24 - '25</b>	<b>FY '25 - '26</b>	
<b>Beginning Balance April 1,</b>				<b>\$ 522,621.17</b>	<b>\$ 623,060.02</b>	<b>\$ 230,285.33</b>	
<b>REVENUES:</b>							
601	Property Tax (Levy)			\$ 101,180.29	\$ 100,507.53	\$ 100,563.38	
610	Permit			\$ 1.00	\$ 1.00	\$ 1.00	
670	Toirma Dividend			\$ 1,000.00	\$ 1,000.00	\$ 1,050.00	
671	Interest- Bank			\$ 1,000.00	\$ 1,000.00	\$ 10,000.00	
672	Miscellaneous			\$ 1,000.00	\$ 1.00	\$ 1.00	
673	Grant Proceeds			\$ 1.00	\$ 1.00	\$ 60,000.00	
674	Utilities Reimbursement			\$ 10,000.00	\$ 1.00	\$ 1.00	
675	Repair Reimbursement			\$ 1.00	\$ 1.00	\$ 1.00	
676	Insurance Claim			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
677	Easement Agreements			\$ 1.00	\$ 1.00	\$ 1.00	
685	Park Sponsorship/Donations			\$ 1.00	\$ 1.00	\$ 1.00	
<b>TOTAL REVENUES:</b>				<b>\$ 139,185.29</b>	<b>\$ 127,514.53</b>	<b>\$ 196,619.38</b>	
<b>TOTAL FUNDS AVAILABLE:</b>				<b>\$ 661,806.46</b>	<b>\$ 750,574.55</b>	<b>\$ 426,904.71</b>	
<b>EXPENDITURES:</b>							
<b>PERSONNEL:</b>							
707	Maintenance Personnel			\$ 45,500.00	\$ 1.00	\$ 1.00	
708	Health Insurance			\$ 15,000.00	\$ 1.00	\$ 1.00	
709	SS/MC			\$ 3,600.00	\$ 1.00	\$ 1.00	
712	IDES			\$ 500.00	\$ 1.00	\$ 1.00	
720	IMRF Co.			\$ 5,000.00	\$ 1.00	\$ 1.00	
<b>TOTAL PERSONNEL:</b>				<b>\$ 69,600.00</b>	<b>\$ 5.00</b>	<b>\$ 5.00</b>	

Budget Appropriation

PARK FUND Continued				pg 8	pg 8	pg 8
			<b>HOMER TOWNSHIP</b>			
721	Bank Service Fees			\$ 500.00	\$ 2,000.00	\$ 2,000.00
734	Liability/Toirma			\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
736	Outdoor Restrooms			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
737	Repairs/Operating Supplies			\$ 40,000.00	\$ 20,000.00	\$ 20,000.00
738	Irrigation System Management			\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
739	Publish/Legals Notices			\$ 500.00	\$ 500.00	\$ 500.00
740	Accounting			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
741	Attorney/Legal Fees			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
742	Professional Services			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
743	Audit			\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
745	Signage			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
747	Utilities			\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
751	Postage & Delivery			\$ 250.00	\$ 250.00	\$ 250.00
753	Permit/Inspection Fees			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
755	Verification Services			\$ 500.00	\$ 500.00	\$ 500.00
758	Security			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
768	Pond Management			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
769	Grant non-reimbursable			\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
771	Miscellaneous			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
772	Insurance Claim Payout			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
776	Asphalt Maintenance			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
783	Grant reimbursable			\$ 1.00	\$ 1.00	\$ 30,000.00
838	Maintenance Equipment Repairs			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
840	Land Purchase			\$ 1.00	\$ 1.00	\$ 1.00
842	Maintenance Equipment Purchase			\$ 14,500.00	\$ 14,500.00	\$ 14,500.00
844	Site Preparation/Deconstruction			\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
854	Fuel			\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
858	Capital Improvements			\$ 241,400.00	\$ 424,317.00	\$ 75,648.00
990	Contingencies			\$ 23,500.00	\$ 23,500.00	\$ 23,500.00
991	**Capital Reserve			\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
<b>TOTAL EXPENDITURES:</b>				<b>\$ 661,752.00</b>	<b>\$ 750,574.00</b>	<b>\$ 426,904.00</b>
<b>SUMMARY:</b>						
<b>TOTAL INCOME:</b>				<b>\$ 661,806.46</b>	<b>\$ 750,574.55</b>	<b>\$ 426,904.71</b>
<b>TOTAL EXPENSE:</b>				<b>\$ 661,752.00</b>	<b>\$ 750,574.00</b>	<b>\$ 426,904.00</b>
<b>ENDING BALANCE MARCH 31,</b>				<b>\$ 54.46</b>	<b>\$ 0.55</b>	<b>\$ 0.71</b>
<b>**Capital Reserve-</b>						
	Purpose: Park Amenities					
	Amount: \$500,000.00					
	Duration: 10 years (4/1/23 - 4/1/33)					




**2025/2026**  
**Chart of Accounts**


<b>PARK FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
601	Property Tax (Levy)	Revenue received from levied tax dollars
	601.1 - Back Tax Adjustment	Revenue received from delinquent tax dollars recovered
	601.2 Mobile Home Distribution	Revenue received from W/C Mobile Home Tax (not received from levied tax dollars)
	601.3 Railroad Distribution	Revenue received from Will County Railroad tax dollars
	601.4 Interest - Property Taxes	Interest received on levied tax dollars
610	Permit	Permit refunds
670	TOIRMA Dividend	Dividend received
671	Interest - Bank	Bank interest
672	Miscellaneous	Miscellaneous income
673	Grant Proceeds	Potential grant income
674	Utilities Reimbursement	Revenue received from organizations using park utilities
675	Repair Reimbursement	Revenue received from organizations for park repairs
676	Insurance Claim	Revenue received from insurance claims
677	Easement Agreements	Revenue received from easement agreements
685	Park Sponsorship/Donations	Revenue received from sponsorships and donations
<b>EXPENDITURES</b>		
707	Maintenance Personnel	Gross earnings of Maintenance Personnel- 1 f/t, 2-3 p/t seasonal
708	Health Insurance	Cost of employee health benefits
709	SS/MC	Employer Portion of SS/MC
712	IDES	Employer portion of IL Dept. of Employment Security
720	IMRF Co.	Employer portion of IL Municipal Retirement Fund
721	Bank Service Fees	Checks, deposit slips, NSF & cancelled check fees, bank fees
734	Liability/TOIRMA	Cost of liability and property damage insurance
736	Outdoor Restrooms	Rental costs and maintenance for outdoor restrooms
737	Repairs/Operating Supplies	Repairs, operating supplies, and purchases used to maintain parks/facilities.
	737.1 Menards	Operating supplies
	737.2 Home Depot	Operating supplies
	737.3 Will Cook Ace	Operating supplies
738	Irrigation System Management	Repairs, supplies, and purchases used to maintain irrigation systems. RPZ install/certification/removal.

739	Publish/Legal Notices	Cost for advertising of public/legal notices
740	Accounting	Cost of professional accounting services
741	Attorney/Legal Fees	Cost of professional legal services
742	Professional Services	Services such as Engineering/Architect/surveys, etc.
743	Audit	Cost of audit performed by CPA firm
745	Signage	Cost of signs
747	Utilities	Cost of Utilities: Gas, Electric, Water, Garbage, Phone
	747.2 - Culver Park Electric	Electric
	747.3 - Garbage	Garbage
	747.4 - Field Lights/Concession Elec	Electric
	747.6 - Morris Park Electric	Electric
	747.7 - Concession Water	Water
751	Postage/Delivery	Cost of postage and delivery services
753	Permit/Inspection Fees	Permits & Will County Health Inspections
755	Verification Services	Background checks/credit checks/DMV
758	Security	Expense for site security
768	Pond Management	Expenses for pond management
769	Grant Non- Reimbursable Expenses	Twp. portion- not reimbursable by grant funds- Point out each project-
	769.1 Grant Application Fees	Non reimbursable expenses- Point out each project
	769.2 Grant Professional Services	Non reimbursable expenses- Point out each project
	769.3 Grant Required Audit	Non reimbursable expenses- Point out each project
771	Miscellaneous	Uncategorized expenses
772	Insurance Claim Payout	Expenditure for insurance claims
776	Asphalt Maintenance	Expenditures associated with asphalt maintenance
783	Grant Reimbursable Expenditures	Grant covered reimbursable expenses- <i>Point out each project-</i>
	783.1 Grant Application Fees	Grant covered reimbursable expenses- Point out each project
	783.2 Grant Professional Services	Grant covered reimbursable expenses- Point out each project
	783.3 Grant Required Audit	Grant covered reimbursable expenses- Point out each project
	783.4 Other Project Costs	Grant covered project cost/construction- Point out each project
838	Maintenance Equipment Repairs	Service and repairs to vehicles and maintenance equipment
840	Land Purchase	Costs related to land acquisition
842	Maintenance Equipment Purchase	Vehicle and maintenance equipment purchases
844	Site Preparation/Deconstruction	Costs associated with site prep and/or deconstruction
854	Fuel	Cost of fuel
858	Capital Improvements	Planned capital improvement projects
990	Contingencies	Unexpected expenditures
991	Capital Reserve	Funds accrued for capital improvement projects

Budget Appropriation



TOWN FUND				pg 9	pg 9	pg 9
				FY '23 - '24	FY '24 - '25	FY '25 - '26
Beginning Balance of April 1,				\$ 1,794,592.16	\$ 1,445,232.69	\$ 683,870.39
Certificate of Deposit				-	\$250,000.00	\$261,253.74
<b>REVENUES: Summary</b>						
601 Property Tax (Levy)				\$ 1,082,267.84	\$ 1,087,937.34	\$ 1,085,965.53
602 Elections				\$ 150.00	\$ 150.00	\$ 1.00
610 Permit				\$ 1.00	\$ 1.00	\$ 1.00
629 Insurance Claim				\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
630 Health Benefit Reimbursement				\$ 100.00	\$ 100.00	\$ 100.00
670 Toirma Dividend				\$ 20,000.00	\$ 20,000.00	\$ 17,000.00
671 Interest- Bank				\$ 5,000.00	\$ 5,000.00	\$ 10,000.00
672 Miscellaneous				\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
673 Town Hall Rental				\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
675 Tower Lease				\$ 51,000.00	\$ 51,512.04	\$ 46,800.00
676 Assessors Income				\$ 150.00	\$ 150.00	\$ 100.00
681 Property Replacement Tax				\$ 52,912.00	\$ 39,628.00	\$ 24,687.00
683 Homer Twp Senior Reimburse/Donation				\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
684 Will County Block Grant- CDBG				\$ 920,344.40	\$ 908,544.60	\$ 514,000.00
685 Grants				\$ 1.00	\$ 750,000.00	\$ 500,000.00
686 Title XX Refund				\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
687 Easement Agreement				\$ 1.00	\$ 1.00	\$ 1.00
688 Pet Fest				\$ 1,500.00	\$ 3,000.00	\$ 1.00
689 Senior Expo				\$ 1,500.00	\$ 2,000.00	\$ 1.00
690 Weed Cutting				\$ 1.00	\$ 1.00	\$ 1.00
694 Phone Reimburse				\$ 1.00	\$ 1.00	\$ 1.00
695 Hwy Dept. Salary Contribution				\$ 1.00	\$ 1.00	\$ 1.00
699 Transfers in				\$ 1.00	\$ 1.00	\$ 1.00
<b>TOTAL REVENUES:</b>				<b>\$ 2,181,931.24</b>	<b>\$ 2,914,027.98</b>	<b>\$ 2,244,661.53</b>
<b>TOTAL FUNDS AVAILABLE:</b>				<b>\$ 3,976,523.40</b>	<b>\$ 4,609,260.67</b>	<b>\$ 3,189,785.66</b>
<b>EXPENDITURES:</b>						
<b>PERSONNEL:</b>						
701-706 Elected Officials				\$ 260,000.00	\$ 260,000.00	\$ 260,000.00
707 Maintenance Personnel				\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
708 Health Insurance				\$ 150,000.00	\$ 155,000.00	\$ 240,000.00
709 SS/MC				\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
712 IDES				\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
715 Office Personnel				\$ 150,000.00	\$ 170,000.00	\$ 180,000.00
716 Code Enforcement/Security Personnel				\$ 5,000.00	\$ 1.00	\$ 1.00
717 Transportation Personnel				\$ 1.00	\$ 1.00	\$ 1.00
720 IMRF Co.				\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
733 Custodian				\$ 15,000.00	\$ 17,000.00	\$ 17,500.00
<b>TOTAL PERSONNEL:</b>				<b>\$ 795,001.00</b>	<b>\$ 812,002.00</b>	<b>\$ 907,502.00</b>

Budget Appropriation

TOWN FUND Continued		 <b>HOMER TOWNSHIP</b>	pg 10	pg 10	pg 10
711	Education/Conference		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
714	Elections		\$ 500.00	\$ 500.00	\$ 500.00
719	Plan Commission Expenses		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
721	Bank Service Fees		\$ 2,000.00	\$ 8,000.00	\$ 8,000.00
729	Insurance Claim Payout		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
731	Building Maintenance		\$ 50,000.00	\$ 40,000.00	\$ 35,000.00
732	Office Equipment/Contractual		\$ 15,000.00	\$ 15,000.00	\$ 5,000.00
734	Liability/Toirma		\$ 30,000.00	\$ 30,000.00	\$ 25,000.00
735	Telephone		\$ 4,000.00	\$ 2,000.00	\$ 1,500.00
736	Utilities		\$ 35,000.00	\$ 30,000.00	\$ 27,000.00
737	Travel/Mileage Expenses		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
738	Postage & Delivery		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
739	Publish Legals/Notices		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
740	Accounting Services		\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
741	Attorney/Legal Fees		\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
742	Dues		\$ 2,500.00	\$ 2,500.00	\$ 2,000.00
743	Audit		\$ 6,000.00	\$ 7,000.00	\$ 7,000.00
744	Signage		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
745	Safe Deposit Box		\$ 200.00	\$ 1.00	\$ 1.00
746	Public Relations		\$ 15,000.00	\$ 15,000.00	\$ 5,000.00
747	Training		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
748	Public Transportation Services		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
749	Professional Services		\$ 50,000.00	\$ 50,000.00	\$ 25,000.00
750	Mosquito Abatement		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
751	Office Supplies/Equipment		\$ 35,000.00	\$ 30,000.00	\$ 20,000.00
752	Permit		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
753	Publications/Newsletter		\$ 60,000.00	\$ 60,000.00	\$ 12,000.00
754	Fuel		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
755	Verification Services		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
756	Vehicle Maintenance		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
757	Technology/Communications/Equipment		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
758	Security System		\$ 20,000.00	\$ 10,000.00	\$ 10,000.00
759	Contributions- W/C Seniors Services		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
760	Contributions- Homer Seniors		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
761	Contributions- Special Recreation Association		\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
762	Contributions- Others		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
764	Events- Community Parade		\$ 15,000.00	\$ 15,000.00	\$ 10,000.00
767	Events- Other		\$ 15,000.00	\$ 15,000.00	\$ 5,000.00
768	Events- Pet Fest		\$ 25,000.00	\$ 25,000.00	\$ 1.00
769	Events- Senior Expo		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
770	Vehicle Purchase		\$ 45,000.00	\$ 45,000.00	\$ 40,000.00
771	Miscellaneous		\$ 50,000.00	\$ 50,000.00	\$ 37,000.00
775	Toirma Dividend Distribution		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
776	Parking Lot Maintenance		\$ 75,000.00	\$ 25,000.00	\$ 25,000.00
778	Capital Improvements		\$ 389,400.00	\$ 80,210.00	\$ 22,779.00
779	Will County Block Grant- CDBG		\$ 920,344.40	\$ 908,544.60	\$ 514,000.00
780	Township Weed Compliance		\$ 5,000.00	\$ 5,000.00	\$ 1,000.00
781	Maintenance Equipment Purchase/Repair		\$ 40,000.00	\$ 30,000.00	\$ 15,000.00
783	Grant Expense		\$ 1.00	\$ 750,000.00	\$ 500,000.00
790	Senior Housing Deficit Reserve		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
990	Contingencies		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
991	**Capital Reserve		\$ 400,000.00	\$ 650,000.00	\$ 1.00
<b>TOTAL</b>			<b>\$ 2,708,445.40</b>	<b>\$ 3,302,255.60</b>	<b>\$ 1,756,282.00</b>
<b>TOTAL ADMIN EXPENDITURES:</b>			<b>\$ 3,503,446.40</b>	<b>\$ 4,114,257.60</b>	<b>\$ 2,663,784.00</b>
991 **Capital Reserve-					
Purpose: Replace/Restore Infrastructure & Operating Systems					
Amount: \$1,000,000.00					
Duration: 10 years (4/1/20 - 4/1/30)					



Budget Appropriation

TOWN FUND Continued			<b>HOMER TOWNSHIP</b>	pg 11	pg 11	pg 11
ASSESSOR'S EXPENDITURES:						
				FY '23 - '24	FY '24 - '25	FY '25 - '26
<b>PERSONNEL:</b>						
801	Salaries			\$ 240,816.00	\$ 250,000.00	\$ 277,000.00
802	SS/MC			\$ 19,000.00	\$ 20,000.00	\$ 21,500.00
803	IDES			\$ 5,100.00	\$ 5,100.00	\$ 5,000.00
804	IMRF Co.			\$ 25,000.00	\$ 27,000.00	\$ 38,500.00
836	Health Insurance			\$ 120,000.00	\$ 124,000.00	\$ 115,000.00
<b>TOTAL PERSONNEL:</b>				<b>\$ 409,916.00</b>	<b>\$ 426,100.00</b>	<b>\$ 457,000.00</b>
831	Telephone			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
832	Travel Expense			\$ 2,000.00	\$ 2,400.00	\$ 2,500.00
833	Training			\$ 7,000.00	\$ 8,000.00	\$ 8,000.00
834	Postage			\$ 160.00	\$ 250.00	\$ 250.00
835	Dues			\$ 150.00	\$ 250.00	\$ 250.00
838	Equipment Maintenance			\$ 5,748.00	\$ 6,000.00	\$ 6,000.00
851	Office Supplies			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
853	Computer Supplies			\$ 6,000.00	\$ 7,000.00	\$ 7,000.00
878	Contingency			\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
879	Miscellaneous			\$ 4,500.00	\$ 4,500.00	\$ 4,000.00
880	CAMA			\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
881	Equipment/Computer			\$ 7,000.00	\$ 7,500.00	\$ 8,000.00
882	**Capital Reserve			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<b>TOTAL ASSESSOR EXPENDITURES:</b>				<b>\$ 472,974.00</b>	<b>\$ 495,000.00</b>	<b>\$ 526,000.00</b>
882 **Capital Reserve-						
Purpose: Appraisers/Replace/Restore Infrastructure & Operating System						
Amount: \$10,000						
Duration: 6 years (4/1/2022 - 4/1/28)						
<b>SUMMARY:</b>						
<b>TOTAL INCOME:</b>				<b>\$ 3,976,523.40</b>	<b>\$ 4,609,260.67</b>	<b>\$ 3,189,785.66</b>
<b>TOTAL EXPENSE:</b>				<b>\$ 3,503,446.40</b>	<b>\$ 4,114,257.60</b>	<b>\$ 2,663,784.00</b>
<b>TOTAL ASSESSOR:</b>				<b>\$ 472,974.00</b>	<b>\$ 495,000.00</b>	<b>\$ 526,000.00</b>
<b>ENDING BALANCE MARCH 31,</b>				<b>\$ 103.00</b>	<b>\$ 3.07</b>	<b>\$ 1.66</b>
<b>TAX SUMMARY:</b>						
	Town Fund		<b>HOMER TOWNSHIP</b>	\$ 1,080,500.00	\$ 1,080,500.00	\$ 1,080,500.00
	General Assistance			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	Park			\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
	Debt Service			\$ 150,360.00	\$ 159,030.00	\$ 159,030.00
<b>TOTAL LEVY:</b>				<b>\$ 1,333,860.00</b>	<b>\$ 1,342,530.00</b>	<b>\$ 1,342,530.00</b>



**2025/2026**  
**Chart of Accounts**

<b>TOWN FUND</b>		
<b>Code</b>	<b>Line Item</b>	<b>Description</b>
<b>REVENUES</b>		
601	Property Tax (Levy)	Revenue from levied tax dollars
	601.1 Back Tax Adjustment	Revenue received from delinquent tax dollars recovered
	601.2 Railroad Tax Adjustment	Revenue received from Will County Railroad tax dollars
	601.3 Mobile Tax Distribution	Revenue received from Will County Mobile Home Tax (Not received from levied tax dollars)
	601.4 Interest- Property Taxes	Interest received on levied tax dollars
602	Elections	Polling place payment received from Will County
610	Permit	Permit refunds
629	Insurance Claim	Revenue received from insurance claims
630	Health Benefit Reimbursement	Reimbursement from retiree or IMRF- Former, eligible, retirees may have their continuation of health benefits deducted from their IMRF pension and sent directly to the Town Fund for their monthly benefit payment
670	TOIRMA Dividend	Dividend received- split between funds
671	Interest - Bank	Bank interest
672	Miscellaneous	Uncategorized income
673	Town Hall Rental	Revenue received from Town Hall rental
675	Tower Lease	Monthly revenues received from cell tower lease agreement
676	Assessors Income	Revenue received by Assessor for copying fees
679	Children's Halloween Party	Revenue received from donations/fees for Halloween party
681	Property Replacement Tax	Revenue received from Property Replacement Tax
683	Homer Twp. Senior Trip Reimburse	Senior's contribution to monthly trips
684	Will County Block Grant - CDBG	Community Development Block Grant
685	Grants	Federal/State funds received from Grants
686	Title XX Refund	Pace Title XX Refund
687	Easement Agreement	Revenue received from easement agreements
688	PetFest	Revenue received from vendor fee & donations
689	Senior Expo	Revenue received from vendor fee & donations
690	Weed Cutting	Revenue received from costs associated with non-compliance of weed ordinances
694	Phone Reimbursement	Revenue received for overage on cell phone use
695	Hwy Dept. Salary Contribution	Hwy Com salary paid from Road & Bridge Fund, not to exceed 50%
699	Transfers In	Error/correction of disbursements made to other funds
<b>EXPENDITURES</b>		
701-706	Elected Officials	Gross earnings of Elected Officials
707	Maintenance Personnel	Gross earnings of Maintenance Foreman



708	Health Insurance	Cost of employee health benefits
709	SS/MC	Employer portion of SS/MC
712	IDES	Employer portion of IL Department of Employment Security
715	Office Personnel	Gross earnings of Office Personnel
716	Code Enforcement/Security Personnel	Contractual/Code/Security Staff
717	Transportation Personnel	Gross earnings of Transportation Personnel
720	IMRF Co.	Employer contribution to IL Municipal Retirement Fund
733	Custodial Services	Cleaning services for Township offices, Founders Crossing Activity Center, Town Hall, meeting rooms, public buildings, etc.
711	Education/Conference	Expenses for Elected Officials education/conferences
714	Elections	Expenses for elections
719	Plan Commission Expenses	Plan commission expenses- Certified Mail, Notices, etc.
721	Bank Service Fees	Checks, deposit slips, NSF & cancelled check fees, bank fees
729	Insurance Claim Payout	Expenditure for Insurance claims
731	Building Maintenance	Repairs, operating supplies, purchases used to maintain the buildings.
	731.1 Menards	Operating supplies
	731.2 Home Depot	Operating supplies
	731.3 Will Cook Ace	Operating supplies
732	Office Equipment- Contractual	Expenditure on lease/service office equipment: Copiers, etc.
734	Liability/TOIRMA	Cost of liability and property damage insurance
735	Telephone	Cost of monthly phone services
736	Utilities	Costs of utilities: Gas, Electric, Water, Garbage for public buildings
	736.1 Nicor- Admin	Gas
	736.2 ComEd- Admin	Electric
	736.3 ComEd- Town Hall	Electric
	736.4 NuWay- Admin & Town Hall	Garbage
	736.5 Nicor- Town Hall	Gas
	736.6 IL American Water- Admin	Water
	736.7 Nicor- Maintenance Garage	Gas
	736.8 ComEd- Maintenance Garage	Electric
	736.9 IL American Water- Maintenance Garage	Water
737	Travel/Mileage Expenses	Expenses incurred while conducting Township business
738	Postage/Delivery	Postage and delivery services
739	Publish Legal/Notices	Cost for advertising public/legal notices
740	Accounting Services	Cost of professional accounting services
741	Attorney/Legal Fees	Cost of professional legal services
742	Dues	Membership fees for governmental officials/Township affairs
743	Audit	Cost of audit performed by CPA firm
744	Signage	Cost of signs
745	Safe Deposit Box	Cost for bank safety deposit box
746	Public Relations	Used to promote Homer Township, such as advertising
747	Training	Expense for training staff
748	Public Transportation Services	Ride cost for Township residents- Dial A Ride

749	Professional Services	Services such as: Engineering, consulting, architect, surveys, etc. 1. Admin building site plan for landscaping
750	Mosquito Abatement	Contracted mosquito abatement services
751	Office Supplies/Equipment	Supplies and equipment needed for daily operations: i.e., general office operating supplies, phone system, copy machine, printers, etc.
752	Permit	Permit fees
753	Publications/Newsletter	Expenses associated with publishing Township newsletter/information/notification/updates-outreach
754	Fuel	Cost of Fuel
755	Verification Services	Background/credit/DMV report
756	Vehicle Maintenance	Repairs, maintenance, supplies used for maintenance of Township vehicles
757	Technology/Communications	Computers, software (including QB), website
758	Security System	All costs related to existing and new security systems/monitoring/equipment (Micro Eye)
759	Contributions - W/C Senior Services	Contributions toward services provided to Twp. residents
760	Contributions - Homer Seniors	Contributions to Homer Township Senior Organization
761	Contributions - Special Recreation Association	Contributions toward services provided to Twp. residents
	761.1 Northern W/C Special Rec	Northern Will County Special Recreation
	761.1a Winter/Spring \$2000.00	Winter/Spring \$2000.00
	761.1b Summer \$2000.00	Summer \$2000.00
	761.1c Fall \$2000.00	Fall \$2000.00
	761.2 Lincolnway Special Rec	Lincolnway Special Recreation
	761.2a Winter/Spring \$2000.00	Winter/Spring \$2000.00
	761.2b Summer \$2000.00	Summer \$2000.00
	761.2c Fall \$2000.00	Fall \$2000.00
762	Contributions - Other	Miscellaneous contributions to organizations providing services to Twp. residents
764	Events - Community Parade	Costs associated with annual community parade, i.e., supplies, decorations, talent, etc.
767	Events - Other	Costs associated with other Homer Twp. events
768	Events- PetFest	Costs associated with PetFest
769	Events- Senior Expo	Costs associated with Senior Expo
770	Vehicle Purchase	New/vehicle purchase
771	Miscellaneous	Uncategorized expenses
775	TOIRMA Dividend Distribution	Disbursement of dividend received- Founders, Park, Open Space, Hwy Dept.
776	Parking Lot Maintenance	Cost to maintain parking lots 1. Town Hall 2. Admin building
778	Capital Improvements	Planned capital improvement projects, 1. Admin heating/air
779	Will County Block Grant - CDBG	Community Development Block Grant
780	Township Weed Compliance	Costs associated to remedy non-compliance of weed ordinances
781	Maint. Equipment Purchase/Repair	Purchase and repair of maintenance equipment
790	Senior Housing	Bond Reserve
990	Contingencies	Unexpected expenditures/shortages
991	Capital Reserve	Funds accrued for capital improvement projects

<b>ASSESSOR'S EXPENDITURES</b>		
801	Salaries	Gross earnings of Personnel
802	SS/MC	Employer portion of SS/MC
803	IDES	Employer portion of IL Department of Employment Security
804	IMRF Co.	Employer contribution to IL Municipal Retirement Fund
836	Health Insurance	Cost of employee health benefits
831	Telephone	Cost of monthly phone services
832	Travel Expense	Expenses incurred while conducting Township business
833	Training	Cost for training
834	Postage	Postage and delivery services
835	Dues	Membership fees for Township affairs
838	Equipment Maintenance	Cost of maintaining equipment
851	Office Supplies	Office supplies and equipment needed for daily operations
853	Computer Supplies	Computer supplies needed for daily operations
878	Contingency	Unexpected expenditures/shortages
879	Miscellaneous	Uncategorized expenses
880	CAMA	Software
881	Equipment/Computer	Cost of equipment, computers needed for daily operations
882	Capital Reserve	Funds accrued for capital improvement projects

BUDGET & APPROPRIATION ORDINANCE  
TOWNSHIP ORDINANCE No. **HT2025-0609-ORD1**

An ordinance appropriating for all town purposes for Homer Township, Will County, Illinois,  
for the fiscal year beginning **April 1, 2025** and ending **March 31, 2026**.

BE IT ORDAINED by the Board of Trustees of Homer Township, Will 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 Homer Township, be and the same are hereby appropriated for the town purposes of Homer Township, Will 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 an estimate and expenditures is hereby adopted for the following funds:

**FOUNDERS CROSSING BOND FUND**

**FOUNDERS CROSSING GENERAL FUND**

**GENERAL ASSISTANCE FUND**

**OPEN SPACE FUND**

**PARK FUND**

**TOWN FUND**

SECTION 3: That the amount appropriated for town purposes for the fiscal year beginning **April 1, 2025** and ending **March 31, 2026** by shall be as follows:

Founders Crossing Bond Fund	\$ 202,203.00
Founders Crossing General Fund	\$ 1,889,677.00
General Assistance Fund	\$ 93,679.00
Open Space Fund	\$ 780,427.00
Park Fund	\$ 426,904.00
Town Fund	\$ 3,189,784.00
<b>TOTAL APPROPRIATIONS:</b>	<b><u>\$ 6,582,674.00</u></b>

SECTION 4: That if any section, subdivision, 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 divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of **Six million five hundred eighty-two thousand six hundred seventy-four and 00 cent for FISCAL YEAR BEGINNING April 1, 2025 ENDING March 31, 2026.**

SECTION 6: That Section 3 shall be and is a summary of the Annual Appropriation Ordinance of the 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 9<sup>th</sup> day of June 2025, pursuant to a roll call vote by the Board of Trustees of HOMER Township, WILL County, ILLINOIS.

<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<hr/> Keith Gray, Trustee	<hr/>	<hr/>	<hr/>
<hr/> Ken Marcin, Trustee	<hr/>	<hr/>	<hr/>
<hr/> Don Melody, Trustee	<hr/>	<hr/>	<hr/>
<hr/> Chris Sievers, Trustee	<hr/>	<hr/>	<hr/>
<hr/> Susanna E. Steilen, Supervisor	<hr/>	<hr/>	<hr/>
<hr/> Tamara O'Brien, Homer Township Clerk	<hr/> Susanna E. Steilen, Homer Township Supervisor		

**CERTIFICATION OF BUDGET AND APPROPRIATION ORDINANCE  
AND CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

**HOMER TOWNSHIP**

The undersigned, duly elected, qualified and acting as Clerk of Homer Township, Will County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget and Appropriation Ordinance of said township for the fiscal year beginning April 1, 2025 and ending March 31, 2026, as adopted this 9<sup>th</sup> day of June 2025.

The undersigned, Supervisor (Chief Fiscal Officer) of Homer Township, Will County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as “Revenues” or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of Public Act 83-881 (IRS, CH 120, Par 643) and on behalf of Homer Township, Will County, Illinois. This certification must be filed within 30 days after adoption of the Budget & Appropriation Ordinance.

Dated this 9<sup>th</sup> day of June 2025

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Tamara O'Brien, Homer Township Clerk

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Susanna E. Steilen, Homer Township Supervisor

**24/25 Founders Bond Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
095 Beg Bal	0.00	42,488.28	-42,488.28
17.Rev.			
1. Interest			
671 Interest- Bank	1,409.12	250.00	1,159.12
Total 1. Interest	1,409.12	250.00	1,159.12
2. Other			
672 Miscellaneous	0.00	1.00	-1.00
Total 2. Other	0.00	1.00	-1.00
Total 17.Rev.	1,409.12	251.00	1,158.12
Total Income	1,409.12	42,739.28	-41,330.16
Expense			
17.Exp.			
2. Contractual			
701 Administrative Fee	0.00	600.00	-600.00
741 Attorney/Legal Fees	0.00	500.00	-500.00
748 Bond Rating/Reporting Fee	0.00	2,000.00	-2,000.00
Total 2. Contractual	0.00	3,100.00	-3,100.00
4.			
950 Bond Principal	150,000.00	150,000.00	0.00
951 Bond Interest	4,515.00	9,030.00	-4,515.00
Total 4.	154,515.00	159,030.00	-4,515.00
5. Other			
721 Bank Service Fees	0.00	1,000.00	-1,000.00
771 Miscellaneous	0.00	38,369.00	-38,369.00
Total 5. Other	0.00	39,369.00	-39,369.00
Total 17.Exp.	154,515.00	201,499.00	-46,984.00
999 Ending Cash Balance	0.00	0.28	-0.28
Total Expense	154,515.00	201,499.28	-46,984.28
Net Ordinary Income	-153,105.88	-158,760.00	5,654.12



24/25 Founders Bond Fund- Profit & Loss Budget vs. Actual

April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
Other Income/Expense			
Other Income			
6. 699 Transfers in	154,515.00	159,281.00	-4,766.00
Total Other Income	154,515.00	159,281.00	-4,766.00
Net Other Income	154,515.00	159,281.00	-4,766.00
Net Income	1,409.12	521.00	888.12

**24/25 Founders General Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
<b>Income</b>			
095 Beg. Balance			
15. Rev.	0.00	433,978.80	-433,978.80
1. Rental			
660 Activity Center Rent	0.00	1.00	-1.00
680 Housing Rent	367,304.60	363,000.00	4,304.60
Total 1. Rental	367,304.60	363,001.00	4,303.60
2. Security Deposits			
670 Security/Last Month Deposit	2,400.00		
670.1 Security Deposit	0.00	2,400.00	-2,400.00
670 Security/Last Month Deposit - Other			
Total 670 Security/Last Month Deposit	2,400.00	2,400.00	0.00
Total 2. Security Deposits	2,400.00	2,400.00	0.00
3. Interest			
671 Interest- Bank	10,923.29	1,000.00	9,923.29
Total 3. Interest	10,923.29	1,000.00	9,923.29
4. Other			
655 Verification Services	196.00	100.00	96.00
672 Miscellaneous	0.00	100.00	-100.00
673 TOIRMA Dividend	3,069.80	3,000.00	69.80
675 Tenant Reimbursement			
675.1 Utility Reimbursement	157.21		
675 Tenant Reimbursement - Other	0.00	1.00	-1.00
Total 675 Tenant Reimbursement	157.21	1.00	156.21
676 Insurance Claim	0.00	25,000.00	-25,000.00
677 Easement Agreement	1,000.00	1.00	999.00
Total 4. Other	4,423.01	28,202.00	-23,778.99
Total 15. Rev.	385,050.90	394,603.00	-9,552.10
684 CDBG-2022	368,841.88	908,544.60	-539,702.72
685 ARPA	80,496.30	78,996.30	1,500.00
Total Income	834,389.08	1,816,122.70	-981,733.62
Gross Profit	834,389.08	1,816,122.70	-981,733.62

**24/25 Founders General Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
Expense			
15 Exp.			
1. Personnel			
707 Maintenance Personnel	63,160.00	63,500.00	-340.00
708 Health Insurance	13,431.44	16,000.00	-2,568.56
709 SS/MC			
709 MC	915.82		
709 SS	3,915.92		
709 SS/MC - Other	0.00	4,900.00	-4,900.00
Total 709 SS/MC	4,831.74	4,900.00	-68.26
712 IDES	169.88	1,000.00	-830.12
720 IMRF	7,745.56	8,000.00	-254.44
1. Personnel - Other	0.00		
Total 1. Personnel	89,338.62	93,400.00	-4,061.38
2. Contractual			
730 Landscaping	80.00	73,000.00	-72,920.00
731 Building Maintenance			
731.1 Menards	2,285.24		
731.2 Home Depot	311.09		
731.5 HVAC	2,017.83		
731 Building Maintenance - Other	5,057.14	43,000.00	-37,942.86
Total 731 Building Maintenance	9,671.30	43,000.00	-33,328.70
732 Maint. Equipment Repairs	0.00	7,500.00	-7,500.00
736 Utilities			
736.1 Gas	1,068.05		
736.2 Electric	1,439.36		
736.3 Garbage	8,406.08		
736.4 Water	1,435.65		
736 Utilities - Other	0.00	12,500.00	-12,500.00
Total 736 Utilities	12,349.14	12,500.00	-150.86
737 Liability/TOIRMA			
739 Publish Legals/Notices	29,400.00	35,000.00	-5,600.00
740 Accounting	604.52	2,000.00	-1,395.48
741 Attorney/Legal Fees	1,419.60	2,500.00	-1,080.40
743 Audit	475.32	10,000.00	-9,524.68
755 Verification Services	811.67	2,000.00	-1,188.33
775 Security/Last Month Refund	32.00	1,000.00	-968.00
Total 2. Contractual	59,894.29	188,500.00	-128,605.71

24/25 Founders General Fund- Profit & Loss Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
3. Commodities			
738 Postage & Delivery	29.09	500.00	-470.91
751 Office Supplies	0.00	1,500.00	-1,500.00
752 Permit	0.00	500.00	-500.00
754 Fuel	0.00	3,500.00	-3,500.00
Total 3. Commodities	29.09	6,000.00	-5,970.91
3. Other			
734 Bank Service Charge	228.01	2,000.00	-1,771.99
745 Signage	0.00	1,000.00	-1,000.00
771 Miscellaneous	0.00	10,000.00	-10,000.00
772 Insurance Claim Payout	0.00	25,000.00	-25,000.00
990 Contingency	0.00	26,300.00	-26,300.00
Total 3. Other	228.01	64,300.00	-64,071.99
4. Capital Outlay			
733 Capital Improvement	28,806.61	121,850.00	-93,043.39
776 Asphalt Maintenance	0.00	20,000.00	-20,000.00
777 Concrete Maintenance	0.00	10,000.00	-10,000.00
781 Maintenance Equippt Purchase	0.00	7,500.00	-7,500.00
784 Bond Reserve	0.00	30,000.00	-30,000.00
991 **Capital Reserve	0.00	55,000.00	-55,000.00
Total 4. Capital Outlay	28,806.61	244,350.00	-215,543.39
Transfers Out			
785 Bond Transfer Out	159,030.00	159,030.00	0.00
Total Transfers Out	159,030.00	159,030.00	0.00
Total 15 Exp.	337,326.62	755,580.00	-418,253.38
749 Professional Services	0.00	15,000.00	-15,000.00
779 CDBG-2022	393,076.00	900,642.00	-507,566.00
780 ARPA	74,890.22	74,890.22	0.00
999 Ending Balance	0.00	10.48	-10.48
Total Expense	805,292.84	1,746,122.70	-940,829.86
Net Income	29,096.24	70,000.00	-40,903.76

**24/25 General Assist. Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
<b>Income</b>			
095 Beg Bal			
1 Rev.	0.00	89,826.27	-89,826.27
1.601 Property Taxes (Levy)			
601.1 Back Tax Adjustment	0.37		
601.2 Mobile Home Distribution	0.03		
601.3 Railroad Distribution	0.08		
601.4 Interest-Property Taxes	6.29		
1.601 Property Taxes (Levy) - Other	3,798.90	3,815.23	-16.33
Total 1.601 Property Taxes (Levy)	3,805.67	3,815.23	-9.56
2. Interest			
671 Interest- Bank	2,501.68	200.00	2,301.68
Total 2. Interest	2,501.68	200.00	2,301.68
3. Other			
672 Miscellaneous	0.00	1.00	-1.00
Total 3. Other	0.00	1.00	-1.00
Total 1 Rev.	6,307.35	4,016.23	2,291.12
Total Income	6,307.35	93,842.50	-87,535.15
<b>Expense</b>			
1 Exp.			
1. Personnel			
707 Salary	0.00	1.00	-1.00
709 SS/MC	0.00	1.00	-1.00
712 IDES	0.00	1.00	-1.00
Total 1. Personnel	0.00	3.00	-3.00
2. Contractual			
735 Telephone	0.00	1,200.00	-1,200.00
740 Accounting	0.00	300.00	-300.00
741 Attorney/Legal Fees	0.00	1,000.00	-1,000.00
742 Contractual Services	0.00	5,000.00	-5,000.00
743 Audit	500.00	500.00	0.00
748 Training	55.00	3,000.00	-2,945.00
750 Catastrophic Ins. (MACI)	2,768.00	3,000.00	-232.00
755 Verification Services	0.00	1,000.00	-1,000.00
772 Flat Grant	0.00	20,000.00	-20,000.00
774 Emergency GA	4,202.21	21,130.00	-16,927.79
776 Medical Assistance	0.00	30,000.00	-30,000.00
Total 2. Contractual	7,525.21	86,130.00	-78,604.79

24/25 General Assist. Fund- Profit & Loss Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
3. Commodities			
737 Office Supplies	0.00	1,200.00	-1,200.00
738 Postage & Delivery	0.00	100.00	-100.00
Total 3. Commodities	0.00	1,300.00	-1,300.00
5. Other			
721 Bank Service Fees	0.00	1,000.00	-1,000.00
771 Miscellaneous	0.00	1,500.00	-1,500.00
990 Contingencies	0.00	3,675.00	-3,675.00
Total 5. Other	0.00	6,175.00	-6,175.00
Total 1 Exp.	7,525.21	93,608.00	-86,082.79
999 Ending Cash Balance	0.00	1.77	-1.77
Total Expense	7,525.21	93,609.77	-86,084.56
Net Income	-1,217.86	232.73	-1,450.59

24/25 Open Space Fund - Profit & Loss Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
095 Beg. Bal			-734,446.01
9. Rev.	0.00	734,446.01	
1. Rental			
620 Farm License	32,600.00	32,600.00	0.00
621 Rental House	19,859.18	18,000.00	1,859.18
Total 1. Rental	52,459.18	50,600.00	1,859.18
2. Interest			
671 Interest- Bank	14,514.36	2,000.00	12,514.36
Total 2. Interest	14,514.36	2,000.00	12,514.36
3. Other			
610 Permit	0.00	1.00	-1.00
619 Farm License Deposit	0.00	0.00	0.00
622 Verification Services	48.00	1.00	47.00
623 Security Deposit	1,800.00	1.00	1,799.00
650 Grant	264,230.75	1.00	264,229.75
651 Donations	7,558.20	1.00	7,557.20
652 Events	0.00	1.00	-1.00
670 Toirma Dividend	306.98	1,000.00	-693.02
672 Miscellaneous	0.00	1.00	-1.00
676 Insurance Claim	0.00	25,000.00	-25,000.00
677 Easement Agreement	0.00	1.00	-1.00
Total 3. Other	273,943.93	26,008.00	247,935.93
Total 9. Rev.	340,917.47	78,608.00	262,309.47
Total Income	340,917.47	813,054.01	-472,136.54
Expense			
9. Exp.			
1. Personnel			
707 Maintenance Personnel	0.00	1.00	-1.00
708 Health Insurance	0.00	1.00	-1.00
709 SS/MC	0.00	1.00	-1.00
712 IDES	0.00	1.00	-1.00
720 IMRF Co.	0.00	1.00	-1.00
Total 1. Personnel	0.00	5.00	-5.00

**24/25 Open Space Fund - Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar '25	Budget	\$ Over Budget
<b>2. Contractual</b>			
721 Bank Service Fees	2,733.60	3,000.00	-266.40
725 Trantina Restoration	0.00	1.00	-1.00
726 Donations	0.00	1.00	-1.00
734 Liability/Toirma	2,404.00	3,500.00	-1,096.00
740 Accounting	1,313.10	2,500.00	-1,186.90
741 Attorney/Legal Fees	8,611.53	20,000.00	-11,388.47
743 Audit	811.66	2,000.00	-1,188.34
745 Professional Services	45,105.00	50,000.00	-4,895.00
746 Printing/PR	0.00	2,500.00	-2,500.00
747 Security System	1,407.00	2,501.00	-1,094.00
751 Utilities			
1. 15744- ComEd	716.98		
2. 15800- ComEd	230.98		
3. 15800- Water Softener Rental	324.00		
4. 15800- Garbage	772.88		
751 Utilities - Other	0.00	2,500.00	-2,500.00
<b>Total 751 Utilities</b>	<b>2,044.84</b>	<b>2,500.00</b>	<b>-455.16</b>
<b>755 Verification Services</b>	<b>32.00</b>	<b>300.00</b>	<b>-268.00</b>
<b>Total 2. Contractual</b>	<b>64,462.73</b>	<b>88,803.00</b>	<b>-24,340.27</b>
<b>3. Commodities</b>			
736 Outdoor Restroom	2,973.30		
752 Operating/Maint. Supplies			
752.1 Menards	725.35		
752.2 Home Depot	330.85		
752.3 Will Cook Ace	217.83		
752 Operating/Maint. Supplies - Other	1,334.55	12,500.00	-11,165.45
<b>Total 752 Operating/Maint. Supplies</b>	<b>2,608.58</b>	<b>12,500.00</b>	<b>-9,891.42</b>
753 Permit	0.00	3,000.00	-3,000.00
757 Prairie Maintenance	0.00	1.00	-1.00
758 Signage	0.00	5,000.00	-5,000.00
781 Maint. Equip Purch/Repair	210.00	10,000.00	-9,790.00
782 Property Taxes	3,648.40	5,000.00	-1,351.60
<b>Total 3. Commodities</b>	<b>9,440.28</b>	<b>35,501.00</b>	<b>-26,060.72</b>
<b>5. Other</b>			
742 Maps- Graphics- Training	0.00	1.00	-1.00
744 Turf Management	0.00	1.00	-1.00
749 Miscellaneous	0.00	9,000.00	-9,000.00
750 Grant /Planning Expenses	0.00	15,000.00	-15,000.00
759 Parking/Access Maintenance	0.00	2,000.00	-2,000.00
763 Events	0.00	1.00	-1.00
776 Insurance Claim Payout	0.00	25,000.00	-25,000.00



24/25 Open Space Fund - Profit & Loss Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
778 Building Construction/Demo	581,040.00	581,040.00	0.00
858 Capital Improvement	26,000.00	26,000.00	0.00
990 Contingency	0.00	10,000.00	-10,000.00
991 **Capital Reserve	0.00	1.00	-1.00
Total 5. Other	607,040.00	668,044.00	-61,004.00
775 Security Deposit Refund	1,500.00	1,800.00	-300.00
844 Land Purchase	0.00	1.00	-1.00
Total 9. Exp.	682,443.01	794,154.00	-111,710.99
Total Expense	682,443.01	794,154.00	-111,710.99
Net Ordinary Income	-341,525.54	18,900.01	-360,425.55
Net Income	-341,525.54	18,900.01	-360,425.55

**24/25 Park Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
Income			
095 Beg Bal			
4. Rev.	0.00	623,060.02	-623,060.02
1. 601 Property Tax (Levy)			
601.1 Back Tax Adjustment	9.94		
601.2 Mobile Home Distribution	0.82		
601.3 Railroad Distribution	2.13		
601.4 Interest- Property Taxes	165.65		
1. 601 Property Tax (Levy) - Other	100,078.05	100,507.53	-429.48
Total 1. 601 Property Tax (Levy)	100,256.59	100,507.53	-250.94
3. Interest			
671 Interest- Bank	16,324.11	1,000.00	15,324.11
Total 3. Interest	16,324.11	1,000.00	15,324.11
4. Other			
610 Permit	0.00	1.00	-1.00
670 Toirna Dividend	1,074.43	1,000.00	74.43
672 Miscellaneous	389.17	1.00	388.17
674 Utilities Reimbursement	0.00	1.00	-1.00
675 Repair Reimbursement	0.00	1.00	-1.00
676 Insurance Claims	0.00	25,000.00	-25,000.00
677 Easement Agreements	0.00	1.00	-1.00
685 Park Sponsorship/Donations	0.00	1.00	-1.00
Total 4. Other	1,463.60	26,006.00	-24,542.40
5. Grant			
673 Grant Proceeds	0.00	1.00	-1.00
Total 5. Grant	0.00	1.00	-1.00
Total 4. Rev.	118,044.30	127,514.53	-9,470.23
Total Income	118,044.30	750,574.55	-632,530.25
Gross Profit	118,044.30	750,574.55	-632,530.25
Expense			
4. Exp.			
1. Personnel			
707 Maintenance Personnel	0.00	1.00	-1.00
708 Health Insurance	0.00	1.00	-1.00
709 SS/MC	0.00	1.00	-1.00

**24/25 Park Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Mar 25	Budget	\$ Over Budget
712 IDES	0.00	1.00	-1.00
720 IMRF Co.	0.00	1.00	-1.00
Total 1. Personnel	0.00	5.00	-5.00
2. Contractual			
734 Liability/Torima	1,292.00	3,000.00	-1,708.00
736 Outdoor Restrooms	1,500.40	3,000.00	-1,499.60
737 Repairs/Operating Supplies			
737.1 Menards	229.11		
737.3 Whitmore Ace	35.61		
737 Repairs/Operating Supplies - Ot...	0.00	20,000.00	-20,000.00
Total 737 Repairs/Operating Supplies	264.72	20,000.00	-19,735.28
738 Irrigation System Manage	0.00	15,000.00	-15,000.00
739 Publish/Legals Notice	0.00	500.00	-500.00
740 Accounting	1,313.10	2,500.00	-1,186.90
741 Attorney/Legal Fees	2,437.50	10,000.00	-7,562.50
742 Professional Service	8,650.00	25,000.00	-16,350.00
743 Audit	811.67	2,000.00	-1,188.33
745 Signage	0.00	2,000.00	-2,000.00
747 Utilities			
747.6 Morris Park Elect.	330.08		
747.8 Telephone	1,268.24		
747 Utilities - Other	0.00	10,000.00	-10,000.00
Total 747 Utilities	1,598.32	10,000.00	-8,401.68
753 Permit/Inspection Fees	0.00	3,000.00	-3,000.00
755 Verification Services	0.00	500.00	-500.00
758 Security	0.00	1,000.00	-1,000.00
768 Pond Management	0.00	5,000.00	-5,000.00
838 Maintenance Equipmnt Repair	134.28	10,000.00	-9,865.72
854 Fuel	0.00	3,500.00	-3,500.00
Total 2. Contractual	18,001.99	116,000.00	-97,998.01
3. Grant			
769 Grant Non- Reimbursable	10,000.00	30,000.00	-20,000.00
783 Grant Reimbursable	0.00	1.00	-1.00
Total 3. Grant	10,000.00	30,001.00	-20,001.00
4. Other			
721 Bank Service Fees	0.00	2,000.00	-2,000.00
751 Postage/Delivery	0.00	250.00	-250.00
771 Miscellaneous	10,000.00	10,000.00	0.00
772 Insurance Claim Payout	0.00	25,000.00	-25,000.00

# 24/25 Park Fund- Profit & Loss Budget vs. Actual April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
776 Asphalt Maintenance	10,000.00	10,000.00	0.00
990 Contingency	23,500.00	23,500.00	0.00
Total 4. Other	43,500.00	70,750.00	-27,250.00
5. Capital Outlay			
840 Land Purchase	0.00	1.00	-1.00
842 Maintenance Equipt Purchase	0.00	14,500.00	-14,500.00
844 Site Prep/Deconstruction	15,000.00	15,000.00	0.00
858 Capital Improvements	424,317.00	424,317.00	0.00
Total 5. Capital Outlay	439,317.00	453,818.00	-14,501.00
991 **Capital Reserve	0.00	80,000.00	-80,000.00
Total 4. Exp.	510,818.99	750,574.00	-239,755.01
999 Ending Cash Balance	0.00	5.00	-5.00
Total Expense	510,818.99	750,579.00	-239,760.01
Net Income	-392,774.69	-4.45	-392,770.24

# 24/25 Town Fund- Profit & Loss Budget vs. Actual

April 2024 through March 2025

	Apr '24 - Ma...	Budget	\$ Over Budget
Income			
095 Beg Bal		1,445,232.69	-1,445,232.69
2. Rev.	0.00		
1. 601 Property Tax (Levy)			
601.1 Back Tax Adjustment	107.55		
601.2 Railroad Distribution	23.02		
603 Mobile Home Distribution	8.92		
606 Interest-Property Taxes	1,793.06		
1. 601 Property Tax (Levy) - Other	1,083,288.54	1,087,937.34	-4,648.80
Total 1. 601 Property Tax (Levy)	1,085,221.09	1,087,937.34	-2,716.25
1.1 681 Property Replace Tax	26,484.19	39,628.00	-13,143.81
2. 684 W/C Block Grant- CDBG	0.00	908,544.60	-908,544.60
2. 685 Grants	0.00	750,000.00	-750,000.00
3. Interest			
671 Interest- Bank	41,094.88	5,000.00	36,094.88
Total 3. Interest	41,094.88	5,000.00	36,094.88
4. Rental Income			
673 Town Hall Rental	1,455.00	2,000.00	-545.00
675 Cell Tower Lease	51,512.04	51,512.04	0.00
Total 4. Rental Income	52,967.04	53,512.04	-545.00
5. 602 Elections	0.00	150.00	-150.00
6. Other			
610 Permit	0.00	1.00	-1.00
629 Insurance Claim	0.00	25,000.00	-25,000.00
630 Health Benefit Reimburse	0.00	100.00	-100.00
670 Toirna Dividend	15,349.00	20,000.00	-4,651.00
672 Miscellaneous			
672.4 ARPA- Founders	-1,500.00		
672.5 ARPA- Trantina	0.00		
672.6 CDBG- Founders	0.00		
672.7 FOIA	176.60		
672.8 IGA - Hwy	0.00		
672 Miscellaneous - Other	480.00	2,000.00	-1,520.00
Total 672 Miscellaneous	-843.40	2,000.00	-2,843.40
676 Assessor Income	94.00	150.00	-56.00
683 Homer Senior Reimburse			
683.1 Senior Christmas Party	4,414.00		
683 Homer Senior Reimburse - Other	3,997.00	16,000.00	-12,003.00
Total 683 Homer Senior Reimburse	8,411.00	16,000.00	-7,589.00

**24/25 Town Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Ma...	Budget	\$ Over Budget
686 Title XX Refund	906.45	1,000.00	-93.55
687 Easement Agreement	0.00	1.00	-1.00
688 PetFest Sponsor/Fee			
688.1 PetFest Sponsor/Fee 2024	4,000.00		
688 PetFest Sponsor/Fee - Other	100.00	3,000.00	-2,900.00
Total 688 PetFest Sponsor/Fee	4,100.00	3,000.00	1,100.00
689 Senior Expo Sponsor/Fee			
690 Twp Weed Compliance	2,200.00	2,000.00	200.00
694 Phone Reimbursement	0.00	1.00	-1.00
695 Hwy Dept Salary Contrib	0.00	1.00	-1.00
699 Transfers in	0.00	1.00	-1.00
Total 6. Other	30,217.05	69,256.00	-39,038.95
Total 2. Rev.	1,235,984.25	2,914,027.98	-1,678,043.73
Total Income	1,235,984.25	4,359,260.67	-3,123,276.42
Gross Profit	1,235,984.25	4,359,260.67	-3,123,276.42
Expense			
2. Exp.			
1. Personnel			
1. Salaries			
701 Supervisor	51,119.38		
702 Town Clerk	48,625.72		
703 Assessor	52,366.34		
704 Hwy Com	61,094.02		
705 Trustee	30,921.28		
706 Treasurer	999.95		
1. Salaries - Other	0.00	260,000.00	-260,000.00
Total 1. Salaries	245,126.70	260,000.00	-14,873.30
2. 707 Maintenance Personnel			
707 Maintenance Personnel	59,703.25		
2. 707 Maintenance Personnel - Other	0.00	100,000.00	-100,000.00
Total 2. 707 Maintenance Personnel	59,703.25	100,000.00	-40,296.75
3. 708 Health Insurance			
4. 709 SS/MC	115,585.48	155,000.00	-39,414.52
709 MC	10,656.83		
709 SS	45,567.15		
709 SS/MC Assessor Adjustment	-19,076.74		
4. 709 SS/MC - Other	0.00	45,000.00	-45,000.00
Total 4. 709 SS/MC	37,147.24	45,000.00	-7,852.76

**24/25 Town Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Ma...	Budget	\$ Over Budget
5. 712 IDES			
6. 715 Office Personnel	1,040.31	5,000.00	-3,959.69
715 Office Personnel	167,781.50		
6. 715 Office Personnel - Other	0.00	170,000.00	-170,000.00
Total 6. 715 Office Personnel	167,781.50	170,000.00	-2,218.50
7. 716 Code Enforcement/Security	0.00	1.00	-1.00
717 Transportation Personnel	0.00	1.00	-1.00
733 Custodial Service	12,974.00	17,000.00	-4,026.00
8. 720 IMRF Co. Other	24,900.12	60,000.00	-35,099.88
711 Education/Conference	260.00	6,000.00	-5,740.00
Total Other	260.00	6,000.00	-5,740.00
Total 1. Personnel	664,518.60	818,002.00	-153,483.40
2. Contractual			
744 Signage	0.00	5,000.00	-5,000.00
731 Building Maintenance			
731.1 Menards	351.62		
731.2 Home Depot	150.44		
731.3 Will Cook Ace	21.73		
731 Building Maintenance - Other	16,538.46	40,000.00	-23,461.54
Total 731 Building Maintenance	17,062.25	40,000.00	-22,937.75
732 Office Equip./Contractual	1,910.04	15,000.00	-13,089.96
734 Liability/Tolma	18,813.00	30,000.00	-11,187.00
735 Telephone			
735.2 Verizon	551.06		
735 Telephone - Other	124.99	2,000.00	-1,875.01
Total 735 Telephone	676.05	2,000.00	-1,323.95
736 Utilities			
736.1 Nicor Admin	2,563.51		
736.10 IL American Water- Maint	348.12		
736.2 ComEd Admin	7,092.82		
736.3 ComEd Town Hall	1,174.20		
736.4 NuWay	1,875.22		
736.5 Nicor Town Hall	1,420.41		
736.6 Illinois American Water	2,496.71		
736.9 ComEd- Maint Garage	3,524.02		
736 Utilities - Other	0.00	30,000.00	-30,000.00
Total 736 Utilities	20,495.01	30,000.00	-9,504.99

**24/25 Town Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Ma...	Budget	\$ Over Budget
740 Accounting Service	3,544.72	7,000.00	-3,455.28
741 Attorney/Legal Fees	55,602.11	75,000.00	-19,397.89
742 Dues	1,094.11	2,500.00	-1,405.89
743 Audit	2,935.00	7,000.00	-4,065.00
745 Safe Deposit Box	0.00	1.00	-1.00
746 Public Relations	3,067.00	15,000.00	-11,933.00
748 Public Transportation Serv	1,933.44	20,000.00	-18,066.56
749 Professional Services	50,000.00	50,000.00	0.00
750 Mosquito Abatement	13,458.00	20,000.00	-6,542.00
755 Verification Services	59.95	1,000.00	-940.05
775 Toirna Reimbursement	12,586.18	20,000.00	-7,413.82
<b>Total 2. Contractual</b>	<b>203,236.86</b>	<b>339,501.00</b>	<b>-136,264.14</b>
<b>3. Commodities</b>			
737 Travel/Mileage Expense	15.81	3,000.00	-2,984.19
738 Postage & Delivery	0.00	1,000.00	-1,000.00
739 Publish Legals/Notices	117.00	4,000.00	-3,883.00
747 Training	250.00	5,000.00	-4,750.00
751 Office Supplies/Equipment	3,971.36	30,000.00	-26,028.64
752 Permit	0.00	1,000.00	-1,000.00
753 Publications/Newsletter	11,236.07	60,000.00	-48,763.93
754 Fuel	3,705.25	5,000.00	-1,294.75
780 Township Weed Compliance	0.00	5,000.00	-5,000.00
<b>Total 3. Commodities</b>	<b>19,295.49</b>	<b>114,000.00</b>	<b>-94,704.51</b>
<b>4. Grants</b>			
779 W/C Block Grant- CDBG	7,902.60	908,544.60	-900,642.00
<b>Total 4. Grants</b>	<b>7,902.60</b>	<b>908,544.60</b>	<b>-900,642.00</b>
<b>5. Admin Other</b>			
714 Elections	0.00	500.00	-500.00
719 Planning Commission Expense	0.00	1,000.00	-1,000.00
721 Bank Service Fees	0.00	8,000.00	-8,000.00
729 Insurance Claim Payout	0.00	25,000.00	-25,000.00
756 Vehicle Maintenance	1,456.46	10,000.00	-8,543.54
757 Tech/Communications/Equip.	23,919.06	30,000.00	-6,080.94
758 Security System	1,058.50	10,000.00	-8,941.50
759 Contributions- W/C Seniors	0.00	2,500.00	-2,500.00
760 Contributions- Homer Senior	14,729.51	30,000.00	-15,270.49



**24/25 Town Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Ma...	Budget	\$ Over Budget
761 Contri- Special Rec. Assoc.			
761.1 Northern W/C Special Rec	1,686.00		
761.1a Winter/Spring \$2000.00	1,440.00		
761.1b Summer \$2000.00	1,710.00		
761.1c Fall \$2000.00			
Total 761.1 Northern W/C Special Rec	4,836.00		
761.2 Lincolnway Special Rec.			
761.2a Winter/ Spring \$2000.00	2,308.10		
Total 761.2 Lincolnway Special Rec.	2,308.10		
761 Contri- Special Rec. Assoc. - Other	0.00	12,000.00	-12,000.00
Total 761 Contri- Special Rec. Assoc.	7,144.10	12,000.00	-4,855.90
762 Contributions- Others	100.00	5,000.00	-4,900.00
763 Events- Childrens Halloween	0.00	1.00	-1.00
764 Events- Community Parade	140.00	15,000.00	-14,860.00
767 Events- Other	2,833.83	15,000.00	-12,166.17
768 Event- PetFest	6,374.77	25,000.00	-18,625.23
769 Events- Senior Expo	3,727.51	15,000.00	-11,272.49
770 Vehicle Purchase	0.00	45,000.00	-45,000.00
771 Miscellaneous	1,084.95	50,000.00	-48,915.05
Total 5. Admin Other	62,568.69	299,001.00	-236,432.31
776 Parking Lot Maintenance	0.00	25,000.00	-25,000.00
783 Grant Payout	0.00	750,000.00	-750,000.00
790 Senior Housing	0.00	50,000.00	-50,000.00
990 Contingency	0.00	50,000.00	-50,000.00
Capital Outlay			
778 Capital Improvements			
778.2 Admin AC	27,800.00		
778.1 Admin Landscaping	500.00		
778 Capital Improvements - Other	0.00	80,210.00	-80,210.00
Total 778 Capital Improvements	28,300.00	80,210.00	-51,910.00
Capital Outlay- Town			
781 Maint Equip Purchase/Repair			
781.1 Maint. Equip. Purchase	189.99		
781 Maint Equip Purchase/Repair - Other	0.00	30,000.00	-30,000.00
Total 781 Maint Equip Purchase/Repair	189.99	30,000.00	-29,810.01

**24/25 Town Fund- Profit & Loss Budget vs. Actual**  
**April 2024 through March 2025**

	Apr '24 - Ma...	Budget	\$ Over Budget
991 **Capital Reserve	577,987.00	650,000.00	-72,013.00
Total Capital Outlay- Town	578,176.99	680,000.00	-101,823.01
Total Capital Outlay	606,476.99	760,210.00	-153,733.01
Total 2. Exp.	1,563,999.23	4,114,258.60	-2,550,259.37
3. Exp. Assessor			
1. Personnel			
801 Salaries	249,368.80	250,000.00	-631.20
802 SS/MC	19,076.74	20,000.00	-923.26
803 IDES	679.50	5,100.00	-4,420.50
804 IMRF Co.	30,712.71	31,000.00	-287.29
836 Health Insurance	99,260.41	124,000.00	-24,739.59
Total 1. Personnel	399,098.16	430,100.00	-31,001.84
2. Assessor Contractual			
831 Telephone	3,851.46	5,000.00	-1,148.54
832 Travel Expense	2,400.00	2,400.00	0.00
833 Training	3,521.76	8,000.00	-4,478.24
834 Postage	0.00	250.00	-250.00
835 Dues	50.00	250.00	-200.00
838 Equip. Maintenance	5,102.72	6,000.00	-897.28
878 Contingency	0.00	3,000.00	-3,000.00
Total 2. Assessor Contractual	14,925.94	24,900.00	-9,974.06
3. Assessor Commodities			
882 **Capital Reserve	0.00	10,000.00	-10,000.00
851 Office Supplies	2,763.31	5,000.00	-2,236.69
853 Computer Supplies	285.99	3,000.00	-2,714.01
Total 3. Assessor Commodities	3,049.30	18,000.00	-14,950.70
4. Assessor Other			
879 Miscellaneous	2,441.58	4,500.00	-2,058.42
Total 4. Assessor Other	2,441.58	4,500.00	-2,058.42
Capital Outlay- Assessor			
880 CAMA	9,725.00	10,000.00	-275.00
881 Equipment/Computer	4,107.34	7,500.00	-3,392.66
Total Capital Outlay- Assessor	13,832.34	17,500.00	-3,667.66
Total 3. Exp. Assessor	433,347.32	495,000.00	-61,652.68

24/25 Town Fund- Profit & Loss Budget vs. Actual  
April 2024 through March 2025

	Apr '24 - Ma...	Budget	\$ Over Budget
999 Ending Cash Bal	0.00	2.07	-2.07
Total Expense	1,997,346.55	4,609,260.67	-2,611,914.12
Net Income	-761,362.30	-250,000.00	-511,362.30



## AGENDA SUPPLEMENT SHEET

**Agenda Item Number:**

**9.e**

**Township Board Meeting Date:**

**June 9, 2025**

**Item Title: Approval of Resolution 2025-0609 Res2**

**Motion for Consideration:** Is there a Motion to Approve Resolution 2025-0609 Res2 for the Approval of the Appointment of Susanna Steilen for the Authorized Agent of IMRF?

**Staff Contact:** Mary Pat DeGrassi

**Background Information:**

The Illinois Municipal Retirement Fund (IMRF) is public pension fund that administers retirement, disability, and death benefits for employees of local government in Illinois. Created by the Illinois General Assembly, IMRF began operating in 1941 with five original employers and \$5,000 in assets. Today, IMRF serves more than 3,000 employers and manages about \$52 billion in assets. With a funded status of 96.6%, IMRF is one of the best-funded public pension systems in the country.

The IMRF Authorized Agent serves as an essential link between the employer, Homer Township the IMRF member employees, and IMRF. IMRF requires the Authorized Agent to be appointed by a Resolution.

**Attachments**

Resolution No. 2025-0609 Res2 For the Appointment of an Authorized IMRF Agent for Homer Township.

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**RESOLUTION NO. 2025-0609 Res 2**

**FOR THE APPOINTMENT OF AN AUTHORIZED IMRF AGENT FOR  
HOMER TOWNSHIP**

WHEREAS the Township Board (the "Township board") of Homer Township, Will County, Illinois (the "Township") has elected to and continues to participate in the Illinois Municipal Retirement Fund; and

WHEREAS the regulations of the Illinois Municipal Retirement Fund require that Homer Township appoint an authorized agent.

NOW, THEREFORE, BE IT RESOLVED BY THE SUPERVISOR AND BOARD OF TRUSTEES OF THE TOWNSHIP BOARD OF HOMER TOWNSHIP, WILL COUNTY, ILLINOIS, THAT:

Section 1: The Township authorizes Susanna E. Steilen, Homer Township Supervisor, be hereby appointed as the IMRF Authorized Agent.

Section 2: As Authorized Agent her general powers and duties shall be to certify whether or not employees are eligible to participate in IMRF as well as the performance of any and all administrative duties established by the IMRF Act as requested by the IMRF and/or Homer Township.

Section 3: Proper officers of Homer Township are hereby directed to file written notice of this appointment with the Board of Trustees of the Illinois Municipal Retirement Fund.

Section 4: All resolutions or portions of resolutions previously passed or adopted by Homer Township that conflict with or are inconsistent with the provisions of this resolution are hereby repealed.

Section 5: This Resolution shall be in full force and effect from and after its passage, approval and publication as required by law.

*[Remainder of Page Intentionally Left Blank]*

Adopted this 9<sup>th</sup> Day of June 2025 pursuant to a roll call vote as follows:

<b>Township Board</b>	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>	<b><u>PRESENT</u></b>
Susanna E. Steilen				
Keith D. Gray				
Kenneth Marcin				
Donald Melody				
Chrisina Sievers				
TOTAL				

**APPROVED** by the Homer Township Supervisor on June 9th, 2025.

---

Susanna E. Steilen  
Homer Township Supervisor

ATTEST:

---

Tamara O'Brien  
Township Clerk

## AGENDA SUPPLEMENT SHEET



**Agenda Item Number:**

9.f

**Township Board Meeting Date:**

June 9, 2025

**Item Title: Approval of Lockport Junior Porters Football Club use of Morris Park**

**Motion for Consideration:** Is there a Motion to Approve the Lockport Junior Porters Football Club use of Morris Park?

**Staff Contact:** Supervisor Sue Steilen

**Background Information:**

The Lockport Junior Porters Football Club president has requested use of Morris Park for youth football camps and for practice fields through the rest of the year.

The club has been in existence for 12 years and provides kids ages 4 - 13 an opportunity to play organized sports. They have a board of 14 individuals; 8 Executive members and 6 Non-Executive board members. Approximately, 84% of our athletes reside in Homer Glen and Lockport.

They had planned for a youth football camp starting on Monday, 6/9/25. Their original plan was to use the practice fields at Lockport Township High School since that is where they practice the majority of the time (their overflow or back up location is Morris Park). However, the high school thought it would be best to not use the practice fields to preserve the fields for high school functions. They were not notified until Friday, May 30.

The Lockport Junior Porters have used Morris Park since 2022.

**Attachments**

Usage Guidelines for Sports Clubs Using Township Facilities  
Lockport Junior Porters Constitution & Bylaws

## AGENDA SUPPLEMENT SHEET



**Agenda Item Number:**

**9.f**

**Township Board Meeting Date:**

**June 9, 2025**

**Item Title: Approval of Lockport Junio Porters Football Club use of Morris Park**

**Motion for Consideration:** Is there a Motion to Approve the Lockport Junior Porters Football Club use of Morris Park?

**Staff Contact:** Supervisor Sue Steilen

**Background Information:**

The Lockport Junior Porters Football Club president has requested use of Morris Park for two youth football camps and for practice fields through the rest of the year.

The club has been in existence for 12 years and provides kids ages 4 - 13 an opportunity to play organized sports. They have a board of 14 individuals; 8 Executive members and 6 Non-Executive board members. Approximately, 84% of our athletes reside in Homer Glen and Lockport.

They had planned for a youth football camp starting on Monday, 6/9/25. Their original plan was to use the practice fields at Lockport Township High School since that is where they practice the majority of the time (their overflow or back up location is Morris Park). However, the high school thought it would be best to not use the practice fields to preserve the fields for high school functions. They were not notified until Friday, May 30.

The Lockport Junior Porters have used Morris Park since 2022.

**Attachments**

Usage Guidelines for Sports Clubs Using Township Facilities

Lockport Junior Porters Constitution & Bylaws





14350 W. 151<sup>st</sup> Street  
Homer Glen, IL 60491  
708-301-0522  
office@homertownship.com

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## Usage Guidelines for Sports Clubs Using Township Facilities

**To:** Junior Porters  
**From:** Susanna Steilen, Township Supervisor  
**Date:** Spring/Fall Sports Seasons 2025

**Attachments:** Homer Township Sports and Alcohol Usage Policies

---

Please review the following guidelines to clarify the policies and procedures conditioned upon for the use of Homer Township fields and facilities. Please provide copies of this information to your members as this will help streamline the process and avoid unnecessary confusion, **especially by including those directly involved with field usage, maintenance, concessions, event planning, etc.** Additional information can be found by reviewing the attached Township's Sports Usage and Alcohol Prohibition Policies. If you need additional copies, we would be happy to provide them for you.

The Administrative offices located at 14350 W. 151<sup>st</sup> Street are open Monday-Friday from 8AM to 4PM. The phone number is 708-301-0522 and there is an answering machine for after-hour messages. Please provide your name, organization, and phone number when leaving a message.

### **REQUIRED TO START YOUR SEASON:**

To avoid delays in gaining site and facility access, please provide the following items to the Township Administrative Offices **no later than two (2) weeks prior to your first field usage date.**

- 1) Organizations must provide their current Certificate of Insurance for general use of all Homer Township facilities throughout the year including, but not limited to the use of Town Hall for meetings, registrations, cheerleading fittings, etc. We cannot use last year's proof of coverage certificate even if your current certificate has not expired. **The additional insured must be named as "HOMER TOWNSHIP" and listed in that manner only on the certificate.** Review the **minimum** insurance coverage requirements as outlined in the Township Sports Usage Policy.
- 2) A written disciplinary policy for board members, coaches, and fans must be on file with the Homer Township Administration office. Providing a copy of your organization's by-laws will suffice when addressing this policy.
- 3) Provide in print a full and complete listing of all board members, directors, managers, and coaches including name, address, phone number, and email address.

- 4) **Each individual sport** must report coaches/managers, rosters, schedules, and insurance coverage when it differs from that of the umbrella organization, i.e., Travel Leagues /Cheerleading /Flag Football/Lacrosse, etc.
- 5) Instruct only authorized representatives of your clubs to make requests upon the Township. **Please provide the names, contact information (cell phone & email address), position and/or title of person(s) who are authorized to act on behalf of your organization with Homer Township in the following capacity:**
  - a. Point of contact in case of emergency and/or after business hours
  - b. Submission of all invoices and/or financial inquiries
  - c. Reporting of complaints and/or maintenance issues
  - d. Individual in charge of Concessions.
- 7) A written schedule/calendar of games, tournaments, clinics, events, and other anticipated uses during your season must be provided prior to taking possession of the facilities. This includes providing a written schedule of the dates and hours (start & stop times) your organization will be using any Township properties and/or facilities for **practices**. These are the only times your club will be authorized to use the facilities. The Township requires advance notice if there is any deviation from this schedule. Requests for additional use must be submitted and authorized by the Township Supervisor **at least** one week prior or the event will not be allowed. **The clubs must pay expenses for any requests of extended amenities, i.e., portable restrooms, trash pick-up, etc.**
- 8) The Director of Concessions shall provide the Township with their “Certified Food Service Sanitation Certificate” from the Will County Health Department prior to gaining building access. Again, we cannot use last year’s Sanitation Certificate. The Township also requires an approved Inspection Report from The Will County Health Department before any concessions can be sold. Interior water service is dependent upon exterior temperatures as the buildings are not heated.
- 9) Any and all medical waivers, liability waivers, disclaimers and/or Hold Harmless documents distributed by the organizations should also include and name “Homer Township” as Additional Insured and waiving the Township from any liability.
- 10) Homer Township requires proof that your organization’s 501C3 status is active.
- 11) Any activities taking place on Township properties must comply with established policy, insurance requirements, fire codes, traffic regulations, and all regulatory laws.

#### **SITE/INFRASTRUCTURE IMPROVEMENTS, REPAIRS & ALTERATIONS**

- 12) Homer Township is the Owner and insurer of the park property and facilities your clubs use (with exception to any school or other properties you may also use). These facilities are managed by the Homer Township Supervisor and Board of Trustees. The only person authorized to direct, make agreements or place orders with the Township maintenance employees and contractors is the Township Supervisor. Please put all requests for services in writing to the Township Administrative Offices, Attention: Supervisor Steilen. Verbal requests or agreements made with employees, contractors, and/or vendors are unenforceable and invalid.
- 13) All buildings and property including sheds, gates, announcers’ booth, etc., must be accessible to the Township Supervisor and employees at all times—no exceptions. Locks and keys must not be changed without notifying the Township and providing a key or code access. All properties are subject to inspection by the Township, fire, health, and ordinance compliance inspectors at all times and without prior notice.

- 14) Homer Township delivers the facility amenities fully functional at the beginning of your priority use status. The facilities shall be returned to the Township in the same fully functional condition. Your organization should verify that everything is in working order and/or notify the Township immediately if you discover an issue, damage or malfunction. Throughout your priority use period, all concerns should be reported immediately. Any repair services will be ordered by the Township, through the Township's service account, and then invoiced to your organization for reimbursement should the Township determine damages were due to your organization's use or neglect of these facilities.
- 15) **Repairs, alterations, improvements, additions, deletions and/or contractual agreements CANNOT be made on any Township property, including but not limited to the overall facilities, i.e., all park property, landscape, buildings, equipment, parking lots, storm water detention basins, wells, utilities, fencing, batting cages, garage doors, sheds, announcer booths, and storage units without prior written request and approval from the Township Supervisor and Board of Trustees. Homer Township is subject to all regulatory ordinances, regulations, and permit requirements.**
- 16) Requests for site amenities, alterations and/or improvements must begin with a **"FORMAL WRITTEN PROPOSAL"** to the Township Supervisor, even when funding is to be paid by the clubs and/or organizations. All requests are subject to consideration of insurability, regulatory compliance, and associated maintenance expenditures. As much as the Township would like to, with our limited resources, we are not able to fund additional and/or new programs at this time.
- 17) Any work or services performed on Township property must be done by a licensed professional and proof of such shall accompany any proposals including a completed IRS W-9 form, insurance documents, registration, and permit applications (if required) in advance. Failure to comply will subject your organization to restoration fees, violation fines, and could result in the suspension or revocation of facility use.
- 18) Any organization, vendor, person, and/or contractor (this includes umpires/referees) directed by your club to perform work, sell goods, provide entertainment or use Township property must provide to the Township Supervisor in writing a copy of the Contractual Agreement, their insurance naming Homer Township as an additional insured, date & time of event, number of people participating, and a description of the service or event prior to event and subject to approval. Again, compliance with all regulatory guidelines is required and verification of such must be provided to Homer Township. Use of Township properties for conducting commercial business purposes is strictly prohibited.
- 19) Homer Township must be notified in advance for any and all times your organizations, directors, assigns, volunteers and/or contractors will be using our facilities. Without this information, use of the properties will be considered unauthorized and the Police will be contacted. This is a requirement of our insurers and also assists the police as they attempt to patrol and curb vandalism experienced at our facilities/properties.
- 20) Students hired by your organization must be in compliance with all regulatory laws. Minors shall be under direct adult supervision at all times and should not be given access keys to the buildings.
- 21) Use of Township properties for conducting commercial purposes is strictly prohibited.
- 22) Use of golf carts and motorized equipment shall be limited to adults for maintenance purposes only.

#### **SITE UTILITIES & FACILITY AMENITIES**

- 23) The standard trash removal service supplied by the Township for its properties is once per week. Any special requests above the standard provisions should be submitted to the Township in writing. If you require additional services or extra dumpster pickups, this extra service will be ordered through the Township's service account and invoiced to your organization for reimbursement.

- 24) Homer Township contracts and pays for the professional opening/closing of all field sprinkler irrigation and facility water systems. We provide these services to avoid costly plumbing repairs incurred in the past. The opening and closing of the Concession Stands are contingent upon the weather and not necessarily your season. Charges for system repairs, damages, and replacement of sprinkler heads are the responsibility of each club (Reference Item #14 above). Again, service is ordered through the Township's service account and invoiced to your organization for reimbursement.
- 25) Facilities with permanent restrooms cannot have the water service turned on until temperatures are conducive as the buildings are not heated. Keys for the restrooms are located inside the Concession Stand. Please do not make ANY extra copies of Township keys. We request that the restrooms be opened and closed/locked daily. Please monitor these facilities on a daily basis due to recurring vandalism. Any malfunctions and/or incidents to these facilities should be reported to the Township offices ASAP. Charges for any repairs will be invoiced to your organization for reimbursement.
- 26) The Concession Stands are subject to regulations dictated by the Will County Health Department and other regulating agencies as outlined in above Item #8. Please report any malfunctions, damages and/or incidents immediately. Inspections are conducted regularly. Use of concessions is limited to your assigned season after which the key codes are changed. All club possessions must be removed at the close of your assigned use. The Township cannot store any equipment or act as an agent receiving or removing any equipment, i.e., soda machines, etc. Buildings must be cleaned at the end of your season. A walk-thru will be performed with a Township employee at the beginning of your season and end of your season. Any damage or repairs needed that were not present at the beginning of your season walk-thru will be the responsibility of your organization. Homer Township will make any repairs that are needed and invoice your organization for reimbursement.
- 27) Homer Township's Maintenance Department makes every effort to perform lawn maintenance, i.e., mowing grass, weed whacking, etc., at all parks/open space sites once per week (weather permitting). Please let us know if there is a preferred day for mowing the sports fields by submitting a written request to the Administration Office and we will try to accommodate all requests to the best of our abilities. We understand all clubs would like to have the grass mowed at their sites on the Friday before the weekend, but this is not possible due to the maintenance crew workload and scheduling involved with all Township properties, i.e., parks, open space, buildings, etc.
- 28) Our employee workload is geared toward the basic park maintenance accommodating use by the general public. We are not able to perform requests for specialty or additional landscaping services unique to the sport or desires of each club. Therefore, if your organization requires additional cutting, special grass height requirements, weed removal along fences, batting cages, flower beds installed by your clubs, etc., this is incumbent upon your club at your own expense. If an outside landscaping contractor is hired for these services, please remember to notify the Township and provide the additional insured and contractor requirements as outlined in the above Item #18.
- 29) Leave NO TRACE. Please help the Township maintain clean parks, buildings, and fields. Encourage your organization to clean up litter after each use. Instruct your members to place trash in garbage receptacles and dumpsters. Any garbage placed outside of dumpsters will be refused by the pickup service and your club will be notified of non-compliance and given 24 hours to rectify the situation. If necessary, a clean-up fee will be assessed to your organization for payment to Homer Township.

30)

**GENERAL ADMINISTRATIVE INFORMATION**

- 31) The Township has accounts with the utility companies that service our properties for electricity, gas, water, trash removal, etc. In turn, we invoice and are reimbursed by the various organizations for their specific use. Payment is due no later than 10 days after receipt from Homer Township. The clubs are responsible for any late fees.
- 32) The Township is a governmental entity subject to laws and penalties governing the use of tax dollars and is strictly prohibited from loaning funds or extending credit. Please pay all invoices in full each month. Any balances, fees or invoices outstanding with the Township are subject to a late fee. Unpaid balances after 30 days will result in suspension of use at the facilities until paid in full. Repeated infractions will result in permanent revocation of all facility use by the organization.
- 33) Board meetings, registrations, uniform days, and clinics will be scheduled at TOWN HALL ONLY. Town Hall requested dates must be submitted in writing. As required of all organizations, use of Town Hall for monthly meetings must be reserved in advance for the entire year. The Township begins scheduling reservations in December for the upcoming year. Without reservations, usage of Town Hall is on an availability basis. No other Township facilities are available for these purposes.
- 34) As a courtesy, we currently do not charge local not-for-profit organizations for the meeting space with proof of their 501C3 active status. However, other groups and the general public also share the use of the facility and pay a fee of \$25/hr. Non-paying groups who reserve Town Hall multiple days per week make it difficult for others in the community to use the facility. Free, reserved use is limited to one time per week per organization. If the facility is available, additional days may be accommodated at the \$15/hr. rate the general public pays. Please only reserve the dates you intend to use and notify the office of any cancellations ASAP.
- 35) Keys for Town Hall are available for the actual date reserved and they must then be returned within 24 hours of check out. DO NOT MAKE COPIES OF KEYS or retain keys. Unauthorized copies, loss or not returning keys will result in the locks being changed and the organization billed the expense. Use of Town Hall outside your reserved time will be reported to the police and could result in your organizations loss of use at this facility.
- 36) Any fees associated with the enforcement or as a result of violations of these policies will be at the sole expense of your organization including, but not limited to legal and attorney fees incurred by the Township.
- 37) Please consider that the Township allocates use of its amenities and allows reserved use of public parks to offer basic youth recreational programs for our residents. While Homer Township is not legislatively mandated to provide recreational programming, we support the organizations that are providing recreational opportunities usually presented by a park district. However, public parks and facilities are funded and maintained by Homer Township taxpayers and are in compliance with Illinois State laws. We are permitted to use Township tax dollars primarily for the benefit of Homer Township residents, not residents who pay taxes to entities outside the district. Township residents should NOT be turned away so that an out-of-district participant can take a place on the team.
- 38) Consider acknowledging the residents of "Homer Township" as sponsors of your organization with signage, ads, and your websites. With their generous financial support (tax dollars) over countless years, they have funded the properties, maintenance, insurance, amenities, and facilities used by the organizations. Estimating the monetary value of these contributions would result in a dollar amount well above that of your top sponsor. Please keep in mind that Homer Township does not receive financial support from park districts, villages, cities or other governmental entities to provide these amenities, nor do we charge rental fees or receive participation fees from the sports organizations for their use of these facilities.
- 39) Once all required paperwork has been received and use is authorized, the Township will issue keys and key codes for the requested Township Park facility. Keys and key codes will be signed out only to the organization's authorized board member for use during their assigned season. **At this time, the Township requests the organization's authorized board member to schedule an appointment for the issuance of keys, perform a site visit, and review basic infrastructure operations.**

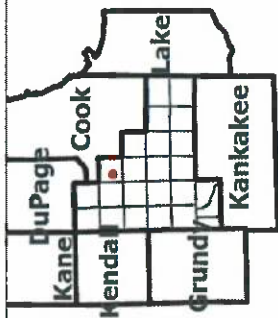
- 40) At the completion of the assigned season, the authorized board member will be responsible to schedule an appointment to return all keys and conduct a final site visit. Park facilities with key codes will be changed at the end of each assigned season. If access is required after your season ends, advance notice with the Township will be required.

I, \_\_\_\_\_, as an authorized representative of Junior Porters, acknowledge that I have received and read all information provided by Homer Township for facilities use and agree to and will abide by any and all regulations stipulated in these guidelines for the 6/9/2025 to 12/1/2025 football season located at Morris Park, 15365 W. 163rd St. , Lockport, IL 60441. Further, to the best of my knowledge, all of the information submitted to Homer Township by Junior Porters is true and correct.

\_\_\_\_\_  
Lockport Junior Porters Football Club Representative

\_\_\_\_\_  
Date





### Legend

- Address Points
- Roadways
- Federal
  - State
  - County
  - Local and Private
- Parcels
- Townships



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

0 0.04 0.1 Miles

1: 2,257

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## Notes

# Lockport Junior Porters

## Constitution & Bylaws



August 2019



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## ARTICLE I - NAME AND PURPOSE

### *Section 1 – Name:*

- The name of the organization shall be Lockport Junior Porters.

### *Section 2 - Objective:*

- The objective of Lockport Jr Porters is to familiarize young participants, regardless of race, creed, or national origin, with the fundamentals of football and cheerleading. Lockport Jr Porters will provide participants with the opportunity to play in an organized and supervised environment under the rules and regulations incorporated herein. All Directors, coaches, and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary and that molding of future citizens is of prime importance. In accordance with section 501(c)(3) of the Federal Internal Revenue Code, Lockport Jr Porters shall operate exclusively as a not for profit educational organization providing a supervised program of competitive athletic activities. No part of the net earnings shall benefit any private shareholder or individual or be used to participate in any attempt to influence legislation, or be used in a political campaign on behalf of any candidate for public office.

## ARTICLE II – MEMBERSHIP

### *Section 1 – Classes:*

There shall be *three* classes of members:

- **Participant Members:** Any child candidate meeting the requirements of and who resides within the authorized boundaries of Lockport Jr Porters, shall be eligible to participate but shall not have rights, duties, or obligations in the management or in the property of Lockport Jr Porters.
- **Regular Members:** Any person actively interested in furthering the objective of Lockport Jr Porters shall become a regular member upon election by the Board of Directors or upon registration of their child that meets the requirements of Article II, Section 1. All officers, board members, coaches and other elected or appointed officials must be active regular members in good standing.
- **Waivered Members:** Participants that cannot play on other leagues due to hardship, being at capacity, or other issues, who supply the league a waiver from within their authorized boundary, may participate in our league.

### *Section 2 – Qualifications:*

- Any member, not considered a participant, must be at least 18 years of age. Eligibility for membership in the organization is defined as any family unit, custody parent, or legal guardian living within the established boundaries of the league, having a child currently registered and in good standing.

### *Section 3 – Termination:*

- Membership can be terminated by resignation, or action of the Board of Directors at any time.
  - a) The Board of Directors, by a majority vote of those present at any duly constituted meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interest of Lockport Jr Porters. Actions include but are not limited to those listed under “Section 8 Removal of Director”.
  - b) The Board of Directors, by a majority vote of those present at a regular scheduled board meeting, may terminate any member who becomes ineligible for membership, suspend or expel any member who shall be in default in the payment of dues for the fixed fiscal year.
  - c) Upon written request and filed with the Secretary, a member may be reinstated within the league, pending availability, and shall be reassigned once the financial obligations have been met.
  - d) All Coaches shall lose tenure immediately as of:
    - (i.) The end of the season, including playoffs and championships or;
    - (ii.) December 31 of each year, whichever date is later.
  - e) In a case of a Participant Member, the head coach of the team of which the participant is a member shall appear, as an advisor with the participant before the Board of Directors, which shall have the full power to suspend or revoke such participant’s right to future participation.

***Section 4 – Resignation:***

- Any member may resign by filing a written resignation with the Secretary; however, such resignation shall **not** relieve the member of any obligation to pay any registration fees owed or any other charges accrued and unpaid.

***Section 5 – Dues:***

- The Lockport Jr Porters organization does not impose dues upon its membership.

**ARTICLE III – ELECTIONS*****Section 1 – Board Elections***

The Board of Directors shall be elected in the following manner:

- Nominees will qualify through submittal of minimum of three (3) nominations from membership. Ballot will include those in good standing in the following categories:
  - Incumbent board members wishing to return;
  - And, those who have expressed interest in writing to the Secretary
- The top 3 nominees that meet the minimum nomination criteria for each position will be announced at the December Nomination Meeting.
- Election by a majority executive board vote will occur at the January Election Meeting. (members only can be present)
  - Incumbent member may not vote for their position if they are running.

- Non-executive member may in the simple majority vote of those members at large. This vote will count as one vote in the election.
- President will break a tie if one arises.
- *A person must serve as a member in good standing on the Lockport Jr Porters Executive OR Non-Executive Board of Directors before being elected as league president.*
- *Anyone wishing to run for an executive board position must have been a member in good standing for at least 2 years.*

**Section 2 – Voting:** Issues voted on shall be decided by a simple majority of those executive board members present as long as quorum has been established.

## **ARTICLE IV – BOARD OF DIRECTORS**

### ***Section 1 – Board of Directors:***

- The Board of Directors is responsible for overall policy and direction of the organization. The board shall have no less than four members and no more than fifteen members. Positions held on the Board of Directors will receive no compensation for any services provided.

### ***Section 2 – Terms:***

- To ensure an experienced presence on the board of directors at all times the election of an executive board member shall be a two (2) year term. Three (3) of seven (6) officers will be elected on alternating years beginning in 2019. The rotation will be as follows:
  - Vice President, Treasurer, Cheer Vice President:
    - Elections occur in odd numbered year
  - President, Secretary, Football Vice President:
    - Elections occur in even numbered year

In the event an executive board member resigns in the middle of his/her term, and is not filled by an existing board member, non-Executive board member, or member in good standing, then the position will be included in the current year's election, and following year's election so the proper rotation can be re-established.

In the event a director (non-executive) resigns in the middle of his/her term, and is not filled by an existing non-executive board member or member in good standing, then that position will be opened to the association for interest and election for the remainder of the term.

All non-executive board positions shall be elected to a two (2) year term.

### ***Section 3 – Meetings and Notice:***

- The Board shall meet at least once a month throughout the calendar year at an agreed upon time and place, which shall be documented on the league's website. During the regular season a bi-weekly 'check-in' meeting will be held for the

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executive board members. Meetings can take place over the phone/conference call.

***Section 4 – Special or Emergency Meetings:***

- These meetings of the board shall be called upon the request of the president or at the request of any two directors. Notified by email, telephone, or written notice to each member of the Board of Directors not less than forty-eight hours before such meeting.

***Section 5 – Resignation, Termination, and Absences:***

- Resignation from the board must be in writing and received by the Secretary. A Board member shall be terminated from the board due to excess absences, more than three unexcused meetings within a year.

***Section 6 - Vacancies:***

- Vacancies existing by reason of resignation, death or other before the expiration of the term shall be filled by a majority vote of the remaining directors. In the event of a tie vote, the President shall choose the succeeding director. A director elected to fill a vacancy shall be elected for the unexpired term of that director's predecessor in office.

***Section 7 – Quorum:***

- A quorum shall consist of a majority of the Board attending in person or through teleconferencing. All decisions will be by majority vote of those present at a meeting at which a quorum is present. If less than a majority of the directors is present at said meeting, a majority of the directors present may adjourn the meeting on occasion without further notice.

***Section 8 – Removal of an Executive or Non-Executive Board Member***

- Any Director may be removed, with cause, by a vote of the majority of Executive Board Members. The Executive Board of Directors may remove any director for cause, by a majority vote of Executive board members present at meeting. Legitimate cause for dismissal can be, but not limited to:
  - a. Any violation of the Organizations Code of Conduct.
  - b. Missing three scheduled Board meetings without a valid reason in one year.
  - c. Failure to actively participate in organization functions and assignments.
  - d. Failure to participate in operation of organization business.
  - e. Failure to act upon or provide status of actions, when assigned as a committee member.
  - f. Misappropriation of league funds.
  - g. Any action that brings disgrace or ridicule to the Lockport Jr Porters league, including illegal transactions of any kind.
  - h. Misrepresentation of Lockport Jr Porters.
  - i. A board member may be removed for other reasons by a majority vote of the remaining executive board of directors.

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- Any member of the Board of Directors may make a recommendation for dismissal, providing that just cause be provided. The member impending dismissal will be provided the opportunity to address the board within seven business days to show cause as to why such action took place.

## **ARTICLE V – DUTIES OF BOARD OF DIRECTORS**

### ***Section 1- Executive Board:***

- Corporate Officers otherwise known as the Executive Board of Lockport Jr Porters will be composed of:
  - a) President
  - b) Vice-President of Operations
  - c) Secretary
  - d) Treasurer
  - e) Football Vice President
  - f) Cheer Vice President
- The Board may appoint such other Officers, as it may deem necessary, the officers of the league shall be elected by the Executive Board of Directors.

### **President:**

- a) Be the Chief Executive Officer of the League and shall manage all league business and implement policies established by the Board of Directors.
- b) Representative of Lockport Jr Porters and holding the vote for the Board of Directors at all monthly Chicagoland conference meetings and relaying topics of discussion back to the Board of Directors.
- c) Preside at all meetings of the league, appoint all committees; conduct the affairs of Lockport Jr Porters and execute the policies established by the Board of Directors.
- d) Can serve as one of the signatories on association's accounts.
- e) Investigate, or assign responsibility to investigate, complaints, irregularities and conditions detrimental to Lockport Jr Porters and ensure results of any investigation is reported to the Board of Directors.
- f) Verify with Treasurer that required IRS Tax forms are completed.
- g) Responsible for ensuring background checks are completed on all coaches and Board Members.
- h) Backup responsibility for contributing to the input of rosters on registration website
- i) Assures appropriate game schedule with Chicagoland Pop Warner.
- j) Manages the MPR Coordinator on the non-executive board.

### **Vice-President of Operations:**

- a) Perform the duties as President in the case of absence or disability of the President.
- b) Responsible for Equipment contracts and deposits.
- c) Responsible for organizing team pictures.



- d) Shall have such other duties as from time to time assigned by the Board of Directors or by the President.
- e) Provides backup for registration and other paperwork.
- f) Provides backup for Scholastic Program.
- g) Manages the Game Day Coordinator on the non-executive board.
- h) Manages the Volunteer Coordinator on the non-executive board.
- i) Manages the Team Parent Coordinator with communications with the AD's.

**Secretary:**

- a) Be responsible for recording the activities of Lockport Jr Porters and maintain appropriate league files. (Including but not limited to, mailing lists and copies of corporate papers).
- b) Perform such other duties as from time to time assigned by the Board of Directors or by the President.
- c) Maintain a list of regular, good sustaining members, Directors and Committee members and give notice of all meetings of the Lockport Jr Porters Board of Directors.
- d) Shall be a director of the League and shall keep the minutes of all meetings of the Board of Directors in the books in proper order. At end of term, a copy of such minutes will be filed at the Lockport Jr Porters cloud storage as well as giving a copy to position successor.
- e) Conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- f) Manages and documents all grievance forms and instances.
- g) Responsible for all Merchandising, Spirit Wear, Football Equipment pricing and ordering.
- h) Responsible for the Pop Warner Little Scholars program.
- i) Responsible for managing the Concessions Director on the non-executive board.
- j) Responsible for managing the Fundraising Director on the non-executive board.
- k) Responsible for managing the Merchandising Coordinator on the non-executive board.
- l) Can serve as signatory on any financial accounts.
- m) Provides backup for registration duties as needed.

**Treasurer:**

- a) Have custody of and be responsible for all funds and securities of the league; receive and give receipts for monies due and payable to the league from all sources and deposit into a depository approved by the Board of Directors in a timely manner.
- b) Keep records for the receipt and disbursement of all monies and securities, approve all payments from allotted funds and draw checks therefore in agreement with the policies established in advance of such actions by the Board of Directors.
- c) All disbursements greater than \$2,500 require a majority vote by the board.
- d) Prepare an annual financial report for submission to the Membership and the Board of Directors at the Annual Meeting in December.

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- e) Treasurer shall also report to the Board of Directors at each regular meeting on the status of the League's finances.
  - f) Treasurer shall work closely with the Board of Directors to ascertain that appropriate procedures are followed in the financial affairs of the League, and shall perform such other duties as occasionally may be assigned by the Board of Directors.
  - g) Responsible for retrieving mail from the league's PO Box and delivering such mail to corresponding Board Members.
  - h) Opening Post Office Box, as a signer, and ensuring that the Post Office Box is closed or renewed in a timely fashion.
  - i) One of two Board Members delegated to have the Post Office Box key and to retrieve association mail.
  - j) Responsible for registration system and contributing to the input of all rosters on registration website.
  - k) Responsible for the Pop Warner Team books and book checks.
  - l) Hand out mail at the board meetings and ensure hand delivery to addressees.
  - m) Shall have other duties as from time to time assigned by the Board of Directors or by the President.
  - n) Responsible for managing the Sponsorships Director on the non-executive board.
  - o) Responsible for managing the Web Master on the non-executive board.

**Football Vice President:**

- a) Conduct and attend; all meetings and clinics relating to football;
- b) Perform all duties of Field Commissioner at all games and practices during season;
- c) Submit a budget for all football operations;
- d) Serve as an escalation point for all issues concerning coaches, football participants and parents;
- e) Shall have other duties as from time to time assigned by the Board of Directors;
- f) Maintain a file of team rosters, mandatory play sheets, verify coaches have black books with required paperwork;
- g) Investigate any lopsided scores of games or violation of playing rules and report to Chicagoland Pop Warner;
- h) Investigate and file complaints from coaches.
- i) Implements all rule changes and requirements by the league, conference and National Pop Warner.
- j) Must be present at all league football games, cheer competitions, and league special events. If unable to be present, ensure assistant AD or other executive board member will be present.
- k) Manages football coaches, teams and equipment.
- l) Final authority on any dispute during any league play, meeting, or action not including those Board matters that require a vote.
- m) Will conduct all weigh-ins and certify books for every home game in the absence of the Weigh Master
- n) Responsible for managing Football Assistant AD on the non-executive board.
- o) Responsible for managing League Equipment Director on the non-executive board.

**Cheer Vice President:**

- a) Conduct and attend; all meetings and clinics relating to cheer;
- b) Perform all duties of Cheer team coordination at all games and practices during season;
- c) Submit a budget for all cheer operations;
- d) Serve as an escalation point for all issues concerning cheer coaches, cheer participants and parents;
- e) Shall have other duties as from time to time assigned by the Board of Directors;
- f) Maintain a file of cheer team rosters;
- g) Investigate and file complaints from cheer coaches.
- h) Implements all rule changes and requirements by the league, conference and National Pop Warner.
- i) Must be present at all league football games, cheer competitions, and league special events. If unable to be present, ensure assistant AD or other executive board member will be present.
- j) Manages cheer coaches, teams and equipment.
- k) Final authority on any dispute during any cheer activity, meeting, or action not including those Board matters that require a vote.

**Section 2- Non-Executive Board:**

- Non-Executive Board of Lockport Jr Porters may be composed of (positions may be managed by an executive board member):
  - a) Football Athletic Director – Managed by Football VP
  - b) Football Assistant Athletic Director – Managed by Football VP
  - c) Cheer Athletic Director – Managed by Cheer VP
  - d) Cheer Assistant Athletic Director – Managed by Cheer VP
  - e) League Equipment Director – Managed by Football AD
  - f) Concessions Director – Managed by Secretary
  - g) Merchandising Coordinator – Managed by Secretary
  - h) Fundraising Director – Managed by Treasurer
  - i) Sponsorships Director – Managed by Treasurer
  - j) Team Parent Director – Managed VP Operations
  - k) Web Master – Managed by Treasurer
  - l) Game Day Events Director – Managed by VP
  - m) Communications and Social Media Director - Managed by Secretary
  - n) Cheer Coordinator – Managed by Cheer VP
  - o) MPR Coordinator – Managed by President
  - p) Volunteer Coordinator – Managed by VP

**Football Athletic Director and AAD:**

- a) Responsible for the coordination of all youth football activity.
- b) Recommend football coaching policies and procedures.

- c) Serves as an alternate for the AD when AD is unavailable.
- d) Establish a coaching evaluation plan for monitoring the progress of all coaches and their assistants during the regular season.
- e) Shall have other duties as from time to time assigned by the Board of Directors or by the President.
- f) Serve as a liaison for the coaches to the Board of Directors.

**Cheer Athletic Director and AAD:**

- a) Responsible for the coordination of all youth football activity.
- b) Recommend football coaching policies and procedures.
- c) Serves as an alternate for the AD when AD is unavailable.
- d) Establish a coaching evaluation plan for monitoring the progress of all coaches and their assistants during the regular season.
- e) Shall have other duties as from time to time assigned by the Board of Directors or by the President.
- f) Serve as a liaison for the coaches to the Board of Directors.

**Equipment Director:**

- a) Responsible for matters concerning all football and cheer equipment for the players and for the field.
- b) Keep records of all equipment issued with proper names attached.
- c) Maintain equipment to ensure safety
- d) Submit to the Board of Directors an equipment budget for season.
- e) Ensure all uniforms and equipment is ordered, maintained, and returned at the end of the season.
- f) Shall have such other duties as from time to time assigned by the Board of Directors or by the President.

**Concessions Director:**

- a) Coordinate all concession activities.
- b) Maintain records and reports of concession projects.
- c) Report all monies received after each activity to the league treasurer and ensure that all monies are counted with another member of the board. Amount to be verified and signed off on prior to reporting to treasurer.
- d) Responsible for running concession booth during all home games and any other function held at home field.
- e) Shall have such other duties as from time to time assigned by the Board of Directors or by the President.

**Merchandising Director:**

- a) Coordinate spirit merchandise for the Lockport Jr Porters with Secretary.
- b) Participate in all LJP events to make merchandise available.
- c) Coordinate online options for Merchandising.
- d) Partners with fundraising director and game day events director on initiatives managed for LJP

- e) Shall have such other duties as from time to time assigned by the Board of Directors
- f) Responsible for ordering: 1) Trophies 2) Plaques for Sponsors

**Fundraising Director:**

- a) Coordinate all fundraising activities
- b) Maintain records and reports of fundraising projects.
- c) Report all monies received after each activity to the league treasurer

**Sponsorships Director:**

- a) Coordinate all fundraising activities
- b) Maintain records and reports of fundraising projects.
- c) Report all monies received after each activity to the league treasurer

**Team Parent Director:**

- a) Coordinate Team parents for both football and cheer
- b) Direct communications between Board and team parents
- c) Shall have such other duties as from time to time assigned by the Board of Directors

**Webmaster:**

- a) Maintains website as directed by the Board of Directors.
- b) Coordinators with Communications Director for announcements for Website.

**Game Day Events Director:**

- a) Control all game day fundraising events (raffles, shout-outs, any events during a game)
- b) Responsible for all fun activities for children.
- c) Responsible for Homecoming events and special committee.

**Communications and Social Media Director:**

- (a) Maintain and monitor league Facebook page
- (b) Maintain and monitor other social media for the league

***IN ADDITION TO POSITION SPECIFIC RESPONSIBILITIES, ALL  
FOOTBALL/CHEER BOARD MEMBERS ARE REQUIRED TO:***

1. Assist with the set-up, administration, and take down of all games hosted by our Association. This includes gate and sideline security, assisting with weigh-ins and book check, ensuring that proper spotting procedure is followed by parent-volunteers, and conflict resolution;
2. Help administer and participate in registration as well as all fundraisers coordinated by the program;
3. Support decisions made by the Board at all times.

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## ARTICLE VI – BOARD OF DIRECTORS CONFIDENTIALITY STATEMENT

All Board of Directors will adhere to the following Confidentiality Statement as listed below:

During the time that I serve on the Lockport Jr Porters Board of Directors, I realize that I will gain access to information that is considered to be confidential. Such information related to league matters including but not limited to discipline, coaching review and selection, finances, submitted proposals, and criteria or decisions made with regard to the operation of Lockport Jr Porters.

Since confidential information is crucial to the operation of the Lockport Jr Porters and because the league in some instances has the obligation to protect such information, I agree that I will not use, publish or disclose such information during or subsequent to my membership or participation on the Board of Directors, and that I will preserve the restricted nature of this information except to the extent that the information becomes publicly available, or is otherwise lawfully obtained outside the scope of this agreement from third parties.

I also agree that if by my action, whether it be intentional or unintentional, I act in a manner that is detrimental to Lockport Jr Porters that I am subject to disciplinary action. This disciplinary action will vary depending on the severity of the situation up to and including removal from the league and all associated positions and responsibilities.

**Additionally, as a member of the Board of Directors, I realize that I have an obligation to disclose and eliminate (if necessary) any potential or actual duality of interest or conflict of interest.**

## ARTICLE VII - INDEMNIFICATION

Every member of the Board of Directors, officer or director of the Lockport Jr Porters may be indemnified by the league against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such members of the Board of Directors, officer or committee member in connection with any threatened, pending, or completed action, suit or proceeding to which she/he may become involved by reason of her/his being or having been a member of the Board, officer, or committee member of the league, or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of her/his duties. Provided, however, that in the event of a settlement the indemnification herein shall apply only when the Board of Directors approves such settlement and reimbursement as being in the best interest of the league. The foregoing right of indemnification shall be in addition and not exclusive of all other rights which such members of the Board of Directors, officer or committee members are entitled.

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## **ARTICLE VIII – ADVISORY BOARDS & COMMITTEES**

### ***Section 1 –***

- The Board of Directors may establish one or more Advisory Boards or Committees. The Board of Directors may establish advisory boards & committees of the Board composed of at least two persons, which, except for the Executive Board, may include non-Board members. The Board may make such provisions for appointment of the chair of such advisory board or committees; establish such procedures to govern their activities, and delegate thereto such authority as may be necessary or desirable for the efficient management of the property, affairs, business, and activities of the League.

## **ARTICLE IX - FINANCIAL ADMINISTRATION**

### ***Section 1 - Fiscal Year.***

- The fiscal year of the League shall be January 1 - December 31.

### ***Section 2 - Checks, Drafts, Etc.***

- All checks, orders for the payment of money, bills of lading, warehouse receipts, obligations, bills of exchange, and insurance certificates shall be signed or endorsed by such officer or officers/ agent or agents of the League and in such manner as listed in the above Article V, part (c), under Treasurer as determined by the Board of Directors.

### ***Section 3 -Deposits and Accounts.***

- All funds of the League shall be deposited from time to time in general or special accounts in such banks, trust companies, or other depositories as the Board of Directors selects.

### ***Section 4 - Investments.***

- The funds of the League may be retained in whole or in part in cash or be invested and reinvested on occasion in such property, real, stock, bonds, or other securities, as the Board of Directors in its sole discretion may deem desirable, without regard to the limitations and which are permitted to organizations exempt from Federal income taxation under Section 501(c)(3) of the Internal Revenue Code.

## **ARTICLE X - RECORDS**

This league will keep correct and complete records of the activities and transactions of this League and such information will be kept in manner which all Executive board members can access.

- a) These shall include minute records, which will contain a copy of these Bylaws,

- and all minutes of meetings including agendas of the Board of Directors.
- b) Records giving names and addresses of all members entitled to vote.
- c) All records of the Lockport Jr Porters may be inspected and reviewed at any regular scheduled board meeting by any member, or their agent or attorney when requested in writing for any purpose.
- d) Closed board meeting minutes are confidential and available to Executive board members only.

## ARTICLE XI – LEAGUE INSURANCE REQUIREMENTS

The league is responsible for covering and purchasing full league insurance that includes but not limited to:

- a) Theft of money
- b) Coverage of officers/ coaching staff
- c) League equipment including all league assets.

## ARTICLE XII – AMENDMENT OF BY-LAWS

These By-laws may be amended by a majority vote of the Executive Board of Directors at any regular board meeting.

## ARTICLE XIII - CODE OF CONDUCT

Lockport Jr Porters will abide by the Pop Warner Codes of Conduct cited in:

- a) The Coaches Handbook
- b) The Pop Warner Administrative Manual produced by National Pop Warner.
- c) In addition, any code of conduct set forth in these by-laws.

## ARTICLE XIV – HEAD COACH SELECTION PROCESS

Head Coaching Responsibilities:

- a) Choose assistant coaches for their team
- b) Recruit participants for not only their team, but all teams in our organization
- c) Organize and oversee all team practices and game days
- d) Conduct evaluations for other teams if asked
- e) Strictly enforce all Pop Warner rules relating to team practice, safety, and game play. We are a part of the Pop Warner league. We are committed to the minimum play rule. This is at the core of our organization; ALL kids can join, ALL kids get to play. This applies to practice and all other aspects of what we do as an organization, no child will be excluded or made to feel less than any other child in the program. ***Any coach who does not believe in and actively practice this philosophy should not***



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***coach in our program.*** Children should not be excluded for being late to practice or missing a practice. They are not in control of their parents' schedules and it is unfair to punish them. If any child is excessively missing practices (cheer – 5 or more, football-5 during preseason, 5 during season), this needs to be brought to the attention of the AD or assistant AD and they can speak with that family directly. (Special circumstances allowed by board majority vote). Executive Board will have the ultimate say if a child may sit out for unexcused absences.

- f) Conduct preseason parent meeting relaying all important upcoming season information, expectations and answer any questions parents may have.
- g) Conduct short weekly parent meetings – to update parents on thoughts about the previous week game and allow parents to ask questions. The parents are our customers and should be treated with respect at all times to keep our program healthy and growing.
- h) Coach must subscribe to and participate in board approved communication channels.

### ***Section 1 – Policy for Selection of Head Coaches:***

- It is the policy of the Lockport Jr Porters to provide the best coaching available to each of the players and cheerleaders of this league. It is the intent of this association to ensure that the coaches selected are trained and experienced in the sport they will be coaching. Youth sports has traditionally relied on the inexperienced parent to provide help in fielding teams, coaches, and head coaching positions. Coaches need to have the experience to teach and be taught new skills. In order to teach and be competitive, each league needs to ensure that a cadre of experienced, disciplined coaches is available for that purpose. Whether it be football or cheerleading, we are responsible for teaching and coaching a team sport. This policy of using the Coaches Committee is to allow the committee to access the entire scope of the day-to-day operations and provide the very best coaching staff possible for the participants. All head coaching personnel must be 18 years of age or older.
- No executive board member may also hold a position of head coach. In the event of a mid-year head coach vacancy, a board member may step in for the remainder of that season with board majority vote. If not able to find a qualified coach for any team, the executive board may over-rule.
- The Coaching Committee will be a committee comprised of five individuals. There will be two Coaching committees formed, one for Cheer and one for Football, each comprised of five individuals. Any member in good standing can apply to be on one of the coaching committees by sending a request by email to the secretary during the allotted time. The Secretary will compile the list for committee choosing. For the Cheer committee, the Cheer AD picks two from the list, the Cheer Assistant AD picks two, and the President picks one. For the Football committee, the Football AD picks two, the Football Assistant AD picks two, and the President picks one. Committee is then approved by a majority vote of the current year's executive board of directors.

- The league President will vote on this committee only in the event of an abstention or board approved conflict of interest with regard to an individual committee member. This vote will only be called forth in the event of a tie of the remaining committee members. In the event of a conflict of interest encountered by the President, the vote will be passed in the line of succession (Vice President, Treasurer, and Secretary). By using an evaluation form that has been approved by the Board of Directors, the Coaching Committee will be able to select the best coach for each team/squad. This policy set forth is to help eliminate any prejudice in the selection of the head coaching staff including but not limited to seniority, special preference, and personality conflicts.
- Any coach wishing to be a head coach of one of the team leagues/squads will put in a request to the secretary by email by the allotted deadline. The Secretary will compile the master list for Cheer and Football and release the list to the committees. All coaching potential candidates, within the allotted time limit specified by the coaching committee, will require an interview.
- All football head coach prospects are required to have a minimum of one year tackle football coaching experience (two years preferred) within Lockport Jr Porters to be considered for a football head coaching position.
- All cheer head coach prospects are required to have a minimum of one year coaching experience (two years preferred).
- This will allow for a fair assessment and/or evaluation of contribution within the league. The Coaching Selection Committee may, at its discretion, waive this requirement based on a majority vote with written justification to the Board of Directors.
- Once the Committee has finished its selection, recommendations for all head coaches is presented to the board. A majority vote will follow consisting of the executive board along with a majority vote from the from the football selection committee to finalize the head coach selections. In the event of a tie, president's vote will break the tie.

***Section 2 – Head Coach Vacancy:***

- Existing members of the coaching staff with a minimum of one year prior coaching experience may apply. The Coaching Committee will have a selection process and have the right to fulfill the vacancy with the best person qualified for that position. If a vacancy becomes available during the regular football/cheer season and no assistant coach requests the position or is not qualified, the Coaching Committee will solicit, interview and fulfill that position.

***Section 3 – Selection of Coaches:***

- a) All Head Coach Positions are available to any person, deemed to be in good standing with the league, and may apply through the options made available by the Coaching Committee.
- b) No person will be given a head coaching position without due process.
- c) The board can over-rule any assistant coaching selection by head coach

***Section 4 – Coaching Violations:***

- Any blatant violation of the Lockport Jr Porters Manual and the coach's handbook will be cause for immediate dismissal. The following is a listing of rules that should be followed by every coach but not limited to:
  - a) No fighting
  - b) No intentional cause to harm a child.
  - c) No alcohol on the field at any time or be under the influence during any Pop Warner function.
  - d) No intimidation tactics of children, parents or officials.
  - e) No inter-squad scrimmages (i.e. Jr. Pee Wee vs. Pee Wee).
  - f) No swearing.

***Section 5 – Coaching Communication Requirements:***

- Communication between the coaching staff and our parents is a vital part of keeping our organization healthy and preventing toxic situations and negative feelings.
  - a) Head coaches must have a short team parent meeting once a week prior to or after a regular practice. Parents should be notified within approved communication channels of the meeting with at least 24 hours' notice, or meeting can be regularly recurring. Head coach may delegate this meeting to an assistant coach.
  - b) Parents should be encouraged to ask questions and have the opportunity for comments and suggestions – whether in a group setting or 1:1.
  - c) Parents should refrain from contacting the head coach within 24 hours of a game.

***Section 6 – Complaint Process:***

- Head Coaches are responsible for their players, staff, and spectators. Any problems should be addresses immediately with the help of the Athletic Director if needed. Parents should be notified of the complaint process at the first team meeting and told where to obtain forms and how to file a complaint. The head coach will forward all resolved and unresolved complaints to the Football or Cheer Athletic Director (whichever may apply) as early as possible. All complaints will be reviewed at the end of the season and prior to the beginning of the next season prior to the head coach selection. This is intended to resolve and all future incidents of any nature. Any head coach failing to address and handle a complaint properly, will be subject to suspension and dismissal from the league.

***Section 7 – Participant Growth:***

- As a youth sports organization, our responsibility is to teach ALL of our participants the sport of cheerleading and football. We are committed that each child will end the season a better player/cheerleader than they were before the season started.
- Football: To ensure we are giving each child the specialized coaching and attention they need to become a better player, football players will be evaluated 3 times during our regular season. A baseline evaluation will be conducted during preseason practice. A mid-year evaluation will be conducted at one of the weekday practices on week 4, and a last evaluation will be conducted on one of the weekday practices on week 8. It is the responsibility of the Head Coach along with the Athletic Directors to make sure ALL children are advancing in their football skills throughout the season. These evaluations will be shared with the parents as well the improvement plan for that child.
- To assist the regular coaching staff with this goal, we will organize weekly practice-day clinics that players can attend to sharpen specific skills. Depending on the clinic, it may run anywhere from 30 minutes to 60 minutes. All coaching staff, head coaches and assistant coaches on all levels are required to run or participate in at least one specialty clinic. Clinics can be anything from "Reading a Play", "How to be tackled", or even "What is the difference between offense and defense".

***Section 8 – Dividing Players into Teams:***

- Head coaches can recommend their player list from rostered participants.
- The Executive Board will ultimately decide which players will play on which teams by a majority vote.

**ARTICLE XV – LEAGUE LOGO AND COLORS*****Section 1 –***

- The league colors shall be Maroon, Gold and Black. These colors may be used any various color combinations pending the Board of Directors approval.
- Our league acronym will be LJP.

***Section 2 –***

- The League mascot is the "PORTERS". Exact league logo and usage to be determined by a majority vote at a regular board meeting by the Board of Directors.

**ARTICLE XVI - FUNDRAISING PROCEDURE**

- All Fundraisers will be coordinated by the Fundraising Coordinator.
- All events will be presented to the Executive Board and approved.
- All fundraised money is subject to expenditure approval by the executive board of directors.

***Section 1 –***

- Money that is raised by the football and cheer squads will be used for the following:

- (a) Post season play;
- (b) Accessories and equipment;
- (c) Transportation, as necessary;
- (d) Any additional approved expenditures approved by the Board

**Section 2 -**

- Only letters approved by the board shall be allowed to help solicit monies for fundraisers

**Section 3 -**

- Fundraised monies, either not approved for expenditure, or surplus will be applied to the areas identified in Article XVI, Section 1 for the following year.

**ARTICLE XVII - PRE AND POST SEASON EVENTS**

The board will approve the following events:

**Section 1 -**

- All pre-season and post-season events for all teams must be approved by the executive board. This includes any scrimmage games, tournaments, bowls, and other optional events etc. Any head coach who wants their team to participate in a pre-season or post-season event must submit the following information to the secretary or board member: Date and time of the event, purpose of the event, location, and cost. Prior to committing to the event, the executive board must approve the event with a majority board vote.

**Section 2 -**

- Cheer competition will be funded by the Board, this is to include all entry fees and anything deemed necessary by the Board.

**Section 3 - Regional Competition / Playoff**

- Regionals will be funded by the Board, this is to include all entry fees and anything deemed necessary by the Board.
- Football playoffs will be funded by the Board, this is to include all entry fees and may or may not include away jerseys and anything deemed necessary by the Board.

**Section 4 - Nationals Competition / Championship**

- Nationals will be funded by Cheerleading & Football specific FUNDRAISED MONEY for this event only to pay toward the required overnight night stays at a Pop Warner approved hotel, and competition entrance fees for the participants, up to 6 coaches. This money will be divided up proportionately based on the total number of players on all 'National' qualified teams. **\*\* Only parents who participate in the specified fundraising events are eligible to use such funds as specified above.**

**Section 5 -**

- The Executive Board will only be responsible for the entry fees for the Participants and the Coaches. If there are no fundraised monies or not enough to pay for the rest of the fees, the Executive Board may approve the necessary monies for the competition/championship if available.
- Funds raised through registration, business 'league' sponsors, and the main 'league' fundraiser will not be allocated for any portion of payment for lodging or leisure to Nationals.

**ARTICLE XVIII - INCLEMENT WEATHER PROCEDURE**

In the event the lighting meter is activated the players and cheerleaders are required to leave the field and go to a vehicle, the child may not stay out in the parking area.

For each lighting strike the meter must not go off for a 20 minute period, not to exceed 6:40.

**ARTICLE XIX - HELEMET RECERTIFICATION**

All helmets for Lockport Jr Porters will be recertified every three (3) years. If child owns their own helmet, they will be required to conform to this policy. The league will send that child's helmet off with our inventory; however will assume no cost or responsibility for the helmet if it is:

1. Lost
2. Stolen
3. Damaged
4. Does not pass recertification and was destroyed

The equipment manager reserves the right to disallow any equipment that is not provided by the league.

## Supervisor

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**From:** Pete Ponterio <president@lockportjrporters.com>  
**Sent:** Monday, June 2, 2025 7:00 AM  
**To:** Supervisor  
**Subject:** Lockport Jr. Porters Youth Football and Cheer  
**Attachments:** Lockport Jr Porters Bylaws (1).pdf; 2025 Football and Cheer Coaches.xlsx; W00005599-Acord 25-EOC-Homer Township - Morris Park\_.pdf

**Importance:** High

Hello Sue,

My name is Peter Ponterio. I am the president of the Lockport Jr. Porters youth football and cheer organization. This the 12th year in existence, providing kids ages 4 - 13 an opportunity to play organized sports. This is my 2<sup>nd</sup> year as president. We have a board of 14 individuals; 8 Executive members and 6 Non-Executive board members. Approximately, 84% of our athletes reside in Homer Glen and Lockport.

I am reaching out because I need your help with Morris Park access. I talked to Cynthia (I think that was her name) on Friday afternoon about our predicament. We have a youth football camp starting on Monday, 6/9/25. Our original plan was to use the practice fields at Lockport Township High School since that is where we practice for the majority of the time (our overflow or back up location is Morris Park). However, the high school thought it would be best to not use the practice fields to preserve the fields for high school functions. This was all decided at noon last Friday.

Since we are not able to use their fields, I pivoted to Morris Park. I went in to complete the Homer Township form for Morris Park use Friday afternoon. Cynthia gave me the forms and told me to get your thoughts before filling them out. It is very late notice but I figured I had more time to complete the request since our season doesn't start till 7/15/25.

I apologize for the late notice. I was thrown for a loop when it was determined that we would not use the high school fields. I have included our LJP By-Laws, a list of Board Members and coaches, and our Certificate of Insurance to help speed up the approval process. I will say that our COI doesn't match current form requirements because it lists "Homer Township - Morris Park". Also, it is still valid but expires on 8/1/25. We will be getting updated COIs soon.

I will reach out to you by phone too. I need to make sure we can use the Morris Park fields with Homer Township approval before 6/9/25 or I will have to find another area in short notice. I appreciate your support in this issue. Please, let me know your thoughts.

**Pete Ponterio**  
**President Lockport Jr. Porters**  
**president@lockportjrporters.com**

