



# WINFIELD TOWNSHIP

DuPage County, Illinois

**DONA L. SMITH**  
Supervisor

130 ARBOR AVENUE  
WEST CHICAGO, IL 60185  
(630) 231-3591  
Fax (630) 231-3697  
[www.winfieldtownship.com](http://www.winfieldtownship.com)

Wednesday April 3, 2019

To The Board of Trustees of Winfield Township:

Pursuant to the regular meeting of the Board of Trustees of Winfield Township, at 7pm, on Monday, April 8, 2019, please review the enclosed materials.

1. Board Meeting Agenda.
2. Budget Workshop minutes.
3. Regular meeting minutes.
4. Monthly Financial and Investment reports.
5. Sitarz 2019 contract.

Please bring this material to the meeting.

Sincerely yours,

Dona L. Smith, Supervisor  
DLS/bjd

Enc.

AGENDA  
WINFIELD TOWNSHIP  
BOARD OF TRUSTEES MEETING  
April 8, 2019 – 7:00 pm

**Winfield Township  
130 Arbor Ave.  
West Chicago, IL 60185**

1. Roll call.
2. Pledge of Allegiance to the Flag.
3. Review and Approval of Minutes of the Budget Workshop held March 11, 2019.
4. Review and Approval of Minutes of the Regular Board meeting held March 11, 2019.
5. Review and Approval of minutes of the Special Meeting held February 11, 2019.
6. Audience participation (5-minute limit per person.)
7. Correspondence.
8. Review and Approval of Board Audit Report.
9. Unfinished Business
  - a. Tax Objection.
10. New Business
  - a. Monthly Financial and Investment Reports.
  - b. Approval of Resolution 2019-1 Ride DuPage IGA
  - c. Approval of Sitarz 2019 Contract
  - d. Supervisor's Report
  - e. Treasurer's Report
  - f. Ordinance 2019-01 Proposed Town Budget
  - g. Ordinance 2019-02 Proposed Road Budget
  - h. Highway Commissioner's Report
11. On-Going Business
12. Department Reports
13. Comments from Elected Officials
14. Executive Session – If necessary
15. Adjournment.



Budget Workshop 2019/2020  
Held at Winfield Township Office  
130 Arbor Avenue  
West Chicago, IL 60185  
March 11, 2019

Meeting called to order at 6:08PM by Supervisor Smith.

Clerk Prater called roll call: Trustee Voelz, Trustee Halley, Trustee Alekna, Trustee Guglielmi, and Supervisor Smith were all present.

Also present: Assessor Mark Malay and Clerk Nicole Prater

Others present: None

Supervisor Smith led the Pledge of Allegiance.

Audience participation: None

Supervisor Smith opened with Assessor Mark Malay's budget. Assessor Mark Malay advised he is only switching a few things due to the capital outlay being higher due to the new servers, new system, new computer, and new copier being updated. The other professional services I also raised due to the maintenance on the new program. I also included more in travel and education. Other than that I plan to stay flat to last year.

Trustee Guglielmi asked if the new server and new tablets are those strictly for the field or will they have capabilities to work in the office. Assessor Mark Malay advised it will be able to do both, but we will need to come back to the office and refine them here in the office going further into detail. They should last us at least 5 years.

Supervisor Smith asked if there were any other questions. None offered and Assessor Mark Malay left.

Supervisor Smith advised the Board she gave last year's budget to compare to this year. There will be very similar numbers when you go to liability insurance. We paid two years of liability insurance this year so this year it will only be one year, so we can reduce this to \$35,000 instead of \$55,000. Computer consulting we can reduce down to \$10,000 because the website has been updated. Dues and subscriptions on page two, I would like to have \$5,000. Ride DuPage, it is still an unknown and I am trying to estimate; I think \$80,000-\$100,000 is way high, but I'd rather have it higher just in case. Our bus runs us \$80,000 per year. Cemetery maintenance can go down to \$5,000. Fuel has to go up on page four to be sure. We say under the \$6,000 for now. Travel and training for GA, Claudia has been very good in keeping her credentials updated and I want to be sure she continues. Legal I put at \$5,000 because of tax objections. Refile on page 5 I believe we can lower to \$8,000, Medical to \$3,000, Shelter to \$20,000. Those are some of the ideas I have to reduce or increase the budget. I would like to hear from Nicole as to what she would want to do with her budget.

Clerk Prater advised traveling and training can go down to \$1,000 on page 4. Postage would need to stay the same. Records and restoration can come down to \$30,000. I can do half this next year and the other half afterwards.



Supervisor Smith advised she wanted to talk about salaries for her three employees. Starting in January, I implemented a new program so that Bev and Claudia are completely cross-trained. The cost of living is 2.1%. I would like to round Bev up to 3% and Claudia up to 3.5% rise. The reason I do extra on my employees I like to give an option for cross-training in case someone leaves to cover for two salaries. Did you want to do anything for Midwest Shelter?

Trustee Halley stated: Sorry, I am backtracking here and asked what you anticipated Ride DuPage to be. Supervisor Smith advised \$80,000. Supervisor Smith advised that our budget system is not like a home budget system. We have no savings to go into. The reason why our numbers are higher is so that last five years we spend less than what we anticipate. We are fiscally responsible. For example, the maintenance on the building; it was built in 1974.

Trustee Voelz asked, if you wanted to hire an architect, where would that come out of the budget? Supervisor Smith advised it would be in contingency. I would like to see an architect built into the budget. Claudia has to use the conference room and run back and forth from here to her computer to print out forms for extremely sensitive cases. She needs an office. Trustee Voelz asked: Every year we have had a balanced budget. How much access have we had each year? Supervisor Smith advised a couple hundred thousand. Trustee Guglielmi advised the budget is not balanced. What ends up happening thru the actual number in the end, it comes out balanced or close to, but the budget is not balanced. Supervisor Smith asked, what do you consider balanced? Trustee Guglielmi advised intake equals outtake. Trustee Voelz asked: But if we have a surplus, isn't that balanced? If we budget \$150,000 and we end up with \$250,000, that means we have \$100,000 an excess to us. So, it is a balanced budget. Clerk Prater advised no we would be taking more moneys from the taxpayers than what we should be if we have a surplus. Trustee Voelz stated that is a different way of saying it. I am looking at it as if I am getting a printout on the sheet: \$350,000 to run the Township. If we have \$400,000, we have \$50,000 in our reserves. Trustee Halley advised once we go one dollar over, we are not a balanced budget. If it takes \$350,000 to run the Township, we budget \$350,000; that is an even budget. We are not for profit.

Trustee Voelz asked again for an architect to be included for next budget. He also asked on page three, student scholarship for \$10,000, is that for high schoolers? Trustee Guglielmi stated that was something we were thinking about last year and decided against it. So, we can remove that line for \$10,000. Supervisor Smith asked, did you want to do anything for Midwest Shelter? Trustee Guglielmi: We are budgeted at \$20,000. I think we should leave it at \$10,000. Trustee Voelz: On page one for the bus, does that include salary? Supervisor Smith advised that includes everything: maintenance, gas, driver, liability insurance, everything. Trustee Guglielmi noticed that the insurance numbers were high last year. Supervisor Smith advised we were hit with a 26.5% increase two years ago; this year it was only 2.5% increase.

Supervisor Smith advised in April I need a budget to present, so if you see anything you want different, please let me know. Trustee Halley started recapping all increases and decreases in the budget that was discussed so far. We took out student scholarships, we lowered the Midwest Shelter to \$10,000. We are expecting Ride DuPage to be \$80,000. The cemetery will be \$5,000; \$25,000 reductions from the Clerk.



Clerk Prater advised, we could even reduce the restoration to \$20,000 to bring the Clerk's budget down to \$35,000. Trustee Halley stated, so, with \$10,000 for scholarships, \$10,000 of the Midwest Shelter and \$30,000 restoration deductions that would take care of the \$50,000 increase for Ride DuPage, correct? Supervisor Smith advised, that is correct.

Trustee Voelz: On the GA Expenditures on page 6 where it says home relief \$80,000, did we do anything with that? Supervisor Smith advised for food and personal \$18,000, \$3,000 for medical, funeral \$2,000 for utilities. I do not see any change, Shelter can come down to \$20,000. GA Other expenses is a line item, so this is for money anticipated coming in from Church funds.

Trustee Guglielmi: We need to run thru the trends over the past 5 years and work off of those numbers. Supervisor Smith advised GA can change overnight. We had an instance where a local company folded and almost ran out of money. Trustee Alekna asked, So, what if we ran out of money, what would happen? Supervisor Smith advised we are mandated by law to give general assistance. This is discretionally for emergency assistance. Trustee Guglielmi asked, if you are mandated by law, wouldn't you be able to pull from reserves? Trustee Alekna: Are they mandated by law to give anyone money? Supervisor Smith advised, no, they have to meet assistance obligations. Trustee Alekna asked, so, one year we get 200 and the next year we get 8,000 GA applicants. So, you are stating we are obligated to help all of those people if they meet GA requirements? Where would we get all of that money?

Supervisor Smith advised yes, we would and hopefully we will never have to deal with something like that. On page two, I built something into our budget just in case something like that does happen (GA emergency fund). They are little numbers, but it allows us to pull from the town budget if we need it. Trustee Guglielmi asked if necessary, if we have any additional money in funds and we use those funds for GA if we have a resolution? Supervisor Smith advised as long as it is here because GA has its own levy. Trustee Guglielmi: OK, so these funds you have in ours is from GA levy? Supervisor Smith stated no, it is from our levy, so if we did need to move funds to cover GA, we could.

Supervisor Smith stated: Getting back to the building not only for GA office but to have an entrance thru the parking lot. Trustee Alekna: I would like to suggest if you are looking to redo everything, I think you should look into moving. Get a new building; it seems like a lot of work for a building from 1974. Trustee Voelz stated that is why I suggested getting the architect in here to see if it is even possible; otherwise, we will need to look into what Trustee Alekna is suggesting and move. Trustee Halley: Even if a contractor comes in, that public hearings are right. Supervisor Smith advised no, if we ask for more money, then there are public hearings; if we have the funds, then there should be no public hearings. Trustee Voelz also advised Winfield Township owns this building. So, if we are to move, that is another \$3 million to move. I was in here the other day and I just about walked in on someone getting GA assistance. In my mind, that information should be private and confidential. Clerk Prater advised if you go to the County offices, you stand at a window for general assistance. There are not private offices; it is not confidential.

Trustee Alekna asked how much money we are going to spend to retrofit a building to give away \$30,000 in GA funds? That does not sound right. Trustee Guglielmi asked for Supervisor Smith to make up three plans and see how much it costs. Trustee Halley asks can we just call an architect to find out how much it would cost for a rate before we start guessing what a blueprint would cost. Supervisor Smith advised she will work up those numbers and get back to everyone.



Trustee Guglielmi advised he had one more subject to touch upon in the Other Divisions on page four. We have Commodities Office Supplies for Clerk \$5,000 and Other expenses for \$10,000. We can get rid of those lines as well. Clerk Prater agreed. Supervisor Smith advised under Commodities and Office Supplies \$32,085 was the fireproof cabinets and Misc. \$4,712, which was bug spray. So, yes, we can reduce those. Trustee Guglielmi also asked if we switched it over to Excel instead of Word Document. Supervisor Smith Advised that she had.

Trustee Guglielmi made motion to adjourn. Second by Trustee Halley. No discussion. Motion carried on voice vote.

Trustee Halley-Aye      Trustee Guglielmi – Aye    Trustee Voelz- Aye  
Trustee Alekna-Aye      Supervisor Smith-Aye

Hearing Adjourn at 6:48PM

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Clerk Nicole Prater

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Supervisor Dona Smith



Board of Trustees  
Regular Meeting Minutes  
Held at Winfield Township Office  
130 Arbor Avenue  
West Chicago, IL 60185  
3/11/2019

Meeting called to order at 7:00PM by Supervisor Smith.

Clerk Prater called roll call. Trustee Voelz, Trustee Halley, Trustee Alekna, Trustee Guglielmi and Supervisor Smith were all present.

Also present: Highway Commissioner John Dusza and Clerk Nicole Prater.

Others present: None

Supervisor Smith led the Pledge of Allegiance.

Supervisor Smith entertained a motion for approval for the Minutes of the Regular Board Meeting held February 11, 2019. Motion made by Trustee Halley. Second by Trustee Guglielmi. No discussion. Motion carried on roll call vote.

Trustee Halley - Aye	Trustee Alekna - Aye	Trustee Guglielmi - Aye
Trustee Voelz - Aye	Supervisor Smith - Aye	

Audience participation: None

Correspondence: DuPage Senior Citizens Council Letter. For anyone who wants to help with the meal s on wheels program.

Board Audit Report:

Town Fund: \$159,684.87	General Road Fund: \$14,961.67
General Assistance: \$11,042.83	Permanent Road Fund: \$43,469.66
Equipment & Building Fund: \$0.00	IMRF Road District Fund: \$3,677.32
Social Security Road Fund: \$2,744.80	Liability Insurance Fund: \$55,841.00
Total of all funds: \$291,422.15	



Motion made by Trustee Voelz to approve the Board Audit Report. Second by Trustee Guglielmi. No further discussion. Motion carried on roll call vote.

Trustee Alekna - Aye      Trustee Guglielmi -Aye      Trustee Voelz - Aye  
Trustee Halley - Aye      Supervisor Smith - Aye

#### Unfinished Business:

Discussion of Tax Objections – Supervisor Smith advised this should be resolved by the end of this week.

#### New Business:

Monthly Financial and Investment Reports: For information only.

Approval of Ride DuPage IGA- There is no contract yet therefore, it is being tabled by Supervisor Smith. There is a question of liability as well to be sure that the township will not be held Liabe for anything that happens on a pace bus. Trustee Halley asked if you need to have a motion to table something. Supervisor Smith advised that she did not ask for any action to be done so yes. Trustee Alekna Asked if Supervisor Smith was working with the lawyer on the contract. Supervisor Smith responded yes actually quite a bit. Highway Commissioner John Dusza advised Supervisor Smith to send the contract to TORMA to review as well.

Ongoing Business: Nothing

#### Department Reports:

Supervisor Smith – Be sure to do your economic interest statement. The Open house was a huge success. I would like to thank all staff that were involved and many compliments from the public. Claudia has been working really close with Warrenville youth and family services and school liaisons. In fact she is putting on seminars. Years Ago Highway Commissioner John Dusza started the process of trying to vacate a piece of flood property (on Donald) to find out he does not own it the Township does. Therefore, I worked with the storm water management as of last month it is no longer our property it is now owned by the county. Lastly the Winfield Township Officials will be putting up a website and the next meeting is 6/5 we will try to have the Governor there.

Assessor Mark Malay – was absent.

Highway Commissioner John Dusza –Ongoing pot hole patch season.

Crack filling in Whiskey Creek.

Working with county on upcoming salt bid for next season.





Cutting trees.

Maintenance done on all equipment.

At the open house we went thru 175 hotdogs and I bought 250. I am decreasing the number by 50 next year.

Trustee Voelz – Good job on the Open House. Do we have a date for the dedication for the Warrenville Post office? Clerk Prater advised not yet but I will look into that. With GA I want to be sure she has my contact for used eye glasses for the Lions Club. Supervisor Smith advised that Claudia has his information. Trustee Voelz advised that the landscapers could probably fix the half wall in front of the building. Supervisor Smith advised we are just going to take it down. Have a happy St. Patrick's Day! Go Bears!

Trustee Halley- Open house was a great turn out. Happy St. Patrick's Day!

Trustee Alekna – Sorry I missed the open house. Happy St. Patrick's Day!

Trustee Guglielmi – Sorry I missed the open house. Looking forward to budget process.

Clerk Prater – Enjoyed the open house and all of the elected officials that attended. I am looking forward to the Annual town meeting 4/9/19. The agenda has been posed here and at the road district. I have sent to the Newspaper which was published on 3/8. I also wanted to thank Supervisor Smith for putting together this pamphlet for the open house that describes what each of us does and what the township does.

Motion for Adjournment was made by Trustee Halley. Second by Trustee Voelz. No further discussion. Motion carried on voice vote.

Trustee Voelz - Aye Trustee Halley - Aye Trustee Alekna - Aye

Trustee Guglielmi –Aye Supervisor Smith - Aye

Meeting adjourned at 7:18 PM.

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Clerk Nicole Prater

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Supervisor Dona Smith

Winfield Township  
Investment Report  
As of March 31, 2019

	Mar 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
TOWN INVESTMENT	
100134 · CD #21648 3.20@ 09-22-08	100,000.00
100109 · Disbursing HRA Account	63.67
100105R · Republic Bank Town MM	403,476.23
100101 · Disbursing Account	2,996.56
100100R · Republic Bank - Town	1,190,717.58
Total TOWN INVESTMENT	1,697,254.04
GA INVESTMENTS	
200150 · Petty Cash	100.00
200100 · GA - Republic Bank	324,393.06
Total GA INVESTMENTS	324,493.06
GENERAL ROAD INVESTMENTS	
300100R · Republic Bank - General Road	109,295.88
Total GENERAL ROAD INVESTMENTS	109,295.88
PERM ROAD INVESTMENTS	
400100R · Republic Bank - Perm Road	263,025.61
Total PERM ROAD INVESTMENTS	263,025.61
EQUIPMENT & BLDG INVESTMENTS	
410100R · Republic Bank - Equipment Fund	421.07
Total EQUIPMENT & BLDG INVESTMENTS	421.07
IMRF INVESTMENTS	
500100R · Republic Bank - IMRF	27,159.06
Total IMRF INVESTMENTS	27,159.06
SOCIAL SECURITY INVESTMENTS	
510100R · Republic Bank - SS & MEDI	23,232.50
Total SOCIAL SECURITY INVESTMENTS	23,232.50
INSURANCE INVESTMENTS	
520510R · Republic Bank - Liab Ins	22,918.22
Total INSURANCE INVESTMENTS	22,918.22
ROAD BOND INVESTMENTS	
550101 · Republic Bank - Bond Checking	243,542.77
Total ROAD BOND INVESTMENTS	243,542.77
Total Checking/Savings	2,711,342.21
Total Current Assets	2,711,342.21
<b>TOTAL ASSETS</b>	<b>2,711,342.21</b>
<b>LIABILITIES &amp; EQUITY</b>	<b>0.00</b>

11:47 AM

04/01/19

Cash Basis

# Winfield Township

## Statement of Revenue & Expenses - Town Fund

### April 2018 through March 2019

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (Town Fund)</b>				
100400 · Current tax Levy	1,152,272.08	1,270,000.00	-117,727.92	90.7%
100401 · Prior Tax Levy	894.32			
100405 · Personal Property Tax Revenue	45,536.31	30,000.00	15,536.31	151.8%
100410 · Interest Income	10,853.43	7,000.00	3,853.43	155.0%
100415 · Passport Revenue	2,070.00	1,000.00	1,070.00	207.0%
100419 · Liability Insurance Dividend	3,923.36			
100420 · Senior/Adult Bus Program	2,996.00	4,000.00	-1,004.00	74.9%
100421 · Coast2Coast Cards	414.00	400.00	14.00	103.5%
100425 · Rental Income	20,000.00	20,000.00	0.00	100.0%
100430 · Miscellaneous Income	4,046.41	1,000.00	3,046.41	404.6%
100431 · Contra Account to Health Ins	119.04			
<b>Total REVENUE (Town Fund)</b>	<b>1,243,124.95</b>	<b>1,333,400.00</b>	<b>-90,275.05</b>	<b>93.2%</b>
<b>Total Income</b>	<b>1,243,124.95</b>	<b>1,333,400.00</b>	<b>-90,275.05</b>	<b>93.2%</b>
<b>Gross Profit</b>	<b>1,243,124.95</b>	<b>1,333,400.00</b>	<b>-90,275.05</b>	<b>93.2%</b>
<b>Expense</b>				
<b>10 · TOWN FUND</b>				
<b>1.01 · ADMINISTRATIVE EXPENDITURES</b>				
<b>PERSONNEL SERVICES</b>				
101500 · Salaries - Officers	318,400.32	322,000.00	-3,599.68	98.9%
101501 · Salaries - Office	49,500.16	51,000.00	-1,499.84	97.1%
101505 · Health/Life Insurance	46,522.20	75,000.00	-28,477.80	62.0%
101506 · Social Security Tax	28,067.86	40,000.00	-11,932.14	70.2%
101507 · I.M.R.F.	31,029.85	45,000.00	-13,970.15	69.0%
<b>Total PERSONNEL SERVICES</b>	<b>473,520.39</b>	<b>533,000.00</b>	<b>-59,479.61</b>	<b>88.8%</b>
<b>CONTACTUAL SERVICES</b>				
101515 · Maintenance - BLDG & Equipment	11,737.66	36,000.00	-24,262.34	32.6%
101520 · Liability Insurance	51,036.00	55,000.00	-3,964.00	92.8%
101525 · Telephone	761.52	2,000.00	-1,238.48	38.1%
101530 · Utilities	4,937.18	7,000.00	-2,062.82	70.5%
101535 · Travel & Training	248.98	5,000.00	-4,751.02	5.0%
101540 · Postage	2,168.65	6,000.00	-3,831.35	36.1%
101545 · Print/Publishing	5,209.20	8,000.00	-2,790.80	65.1%
101550 · Accounting Services	9,163.70	12,000.00	-2,836.30	76.4%
101551 · Computer Consulting	5,635.97	14,000.00	-8,364.03	40.3%
101555 · Legal Services	6,600.33	10,000.00	-3,399.67	66.0%
101565 · Weed Control	0.00	1,000.00	-1,000.00	0.0%
101560 · Dues & Subscriptions	2,979.11	3,000.00	-20.89	99.3%
101600 · GA Emer - Food & Per Allow	0.00	1,500.00	-1,500.00	0.0%
101601 · GA Emer - Medical Care	0.00	1,000.00	-1,000.00	0.0%
101602 · GA Emer - Funeral/Burial	0.00	1,000.00	-1,000.00	0.0%
101603 · GA Emer - Utilities	0.00	2,000.00	-2,000.00	0.0%
101604 · GA Emer - Shelter	0.00	1,000.00	-1,000.00	0.0%
101605 · GA Emer - Transportation	0.00	500.00	-500.00	0.0%

11:47 AM

04/01/19

Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - Town Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
101606 · GA Emer - Misc. Expense	0.00	500.00	-500.00	0.0%
101607 · GA PRY-REP payee	0.00	500.00	-500.00	0.0%
<b>Total CONTACTUAL SERVICES</b>	<b>100,478.30</b>	<b>167,000.00</b>	<b>-66,521.70</b>	<b>60.2%</b>
<b>OTHER DIVISIONS</b>				
101570 · Commodities - Office Supplies	3,099.63	8,000.00	-4,900.37	38.7%
101572 · Election Supplies	0.00	500.00	-500.00	0.0%
101574 · Other Expenses - Misc.	578.27	8,500.00	-7,921.73	6.8%
101590 · Capital outlay	1,159.73	15,000.00	-13,840.27	7.7%
<b>Total OTHER DIVISIONS</b>	<b>4,837.63</b>	<b>32,000.00</b>	<b>-27,162.37</b>	<b>15.1%</b>
<b>Total 1.01 · ADMINISTRATIVE EXPENDITURES</b>	<b>578,836.32</b>	<b>732,000.00</b>	<b>-153,163.68</b>	<b>79.1%</b>
<b>1.02 · ASSESSOR</b>				
<b>PERSONNEL</b>				
102501 · Salaries	235,110.00	255,000.00	-19,890.00	92.2%
102505 · Health Insurance	51,298.41	78,000.00	-26,701.59	65.8%
102506 · Social Security Tax	17,543.11	25,000.00	-7,456.89	70.2%
102507 · I.M.R.F	21,626.47	30,000.00	-8,373.53	72.1%
102508 · Unemployment Tax	408.24	1,000.00	-591.76	40.8%
<b>Total PERSONNEL</b>	<b>325,986.23</b>	<b>389,000.00</b>	<b>-63,013.77</b>	<b>83.8%</b>
<b>CONTRACTUAL SERVICES</b>				
102519 · Other Professional Services	19,911.74	20,000.00	-88.26	99.6%
102525 · Telephone	8,504.99	10,000.00	-1,495.01	85.0%
102535 · Training Education & Travel	6,293.82	9,000.00	-2,706.18	69.9%
102540 · Postage	1,543.38	2,000.00	-456.62	77.2%
102545 · Printing/Publishing	2,450.50	3,000.00	-549.50	81.7%
102560 · Dues & Subscriptions	1,367.00	2,000.00	-633.00	68.4%
<b>Total CONTRACTUAL SERVICES</b>	<b>40,071.43</b>	<b>46,000.00</b>	<b>-5,928.57</b>	<b>87.1%</b>
<b>OTHER DIVISIONS</b>				
102570 · Commodities - Office Supplies	1,896.65	3,000.00	-1,103.35	63.2%
102574 · Other Expenses - Misc	1,812.94	2,000.00	-187.06	90.6%
102590 · Capital Outlay	19,831.85	20,000.00	-168.15	99.2%
<b>Total OTHER DIVISIONS</b>	<b>23,541.44</b>	<b>25,000.00</b>	<b>-1,458.56</b>	<b>94.2%</b>
<b>Total 1.02 · ASSESSOR</b>	<b>389,599.10</b>	<b>460,000.00</b>	<b>-70,400.90</b>	<b>84.7%</b>
<b>1.03 · OTHER DIVISIONS</b>				
103600 · Maintenance Cemetery	2,480.00	8,000.00	-5,520.00	31.0%
103610 · Street Lights - Cemetery	196.56	1,000.00	-803.44	19.7%
103615 · Bus Program & Activities	0.00	30,000.00	-30,000.00	0.0%
103620 · WAYS	44,000.00	44,000.00	0.00	100.0%
103625 · Children's Center	3,000.00	3,000.00	0.00	100.0%
103627 · Emergency Alarm System	0.00	1,000.00	-1,000.00	0.0%
103628 · Waste/Recycling	4,032.20	8,000.00	-3,967.80	50.4%



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**Winfield Township**  
**Statement of Revenue & Expenses - Town Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
103629 · Warrenville Youth & Family Svc	8,000.00	8,000.00	0.00	100.0%
103632 · Access DuPage	4,000.00	4,000.00	0.00	100.0%
103633 · Citizens Corp	1,875.00	3,000.00	-1,125.00	62.5%
103634 · DuPage County Senior Citizens	2,000.00	2,000.00	0.00	100.0%
103638 · Student Scholarship	0.00	10,000.00	-10,000.00	0.0%
103640 · Midwest Shelter Homeless Vets	10,000.00	20,000.00	-10,000.00	50.0%
<b>Total 1.03 · OTHER DIVISIONS</b>	<b>79,583.76</b>	<b>142,000.00</b>	<b>-62,416.24</b>	<b>56.0%</b>
<b>1.04 · SENIOR - ADULT DISABLES BUS</b>				
<b>PERSONNEL</b>				
104501 · Salaries	46,130.58	49,000.00	-2,869.42	94.1%
104505 · Health & Life Insurance	18,624.78	21,000.00	-2,375.22	88.7%
104506 · Social Security Tax	3,519.00	6,000.00	-2,481.00	58.7%
104507 · I.M.R.F	4,227.36	7,000.00	-2,772.64	60.4%
<b>Total PERSONNEL</b>	<b>72,501.72</b>	<b>83,000.00</b>	<b>-10,498.28</b>	<b>87.4%</b>
<b>CONTRACTUAL SERVICES</b>				
104514 · Bus Maintenance	43.90	10,000.00	-9,956.10	0.4%
104516 · Testing	0.00	1,000.00	-1,000.00	0.0%
104520 · Liability Insurance	5,254.00	4,000.00	1,254.00	131.4%
104525 · Telephone	462.17	1,000.00	-537.83	46.2%
104532 · Fuel	4,306.54	6,000.00	-1,693.46	71.8%
104535 · Travel & Training	0.00	1,000.00	-1,000.00	0.0%
104540 · Postage	0.00	1,000.00	-1,000.00	0.0%
104545 · Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
104555 · Legal Services	0.00	1,000.00	-1,000.00	0.0%
104560 · Dues & subscriptions	0.00	1,000.00	-1,000.00	0.0%
104574 · Miscellaneous	12.52	1,000.00	-987.48	1.3%
<b>Total CONTRACTUAL SERVICES</b>	<b>10,079.13</b>	<b>28,000.00</b>	<b>-17,920.87</b>	<b>36.0%</b>
<b>Total 1.04 · SENIOR - ADULT DISABLES BUS</b>	<b>82,580.85</b>	<b>111,000.00</b>	<b>-28,419.15</b>	<b>74.4%</b>
<b>1.06 · Clerk</b>				
<b>Contractual Services</b>				
106515 · Maintenance-Building & Equipmen	3,546.00	5,000.00	-1,454.00	70.9%
106535 · Travel & Training	0.00	5,000.00	-5,000.00	0.0%
106540 · Postage	0.00	1,000.00	-1,000.00	0.0%
106545 · Printing & Publishing	29.90	1,000.00	-970.10	3.0%
106555 · Legal Services	0.00	3,000.00	-3,000.00	0.0%
106560 · Restoration of Records	0.00	50,000.00	-50,000.00	0.0%
<b>Total Contractual Services</b>	<b>3,575.90</b>	<b>65,000.00</b>	<b>-61,424.10</b>	<b>5.5%</b>
<b>Other Divisions</b>				
106570 · Commodities-Office Supplies	3,285.00	5,000.00	-1,715.00	65.7%
106574 · Other Expense-Miscellaneous	53.01	10,000.00	-9,946.99	0.5%
<b>Total Other Divisions</b>	<b>3,338.01</b>	<b>15,000.00</b>	<b>-11,661.99</b>	<b>22.3%</b>

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Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - Town Fund**  
**April 2018 through March 2019**

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	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
Total 1.06 - Clerk	6,913.91	80,000.00	-73,086.09	8.6%
Total 10 - TOWN FUND	1,137,513.94	1,525,000.00	-387,486.06	74.6%
Total Expense	1,137,513.94	1,525,000.00	-387,486.06	74.6%
Net Income	105,611.01	-191,600.00	297,211.01	-55.1%

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**Winfield Township**  
**Statement of Revenue & Expenses - General Assistance**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (General Assistance)</b>				
200400 · Current Tax Levy	82,797.48	120,000.00	-37,202.52	69.0%
200401 · Non-Current Tax	74.47			
200410 · Interest Income	1,744.82	1,400.00	344.82	124.6%
200430 · Miscellaneous Income	0.00	2,000.00	-2,000.00	0.0%
200435 · GA Donated Funds	6,939.25	6,000.00	939.25	115.7%
<b>Total REVENUE (General Assistance)</b>	<b>91,556.02</b>	<b>129,400.00</b>	<b>-37,843.98</b>	<b>70.8%</b>
<b>Total Income</b>	<b>91,556.02</b>	<b>129,400.00</b>	<b>-37,843.98</b>	<b>70.8%</b>
<b>Gross Profit</b>	<b>91,556.02</b>	<b>129,400.00</b>	<b>-37,843.98</b>	<b>70.8%</b>
<b>Expense</b>				
<b>20 · GENERAL ASSISTANCE FUND</b>				
<b>ADMINISTRATION</b>				
<b>2.5 · PERSONNEL SERVICE</b>				
200501 · Salaries	42,000.00	46,000.00	-4,000.00	91.3%
200505 · Health Insurance	6,885.15	15,000.00	-8,114.85	45.9%
200506 · FICA	3,177.96	7,000.00	-3,822.04	45.4%
200507 · I.M.R.F	3,859.80	8,000.00	-4,140.20	48.2%
<b>Total 2.5 · PERSONNEL SERVICE</b>	<b>55,922.91</b>	<b>76,000.00</b>	<b>-20,077.09</b>	<b>73.6%</b>
<b>CONTRACTUAL SERVICES</b>				
200515 · Maintenance of Equipment	0.00	1,000.00	-1,000.00	0.0%
200516 · Maintenance of Building	141.66	10,000.00	-9,858.34	1.4%
200528 · Office & Overhead	20,000.00	20,000.00	0.00	100.0%
200535 · Travel & Training	1,206.50	2,500.00	-1,293.50	48.3%
200540 · Postage	100.87	1,000.00	-899.13	10.1%
200545 · Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
200555 · Legal	3,953.42	4,000.00	-46.58	98.8%
200560 · Dues & Subscriptions	173.80	500.00	-326.20	34.8%
200562 · Translation	0.00	1,000.00	-1,000.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<b>25,576.25</b>	<b>41,000.00</b>	<b>-15,423.75</b>	<b>62.4%</b>
<b>Total ADMINISTRATION</b>	<b>81,499.16</b>	<b>117,000.00</b>	<b>-35,500.84</b>	<b>69.7%</b>
<b>HOME RELIEF DIVISION</b>				
200600 · Food & Personal Allowance	2,098.43	20,000.00	-17,901.57	10.5%
200601 · Medical Care	0.00	5,000.00	-5,000.00	0.0%
200602 · Funeral & Burial	0.00	2,000.00	-2,000.00	0.0%
200603 · Utilities	1,594.78	13,000.00	-11,405.22	12.3%
200604 · Shelter	3,428.00	25,000.00	-21,572.00	13.7%
200605 · Transportation	0.00	5,000.00	-5,000.00	0.0%
200606 · Miscellaneous	0.00	3,000.00	-3,000.00	0.0%
200607 · GA Other Expenses Donated Funds	2,272.53	12,000.00	-9,727.47	18.9%
200608 · GA PRY-REP Payee	0.00	12,000.00	-12,000.00	0.0%

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**Winfield Township**  
**Statement of Revenue & Expenses - General Assistance**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Total HOME RELIEF DIVISION</b>	9,393.74	97,000.00	-87,606.26	9.7%
<b>OTHER DIVISIONS</b>				
200570 · Commodities - Office Supplies	2,019.26	4,000.00	-1,980.74	50.5%
200574 · Other Expenses - Miscellaneous	0.00	2,000.00	-2,000.00	0.0%
200580 · Capital Outlay - Equipment	4,312.16	8,000.00	-3,687.84	53.9%
200590 · Contingencies	2,360.00	5,000.00	-2,640.00	47.2%
<b>Total OTHER DIVISIONS</b>	8,691.42	19,000.00	-10,308.58	45.7%
<b>Total 20 · GENERAL ASSISTANCE FUND</b>	99,584.32	233,000.00	-133,415.68	42.7%
<b>Total Expense</b>	99,584.32	233,000.00	-133,415.68	42.7%
<b>Net Income</b>	<b>-8,028.30</b>	<b>-103,600.00</b>	<b>95,571.70</b>	<b>7.7%</b>



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**Winfield Township**  
**Statement of Revenue & Expenses - General Road Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (General Road Fund)</b>				
300400 · Current Property Tax	204,865.48	203,000.00	1,865.48	100.9%
300401 · Non-current Property Tax	174.19			
300405 · Replacement Tax	68,392.38	75,000.00	-6,607.62	91.2%
300410 · Interest Income	680.37	1,000.00	-319.63	68.0%
300430 · Miscellaneous Income	450.00	10,000.00	-9,550.00	4.5%
300445 · Parking & Traffic Fines	5,725.26	10,000.00	-4,274.74	57.3%
<b>Total REVENUE (General Road Fund)</b>	<b>280,287.68</b>	<b>299,000.00</b>	<b>-18,712.32</b>	<b>93.7%</b>
<b>Total Income</b>	<b>280,287.68</b>	<b>299,000.00</b>	<b>-18,712.32</b>	<b>93.7%</b>
<b>Gross Profit</b>	<b>280,287.68</b>	<b>299,000.00</b>	<b>-18,712.32</b>	<b>93.7%</b>
<b>Expense</b>				
<b>30 · GENERAL ROAD FUND</b>				
<b>3.1 · ADMINISTRATION</b>				
<b>PERSONNEL</b>				
301501 · Salaries	57,672.00	75,000.00	-17,328.00	76.9%
301505 · Health Insurance	153.60	5,000.00	-4,846.40	3.1%
301507 · IMRF	28,440.93	29,000.00	-559.07	98.1%
301508 · Unemployment Insurance	852.93	1,500.00	-647.07	56.9%
<b>Total PERSONNEL</b>	<b>87,119.46</b>	<b>110,500.00</b>	<b>-23,380.54</b>	<b>78.8%</b>
<b>CONTRACTUAL SERVICES</b>				
301520 · Maintenance of Equipment	0.00	100.00	-100.00	0.0%
301525 · Telephone	8,949.30	8,500.00	449.30	105.3%
301535 · Travel Expenses	0.00	500.00	-500.00	0.0%
301537 · Uniforms/Towels	7,693.54	9,000.00	-1,306.46	85.5%
301539 · Bottled Water	1,831.29	3,000.00	-1,168.71	61.0%
301540 · Postage	3,590.78	5,000.00	-1,409.22	71.8%
301541 · Dues	1,314.00	2,000.00	-686.00	65.7%
301542 · Subscriptions	0.00	100.00	-100.00	0.0%
301545 · Printing	9,364.38	12,000.00	-2,635.62	78.0%
301546 · Publishing	426.20	1,000.00	-573.80	42.6%
301551 · Data Processing	6,402.07	7,500.00	-1,097.93	85.4%
301555 · Legal Services	8,326.75	8,800.00	-473.25	94.6%
301556 · Training	2,290.00	4,000.00	-1,710.00	57.3%
<b>Total CONTRACTUAL SERVICES</b>	<b>50,188.31</b>	<b>61,500.00</b>	<b>-11,311.69</b>	<b>81.6%</b>
<b>COMMODITIES</b>				
301570 · Office Supplies	2,856.48	3,500.00	-643.52	81.6%
<b>Total COMMODITIES</b>	<b>2,856.48</b>	<b>3,500.00</b>	<b>-643.52</b>	<b>81.6%</b>
<b>CAPITAL OUTLAY</b>				
301590 · Equipment	299.97	1,000.00	-700.03	30.0%

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**Winfield Township**  
**Statement of Revenue & Expenses - General Road Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
Total CAPITAL OUTLAY	299.97	1,000.00	-700.03	30.0%
OTHER EXPENDITURES				
301574 · Miscellaneous Expenses	8,181.75	20,000.00	-11,818.25	40.9%
301576 · Municipal Replacement Tax	4,800.00	20,000.00	-15,200.00	24.0%
301580 · Contingencies	0.00	17,500.00	-17,500.00	0.0%
Total OTHER EXPENDITURES	12,981.75	57,500.00	-44,518.25	22.6%
Total 3.1 · ADMINISTRATION	153,445.97	234,000.00	-80,554.03	65.6%
3.04 · MAINTENANCE				
CONTRACTUAL SERVICES				
305512 · Maintenance (Service-Buildings)	9,136.54	10,000.00	-863.46	91.4%
305514 · Maintenance (Service-Equipment)	29,386.72	35,000.00	-5,613.28	84.0%
305516 · Maintenance (Service-Road)	3,787.50	4,000.00	-212.50	94.7%
305524 · Utilities	10,614.71	11,000.00	-385.29	96.5%
305526 · Rentals	3,864.55	5,000.00	-1,135.45	77.3%
Total CONTRACTUAL SERVICES	56,790.02	65,000.00	-8,209.98	87.4%
COMMODITIES				
305534 · Maintenance (Supplies-Buildings)	22,538.49	25,000.00	-2,461.51	90.2%
305536 · Maintenance (Supplies-Equipment)	34,963.00	35,000.00	-37.00	99.9%
305538 · Maintenance (Supplies-Roads)	2,266.66	5,000.00	-2,733.34	45.3%
305544 · Small Tools	9,916.54	10,000.00	-83.46	99.2%
Total COMMODITIES	69,684.69	75,000.00	-5,315.31	92.9%
Total 3.04 · MAINTENANCE	126,474.71	140,000.00	-13,525.29	90.3%
Total 30 · GENERAL ROAD FUND	279,920.68	374,000.00	-94,079.32	74.8%
Total Expense	279,920.68	374,000.00	-94,079.32	74.8%
Net Income	367.00	-75,000.00	75,367.00	-0.5%

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**Winfield Township**  
**Statement of Revenue & Expenses - Permanent Road**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (Permanent Road Fund)</b>				
400400 · Current Tax Levy	1,396,639.65	1,419,000.00	-22,360.35	98.4%
400401 · Prior Tax Levy	1,006.56			
400410 · Interest Income	3,557.36	4,000.00	-442.64	88.9%
400420 · Senior Bus	4,366.95	8,000.00	-3,633.05	54.6%
400430 · Miscellaneous Income	9,804.21	10,000.00	-195.79	98.0%
400431 · Contra Account Health Insurance	292.88	1,000.00	-707.12	29.3%
<b>Total REVENUE (Permanent Road Fund)</b>	<b>1,415,667.61</b>	<b>1,442,000.00</b>	<b>-26,332.39</b>	<b>98.2%</b>
<b>Total Income</b>	<b>1,415,667.61</b>	<b>1,442,000.00</b>	<b>-26,332.39</b>	<b>98.2%</b>
<b>Gross Profit</b>	<b>1,415,667.61</b>	<b>1,442,000.00</b>	<b>-26,332.39</b>	<b>98.2%</b>
<b>Expense</b>				
<b>40 · PERMANENT ROAD FUND</b>				
<b>PERSONNEL</b>				
400501 · Salaries	360,099.04	400,000.00	-39,900.96	90.0%
400505 · Health Insurance	52,749.11	75,000.00	-22,250.89	70.3%
<b>Total PERSONNEL</b>	<b>412,848.15</b>	<b>475,000.00</b>	<b>-62,151.85</b>	<b>86.9%</b>
<b>CONTRACTUAL SERVICES</b>				
400528 · Street Lighting	13,214.84	20,000.00	-6,785.16	66.1%
400650 · Maintenance (Service-Roads_	1,214,433.99	1,305,500.00	-91,066.01	93.0%
400651 · Engineering Services	5,731.00	20,000.00	-14,269.00	28.7%
400654 · Striping	14,329.94	20,000.00	-5,670.06	71.6%
<b>Total CONTRACTUAL SERVICES</b>	<b>1,247,709.77</b>	<b>1,365,500.00</b>	<b>-117,790.23</b>	<b>91.4%</b>
<b>COMMODITIES</b>				
400653 · Operating Supplies	116,114.09	125,000.00	-8,885.91	92.9%
400657 · Automotive Fuel/Oil	34,698.10	35,000.00	-301.90	99.1%
<b>Total COMMODITIES</b>	<b>150,812.19</b>	<b>160,000.00</b>	<b>-9,187.81</b>	<b>94.3%</b>
<b>OTHER EXPENDITURES</b>				
400580 · Contingencies	0.00	60,000.00	-60,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>0.00</b>	<b>60,000.00</b>	<b>-60,000.00</b>	<b>0.0%</b>
<b>Total 40 · PERMANENT ROAD FUND</b>	<b>1,811,370.11</b>	<b>2,060,500.00</b>	<b>-249,129.89</b>	<b>87.9%</b>
<b>Total Expense</b>	<b>1,811,370.11</b>	<b>2,060,500.00</b>	<b>-249,129.89</b>	<b>87.9%</b>
<b>Net Income</b>	<b>-395,702.50</b>	<b>-618,500.00</b>	<b>222,797.50</b>	<b>64.0%</b>

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Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - Equip & BLDG Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (Equipment &amp; Building)</b>				
410400 · Current Tax Levy	48,252.43	50,000.00	-1,747.57	96.5%
410401 · Non Current Levy	45.51			
410410 · Interest Income	77.02	500.00	-422.98	15.4%
410430 · Miscellaneous	0.00	3,000.00	-3,000.00	0.0%
<b>Total REVENUE (Equipment &amp; Building)</b>	<u>48,374.96</u>	<u>53,500.00</u>	<u>-5,125.04</u>	<u>90.4%</u>
<b>Total Income</b>	<u>48,374.96</u>	<u>53,500.00</u>	<u>-5,125.04</u>	<u>90.4%</u>
<b>Gross Profit</b>	<u>48,374.96</u>	<u>53,500.00</u>	<u>-5,125.04</u>	<u>90.4%</u>
<b>Expense</b>				
<b>41 · EQUIPMENT &amp; BUILDING FUND</b>				
410660 · Equipment	52,308.19	55,500.00	-3,191.81	94.2%
410661 · Building	13,338.62	15,000.00	-1,661.38	88.9%
<b>Total 41 · EQUIPMENT &amp; BUILDING FUND</b>	<u>65,646.81</u>	<u>70,500.00</u>	<u>-4,853.19</u>	<u>93.1%</u>
<b>Total Expense</b>	<u>65,646.81</u>	<u>70,500.00</u>	<u>-4,853.19</u>	<u>93.1%</u>
<b>Net Income</b>	<u><u>-17,271.85</u></u>	<u><u>-17,000.00</u></u>	<u><u>-271.85</u></u>	<u><u>101.6%</u></u>



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Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - IMRF Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (IMRF Fund)</b>				
500400 · Current Tax Levy	40,953.12	40,000.00	953.12	102.4%
500401 · Prior Tax Levy	27.98			
500405 · Replacement Tax	4,800.00	4,800.00	0.00	100.0%
500410 · Interest Income	153.06	500.00	-346.94	30.6%
<b>Total REVENUE (IMRF Fund)</b>	<b>45,934.16</b>	<b>45,300.00</b>	<b>634.16</b>	<b>101.4%</b>
<b>Total Income</b>	<b>45,934.16</b>	<b>45,300.00</b>	<b>634.16</b>	<b>101.4%</b>
<b>Gross Profit</b>	<b>45,934.16</b>	<b>45,300.00</b>	<b>634.16</b>	<b>101.4%</b>
<b>Expense</b>				
<b>50 · IMRF FUND</b>				
500501 · Retirement Contributions	35,191.82	48,000.00	-12,808.18	73.3%
<b>Total 50 · IMRF FUND</b>	<b>35,191.82</b>	<b>48,000.00</b>	<b>-12,808.18</b>	<b>73.3%</b>
<b>Total Expense</b>	<b>35,191.82</b>	<b>48,000.00</b>	<b>-12,808.18</b>	<b>73.3%</b>
<b>Net Income</b>	<b>10,742.34</b>	<b>-2,700.00</b>	<b>13,442.34</b>	<b>-397.9%</b>

11:46 AM

04/01/19

Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - Social Security Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (Social Security Fund)</b>				
510400 · Current Tax Levy	44,563.43	45,000.00	-436.57	99.0%
510401 · Prior Tax Levy	30.16			
510410 · Interest Income	128.15	500.00	-371.85	25.6%
<b>Total REVENUE (Social Security Fund)</b>	<b>44,721.74</b>	<b>45,500.00</b>	<b>-778.26</b>	<b>98.3%</b>
<b>Total Income</b>	<b>44,721.74</b>	<b>45,500.00</b>	<b>-778.26</b>	<b>98.3%</b>
<b>Gross Profit</b>	<b>44,721.74</b>	<b>45,500.00</b>	<b>-778.26</b>	<b>98.3%</b>
<b>Expense</b>				
<b>51 · SOCIAL SECURITY FUND</b>				
510501 · Social Security Contributions	31,729.98	45,000.00	-13,270.02	70.5%
<b>Total 51 · SOCIAL SECURITY FUND</b>	<b>31,729.98</b>	<b>45,000.00</b>	<b>-13,270.02</b>	<b>70.5%</b>
<b>Total Expense</b>	<b>31,729.98</b>	<b>45,000.00</b>	<b>-13,270.02</b>	<b>70.5%</b>
<b>Net Income</b>	<b>12,991.76</b>	<b>500.00</b>	<b>12,491.76</b>	<b>2,598.4%</b>

11:46 AM

04/01/19

Cash Basis

**Winfield Township**  
**Statement of Revenue & Expenses - Insurance Fund**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>REVENUE (Insurance Fund)</b>				
520410 · Interest Income	310.95	500.00	-189.05	62.2%
520419 · Liability Insurance Dividend	8,732.64	8,500.00	232.64	102.7%
520401 · Prior Tax Levy	27.80	0.00	27.80	100.0%
520400 · Current Tax Levy	34,903.73	35,000.00	-96.27	99.7%
<b>Total REVENUE (Insurance Fund)</b>	<b>43,975.12</b>	<b>44,000.00</b>	<b>-24.88</b>	<b>99.9%</b>
<b>Total Income</b>	<b>43,975.12</b>	<b>44,000.00</b>	<b>-24.88</b>	<b>99.9%</b>
<b>Gross Profit</b>	<b>43,975.12</b>	<b>44,000.00</b>	<b>-24.88</b>	<b>99.9%</b>
<b>Expense</b>				
<b>52 · INSURANCE FUND</b>				
<b>PERSONNEL</b>				
520501 · Worker's Compensation	22,636.00	35,000.00	-12,364.00	64.7%
<b>Total PERSONNEL</b>	<b>22,636.00</b>	<b>35,000.00</b>	<b>-12,364.00</b>	<b>64.7%</b>
<b>CONTRACTUAL SERVICES</b>				
520500 · Liability Insurance	45,850.00	50,000.00	-4,150.00	91.7%
520502 · General Insurance	40,258.00	43,000.00	-2,742.00	93.6%
<b>Total CONTRACTUAL SERVICES</b>	<b>86,108.00</b>	<b>93,000.00</b>	<b>-6,892.00</b>	<b>92.6%</b>
<b>Total 52 · INSURANCE FUND</b>	<b>108,744.00</b>	<b>128,000.00</b>	<b>-19,256.00</b>	<b>85.0%</b>
<b>Total Expense</b>	<b>108,744.00</b>	<b>128,000.00</b>	<b>-19,256.00</b>	<b>85.0%</b>
<b>Net Income</b>	<b>-64,768.88</b>	<b>-84,000.00</b>	<b>19,231.12</b>	<b>77.1%</b>



# **SITARZ**

## **Landscape & Maintenance, Inc.**

0S415 Florida Ln.  
Winfield, IL 60190  
(630) 653-0463

March 12, 2019

Submitted to: Winfield Township  
Dona Smith, Supervisor  
130 Arbor  
West Chicago, IL 60185

Landscape maintenance for the above address to include the following:

### **SPRING CLEAN UP**

- removal of debris from turf areas and shrub beds
- shrub beds and tree rings will be edged and cultivated
- pruning to remove broken, dead and winter-damaged branches from trees and shrubs

### **WEEKLY TURF MAINTENANCE**

- turfgrass will be cut on a weekly basis or as necessary to maintain a neat appearance
- all curbs and obstacles will be trimmed
- all sidewalks will be edged periodically throughout the season
- any excess grass on sidewalks or in beds will be cleared off

### **SHRUB MAINTENANCE**

- all shrubs will be pruned and trimmed periodically depending on species to maintain a neat appearance
- shrub beds will be hand-weeded and/or sprayed with a herbicide to control weeds
- all shrub beds containing soil will be cultivated and edged to maintain a fresh appearance

### **TURFGRASS FERTILIZATION**

- early spring with crabgrass control
- late summer and fall with a high quality top of the line granular fertilizer

### **TURFGRASS WEED CONTROL**

- spring application of broadleaf weed control
- fall application of broadleaf weed control
- weeds will be spot sprayed as necessary throughout the season

### **FALL CLEAN UP**

- leaves will be raked and debris removed from all turf areas and shrub beds

### **SNOW REMOVAL**

- all parking and driveway areas will be plowed prior to 7:00 a.m. after a snow accumulation in excess of 1"
  - all sidewalk areas on the property will be cleaned prior to 7:00 a.m. after any snow accumulation
  - any ice areas that may develop in the parking lot and driveway will be salted
- Cost of salt is not included in this proposal and prices not available at this time. All salt will be billed additionally.





# SITARZ Landscape & Maintenance, Inc.

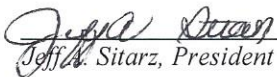
0S415 Florida Ln.  
Winfield, IL 60190  
(630) 653-0463

*The charges for the above services will be \$232.00 per month for the period of April 1, 2019 through March 31, 2020. Billing will be sent at the end of each month; payment is due upon receipt. A 1.5% service charge will be assessed on payments received after the 25th of the month.*

*Outlined above are items to be completed to meet your specifications. Understanding your requirements will allow us to accomplish our service goal of meeting and exceeding your expectations. When you are pleased with our services a letter of recommendation or use of your name for referral would be appreciated. This will allow us to increase our relationships by referrals.*

*This proposal may be withdrawn if not accepted within fifteen (15) days. Insurance certificates are available upon acceptance of proposal.*

## ACCEPTANCE OF PROPOSAL

  
Jeff A. Sitarz, President

\_\_\_\_\_  
Winfield Township



# SITARZ Landscape & Maintenance, Inc.

0S415 Florida Ln.  
Winfield, IL 60190  
(630) 653-0463

March 12, 2019

Submitted to: Winfield Township  
Dona Smith, Supervisor  
PO Box 369  
West Chicago, IL 60185-0369

*Turfgrass maintenance of Big Woods Cemetery to include the following:*

## **TURFGRASS MAINTENANCE**

- mowing of turfgrass at Big Woods Cemetery on a bi-monthly or on an as needed basis  
The above mowing will be at a cost of \$130.00 per mowing.

*This proposal may be withdrawn if not accepted within fifteen (15) days. Insurance certificates are available upon acceptance of proposal.*

## **ACCEPTANCE OF PROPOSAL**

  
Jeff A. Starz, President

\_\_\_\_\_  
Winfield Township

**WINFIELD TOWNSHIP  
RESOLUTION NO 2019-1**

**RESOLUTION APPROVING INTERGOVERNMENTAL AGREEMENT WITH PACE**

**WHEREAS**, the Winfield Township ("Township") is a unit of local government operating pursuant to the Illinois Township Code, 60 ILCS 1/1-1 et seq. (the "Township Code"); and

**WHEREAS**, Pace ("PACE") is the Suburban Bus Division of the Regional Transportation Authority, an Illinois municipal corporation that has been providing paratransit services in DuPage County Illinois through a program known as Ride DuPage in conjunction with various other local governmental units of DuPage County; and

**WHEREAS**, the Illinois Township Code, the Illinois Governmental Cooperation Act (5 ILCS 220/1) and the Illinois Constitution of 1970 Article 7, Section 10 authorize the Township Board of Trustees to enter into a contractual agreement with PACE for the purpose of delivering paratransit services ("Services") to the Township's residents; and

**WHEREAS**, the Supervisor has caused to be drafted for and on behalf of the Township, the attached Intergovernmental Agreement with PACE which agreement is incorporated into this Resolution as Exhibit 1 ("Township-PACE Intergovernmental Agreement").

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE WINFIELD TOWNSHIP, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION ONE:** The recitals contained in the preambles to this Resolution are hereby incorporated into this Resolution as if said preambles were fully set forth in their entirety within this Section One.

**SECTION TWO:** The Township Board of Trustees hereby approves the Township-PACE Intergovernmental Agreement in the form attached to and incorporated into this Resolution as Exhibit 1.

**SECTION THREE:** Any and all prior resolutions, motions or orders of the Township which may conflict with this Resolution are hereby repealed.

**SECTION FOUR:** This Resolution shall be in full force and effect from and after its passage as provided by law.

**APPROVED AND ADOPTED** by the Board of Trustees, Winfield Township, DuPage County, this 8<sup>th</sup> day of April 2019.

ATTESTED BY:

\_\_\_\_\_  
Dona L. Smith, Township Supervisor

\_\_\_\_\_  
Nicole Prater, Township Clerk



STATE OF ILLINOIS       )  
  ) SS.  
COUNTY OF DUPAGE       )

I, the undersigned, do hereby certify that I am the duly qualified and acting Clerk of the Winfield Township, DuPage County, Illinois, and as such I am the keeper of the records and files of the Board of Trustees of said Township.

I further certify that the foregoing is a full, true and complete copy of Resolution No. 2019-1 titled,

**RESOLUTION APPROVING  
INTERGOVERNMENTAL AGREEMENT WITH PACE**

adopted at a duly called Regular Meeting of the Board of Trustees of the Winfield Township, held at Winfield, Illinois at 7:00 p.m. on the 8<sup>th</sup> day of April, 2019.

I do further certify that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Township Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

**IN WITNESS WHEREOF** I hereunto affix my official signature at Winfield, Illinois, this 8<sup>th</sup> day of April 2019.

---

Nicole Prater, Township Clerk

**EXHIBIT NO. 1**

**[INTERGOVERNMENTAL AGREEMENT]**

## INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement (“Agreement”) is made between Winfield Township, an Illinois body corporate and politic (“TOWNSHIP”), and Pace, the Suburban Bus Division of the Regional Transportation Authority, an Illinois municipal corporation (“PACE”). TOWNSHIP and PACE are sometimes individually referred to herein as a “Party) and collectively as the “Parties”.

### RECITALS

**WHEREAS**, the TOWNSHIP and PACE are public agencies and governmental units within the meaning of the Illinois Governmental Cooperation Act, (5 ILCS 220/1, *et seq.*) and are authorized by Article 7, Section 10 of the Constitution of the State of Illinois to cooperate, contract, and otherwise associate for public purposes; and

**WHEREAS**, the purpose of the Intergovernmental Cooperation Act and Article 7 of the Constitution of the State of Illinois includes fostering cooperation among governmental bodies; and

**WHEREAS**, the TOWNSHIP is a member of the Inter-Agency Paratransit Coordinating Council (IAPCC), an association of governments, non-profit agencies, and citizen representatives that has been working since 1995 to improve paratransit services in DuPage County, Illinois; and IAPCC asked DuPage County to serve as the lead agency and has implemented the *Ride DuPage Coordinated Transportation Service*, hereinafter referred to as the PROJECT; and

**WHEREAS**, the IAPCC has branded the coordinated paratransit services provided by the PROJECT as “Ride DuPage”; and,

**WHEREAS**, the TOWNSHIP finds it necessary and desirable to contract for the services of a Coordinator who shall be responsible for the operation of the PROJECT; and

**WHEREAS**, PACE is in the business of public transportation, has the necessary expertise, and is willing to provide the services of a Coordinator as described herein; and

**WHEREAS**, the Parties wish to cooperate in promoting and encouraging the use of public transportation by improving the availability of paratransit services to DuPage County residents with disabilities, who are elderly, or otherwise have limited access to conventional modes of transportation; and

**WHEREAS**, the current Sponsors participating in the PROJECT are Naperville Township, Lisle Township, Milton Township, Addison Township, Wheaton Township, City of Naperville, Village of Glen Ellyn, City of Wheaton, Village of Bensenville, City of Elmhurst and DuPage County, as lead agency and upon execution of this Agreement, the participating Sponsors shall include Winfield Township, City of West Chicago and City of Warrenville; and

**WHEREAS**, the IAPCC has designated an Operations Committee for the PROJECT consisting of the Supervisors/Managers of the aforementioned Townships and Cities or Villages; and

**WHEREAS**, the Parties desire to enter into this Agreement to memorialize the roles and responsibilities of the Parties in operating and implementing the PROJECT; and

**NOW THEREFORE**, in consideration of the mutual promises hereinafter set forth, the Parties agree as follows:

## **1.0 PROJECT DESCRIPTION.**

- 1.1 PACE shall operate the PROJECT for the provision of Paratransit services to residents of the aforementioned Townships, Cities, and Villages in DuPage County who are determined to be eligible and registered for the services.
- 1.2 PACE shall give due consideration to the recommendations and policies of the TOWNSHIP in implementing and operating the PROJECT.
- 1.3 PACE shall implement Paratransit service as described in Exhibit A and Exhibit B attached hereto.

## **2.0 DEFINITIONS.**

For the purposes of this Agreement, the following definitions shall apply:

- 2.1 Administrative policies and/or procedures means policies and procedures required to operate the PROJECT day-to-day operations, including, but not limited to dispatching, scheduling, reporting, billing, and other policies and procedures which may be required to operate the PROJECT.
- 2.2 Carrier means a public or private entity providing passenger transportation for the PROJECT on a regular and continuing basis.
- 2.3 Eligible Rider means any person who registers and is deemed eligible by one of the Sponsors for participation in the PROJECT.
- 2.4 Eligible Trip means Paratransit transportation taken by an Eligible Rider to a destination approved by the Sponsors and acceptable to the TOWNSHIP and PACE.
- 2.5 Mobility Management/Call Center Services means the performance of call taking and all or any part of functions that may include but not limited to service monitoring, passenger trip reservations, trip scheduling, dispatching, facilitation of all carriers, passenger registration, travel planning, service coordination and travel information.



- 2.6 Operating Cost means Operating Deficit, minus the PACE Contribution, if applicable.
- 2.7 Operating Deficit means the total Operating Expense minus the fare revenue.
- 2.8 Operating Expense means the total cost incurred by PACE to operate the PROJECT but does not include the cost incurred by PACE to operate the Mobility Management/Call Center Services on behalf of the TOWNSHIP.
- 2.9 Operations Committee means the representatives of Naperville Township, Lisle Township, Milton Township, Addison Township, Wheaton Township, City of Naperville, Village of Glen Ellyn, City of Wheaton, Village of Bensenville, City of Elmhurst, and DuPage County, as lead agency. Upon execution of this Agreement the Operations Committee shall include Winfield Township, City of West Chicago and City of Warrenville.
- 2.10 PACE Contribution means the PACE budgeted annual subsidy for the PROJECT.
- 2.11 Paratransit service means the provision of demand responsive transportation by a Carrier.
- 2.12 Sponsor means a unit of local government or an agency that will participate in the PROJECT providing Paratransit services to its Eligible Riders.

### **3.0 FUNDING.**

- 3.1 PACE shall invoice the TOWNSHIP monthly for the TOWNSHIP share of the PROJECT Operating Cost of service and a portion of the Mobility Management/Call Center Cost. Each invoice shall summarize the services delivered and shall be submitted in a format mutually agreed to by the Parties and shall request reimbursement for hours and itemized costs required to complete those services. Invoices for the work performed under this Agreement shall be subject to review by the TOWNSHIP. Invoices billed by PACE for services to operate the PROJECT shall be reimbursed to PACE at the rates agreed to in the contracts with Carriers and the Mobility Management/Call Center Services contractor.
- 3.2 Upon receipt, review and approval of properly documented invoices, the TOWNSHIP shall pay, or cause to be paid, to PACE, the amounts invoiced. The TOWNSHIP may not deny a properly documented claim for compensation, in whole or in part, without cause. The TOWNSHIP shall not be required to pay PACE more often than monthly.

Upon receipt, review and acceptance of all deliverables specified in this Agreement, final payment shall be made to PACE, in accordance with the Illinois Prompt Payment Act. Payment shall be sent to:

Pace, the Suburban Bus Division of the RTA  
550 W. Algonquin Road  
Arlington Heights, IL 60005  
Attn: Accounts Payable

#### **4.0 RESPONSIBILITIES OF THE PARTIES**

- 4.1 PACE and TOWNSHIP shall review and consider the administrative policies and/or procedures developed and recommended for the PROJECT by the Operations Committee. Any administrative policies and/or procedures recommended by the Operations Committee shall be subject to approval and adoption by DuPage County and PACE.
- 4.2 PACE and the TOWNSHIP shall review this Agreement at least semi-annually.
- 4.3 The TOWNSHIP shall be responsible for the implementation and oversight of the Administrative Policies and/or Procedures that have been reviewed, approved, and adopted by DuPage County and PACE.
- 4.4 The TOWNSHIP shall be responsible for the execution and maintenance of any necessary agreements with the PROJECT Sponsors to provide transportation services as described in Exhibit A and Exhibit B, as well as adherence to PROJECT Administrative Policies and/or Procedures as determined by the DuPage County and PACE.
- 4.5 PACE shall review and consider service parameters developed and recommended for the PROJECT by the various Sponsors, including but not limited to service boundaries, rider eligibility, fare structure, days and hours of service, related to an Eligible Rider's compliance with guidelines for usage. However, any service parameters developed by the PROJECT Sponsors shall be subject to approval and adoption by DuPage County and PACE.
- 4.6 PACE shall contract with multiple Carriers for the delivery of Paratransit Services and central Call Center services. Said carriers shall be subcontractors responsible to PACE. TOWNSHIP shall have no liability for the actions or omissions of any third-party service providers affiliated in any way with the PROJECT.

- 4.7 PACE shall review and consider any service standards developed by the Operations Committee. However, PACE shall, while allowing for sponsor-specific service standards, work in cooperation with DuPage County, to establish consistent service standards applicable to the PROJECT, subject to the approval of DuPage County and PACE.
- 4.8 PACE shall have the right to make minor revisions to the service standards upon written notification to, and concurrence by, DuPage County.
- 4.9 PACE shall be responsible for performance of the day-to-day operations of the PROJECT and shall enter into contracts with Carriers for the delivery of Paratransit Services and Call Center Services including but not limited to booking reservations, trip scheduling and dispatch services.
- 4.10 PACE shall be responsible for submitting to the TOWNSHIP, invoices and a monthly report containing the cost of services related to the operation and management of the PROJECT that have been provided by PACE directly or through Carriers within sixty (60) days following the end of each month of service.
- 4.11 Within the approved budget, PACE agrees to maintain appropriate PACE employees, Carriers, and any subcontractor staffing required to perform all necessary operating and administrative functions.
- 4.12 PACE may limit the hours available for the scheduling of trip requests and dispatching of vehicles. Determination of the hours and days of service for PACE funded services provided to satisfy federal and/or state ADA guidelines shall not require the approval of the TOWNSHIP or DuPage County.
- 4.13 PACE subcontractor dispatch personnel shall be available during all hours in which a vehicle transporting an Eligible Rider is in service.
- 4.14 PACE shall supply the TOWNSHIP with data relative to the quantity, quality, and cost of services provided by PACE and its contracted Carriers within 45 days following the end of each month.
- 4.15 PACE shall provide a standardized monthly report to the TOWNSHIP as described in Exhibit C attached hereto.
- 4.16 Although PACE shall not be responsible for any failure to provide service due to circumstances beyond its control, PACE shall be responsible for making every reasonable effort to restore service as soon as practical under the circumstances.

- 4.17 PACE shall be responsible for requiring that all vehicle operators employed by Carriers providing services pursuant to this Agreement possess a valid Illinois driver's license appropriate to the vehicle being operated and that they meet the minimum requirements for the operation of passenger transportation as mandated by Federal regulations, the State of Illinois and all other applicable laws or regulations. PACE and all Carriers shall agree that any and all operator licenses and licenses required of the operating Carrier by State, local, and/or regulating authorities shall be maintained in good standing at all times during the Term of this Agreement.
- 4.18 Upon request, the TOWNSHIP shall be entitled to have access to the records maintained by PACE with respect to this Agreement.
- 4.19 The Mobility Management/Call Center Services are performed for other entities in addition to the TOWNSHIP.
- 4.20 The Parties shall cooperate to ensure that no person shall be denied the opportunity to participate in nor be subjected to discrimination in the conduct of this service because of race, creed, color, age, sex, national origin, nor the presence of any sensory, mental or physical disability, nor in any manner contrary to applicable local ordinance, State and Federal laws and regulations, including Title VI of the Civil Rights Act of 1964; Title 49, Code of Federal Regulations, Part 21 - Nondiscrimination in Federally Assisted PROJECT of the Department of Transportation.
- 4.21 PACE shall require Carriers to obtain and maintain insurance coverage; provide evidence of all insurance coverage required by PACE; and provide PACE with certificates of insurance. PACE shall provide the Sponsor with a copy of the certificates of insurance upon request from the Sponsor.

## **5.0 GOVERNMENT REGULATIONS.**

- 5.1 The TOWNSHIP and PACE shall each comply with all applicable local, State and Federal statutes, ordinances and regulations and obtain licenses or permits, or other mandated approvals, now in force, or which may hereafter be in force, pertaining to this Agreement and the PROJECT.
- 5.2 With respect to employees, laborers, contractors, subcontractors and any and all other persons or entities employed, directed or controlled by PACE, and whose services are used in the fulfillment of any this Agreement with the TOWNSHIP, PACE hereby agrees and promises that it will carry out all necessary actions to insure compliance with the documentation requirements and all other terms, provisions and requirements of the Immigration Reform and Control Act of 1986, as amended, 8 U.S.C. §101 *et seq.*

- 5.3 With respect to any and persons or entities employed, directed or controlled by PACE, and whose services are used pursuant to this Agreement, PACE will insure compliance with the terms, provisions and requirements of the Federal Minimum Wage Act, 29 U.S.C. Sec. 201 *et seq.*, and the Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, as amended.

## **6.0 INDEMNIFICATION.**

PACE shall indemnify, defend, and hold harmless TOWNSHIP and TOWNSHIP'S directors, officers, agents, employees, contractors, and subcontractors from and against any and all liability, losses, damages, claims, suits, payments, settlements, judgments, demands, awards, expenses, and costs, including reasonable attorneys' fees, for personal injury, death, or property damage resulting from Pace's intentional or negligent acts or omissions.

TOWNSHIP shall indemnify, defend, and hold harmless PACE and PACE's directors, officers, agents, employees, contractors, and subcontractors from and against any and all liability, losses, damages, claims, suits, payments, settlements, judgments, demands, awards, expenses, and costs, including reasonable attorneys' fees, for personal injury, loss of life, or property damage resulting from TOWNSHIP'S intentional or negligent acts or omissions.

PACE shall require that its Carriers and/or subcontractors indemnify and defend PACE and the TOWNSHIP, and their respective officers, employees and elected officials from and against any claims, liability or judgments resulting from the negligence of such Carrier and/or subcontractor.

No Party shall be liable for or be required to indemnify the other Party for claims based upon the intentional or negligent acts or omissions of third persons. Upon written notice by the Party claiming indemnification ("Claimant") to the indemnifying Party ("Indemnitor") regarding any claim which Claimant believes to be covered under this paragraph, Indemnitor shall appear and defend all suits brought upon such claim and shall pay all costs and expenses incidental thereto, but Claimant shall have the right, at Claimant's option and expense, to participate in the defense of any suit, without relieving Indemnitor of Indemnitor's obligations under this paragraph.

## **7.0 TERM AND TERMINATION.**

- 7.1 The Term of this Agreement shall begin **April 25, 2019** and shall continue through **April 24, 2020** unless earlier terminated by a Party in accordance with the terms of this Agreement.
- 7.2 Either Party may terminate this Agreement without cause and without penalty, upon 60 days advance written notice of termination to the other Party.

## 8.0 MISCELLANEOUS.

- 8.1 **Headings.** The section headings contained in this Agreement are for reference and convenience only and shall not affect the meaning or interpretation of this Agreement.
- 8.2 **Waiver.** Failure of a Party to exercise any right or pursue any remedy under this Agreement shall not constitute a waiver of that right or remedy.
- 8.3 **Assignment.** No Party shall assign, delegate, or otherwise transfer all or part of its rights and obligations under this Agreement without the prior written consent of the other Party.
- 8.4 **Amendment.** No changes, amendments, or modifications to this Agreement shall be valid unless in writing and signed by the duly authorized signatory of each Party.
- 8.5 **Entire Agreement and Non-reliance.** This Agreement, including the introductory Recitals and any attached exhibits, which are hereby incorporated into and made a part of this Agreement, constitutes the entire agreement between the Parties and supersedes any prior written or oral understandings, agreements, or representations between the Parties that may have related in any way to the subject matter of this Agreement, and no other written or oral warranties, inducements, considerations, promises, representations, or interpretations, which are not expressly addressed in this Agreement, shall be implied or impressed upon this Agreement.

TOWNSHIP represents and warrants that: (a) TOWNSHIP has conducted such independent review, investigation, and analysis (financial and otherwise) and obtained such independent legal advice as desired by TOWNSHIP to evaluate this Agreement and the transaction(s) contemplated by this Agreement; (b) Pace has not made any representations or warranties to TOWNSHIP with respect this Agreement and the transaction(s) contemplated by this Agreement, except such representations and/or warranties that are specifically and expressly set forth in this Agreement; and (c) TOWNSHIP has relied only upon such representations and/or warranties by Pace that are specifically and expressly set forth in this Agreement and has not relied upon any other representations or warranties (whether oral or written or express or implied), omissions, or silences by Pace. Without limiting any representations and/or warranties made by Pace that are specifically and expressly set forth in this Agreement, TOWNSHIP acknowledges that Pace will not have or be subject to any liability to TOWNSHIP resulting from the distribution to TOWNSHIP or TOWNSHIP's use of any information, including any information provided or made available to TOWNSHIP or any other document or information in

any form provided or made available to TOWNSHIP, in connection with this Agreement and the transaction(s) contemplated by this Agreement.

- 8.6 **Survival.** Any provision of this Agreement that imposes an obligation after termination of this Agreement shall be deemed to survive termination of this Agreement.
- 8.7 **Pace Board Authority.** This Agreement has been properly authorized by the Pace Board of Directors.
- 8.8 **Severability.** If any provision of this Agreement is held invalid or unenforceable by an Illinois court of competent jurisdiction, such provision shall be deemed severed from this Agreement and the remaining provisions of this Agreement shall remain in full force and effect.
- 8.9 **Binding Effect.** This Agreement shall be binding upon the Parties and their respective directors, officers, employees, agents, representatives, successors, and approved assigns.
- 8.10 **Force Majeure.** Neither Party shall be deemed to be in default or to have breached any provision of this Agreement as a result of any delay, failure in performance or interruption of service resulting directly or indirectly from acts of God, acts of civil or military authority, civil disturbance, or war which are beyond the control of the non-performing Party.
- 8.11 **Governing Law, Jurisdiction, and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to principles of conflicts of law, and the Parties submit to the exclusive jurisdiction and venue of the state courts of DuPage County, Illinois for any dispute arising out of or related to this Agreement.
- 8.12 **Authorization.** The signatories to this Agreement represent and warrant that they have full authority to sign this Agreement on behalf of the Party for whom they sign.
- 8.13 **Notice.** Any notice under this Agreement shall be in writing and shall be given in the following manner:
- (a) by personal delivery (deemed effective as of the date and time of delivery);
  - (b) by commercial overnight delivery (deemed effective on the next business day following deposit of the notice with a commercial overnight delivery company);
  - (c) registered or certified mail return receipt requested, with proper postage prepaid (deemed effective as of the second business day following deposit of the notice in the U.S. mail); or

- (d) by facsimile with confirmation of transmission (deemed effective as of the date and time of the transmission, except the effective date and time shall be 8:00 a.m. on the next business day after transmission of the notice if transmitted during non-business hours).

Business days are defined as Monday through Friday, excluding federal holidays. Business hours are defined as 8:00 a.m. to 5:00 p.m. Central Standard Time on Monday through Friday, excluding federal holidays. The notice shall be addressed as follows or addressed to such other address as either Party may from time to time specify in writing to the other Party:

**If to Pace:**

Pace  
550 W. Algonquin Road  
Arlington Heights, IL 60005  
Attn: Executive Director  
cc: Melinda J. Metzger



**If to Winfield Township:**

Winfield Township  
130 Arbor Avenue  
West Chicago, IL 60185  
Dona Smith, Township Supervisor

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates below.

**WINFIELD TOWNSHIP**

**PACE**

\_\_\_\_\_  
**Dona Smith**

\_\_\_\_\_  
**Rocco L. Donahue**

\_\_\_\_\_  
**Township Supervisor**  
Print Title

\_\_\_\_\_  
**Executive Director**  
Print Title

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# EXHIBIT A

## SERVICE DESCRIPTION

### Winfield Township- Ride DuPage Sponsor

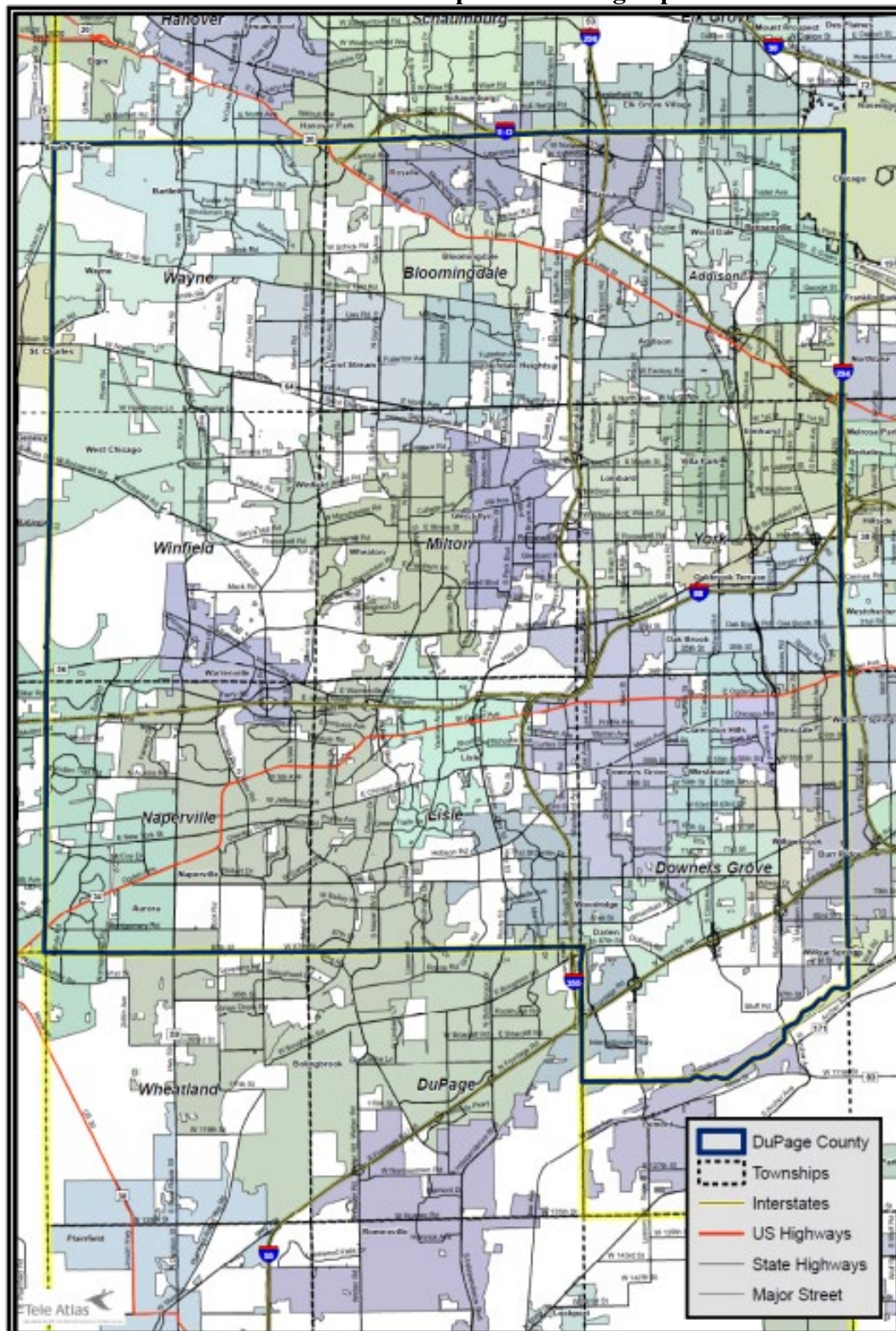
*The Ride DuPage service description or parameters are subject to change and approval by the participating Sponsors, DuPage County, and PACE.*

<b>TYPE OF SERVICE</b>	Demand response <b>curb to curb</b> paratransit services will be provided for eligible riders of the TOWNSHIP, as a participating Sponsor in the Ride DuPage Program.
<b>SERVICE OPERATED BY</b>	PACE will contract with transportation provider(s) (the "Contractor") to provide the service, which is the subject of this Agreement. This includes paratransit service providers and taxi providers.
<b>TRIP RESERVATION METHOD</b>	<p>Monday through Friday: <b>6:00am to 6:00pm</b>  Saturday, Sunday and Holidays: <b>8:00am to 5:00pm</b></p> <p>Reservations shall be accepted at the PACE call center maximum of seven (7) days in advance and a minimum of one 1 day in advance of the day of service.</p> <p>Trips requested on the same day of service may be accommodated if the day's schedule allows.</p> <p>Subscription service is allowable, as defined by PACE Suburban Bus. Passengers are to contact the TOWNSHIP to apply for subscription service.</p>
<b>SERVICE AREA</b>	DuPage County and the surrounding areas
<b>SERVICE HOURS</b>	<p>7 days a week, 24 hours a day including holidays</p> <p>Whenever possible, pick-up times are negotiated to optimize the efficiency of daily routes.</p>
<b>ONE-WAY FARE</b>	<p><b>\$2.00</b> to load vehicle and <b>\$1.00</b> for every mile thereafter</p> <p><b>Personal Care Attendant (PCA) or Companions:</b> Registered riders are allowed one PCA or travel companion at no additional charge.</p> <p>Additional PCA or companions are limited to the vehicle capacity and must pay the full applicable fare. This includes children of all ages.</p>
<b>SERVICE CAPACITY</b>	Service demand dictates service capacity. Denials are not allowed for reservations made 1 to 7 days in advance.
<b>RIDER ELIGIBILITY</b>	The participating sponsors of the Ride DuPage Program or their respective designee(s) assigned shall determine rider eligibility. The TOWNSHIP as a Ride DuPage sponsor will determine the eligibility of rider(s) requesting service.
<b>RIDER REGISTRATION FOR SERVICE</b>	The participating sponsors shall submit registration forms to the PACE call center through a designated e-mail box. PACE shall enter registrations within three to five business days. PACE shall maintain a database of registered riders. Riders must be registered for service.

# EXHIBIT B

## SERVICE AREA MAP

### Winfield Township- Ride DuPage Sponsor



# Exhibit C

## REPORTS DESCRIPTION

The following is a description of the reports available for the Ride DuPage Program.

1. **Detailed Funding Source (Sponsor) Report/Detailed Provider Report**

This report is a detailed listing of one-way trips delivered for each Ride DuPage funding source (Sponsor) for a specified period of time. Data provided for each trip will include associated trip data such as rider name, scheduled pick-up time, actual pick-up time, point of origin address, destination address, funding sources (Sponsors), total cost of the trip, fare for the trip, distance of the trip, and revenue hours (if applicable). The report period is generally monthly, but the report is intended to have the flexibility to produce data for shorter or longer periods as specified by the user.

2. **Monthly Funding Source (Sponsor) Invoice Report**

This report is a summary of trips delivered for each funding source (Sponsor) for the purpose of generating an invoice type report which may be used to bill funding sources for transportation provided. The report is generally monthly, but the report is intended to have the flexibility to produce data for shorter or longer periods as specified by the user.

Data provided for each trip will include associated trip data necessary to provide an accounting of the amount owed by each funding source for the specified period, such as the number of one-way trips by fare type, total cost of the trips, total expected fare, liquidated damages deducted, and the total net reimbursement.

3. **Missed Trip Report**

This report produces a list of all trips picked up 61 or more minutes after the scheduled time. Sufficient detail will be provided to identify the trip and to give the user the necessary information for review.

4. **On-Time Performance Report**

This report (late pickups) produces a list of all trips picked up 16 or more minutes late. Sufficient detail will be provided to identify the trip and to give the report user the necessary information for review.

5. **Ridership by Category Report**

This report is a summary, by funding source, indicating trips by fare type, late trips, missed trips, revenue hours, denials, and miles.

6. **Client Trip List Report**

This report is a detailed listing, alphabetically by rider last name, of all trips provided during the specified period. Data included for each trip is rider name, pick-up address, drop-off address, fare type, and funding source.

NOTE: Pace, in its sole discretion, may design additional reports, as needed.