

APPENDIX F
ADA NOTICE AND GRIEVANCE PROCEDURE

NOTICE

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), the Winfield Township will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Winfield Township does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

Effective Communication: Winfield Township will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Township's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: Winfield Township will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in Winfield Township offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Winfield Township, should contact the office of the Township Supervisor, who shall also serve as the Township's ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Winfield Township to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Winfield Township is not accessible to persons with disabilities should be directed to the Supervisor who serves as the ADA Coordinator.

Winfield Township will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**WINFIELD TOWNSHIP
GRIEVANCE PROCEDURE UNDER
THE AMERICANS WITH DISABILITIES ACT**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Winfield Township. The Township's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Nicole Prater
ADA Coordinator
130 Arbor Avenue
West Chicago, Illinois 60185

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator or her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the Winfield Township and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response, to the Township Board of Trustees.

Within 15 calendar days after receipt of the appeal, the Township Board or its designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Township Board or its designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator, appeals to the Township Board or its designee, and responses from these two offices will be retained by the Township for at least three years.

WINFIELD TOWNSHIP ORDINANCE NO. 2022-02

**ORDINANCE REGULATING TRAVEL, MEAL AND LODGING EXPENSES
IN ACCORDANCE WITH THE LOCAL GOVERNMENT TRAVEL EXPENSE
CONTROL ACT**

WHEREAS, the Illinois General Assembly has enacted the Local Government Travel Expense Control Act, 50 ILCS 150/1 *et seq.* (the “Act”), which Act becomes effective on January 1, 2017; and

WHEREAS, pursuant to the Act, the Winfield Township (the “Township”) is required to establish regulations with respect to allowable travel, meal and lodging expenses.

NOW, THEREFORE, be it ordained by the Winfield Township Board of Trustees (the “Board”) as follows:

Section 1. Incorporation of Preamble Recitals. The recitals set forth hereinabove are hereby deemed findings of fact and are incorporated into this Ordinance as if said recitals were fully set forth in this Section 1.

Section 2. Declaration of Policy. It shall be the Township’s policy to regulate, in the manner required by the Act, reimbursement of those expenses of all Township employees, officers, and Trustees subject to the provisions of the Act.

Section 3. Definitions. For the purpose of this Ordinance, the following terms have the meanings set forth below:

“Entertainment” includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

“Travel” means any expenditure directly incident to official travel by Township employees, officers, and Trustees (or by wards or charges of the Township) involving reimbursement to travelers or direct payment to private agencies providing transportation or related services to said employees, officers, and Trustees.

Section 4. Categories of Reimbursable Expenses; Maximum Allowable Reimbursements. The Township will reimburse only those travel expenses, including transportation, meals, and lodging, for activities approved by the Board that are ancillary to or otherwise necessary for the following types of official Township business: conferences; meetings; township events; board events; lobbying or other government relations activities, or any other event or program which the Township employee, officer or Trustee attends to further the Township’s mission.

Section 5. Maximum Allowable Reimbursement Rates by Category of Expense. Expenses incurred on official Township business as described in Section 4 above are eligible for

approval up to the maximum allowable reimbursement rates shown by category of expense on **Exhibit A** attached to and made a part of this Ordinance, which **Exhibit A** may periodically be revised to substitute rates for one or more category of expenses to reflect then-current market conditions, on the recommendation of the Township's Supervisor and approved by the Board.

Section 6. Documentation and Approval Required Prior to Reimbursement. No reimbursement of travel, meal or lodging expenses incurred by a Township employee, officer, or Trustee shall be authorized unless the "Travel, Meal, and Lodging Expense Reimbursement Request Form", attached hereto as **Exhibit B**, has been submitted and approved. All documents and information submitted with the form shall be subject to disclosure under the Freedom of Information Act (5 ILCS 140/1 *et seq.*).

Section 7. Procedure for Reimbursement Exceeding Maximum Allowed and Board Trustee Expenses. The following expenses for travel, meals, and lodging may be approved only by a roll call vote of the Board at an open meeting of the Board:

- (a) Reimbursable expenses of any Township officer or employee that exceeds the maximum allowed under the regulations adopted under Section 5 of this Ordinance;
- (b) Reimbursable expenses of any Township Board Trustee; and
- (c) Reimbursable expenses exceeding the maximum allowed under Section 5 above which were incurred because of the emergency or other extraordinary circumstances.

Section 8. General Prohibition on Reimbursement of Entertainment Expenses. The Township may not reimburse any Township employee, officer or Board Trustee for any expense related to entertainment as defined in Section 3 of this Ordinance unless such expense is ancillary to the purpose of the program or event.

Section 9. Repeal. Any policy, resolution, or ordinance that conflicts with the provisions of this ordinance shall be and is hereby repealed to the extent of such conflict.

Section 10. Effective Date. This Ordinance shall be in full force and effect on passage and approval by the Board of Trustees of the Winfield Township.

PASSED THIS _____ day of _____, 2022.

AYES:

NAYS:

ABSENT:

ATTEST:

Nicole Prater, Supervisor
Winfield Township

Michael Guglielmi, Clerk
Winfield Township

STATE OF ILLINOIS)
) SS.
COUNTY OF DUPAGE)

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees 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 an

WINFIELD TOWNSHIP ORDINANCE NO. 2022-02
ORDINANCE REGULATING TRAVEL, MEAL AND LODGING EXPENSES
IN ACCORDANCE WITH THE LOCAL GOVERNMENT TRAVEL EXPENSE
CONTROL ACT

adopted at a duly called Regular Meeting of the Board of Trustees of the Winfield Township, held at Winfield, Illinois 7:00 p.m. on the _____ day of _____, 2022.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance 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 _____ day of _____, 2022.

Michael Guglielmi, Clerk
Winfield Township
DuPage County, Illinois

EXHIBIT A – PERMISSIBLE TRAVEL EXPENSES [SAMPLE]

The maximum reimbursable rates for travel-related expenses are as follows:

| Maximum Reimbursable Rates for Transportation | |
|---|---|
| Air Travel | Lowest reasonable rate (coach) |
| Auto | IRS standard mileage rate when expense was incurred |
| Rental Car | Lowest reasonable rate (midsize) |
| Rail or Bus | Lowest reasonable rate and cost shall not exceed airfare |
| Taxi, Shuttle, Rideshare, or Public Transportation | Actual reasonable rate |

| Maximum Reimbursable Rates for Meals | |
|---|----------------|
| Breakfast | \$5.50 |
| Lunch | \$5.50 |
| Dinner | \$17.00 |

| Maximum Reimbursable Rates for Lodging | |
|--|---------------------------------|
| Chicago and Suburban Cook County | \$134.00 / night |
| DuPage, Kane, Lake, McHenry and Will Counties | \$95.00/ night |
| All other Illinois Counties | \$85.00 / night |
| Outside of Illinois | As approved by the Board |

EXHIBIT B
TRAVEL, MEAL AND LODGING EXPENSE REIMBURSEMENT REQUEST FORM

Before an expense for travel, meals, or lodging may be approved under Winfield Township Ordinance No. 2022-02, the following minimum documentation must first be submitted, in writing, to the Winfield Township Board (the "Board"):

- (1) The name of the individual who received or is requesting the travel, meal, or lodging expense and the individual's job title or office.

Name of Requestor

Job Title/Office

- (2) The date or dates and nature of the official business, training, professional development or education in which the travel, meal, or lodging expense was or will be expended. Please attach supporting documentation describing the nature of the official business event or program.

Name of Event or Program

Date(s) of Event or Program

Location of Event or Program

Purpose of Event or Program

- (3) An estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred. Please attach either (a) a document explaining the basis for your estimate if expenses have not yet been incurred or (b) receipts if the expenses have already been incurred.

You may also provide such other documentation as would assist the Board in considering your request for reimbursement. In the discretion of the Board, additional documentation relevant to the request for reimbursement may be required prior to action by the Board with respect to the reimbursement request.

Employee/Officer/Board Member

Date

Anyone, 5 years of age and older, is eligible to receive the COVID-19 vaccine. Find your nearest vaccination location at [vaccines.gov](https://www.vaccines.gov).

(<https://www.vaccines.gov/>).

[CMS \(/cms/Pages/default.aspx\)](#) [Employees \(/cms/Employees/Pages/default.aspx\)](#) [Travel Guide \(/cms/Employees/travel/Pages/default.aspx\)](#)

Travel Reimbursement Schedule

The following rates are effective for Agencies under the jurisdiction of the Board.

Mileage

| Category | Rate |
|----------|--|
| Auto | \$0.585/mile (effective January 1, 2022) (see section 3000.300(f)(2) of the Travel Regulation Council Rules) |

Per Diem/Meals – Within the State of Illinois

| Category | Rate |
|--------------------|---------|
| Breakfast | \$5.50 |
| Lunch | \$5.50 |
| Dinner | \$17.00 |
| Per Diem – Quarter | \$7.00 |
| Per Diem – Day | \$28.00 |

Per Diem/Meals – Outside the State of Illinois

| Category | Rate |
|--------------------|---------|
| Breakfast | \$6.50 |
| Lunch | \$6.50 |
| Dinner | \$19.00 |
| Per Diem – Quarter | \$8.00 |
| Per Diem – Day | \$32.00 |

Lodging – Within the State of Illinois

| Category | Rate |
|--|--|
| Chicago Metro | Federal Rate * (/cms/Employees/travel/Pages/TravelReimbursement.aspx#foot1) |
| Suburban Cook County | \$134.00 |
| Counties of DuPage, Kane, Lake, McHenry and Will | \$95.00 |
| Downstate Illinois – Counties of Champaign, Kankakee, LaSalle, McLean, Macon, Madison, Peoria, Rock Island, St. Clair, Sangamon, Tazewell, and Winnebago | \$85.00 |
| Downstate Illinois – All other counties | \$75.00 |

Lodging – Outside the State of Illinois

| Category | Rate |
|---|--|
| District of Columbia (includes the cities of Alexandria, Falls Church, and Fairfax, the counties of Arlington, Loudoun, and Fairfax in Virginia; and the counties of Montgomery and Prince Georges in Maryland) | (See Section 3000.400(b) of the Travel Regulation Council Rules and Travel Update 07-03 for Clarification) * (/cms/Employees/travel/Pages/TravelReimbursement.aspx#foot1) |
| New York City (includes the boroughs of the Bronx, Brooklyn, Manhattan, Queens, and Staten Island; Nassau and Suffolk Counties) | \$110.00 |
| All other out-of-state locations | \$110.00 |
| Out-of-Country | Actual Reasonable |

* The maximum reimbursement rate in Cook County and in the District of Columbia is equal to the rate established by the federal government. However, hotels in Suburban Cook County (on the Preferred Hotel Listing) have agreed to offer state employees rates of \$134.00 or less for Fiscal Year 2022. Hotels in the Chicago Metro area (City of Chicago) will utilize the Federal General Services Administration rate

**WINFIELD TOWNSHIP ORDINANCE NO. 2022-03
ORDINANCE APPROVING BOARD POLICY MANUAL**

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 applicable federal and state law; and

WHEREAS, the Township Board of Trustees ("Board") is authorized to adopt policies, rules and procedures for the exercise of township powers and for the operation of the Township in a manner consistent with the Township Code and applicable federal and state law; and

WHEREAS, the Board has caused a Board Policy Manual to be drafted that addresses trustee, Board, and officer rights and responsibilities, ethics, budget procedures, development, expense reimbursement, electronic communications, conduct of board meetings, finances, legal affairs, and other matters essential to the lawful and efficient operation of the Township; and

WHEREAS, the Board Policy Manual is attached to this Ordinance as **Exhibit 1**.

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

Section 1. Incorporation of Preamble Recitals. The recitals set forth hereinabove are hereby deemed findings of fact and are incorporated into this Ordinance as if said recitals were fully set forth in this Section 1. All exhibits referenced in this Ordinance are hereby incorporated into this Ordinance by this reference.

Section 2. Declaration of Policy. The Township Board of Trustees does hereby approve the Winfield Township Board Policy Manual attached to this Ordinance as **Exhibit 1**.

Section 3. Repeal.

- A. This Ordinance repeals Resolution 2018-1, a Resolution to Approve Revised Public Comment Guidelines (adopted January 8, 2018), and enacts a new public comment policy set forth in Appendix D of the attached Board Policy Manual.
- B. This Ordinance repeals Resolution 2018-2, Resolution to Adopt a Procedure for Attending Meeting by Telephone (adopted January 8, 2018), and enacts a new Remote Attendance Policy, set forth in Appendix C of the attached Board Policy Manual.
- C. Any other policy, resolution, or ordinance that conflicts with any of the provisions of this Ordinance shall be and is hereby repealed to the extent of such conflict.
- D. Any other policy, resolution, or ordinance that conflicts with any of the provisions of the Board Policy Manual approved hereby, including the Appendices to same, shall be and is hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Ordinance shall be in full force and effect on passage and approval by the Board of Trustees of the Winfield Township.

PASSED THIS _____ day of _____, 2022.

AYES:

NAYS:

ABSENT:

ATTEST:

Nicole Prater, Supervisor
Winfield Township

Michael Guglielmi, Clerk
Winfield Township

STATE OF ILLINOIS)
) SS.
COUNTY OF DUPAGE)

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees 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 an

**WINFIELD TOWNSHIP ORDINANCE NO. 2022-03
ORDINANCE APPROVING BOARD POLICY MANUAL**

adopted at a duly called Regular Meeting of the Board of Trustees of the Winfield Township, held at Winfield, Illinois 7:00 p.m. on the _____ day of _____, 2022.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance 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 _____ day of _____, 2022.

Michael Guglielmi, Clerk
Winfield Township
DuPage County, Illinois

ORDINANCE NO. 2022-05

**BUDGET & APPROPRIATION ORDINANCE
ROAD DISTRICT**

An ordinance appropriating for all town purposes for Winfield Township Road District, DuPage County, Illinois for the fiscal year beginning April 1, 2022 and ending March 31, 2023.

BE IT ORDAINED by the Board of Trustees of Winfield Township, DuPage County, Illinois.

SECTION 1: That the amount 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 Winfield Township Road District, be and the same hereby appropriated for road purposes of Winfield Township Road District, DuPage County, Illinois, as hereinafter specified for the fiscal year beginning April 1, 2022 and ending March 31, 2023.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adapted for the following funds,

General Road Fund

Insurance Fund

Illinois Municipal Retirement Fund

Social Security Fund

Permanent Road Fund

Equipment & Building Fund

GENERAL ROAD FUND

BEGINNING BALANCE April 1, 2022

243,524

REVENUES

| | | |
|-----------------------|----------------|----------------|
| Property Tax - Total | <u>310,315</u> | |
| Less: Municipal Share | <u>127,515</u> | |
| Property Tax - Net | | <u>182,800</u> |
| Replacement Tax | | <u>150,000</u> |
| Miscellaneous | | <u>100,000</u> |
| Parking/Traffic Fines | | <u>15,000</u> |

TOTAL REVENUES:

447,800

TOTAL FUNDS AVAILABLE:

691,324

EXPENDITURES

| | |
|----------------|----------------|
| Administration | 355,548 |
| Maintenance | <u>232,000</u> |

TOTAL EXPENDITURES/APPROPRIATIONS587,548**ENDING BALANCE March 31, 2023**103,776**ADMINISTRATION****PERSONNEL**

| | |
|------------------------|---------------|
| Salaries | 70,000 |
| Health Insurance | <u>10,000</u> |
| Unemployment Insurance | <u>1,500</u> |
| | <u>81,500</u> |

CONTRACTUAL SERVICES

| | |
|--------------------------|----------------|
| Legal Services | 20,000 |
| Postage | <u>5,000</u> |
| Telephone, Cable, Wifi | <u>12,000</u> |
| Publishing | <u>10,000</u> |
| Printing | <u>10,000</u> |
| Travel Expenses | <u>2,000</u> |
| Training | <u>2,500</u> |
| Data Processing | <u>20,000</u> |
| Dues | <u>2,000</u> |
| Subscriptions | <u>1,000</u> |
| Maintenance of Equipment | <u>50</u> |
| Uniforms/Towels | <u>13,000</u> |
| Bottled Water | <u>3,500</u> |
| Insurance | <u>40,000</u> |
| | <u>141,050</u> |

COMMODITIES

| | |
|-----------------|--------------|
| Office Supplies | <u>5,500</u> |
| | <u>5,500</u> |

CAPITAL OUTLAY

| | |
|-----------|--------------|
| Equipment | <u>4,000</u> |
| | <u>4,000</u> |

OTHER EXPENDITURES

| | |
|---------------------------|---------------|
| Miscellaneous Expenses | <u>30,000</u> |
| Municipal Replacement Tax | <u>30,000</u> |
| | <u>60,000</u> |

CONTINGENCIES

| | |
|--|---------------|
| | <u>50,000</u> |
| | <u>50,000</u> |

TOTAL ADMINISTRATION342,050

MAINTENANCE

CONTRACTUAL SERVICES

| | | |
|---------------------------------|---------------|----------------------|
| Maintenance (Service-Building) | <u>20,000</u> | |
| Maintenance (Service-Equipment) | <u>40,000</u> | |
| Maintenance (Service-Road) | <u>3,000</u> | |
| Utilities | <u>20,000</u> | |
| Rentals | <u>6,000</u> | |
| | | <u>89,000</u> |

COMMODITIES

| | | |
|----------------------------------|---------------|-----------------------|
| Maintenance (Supplies-Building) | <u>35,000</u> | |
| Maintenance (Supplies-Equipment) | <u>40,000</u> | |
| Maintenance (Supplies-Road) | <u>4,000</u> | |
| Small Tools | <u>14,000</u> | |
| Building & Equipment | <u>50,000</u> | |
| | | <u>143,000</u> |

TOTAL MAINTENANCE **232,000**

INSURANCE FUND

BEGINNING BALANCE April 1, 2022 **37,500**

REVENUES

| | | |
|-----------------------|---------------|-----------------------------|
| Property Tax | <u>40,000</u> | |
| TOIRMA Dividend | <u>8,729</u> | |
| TOTAL REVENUES | | <u><u>48,729</u></u> |

TOTAL FUNDS AVAILABLE **86,229**

EXPENDITURES

PERSONNEL

| | | |
|-----------------------|---------------|-----------------------------|
| Worker's Compensation | <u>17,000</u> | |
| | | <u><u>17,000</u></u> |

CONTRACTUAL SERVICES

| | | |
|---------------------|---------------|-----------------------------|
| Liability Insurance | <u>27,000</u> | |
| General Insurance | <u>24,000</u> | |
| | | <u><u>51,000</u></u> |

TOTAL EXPENDITURES/APPROPRIATIONS **68,000**

ENDING BALANCE March 31, 2023 **18,229**

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

BEGINNING BALANCE April 1, 2022

46,494

REVENUES

Property Tax

43,685

Replacement Tax

4,800

TOTAL REVENUES

48,485

TOTAL FUNDS AVAILABLE

94,979

EXPENDITURES

PERSONNEL

Retirement Contributions

45,000

45,000

TOTAL EXPENDITURES/APPROPRIATIONS

45,000

ENDING BALANCE March 31, 2023

49,979

SOCIAL SECURITY FUND

BEGINNING BALANCE April 1, 2022

52,000

REVENUE

Property Tax

40,672

TOTAL REVENUES

40,672

TOTAL FUNDS AVAILABLE

92,672

EXPENDITURES

PERSONNEL

Social Security Contribution

40,000

40,000

TOTAL EXPENDITURES/APPROPRIATIONS

40,000

ENDING BALANCE March 31, 2023

52,672

PERMANENT ROAD FUND

BEGINNING FUND April 1, 2022

115,000

REVENUES

Property Tax

1,428,000

Senior Bus

10,000

Miscellaneous Income

40,000

Contra Account to Health

1,000

TOTAL REVENUES

1,479,000

TOTAL FUNDS AVAILABLE

1,594,000

EXPENDITURES

PERSONNEL

Salaries

460,000

Health Insurance

86,000

546,000

CONTRACTUAL SERVICES

Maintenance (Service-Road)

548,000

Engineering Service

70,000

Striping

10,000

Street Lights

20,000

648,000

COMMODITIES

Operating Supplies

150,000

Automotive Fuel/Oil

60,000

210,000

CONTINGENCIES

90,000

90,000

TOTAL EXPENDITURES/APPROPRIATIONS

1,494,000

ENDING BALANCE March 31, 2023

100,000

EQUIPMENT & BUILDING FUND

| | | |
|--|----------------|-----------------------|
| BEGINNING BALANCE April 1, 2022 | | <u>63,705</u> |
| REVENUES | | |
| Property Tax | <u>300,000</u> | |
| Miscellaneous | <u>1,000</u> | |
| TOTAL REVENUES | | <u>301,000</u> |
| TOTAL FUNDS AVAILABLE | | <u>364,705</u> |
| EXPENDITURES | | |
| CAPITAL OUTLAY | | |
| Building | <u>35,000</u> | |
| Equipment | <u>316,705</u> | |
| | | <u>351,705</u> |
| TOTAL EXPENDITURES/APPROPRIATIONS | | <u>351,705</u> |
| ENDING BALANCE March 31, 2023 | | <u>13,000</u> |

SECTION 3: That the amount appropriated for road purposes for the fiscal year beginning April 1, 2022 and ending March 31, 2023 by fund shall be as follows:

| | |
|---|------------------------------------|
| GENERAL ROAD FUND | <u>587,548</u> |
| INSURANCE FUND | <u>68,000</u> |
| ILLINOIS MUNICIPAL RETIREMENT FUND | <u>45,000</u> |
| SOCIAL SECURITY FUND | <u>40,000</u> |
| PERMANENT ROAD FUND | <u>1,494,000</u> |
| EQUIPMENT & BUILDING FUND | <u>351,705</u> |
| TOTAL APPROPRIATIONS | <u><u>2,586,253</u></u> |

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 Two Million Five Hundred Eighty Six Thousand Two Hundred Fifty Three and 00/100 Dollars (\$2,586,253.00) for the fiscal year beginning April 1, 2022 and ending March 31, 2023.

SECTION 6: that Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Road District, passed by the Board of Trustees as required by law and shall be in full force and effect 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 11th day of April 2022 pursuant to a roll call vote by the Board of Trustees of Winfield Township, DuPage County, Illinois.

| BOARD OF TRUSTEES | AYE | NAY | ABSENT |
|--------------------------|------------|------------|---------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| (Clerk) | _____ | | |
| | (Chairman) | | |

**CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE
ROAD DISTRICT**

The undersigned, duly elected, qualified and acting Clerk of Winfield Township, DuPage County, Illinois, does hereby certified that attached hereto is a true and correct copy of the Budget & Appropriate ordinance of said Road District for the fiscal year beginning April 1, 2022 and ending March 31, 2023, as adopted this 11th day of April 2022.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Winfield Township Road District, DuPage, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriations Ordinance.

DATED this 11th day of April 2022.

(Clerk)

FILED this _____ day of _____ 2022

(County Clerk)

**CERTIFIED ESTIMATE OF REVENUES BY SOURCE
ROAD DISTRICT**

The undersigned, Supervisor, Chief Fiscal Officer, of Winfield Township, DuPage County, Illinois does

hereby certify that the estimate 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 (35 ILCS 200/18-50) and on behalf of Winfield Township Road District, DuPage County, Illinois. This certification must be filed within 30 days after adoption of the Budget & Appropriation Ordinance.

DATED this 11th day of April 2022.

(Supervisor - Chief Fiscal Officer)

FILED this _____ day of _____ 2022

(County Clerk)