

WHEATLAND TOWNSHIP, WILL COUNTY, ILLINOIS

RESOLUTION #25-10-R

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN
WHEATLAND TOWNSHIP, ILLINOIS AND DUPAGE TOWNSHIP, ILLINOIS
FOR GENERAL ASSISTANCE APPLICATION SERVICES**

WHEREAS, Wheatland Township, Will County, Illinois, is a duly organized unit of local government operating under the Illinois Township Code, 60 ILCS 1/1-1 et seq.; and,

WHEREAS, DuPage Township, Will County, Illinois, is also a duly organized unit of local government under the same statute; and,

WHEREAS, Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorize units of local government to enter into intergovernmental agreements to share services and cooperate in the exercise of their powers; and,

WHEREAS, DuPage Township offers services related to the administration of General Assistance, and Wheatland Township has determined it is in the best interest of its residents to partner with DuPage Township for General Assistance application support; and,

WHEREAS, Wheatland Township and DuPage Township have negotiated the terms of an Intergovernmental Agreement under which DuPage Township will process General Assistance applications for Wheatland Township residents for a fee of fifty dollars (\$50.00) per application submitted, and under which Wheatland Township will remain financially responsible for all approved assistance; and,

WHEREAS, the Wheatland Township Board of Trustees finds it to be in the best interests of the Township and its residents to approve the Intergovernmental Agreement and authorize the Supervisor to execute it.

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

Section 1: Approval of Agreement. The Intergovernmental Agreement between Wheatland Township and DuPage Township, attached hereto as Exhibit A, is hereby approved in substantially the form presented.

Section 2: Authorization to Execute. The Township Supervisor, Michael Crowner, is hereby authorized and directed to execute the Intergovernmental Agreement and to take such further actions as are necessary to carry out the intent of this Resolution.

Section 3: Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval.

ADOPTED AND APPROVED this 12th day of June, 2025, by the Wheatland Township Board of Trustees, Will County, Illinois.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Michael Crowner	<u>X</u>	<u> </u>	<u> </u>
Trustee Mary Frances	<u>X</u>	<u> </u>	<u> </u>
Trustee Matt Glowiak	<u> </u>	<u> </u>	<u>X</u>
Trustee Jeff Klein	<u> </u>	<u> </u>	<u>X</u>
Trustee Margaret Tyson	<u>X</u>	<u> </u>	<u> </u>

Approved:



Supervisor Michael Crowner

Attest:



Clerk Terry Jones

EXHIBIT A

**INTERGOVERNMENTAL AGREEMENT BETWEEN
DUPAGE TOWNSHIP, ILLINOIS, AND WHEATLAND TOWNSHIP, ILLINOIS**

This Intergovernmental Agreement (hereinafter, "Agreement") is entered into this ____ day of _____ 2025, by and between DuPage Township, an Illinois unit of local government (hereinafter, "DuPage Township"), and Wheatland Township, an Illinois unit of local government (hereinafter the "Wheatland Township").

RECITALS

WHEREAS, DuPage Township, Illinois, ("DuPage Township"), is a unit of local government established under the Illinois Township Code, 60 ILCS 1/1-1, et. seq; and,

WHEREAS, Wheatland Township ("Wheatland Township") is a unit of local government established under the Illinois Township Code, 60 ILCS 1/1-1, et. seq; and,

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois provides that units of local government may contract among themselves, to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and,

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et. seq. provides additional powers to units of local government that work together; and

WHEREAS, DuPage Township and Wheatland Township have determined that it is in the best interests of each of them, respectively, to enter into the terms of this Intergovernmental Agreement, and that their residents and constituents will receive benefits from this Intergovernmental Agreement;

NOW, THEREFORE, inconsideration of the mutual agreements contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed by and between the parties as follows:

SECTION 1: PRELIMINARY PARAGRAPHS. The preliminary paragraphs set forth above are incorporated herein as part of this Intergovernmental Agreement.

SECTION 2: TERM OF AGREEMENT. This Agreement shall commence immediately upon the approval of this Agreement by the DuPage Township Board and the approval of this Agreement by the Wheatland Township Board. This Agreement shall terminate on May 1, 2029.

Notwithstanding anything contained in this Agreement contrary, either party may terminate this Agreement prior to May 1, 2029, but only on 180 days notice to the other party.

SECTION 3: SERVICES. DuPage Township shall offer General Assistance services to Wheatland Township residents limited to the application process for all programs. This service shall be available to Wheatland Township residents by appointment only. Wheatland Township

shall be responsible for contacting the DuPage Township General Assistance Director and arranging for appointments for its residents.

SECTION 4: PAYMENT FOR SERVICES. Wheatland Township agrees to pay the DuPage Township fifty dollars (\$50.00) for each application submitted by a Wheatland Township resident and processed by DuPage Township. If a Wheatland Township resident qualifies for general assistance or emergency assistance, Wheatland Township shall be responsible for the payment of any such funds.

SECTION 5: INDEMNIFICATION. DuPage Township, its employees and contractors shall indemnify and hold harmless the Wheatland Township and any of its officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of DuPage Township or any of its officers, officials, employees, contractors or agents related to services performed under this Intergovernmental Agreement. Wheatland Township, its employees and contractors shall indemnify and hold harmless DuPage Township and any of its officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of Wheatland or any of its officers, officials, employees, contractors or agents related to the terms of this Intergovernmental Agreement. Both parties shall name each other as an additional insured on their insurance policies and provide each other with copies of their certificates of insurance policies so stating.

SECTION 6: PUBLIC LIABILITY INSURANCE. The parties shall each carry public liability insurance in an amount of not less than \$1,000,000.00 per person, per occurrence, and such policies shall name the other party as an additional insured for the terms performed pursuant to this Agreement. Both parties shall provide each other with copies of their certificates of insurance policies so stating.

SECTION 7: SEVERABILITY. If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and date appearing before their respective signatures.

ADOPTED by the Supervisor and Board of Trustees of DuPage Township, Will County,
Illinois this ____ day of ____ 2025, pursuant to a roll call vote, as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Marshcke	_____	_____	_____
Trustee Braxton	_____	_____	_____
Trustee Jackson	_____	_____	_____
Trustee Parks	_____	_____	_____
Trustee Ransom	_____	_____	_____

Dated: _____

DUPAGE TOWNSHIP

Signed:

Township Supervisor

ATTEST:

Township Clerk

ADOPTED by the Supervisor and Board of Trustees of Wheatland Township, Will County, Illinois this 12th day of June 2025, pursuant to a roll call vote, as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Michael Crowner	<u>X</u>	<u> </u>	<u> </u>
Trustee Mary Frances	<u>X</u>	<u> </u>	<u> </u>
Trustee Matt Glowiak	<u> </u>	<u> </u>	<u>X</u>
Trustee Jeff Klein	<u> </u>	<u> </u>	<u>X</u>
Trustee Margaret Tyson	<u>X</u>	<u> </u>	<u> </u>

Dated: 6-12-25

WHEATLAND TOWNSHIP

Signed:

Michael Crowner

Township Supervisor

ATTEST:

Jenny Jones
Township Clerk

WHEATLAND TOWNSHIP, WILL COUNTY, ILLINOIS

RESOLUTION #25-09-R

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN
WHEATLAND TOWNSHIP, ILLINOIS AND DUPAGE TOWNSHIP, ILLINOIS
FOR ACCESS TO FOOD PANTRY SERVICES**

WHEREAS, Wheatland Township, Will County, Illinois, is a duly organized unit of local government operating under the Illinois Township Code, 60 ILCS 1/1-1 et seq.; and,

WHEREAS, DuPage Township, Will County, Illinois, is also a duly organized unit of local government under the same statute; and,

WHEREAS, Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorize units of local government to enter into intergovernmental agreements to share services and cooperate in the exercise of their powers; and,

WHEREAS, DuPage Township operates a food pantry, and Wheatland Township residents have a demonstrated need for food support services; and,

WHEREAS, DuPage Township and Wheatland Township have negotiated and agreed upon the terms of an Intergovernmental Agreement to allow eligible Wheatland Township residents to access the DuPage Township food pantry, in exchange for a monthly payment of fifty dollars (\$50.00); and,

WHEREAS, the Wheatland Township Board of Trustees finds it to be in the best interests of the Township and its residents to approve the Intergovernmental Agreement and authorize the Supervisor to execute it.

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

Section 1: Approval of Agreement. The Intergovernmental Agreement between Wheatland Township and DuPage Township, attached hereto as Exhibit A, is hereby approved in substantially the form presented.

Section 2: Authorization to Execute. The Township Supervisor, Michael Crouner, is hereby authorized and directed to execute the Intergovernmental Agreement and to take such further actions as are necessary to carry out the intent of this Resolution.

Section 3: Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval.

ADOPTED AND APPROVED this 12th day of June, 2025, by the Wheatland Township Board of Trustees, Will County, Illinois.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Michael Crowner	<u>X</u>	<u> </u>	<u> </u>
Trustee Mary Frances	<u>X</u>	<u> </u>	<u> </u>
Trustee Matt Glowiak	<u> </u>	<u> </u>	<u>X</u>
Trustee Jeff Klein	<u> </u>	<u> </u>	<u>X</u>
Trustee Margaret Tyson	<u>X</u>	<u> </u>	<u> </u>

Approved:


Supervisor Michael Crowner

Attest:


Clerk Terry Jones

EXHIBIT A

**INTERGOVERNMENTAL AGREEMENT BETWEEN
DUPAGE TOWNSHIP, ILLINOIS, AND WHEATLAND TOWNSHIP, ILLINOIS**

This Intergovernmental Agreement (hereinafter, "Agreement") is entered into this ____ day of ____ 2025, by and between DuPage Township, an Illinois unit of local government (hereinafter, "DuPage Township"), and Wheatland Township, an Illinois unit of local government (hereinafter the "Wheatland Township").

RECITALS

WHEREAS, DuPage Township, Illinois, ("DuPage Township"), is a unit of local government established under the Illinois Township Code, 60 ILCS 1/1-1, et. seq; and,

WHEREAS, Wheatland Township ("Wheatland Township") is a unit of local government established under the Illinois Township Code, 60 ILCS 1/1-1, et. seq; and,

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois provides that units of local government may contract among themselves, to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and,

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et. seq. provides additional powers to units of local government that work together; and

WHEREAS, DuPage Township offers a food pantry for use by its residents; and

WHEREAS, Wheatland Township residents are in need of food pantry services; and

WHEREAS, DuPage Township and Wheatland Township have determined that it is in the best interests of each of them, respectively, to enter into the terms of this Intergovernmental Agreement, and that their residents and constituents will receive benefits from this Intergovernmental Agreement;

NOW, THEREFORE, inconsideration of the mutual agreements contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed by and between the parties as follows:

SECTION 1: PRELIMINARY PARAGRAPHS. The preliminary paragraphs set forth above are incorporated herein as part of this Intergovernmental Agreement.

SECTION 2: TERM OF AGREEMENT. This Agreement shall commence immediately upon the approval of this Agreement by the DuPage Township Board and the approval of this Agreement by the Wheatland Township Board. This Agreement shall terminate on May 1, 2029. Notwithstanding anything contained in this Agreement, either party may terminate this Agreement prior to May 1, 2029, but only on 180 days' notice to the other party.

SECTION 3: SERVICES. DuPage Township shall permit Wheatland Township residents to utilize the DuPage Township food pantry.

SECTION 4: PAYMENT FOR SERVICES. Wheatland Township agrees to pay the DuPage Township fifty dollars (\$50.00) a month for the services as specified in Section 3.

SECTION 5: INDEMNIFICATION. DuPage Township, its employees and contractors shall indemnify and hold harmless the Wheatland Township and any of its officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of DuPage Township or any of its officers, officials, employees, contractors or agents related to services performed under this Intergovernmental Agreement. Wheatland Township, its employees and contractors shall indemnify and hold harmless DuPage Township and any of its officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of Wheatland 01 any of its officers, officials, employees, contractors or agents related to the terms of this Intergovernmental Agreement. Both parties shall name each other as an additional insured on their insurance policies and provide each other with copies of their certificates of insurance policies so stating.

SECTION 6: PUBLIC LIABILITY INSURANCE. The parties shall each carry public liability insurance in an amount of not less than \$1,000,000.00 per person, per occurrence, and such policies shall name the other party as an additional insured for the terms performed pursuant to this Agreement. Both parties shall provide each other with copies of their certificates of insurance policies so stating.

SECTION 7: SEVERABILITY. If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and date appearing before their respective signatures.

ADOPTED by the Supervisor and Board of Trustees of DuPage Township, Will County,
Illinois this ____ day of ____ 2025, pursuant to a roll call vote, as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Marshcke	_____	_____	_____
Trustee Braxton	_____	_____	_____
Trustee Jackson	_____	_____	_____
Trustee Parks	_____	_____	_____
Trustee Ransom	_____	_____	_____

Dated: _____

DUPAGE TOWNSHIP

Signed:

Township Supervisor

ATTEST:

Township Clerk

ADOPTED by the Supervisor and Board of Trustees of Wheatland Township, Will County, Illinois this 12th day of June 2025, pursuant to a roll call vote, as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Michael Crowner	<u>X</u>	<u> </u>	<u> </u>
Trustee Mary Frances	<u>X</u>	<u> </u>	<u> </u>
Trustee Matt Glowiak	<u> </u>	<u> </u>	<u>X</u>
Trustee Jeff Klein	<u> </u>	<u> </u>	<u>X</u>
Trustee Margaret Tyson	<u>X</u>	<u> </u>	<u> </u>

Dated: 6-12-25

WHEATLAND TOWNSHIP

Signed:

Michael Crowner

Township Supervisor

ATTEST:

Jerry Jones

Township Clerk

DUPAGE TOWNSHIP EMPLOYMENT AGREEMENT

This agreement is made and entered into as of June 17, 2025 by and between the DuPage Township ("the Township"), and Eduardo Martinez ("Martinez"). The Township and Martinez are hereinafter sometimes jointly referred to as the "parties." In consideration of the mutual promises hereinafter contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

Term of Employment

1. The Township hereby employs Martinez as the Administrator of the Township, and Martinez hereby accepts employment with the Township as its Township Administrator, commencing on the date of this Agreement and continuing until terminated in accordance with this Agreement.

Job Duties

2. Township Administrator. As Township Administrator, Martinez will have the duties and responsibilities described in Exhibit A which is attached to and made part of this Agreement. Martinez shall fulfill his duties and responsibilities as authorized by and in accordance with the directions of the Township Supervisor and the Township's Board of Trustees ("the Board").

Compensation

3. As compensation for services rendered under this Agreement, Martinez shall be entitled to receive from the Township:
 - a. A salary at the rate of \$70,000 per year payable in accordance with the Township's usual and customary payroll practices, less applicable withholding for taxes and other deductions required by law or court order or requested in writing by Martinez.
 - b. The Township will review Martinez's performance after his first six (6) months to determine if additional compensation of \$5,000 per year is warranted. The determination of Martinez's job performance for purposes of this and any other increase in salary shall be measured on Martinez's job performance and shall be at the sole discretion of the Board. If allowed, this shall be a one-time increase during the course of this Agreement.
 - c. It is understood by the parties that this is an exempt position that is not eligible for overtime pay.

Benefits as Township Administrator

4. As Township Administrator, Martinez will receive the benefits that are applicable to other employees of the Township, as described in the DuPage Township Employee Handbook.

Outside Work/Activities

5. Martinez shall devote such time, skills, labor and attention to the business and affairs of the Township as is necessary to properly perform his job responsibilities and administer the business of the Township. During the term of this Agreement, Martinez shall not engage in any activities or perform services as an employee, independent contractor or consultant for his own business or the business of a third party unless approved in advance by the Board and further provided such activities or services do not conflict or otherwise interfere with his duties and obligations to the Township. Permission for outside work or business activities may be revoked at any time, if the Board determines, in its sole discretion, that such work or activities interferes with Martinez's duties and obligations to the Township or present a conflict of interest.

Termination of Employment (At-Will)

6. Martinez's employment with the Township is at will and will continue only as long as the services rendered by him are satisfactory or desired by the Board. The Board may terminate this Agreement with or without cause upon thirty (30) days' written notice to Martinez. Martinez may terminate his employment with the Township upon thirty (30) days written notice to the Township Supervisor.

Background Check

7. This Agreement is contingent upon Martinez's satisfactory completion of a criminal and general background check, which will be performed in accordance with applicable Illinois law, to which Martinez agrees to and consents.

Assignment

8. The parties agree that this Agreement is personal to the Township and Martinez and cannot be assigned by either party without the prior written consent of the other.

Amendment and Waiver

9. This writing represents the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous agreements and understandings either oral or written of the parties; it may not be altered or amended except by a subsequent agreement in writing signed by both parties. The Township and Martinez agree that the failure to enforce any provision or obligation under this Agreement shall not

constitute a waiver thereof or serve as a bar to the subsequent enforcement of such provision or obligation or any other provision or obligation under this Agreement.

Severability

10. If any provision of this Agreement is held invalid by any court of law, such provision shall be deemed eliminated from this Agreement or shall be so modified. The invalidity of any provision of this Agreement shall not affect the force and effect of the remaining provisions.

Notices and Written Consents

11. Any notice or written consent required to be given under this Agreement shall be deemed properly given if in writing and sent by personal delivery or by registered or certified mail, return receipt requested. Notices or written consents shall be addressed to the parties at the addresses appearing below, unless a party has notified the other party in writing of a change in address. Personal delivery to the Township of any notice or written consent may be effectuated by personal delivery to the Township Supervisor. Notice shall be considered communicated, and consent shall be considered given, as of the date it is actually received, in the case of personal delivery and five business days after mailing in the case of delivery by registered or certified mail.

To Martinez: Edwardo Martinez
 606 2nd Avenue
 Joliet, IL 60433

To the Township: DuPage Township
 Attn: Township Supervisor
 241 Canterbury Lane
 Bolingbrook, IL 60440

Construction

12. The headings and paragraph numbers in this Agreement are for convenience only. They form no part of this Agreement and shall not affect interpretation.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties have executed this Agreement with terms to be in effect as of the day and year first above written.

DUPAGE TOWNSHIP

By: _____ Date: _____
Township Supervisor

By: _____ Date: _____
Edwardo Martinez

EXHIBIT A

TOWNSHIP ADMINISTRATOR DUTIES AND RESPONSIBILITIES

Duties and responsibilities of the Administrator include, but are not limited to,

1. Oversee day-to-day operations of township government: budgeting, personnel interaction, enforcement of Township policies;
2. Ensure Township community receives quality service and operates effectively.
3. Overseeing personnel who directly report to the Administrator;
4. Interaction with department managers, trustees, employees, and the Township community as needed;
5. Timely reporting of any necessary items, applying for grants, budget tracking, monthly and preparing meeting agenda when requested by the Township Supervisor;
6. Attending meetings and events when requested by the Township Supervisor;
7. Reporting to Supervisor on a daily basis;
8. Comply with all rules and regulations applicable to employees under the Township DuPage Township Employee Handbook; and,
9. Any additional duties and responsibilities which may be assigned by the Supervisor or the Board of Trustees from time to time.
10. These duties and responsibilities are subject to revision by the Supervisor or the Board of Trustees.



DUPAGE TOWNSHIP LEVY CENTER RENTAL CONTRACT

251 Canterbury Lane, Bolingbrook, IL 60440-2834

Phone: (630) 759-1317 or (630) 759-3411

Fax: (630) 759-3412

Date of Event: _____

Weekday: _____

Name: _____ Phone: _____

Company Name: _____ Email: _____

Address: _____ City: _____ Zip: _____

Type of Event: _____

Number of Guests: _____ Adults: _____ Children: _____

Room

Costs:

Occupancy time _____ to _____ Opening time: _____

3-hour event \$850 _____

6-hour event \$1300 _____

4-hour event \$1000 _____

7-hour event \$1450 _____

5-hour event \$1150 _____

8-hour event \$1600 _____

If additional hours are needed the cost is \$150 per hour _____

Rehearsal's and practices Mon-Thur after 4:30 @ \$75 per hour needed. Number of hours: _____

Non-for-Profit: _____ Approved on: _____

Non-Refundable Cleaning Fee \$250. Refundable Security Deposit \$100

Initial _____

* Kitchen must be left clean and all trash must be taken out in order to receive security deposit back. _____

Bar:

Bar Service: Cash _____ Open _____ Package _____

Extra Bartender (\$100) _____

Type of package: _____ Adults: _____ Minors: _____

Champagne Toast \$15.00 per bottle. Cost includes plastic glasses. Number of bottles: _____

Special Order: _____

Other

Tablecloths are required and are not supplied.

Linen skirting is available at no extra charge.

Audio/visual equipment available for rent at \$100.

Gazebo rental (\$200) _____

Chairs (\$2 each) Number of chairs: _____

Initial Deposit _____ Cash _____ Check _____ Credit _____

Total: _____

Final Payment _____ Due 1 week before event.

Insurance and Health Department regulations prevent us from allowing food in the center which has not been prepared under certified conditions. By signing below, the undersigned agrees that he/she has reviewed this contract and the Levy Center banquet brochure in their entirety and that he/she has received copies of the same. This contract constitutes the sole agreement between the parties as to the subject matter thereof.

By signing below, the undersigned agrees that he/she will pay the amount stated, plus any additional fees and/or charges pursuant to the terms of the contract. The undersigned agrees to pay and indemnify DuPage Township for all expenses, including attorney's fees and costs, incurred by DuPage Township in enforcing any of its rights under this contract. All events and contracts are subject to approval by the Township Supervisor. Thank you for cooperating.

Customer / date

Agent for DuPage Township date



DUPAGE TOWNSHIP LEVY CENTER RENTAL CONTRACT

251 Canterbury Lane, Bolingbrook, IL 60440-2834

Phone: (630) 759-1317 or (630) 759-3411

Fax: (630) 759-3412

Date of Event: _____

Weekday: _____

Name: _____ Phone: _____

Company Name: _____ Email: _____

Address: _____ City: _____ Zip: _____

Type of event: _____

Number of Guests: _____ Adults: _____ Children: _____

Room

Costs:

Occupancy time _____ to _____ Opening time: _____

3-hour event \$800.00 850.

6-hour event \$1,250.00 1300

1150

4-hour event \$950.00 1000.

7-hour event \$1,400.00 1450

5-hour event \$1,100.00 1150.

8-hour event \$1,550.00 1600

If additional hours are needed the cost is \$150.00 per hour _____

Rehearsal's and practices Mon-Thur after 4:30 @ 75.00 per hour needed Number of hours: _____

Non-for Profit _____ Approved on _____

250.00

~~Refundable Security Deposit \$250.00~~

**- NON Refundable
Clearing Fee**

Initial

100.00

*Kitchen must be left clean and all trash must be taken out in order to receive security deposit back _____

Bar:

Bar Service: Cash _____ Open _____ Package _____

\$100.00 Ref. Sec
Dep.

xtra Bar tender - \$100.00

Type of package: _____ Adults: _____ Minors: _____

Champagne Toast \$15.00 per bottle. Cost includes plastic glasses. Number of bottles: _____

Special Order _____

Other

Tablecloths are required and are not supplied.

Linen skirting is available at no extra charge

Audio/visual equipment available for rent at \$100.00

Gazebo rental (~~\$175.00~~) 200.00

Chairs (\$2.00 each) Number of chairs: _____

Initial Deposit _____ Cash _____ Check _____ Credit _____

Final Payment _____ Due 1 week before event.

Total: 1500.00
VS
1350.00

Insurance and Health Department regulations prevent us from allowing food in the center which has not been prepared under certified conditions. By signing below, the undersigned agrees that he/she has reviewed this contract and the Levy Center banquet brochure in their entirety and that he/she has received copies of the same. This contract constitutes the sole agreement between the parties as to the subject matter hereof. By signing below, the undersigned agrees that he/she will pay the amount stated, plus any additional fees and/or charges pursuant to the terms of the contract. The undersigned agrees to pay and indemnify DuPage Township for all expenses, including attorney's fees and costs, incurred by DuPage Township in enforcing any of its rights under this contract. All events and contracts are subject to approval by the Township Supervisor. Thank you for cooperating.

Customer / date

Agent for DuPage Township / date

DUPAGE TOWNSHIP, WILL COUNTY, ILLINOIS

RESOLUTION NO. 25-10

**RESOLUTION DESIGNATING AN AUTHORIZED AGENT TO THE ILLINOIS MUNICIPAL
RETIREMENT FUND**

WHEREAS, the DuPage Township is a participating member of the Illinois Municipal Retirement Fund ("IMRF"); and

WHEREAS, DuPage Township is authorized to designate a person to be the Authorized Agent on behalf of DuPage Township to IMRF;

WHEREAS, the DuPage Township Board voted to approve Deneen Wright as the Authorized Agent on behalf of DuPage Township to IMRF on the 15th day of July 2025

WHEREAS, IMRF requires that the appointment of an Authorized Agent be done by resolution;

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and/or Board of Trustees of DuPage Township as follows:

SECTION ONE: That DuPage Township Authorized Agent to IMRF, effective immediately, shall be Deneen Wright.

SECTION TWO: This resolution shall be in full force and effect after passage and approval as required by law.

The above resolution is hereby passed and approved by the DuPage Township

Board of Trustees, this 15th day of July 2025.

BOARD OF TRUSTEES	AYE	NAY	ABSENT
Terri Ransom	_____	_____	_____
Thomas Braxton	_____	_____	_____
Monty Jackson	_____	_____	_____
Daryl Parks	_____	_____	_____
Supervisor Marschke	_____	_____	_____

/s/ Lori Marschke

LORI MARSCHKE,
Township Supervisor

ATTEST:

/s/ Barbara Parker

BARBARA PARKER, Township Clerk