
**DUPAGE TOWNSHIP
WILL COUNTY, ILLINOIS**

**ORDINANCE
NUMBER 19-10**

**AN ORDINANCE
ESTABLISHING ADVISORY COMMITTEES FOR DUPAGE TOWNSHIP**

**FELIX GEORGE, Supervisor
KULSUM ALI, Clerk**

**ALYSSIA BENFORD
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DENNIS RAGA
Trustees**

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ODELSON & STERK, LTD. - Township Attorneys - 3318 West 95th Street - Evergreen Park, Illinois 60805**

DUPAGE TOWNSHIP
ORDINANCE NO. 19-10

AN ORDINANCE
ESTABLISHING ADVISORY COMMITTEES FOR DUPAGE TOWNSHIP

WHEREAS, DuPage Township, Will County, State of Illinois (the "Township") is a duly organized and existing township and a unit of local government organized under the laws of the State of Illinois and is operating under the provisions of the Illinois Township Code, 60 ILCS 1/1-1, *et. seq.*, and all laws amendatory thereto; and

WHEREAS, the Supervisor and the Township Board of Trustees are committed to ensuring the effective administration of government and the responsible management of taxpayer money; and

WHEREAS, the Supervisor and the Township Board of Trustees have determined that, in order to assist with the orderly and efficient conduct of Township business and to increase transparency and accountability, the Township should establish several committees dedicated to advising the Township as to certain core matters; and

WHEREAS, on September 25, 2018, the Supervisor and Board of Trustees passed Ordinance Number 18-05 establishing the Senior Citizen Committee and Youth Services Committee; and

WHEREAS, the Supervisor and the Township Board of Trustees have determined it to be in the best interests of the Township to establish advisory committees for: (i) Youth Services; (ii) Financial Advisory & Audit; and (iii) Senior Services.

NOW, THEREFORE, BE IT ORDAINED by the Supervisor and Board of Trustees of DuPage Township, Will County, Illinois, as follows:

Section 1. **Recitals.** The above recitals and findings are found to be true and correct and are incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. **Establishment of Township Advisory Committees.** The following Township Advisory Committees are hereby established or re-constituted and are charged with the following:

A. Youth Services Committee

The Youth Services Committee shall continue as provided in DuPage Township Ordinance Number 18-05 except that if any portion of Section 215-5 of the Illinois Township Code providing for Township Committees on Youth, 60 ILCS 1/215-5, or this Ordinance conflict with Ordinance Number 18-05, this Ordinance and the Township Code shall prevail.

B. Financial Advisory & Audit Committee

The Financial Advisory & Audit Committee shall provide structured, systematic review of the Township's governance, risk management, and internal control practices. The Financial Advisory & Audit Committee shall assist the Supervisor and Township Board of Trustees by providing advice and guidance regarding:

- (i) The tracking of spending relative to amounts allocated in the annual Budget and Appropriations Ordinance;
- (ii) The evaluation of fiscal governance structures and risk management controls;
- (iii) The review of internal and external audits (annual or otherwise); and
- (iv) The providing of recommendations and regular reports to the Supervisor and Township Board of Trustees regarding internal control frameworks, financial management by the Township, internal and external audits, and general financial bookkeeping and public accountability reporting.

C. Senior Services Committee

The Senior Services Committee shall continue as provided in DuPage Township Ordinance Number 18-05 except that if any portion of Section 220-10 of the Illinois Township Code providing for Township Committees for Senior Citizens' Services, 60 ILCS 1/220-10, or this Ordinance conflict with Ordinance Number 18-05, this Ordinance and the Township Code shall prevail

Section 3. Advisory Committee Authority. Each advisory committee has authority to perform work within the scope as defined in Section 2. All requests and communications made on behalf of an advisory committee shall come from the committee's chairperson, unless the chairperson designates otherwise. In discharging its responsibilities, each advisory committee, through its chairperson, shall have access to Township employees and relevant information it considers necessary to discharge its duties with reasonable notice and accommodation as to not interrupt Township operations. Each committee, through its chairperson, shall be entitled to reasonably request written explanations or reports from Township employees and elected officials, as the case may be, so long as the request falls within the scope of the committee's duties. Each committee shall also have access to records, data, and reports necessary to

discharge its duties, but in no event shall any Committee member be permitted to receive or disclose any document or information that is confidential, personal, or, without approval by the Supervisor and Township Board of Trustees, information otherwise exempt under the Illinois Freedom of Information Act, 5 ILCS 140/1, *et seq.* Nothing in this Ordinance shall indemnify an individual member of an advisory committee from any action effectuating the illegal disclosure of confidential and/or personal information and, further, the Township shall not indemnify any committee member found to have improperly or illegally disclosed confidential information. If an advisory committee recommends the engagement of independent professional services, said request must first be considered and approved by Supervisor and Township Board of Trustees in order for such an engagement to take effect,

Section 4. **Committee Membership.** The Supervisor, with the advice and consent of the Township Board of Trustees, shall appoint members of each committee and the Supervisor shall designate a chair to preside over each committee's meeting. The chair of each committee shall be responsible for establishing committee meeting schedules, ensuring compliance with the Illinois Open Meetings Act, 5 ILCS 120/1, *et seq.*, and shall be responsible for relaying information back and forth between the committee to the Supervisor and Township Board of Trustees. The Supervisor shall serve, *ex officio*, as a member of all committees as the Supervisor deems necessary and appropriate. Unless otherwise required by prior Ordinance or by the Illinois Township Code, each committee shall be composed of at least five (5) members, three (3) of whom must be elected Township officials. Other committee members may be appointed based on their experience and knowledge in the subject area covered by the committee's scope of duties and shall be required to comply with all regulations and laws governing Township elected officials. The Supervisor shall establish a public application process for community members to apply for membership on the various committees. No additional compensation shall be permitted for service on any Township committee.

Each committee member, other than the Supervisor, shall serve for a term of one-year and shall serve at the pleasure of the Supervisor and Township Board of Trustees. Any committee may request that

the Supervisor and Township Board of Trustees remove a committee member, other than the Supervisor, from the committee after three (3) unexcused absences or otherwise, for cause.

Each committee shall organize and conduct an initial meeting within 90 days after the effective date of this Ordinance and, in all subsequent years, within 30 days of the appoint of committee members, at a date and time determined by the committee chair. At said initial meeting, each committee shall adopt a regular meeting schedule.

All committee members shall be subject to all applicable state and federal laws including, but not limited to, the Open Meetings Act, the Freedom of Information Act, the State Officials and Employees Ethics Act, 5 ILCS 430/1-1, *et seq.*, and any other relevant ordinance or policy adopted by the Township. A committee's request to the Supervisor and Township Board of Trustees to remove a committee member for cause may be based on conduct that includes, but shall not be limited to, a committee member's failure to comply with the applicable laws and Township policies.

Section 5. **Restriction on Committee Actions.** Each committee created herein shall have the duty and responsibility to investigate concerns arising out of their respective scope of activity, to promote the best interests of the Township, and to make recommendations as to policies, procedures and actions for consideration by the Supervisor and Township Board of Trustees. All actions by any committee shall be advisory in nature. No committee may authorize expenditures, enter into any binding agreements or otherwise take final policy actions.

Section 6. **Severability.** The provisions of this Ordinance are hereby declared to be severable, and should any provision of this Ordinance be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein, but such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

Section 7. **Repealer.** All ordinances, resolutions, rules and orders, or parts thereof, in conflict

herewith are, to the extent of such conflict, hereby superseded and repealed.

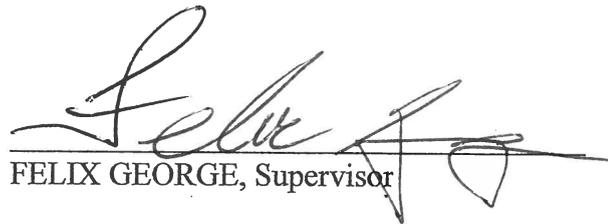
Section 6. **Effective Date.** This ordinance shall be in full force and effect immediately upon passage and approval by the Supervisor and Board of Trustees of DuPage Township, Will County, State of Illinois due to the urgent nature of this matter.

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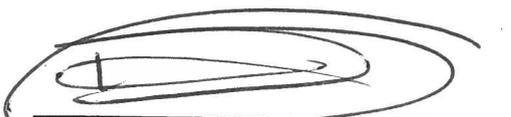
PASSED by the Supervisor and Board of Trustees of the DuPage Township, Will County, Illinois
 this 16th day of April, 2019, pursuant to a roll call vote, as follows:

	YES	NO	ABSENT	PRESENT
Trustee Benford	✓			
Trustee Oliver	✓			
Trustee Burgess	✓			
Trustee Raga	✓			
Supervisor George	✓			
TOTAL	5	0		

APPROVED at a Regular Meeting of the Board of Trustees of the DuPage Township, on April 16, 2019.


 FELIX GEORGE, Supervisor

ATTEST:


 KULSUM ALI, Township Clerk