

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, APRIL 8, 2013, AT 6:30 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA
  - a. Waive Reading of Minutes (APPROVE)
  - b. Minutes - Special Board Meeting - March 18, 2013 (APPROVE)
  - c. Minutes - Regular Board Meeting - March 25, 2013 (APPROVE)
  - d. Minutes - Executive Session - March 11, 2013 (APPROVE)
  - e. Warrants - \$113,630.44 (APPROVE)
  - f. Monthly Financial Report - March 31, 2013 (APPROVE)
  - g. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Streetlight Maintenance Services - Between the Village of Willowbrook and Rag's Electric (ADOPT)
  - h. Resolution - A Resolution Approving a Plat of Easement - 527 Ridgemoor Drive (ADOPT)
  - i. Proclamation - A Proclamation Recognizing the Week of May 5 Through May 11, 2013 as Municipal Clerks Week in the Village of Willowbrook (APPROVE)
  - j. Proclamation - A Proclamation Declaring May 18, 2013 as DuPage River Sweep Day Throughout DuPage County (APPROVE)

NEW BUSINESS

6. MOTION - A MOTION TO APPROVE A SOCCER GOAL SAFETY AND EDUCATION POLICY

7. ORDINANCE -- AN ORDINANCE AMENDING TITLE 3, CHAPTER 13 OF THE WILLOWBROOK MUNICIPAL CODE ENTITLED "SOLICITORS" BY ADDING PROVISIONS THERETO REGULATING AGGRESSIVE SOLICITATION
8. DISCUSSION - PROPOSED FY 2013/14 BUDGET
9. PRESENTATION - POLICE DEPARTMENT 2012 ANNUAL REPORT

PRIOR BUSINESS

10. COMMITTEE REPORTS
11. ATTORNEY'S REPORT
12. CLERK'S REPORT
13. ADMINISTRATOR'S REPORT
14. MAYOR'S REPORT
15. EXECUTIVE SESSION:
  - a) REVIEW 2013 MINUTES - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings that were Lawfully Closed Under the Open Meetings Act
  - b) Consideration of the Purchase or Lease of Real Property for the Use of the Village Pursuant to 5 ILCS 120/2(c)(5)
16. ADJOURNMENT

MINUTES OF THE SPECIAL MEETING BUDGET WORKSHOP OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MARCH 18, 2013, AT THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order at the hour of 5:30 p.m. by Mayor Robert Napoli.

2. ROLL CALL

Those present at roll call were Trustees Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Frank Trilla.

ABSENT: Trustee Dennis Baker

Also present were Village Clerk Leroy Hansen, Village Administrator Tim Halik, Interim Finance Director Carrie Dittman, Chief of Police Mark Shelton, Superintendent of Parks & Recreation Kristin Violante, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Napoli led everyone in saying the Pledge of Allegiance.

4. PUBLIC HEARING - APPROPRIATION ORDINANCE

Mayor Napoli opened the public hearing relative to the proposed Appropriation Ordinance for Fiscal Year 2013-2014.

Mayor Napoli asked if there were any questions or comments. Being there were no questions or comments, Mayor Napoli asked for a motion to close the public hearing.

MOTION: Made by Trustee Kelly, seconded by Trustee Davi, to close the public hearing with regard to the Appropriation Ordinance.

ROLL CALL VOTE: AYES: Trustees Kelly, Mistele, Berglund, Davi, and Trilla. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

5. DISCUSSION - FISCAL YEAR 2013-14 DRAFT BUDGET

Administrator Halik presented to the Village Board a general overview of the budget. He noted the following:

- The final budget for fiscal year 2013/14 should be approved no later than the April 22, 2013 Board meeting.
- All existing services and programs will be maintained.
- Proposed days of operating expense is 182 days at \$20,395 p/day.
- The Five Year Plan is to conserve spending with no new or expanded services.

Administrator Halik reviewed the General Fund highlights which presents a surplus of \$197,000. Attributes include:

- No major capital initiatives.
- Does not include any salary increases for non-union employees.
- Includes a 2% wage increase for Unionized patrol officers, as a place holder with negotiations to commence in the near future.
- Health insurance costs increase placeholder 5%.
- Police Pension contributions went down 9.79%.
- IMRF Pension contributions went up 2.12%.

Administrator Halik advised that there will be a SLEP pension buy-out of \$168,000 which related to a former police chief. By paying off this debt, it will save the Village approximately \$109,000.

In addition, Administrator Halik reviewed the status of grant funding the village has obtained. Grant funding was more difficult to obtain during the year; due in part to the lack of a federal stimulus program. It includes:

- \$36,925 - Illinois Department of Commerce and Economic Opportunity (Illinois DCEO) and Illinois Clean - Energy Community Foundation (I.C.E.) - Upgrade of Village Hall Lighting.
- \$60,000 - Illinois DCEO - Illinois Capital Bill - Knolls Lake Drainage Improvement Project.
- \$92,000 - Illinois DCEO - Illinois Capital Bill - Phase I - LED Streetlight Replacement Project.

- \$542,000 - Federal STP - Road Maintenance Project for Clarendon Hills Road (north) will be used in 2016 Road Maintenance Program. (Funding was approved in FY2011/12)

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Village Staff will also apply for additional grant funding as follows:

- Illinois Department of Natural Resources OSLAD Grants
  - New Park/Open Space Land Acquisition
  - Park Improvements/Equipment
- Metropolitan Mayors Caucus - Emerald Ash Borer Grant - Tree Replacements
- Illinois DCEO - Outdoor Energy Efficiency Lighting - Street Lights
- Illinois Transportation Enhancement Program (I.T.E.P.)
  - Kingery Landscape Improvements
  - Village Entry Sign Replacements

Administrator Halik again related that there are no wage increases for non-union employees included in these budget numbers. There are 33 full-time employees.

Interim Director of Finance Carrie Dittman provided an overview of the Fiscal Year 2013-2014 budget.

- FY 2013-14 budgeted revenues are anticipated to be 2.2% higher than FY 2012-13 budgeted revenues.

Ms. Dittman advised the Board that the major components of the general fund revenues are sales tax, down \$46,374 due to the anticipated road work along Route 83 and the closing of K-Mart; and places of eating tax has no substantial changes. Utility tax is down \$3,633. Income tax for budget purposes is up \$79,454 and will be monitored. Amusement taxes are down \$11,083 due to the expiration of an agreement with the Midwest Athletic Club. Permit fees are budgeted to be up \$40,800. Red light camera fines will have no substantial changes. FY 2013-14 General Fund Revenues from major sources is estimated at \$6,887,766. Total FY 2013-14 General Fund Revenues is estimated at \$7,928,308.

The FY 2013-14 General Fund Expenditures is estimated at \$7,731,258 with the police department accounting for 58% of the budget.

Ms. Dittman presented the General Fund's projected balances for each of the next five (5) years, and revenue and expenditure summaries for each Village fund.

Ms. Dittman reviewed outstanding debt:

- 2007 TIF Notes - Maximum principal - \$1,830,000 - Economic Incentive Agreement with Harlem Irving. Last payment is due on 12/31/2014. The last payment of \$332,256 will be paid in July of 2013. This debt will then be completed.
- 50% sales tax sharing with Harlem Irving. Maximum principal - \$1,670,000. Projected end date is 12/31/2015. Maximum balance remaining is \$802,769.
- Series 2008 GO ARS Bonds - Issued to complete the 75<sup>th</sup> Street extension and building the Public Works facility. Last payment is due 2027. Current balance is \$1,725,000. Question was raised at the Committee Meetings if this debt could be paid early. Ms. Dittman stated that the bonds have a call date of 2016. This is the earliest it could be paid off.
- Series 2007 Special Service Area (SSA Bonds) - Town Center infrastructure improvements. Last payment - 01/01/2029. Current balance is \$3,105,000. No commitment debt of the Village.

Ms. Dittman stated that in earlier budget presentations, the health insurance costs were estimated at a 5% increase. The most current information from IPBC states that the actual increase will be 2.9%, to be determined by IPBC on March 20, 2013.

Ms. Dittman reviewed the Water Fund and MFT Fund:

- The working capital balance for the Water Fund at the end of the current year is an estimated 52 days. The goal is 90 days. For FY 2013/14, the working capital balance will be 72 days. Currently, there are no plans to transfer money into the Water Capital Improvements Fund for capital projects.
- The MFT Fund Balance is a little lower than budgeted estimates. For FY 2013/14, the fund balance will be \$194,084.

Ms. Dittman stated that the Water Fund working capital balance will steadily drop due to the water purchase increase from the DuPage Water Commission unless the Board passes a water rate increase. By FY 2016/17, the days operating expense reserves will be negative.

Administrator Halik advised that the DuPage Water Commission has raised their rates four times since May 1, 2010 for total increases of 77%. The Village has only increased rates twice for a total of 40%. Administrator Halik advised that a 13.6% increase would be needed to the residents to just pass through

the current increase amount; not including past increase amounts that the Village has already absorbed. During an analysis:

- If the Village passed on a 17% increase, this would only give 84 days operating expense reserve.
- If the Village passed a 20% increase, this would give 95 operating days; just over the minimum reserve of 90 days. At the Committee Meeting level, the 20% was recommended.

Administrator Halik recommended that he and Ms. Dittman will run some additional scenarios for rate increases and how that affects the Water Fund. They will then come back to the Board at a future meeting with their findings.

Administrator Halik advised that the MFT Fund projects include a maintenance interval year only.

Staff presented the highlights of the departmental budgets:

#### Village Board & Clerk

An increase of 51.94%:

- Salary increases per ordinance:
  - o Mayor - Increase of \$17,300
  - o Village Clerk - Increase of \$2,850

#### Administration

An increase of 4.94% overall:

- Additional Labor Attorney fees - Upcoming Union Negotiations - \$30,000
- IRMA Insurance Premiums - \$18,311
- Employee Wellness Initiatives - \$11,175
- Repainting - Administration side of Village Hall - \$8,000
- Replacement of flooring in Council Chambers - \$8,000

#### Planning & Economic Development

An overall increase of 2.85%:

- Consultant Services for completion of comprehensive updates to Village Zoning Ordinance - \$5,000
- Planning Consultant - \$55,000

### Parks & Recreation

An overall decrease of 6.70%:

- Additional part-time seasonal employee - \$8,000
- Accessibility improvements to parks - \$14,000, funding from unspent Special Recreation Tax Levy collections
- No capital projects included

### Finance

A decrease of 0.99% overall:

- Analysis of current Enterprise Resource Planning needs - \$9,200

### Police

An overall increase of 6.94%:

- Benchmark salary increase of 2% for union members - \$21,262
- Increased overtime expenses - \$33,900
- SLEP Buyout - \$122,350
- Maintenance to new report writing system - \$10,000
- Southwest Central Dispatch annual payment - \$10,831 increase
- Replacement of two (2) squads - \$78,000
- In-Car Video Equipment - \$58,000 (funded through DEA funds)
- Sound Proofing (three interview rooms), Exhaust Fan (evidence room), In-Car camera - \$12,500

### Municipal Services/Public Works

An overall increase of 24.64%:

- Employee Tuition Reimbursement Program - \$2,000
- Vehicle Maintenance Increase - \$5,980
- Year 1 - EAB Abatement Program - \$203,150
- Brush Collection - Addition of tub grinder - \$5,000
- High Reflectivity Road Signs - \$4,000
- Replacement of medium duty dump truck (1/2 of the expense) - \$35,000 (remainder from Water Fund)
- Village Entry Sign Replacements - \$28,000 (will be part of ITEP Grant application)

### Building and Zoning

An overall increase of 3.46%:

- Overtime increase - \$5,000
- Part-Time Inspector increase - \$2,000

### Water Fund

An overall increase of 3.28%

- Budgeted increase of \$109,043 due to the increased DuPage Water Commission rates
- Additional part-time seasonal employee - \$8,000
- SCADA System Software upgrade - \$12,000
- Additional funding for main breaks - \$22,500
- Replacement of medium duty dump truck (1/2 of the expense) - \$35,000 (remainder from Public Works)
- Continuation of Fire Hydrant Replacement Program - \$25,000
- No budgeted transfer into Water Capital Improvements Fund for FY 2013/14 - (\$134,960)

### Water Capital Improvements Fund

- Engineering Analysis of the three (3) water towers - \$12,000
- Replacement Water Meter Transmission Units - \$24,000 (due to premature battery issues)

### Hotel/Motel Tax Fund

An overall decrease of 25.63%:

- Prior years had higher than normal expenditures due to fund balance build up for increased advertising. Marketing program has decreased.

### SSA Project Fund

Closed out at the end of Fiscal Year 2012/13

### 2008 Bond Fund

\$160,556 budgeted to make June 30 and December 31 debt payments for new public works facility (funded by transfers from General Fund and Water Fund)

Village annually abates the property tax levy on the bonds and pays from internal sources. Last bond payment on this will be in 2027.

### Capital Projects Fund

No planned expenditures except minor \$450 for annual debt costs. Ending fund balance as of April 30, 2013 is projected to be \$86,658.

### Discretionary Budget Items Requiring Board Direction

There are six (6) discretionary budget items identified, however, the numbers for these items have not been included in the budget.

#### I. Park Land Acquisition (L.A.F.E.R. Fund Expenditures)

Administrator Halik stated this issue will be presented at a later Board meeting due to appraisal reports that have not yet been received.

#### II. Village Hall Building Façade Sign

Administrator Halik stated that there has been some concern over the appearance of the existing sign. Proposals were received between \$4,600-\$5,500. Staff could continue to obtain proposals for other designs. Suggestion was made to refinish the lettering and replace the logo. Administrator Halik recommends that funding be added to the budget and staff will continue to bring information to the Board for approval.

The Board's consensus was to add funding for \$8,000.

#### III. Electronic Archive File Storage System

Administrator Halik advised that when a FOIA is received, staff is required to search several boxes to fill the request. Staff committee met with a vendor, Datamation from Willowbrook.

Administrator Halik stated that there are two quotes:

- The first quote involves data storage from this day forward. Includes software, training, installation and two scanners for a price of \$22,700.

- The second quote involves scanning and documenting the existing storage. Total price would be \$96,519. Administrator Halik suggested that this portion could be broken up into three years or \$32,200 per year.

After discussion, the Board's consensus was to fund the entire project in FY 2013/14.

#### IV. Security System for P.W. Building/Pumphouse

Administrator Halik stated that this issue has been brought up in the past. The building was built to include a security system, but it was not installed in 2007 to try to reduce construction costs. Proposals have ranged from \$11,400 - \$18,500. Administrator Halik recommends to budget \$18,500 and staff will continue to seek alternative proposals.

The Board's consensus approved this suggestion.

#### V. Kingery Highway Landscape Improvement Plan

Administrator Halik advised that during the annual citizen survey, 29.3% of the survey respondents indicated that streetscaping was either fair or poor and 13.1% stated they were not satisfied with the level of beautification in the Village.

In 2013, IDOT will be conducting the resurfacing of Kingery Highway through the Village. The scope of this work does not include any landscaping enhancements. However, this project is eligible as an Illinois Transportation Enhancement Program grant. If approved, this grant will fund 80% of the project. A preliminary design was completed by WBK Associates to determine costs.

ITEP applications are due in June/July 2013 with winners being announced in October. If approved, work would commence in Spring of 2014 after the road project is completed.

The work would be conducted in two phases: Plainfield Road south to I-55, and Plainfield Road north to 63<sup>rd</sup> Street. For Phase I, the Village's portion would be approximately \$90,000 plus a \$2,200 consultant fee.

Phase II would be submitted as a second grant proposal for FY 2014/15. The Village's share of the grant would be \$73,000.

Question was raised that this expenditure was based on receiving a grant. Administrator Halik advised that if the grant was not awarded, this project would be eliminated and funds would stay in a fund unused.

The Board's consensus approved this suggestion.

VI. Waterford Park - ADA Improvements/Renovation

Administrator Halik updated the Board on the status of the Parks & Recreation Master Plan. A draft plan should be received by late March. Administrator Halik advised that he would like to hold a joint meeting between the Village Board and the Parks and Recreation Commission in April or May to review the master plan. The final master plan should be adopted by the Village Board by June 1, 2013. Project grant applications are due July 1, 2013.

The Park Commission has submitted renovations to Waterford Park for this fiscal year. Waterford Park is currently inaccessible to handicap individuals, baby strollers, and bikes. Renovations include installing an ADA accessible pathway, playground accessible improvements, site furnishings, and landscape enhancements.

Administrator Halik advised that grant funding for this park is not likely and according to surveys, is the second most used park in the Village. Estimated design and construction costs for the park would be \$195,275. Administrator Halik advised that some of the costs will come out of the Special Recreation Tax Levy.

Superintendent Violante stated that the consultant advised that most grant opportunities are for new enhancements. This proposal is for accessibility purposes.

Administrator Halik suggested that the funds for this expense be taken out of the L.A.F.E.R. Fund and would not impact the General Fund.

The Board's consensus was to approve this suggestion.

VII. Impact of All Discretionary Items

Administrator Halik reviewed the Budget Workshop discretionary items with the Board. If all discretionary items were accepted, it would cost a total of approximately \$216,661.

VIII. Future Budget Considerations

Administrator Halik stated that there are several items that have been identified for future budget consideration. These projects have not yet been considered and no associated costs have been determined. These items included:

- MTU Replacement Program  
This item is a continuation of the water meter system. Costs will be brought to the Board for consideration.
- Year 2 - EAB Abatement Program  
Approximately \$156,400. This is based on a four-year program and can be extended to five years if needed.
- Enterprise Resource Planning System
- Phase II - Kingery Landscape Improvement Project

6. EXECUTIVE SESSION

- a. Consideration of employee compensation pursuant to Chapter 5 ILCS 120/2(c)(1)

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Kelly, seconded by Trustee Davi, to recess into Executive Session at the hour of 7:52 p.m.

ROLL CALL VOTE: AYES: Trustees Kelly, Mistele, Berglund, Davi, and Trilla. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

The Board reconvened the Special Meeting at the hour of 8:33 p.m.

7. ADJOURNMENT

MOTION: Made by Trustee Kelly, seconded by Trustee Trilla, to adjourn the meeting at the hour of 8:34 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Kelly, Mistele, Berglund, Davi and Trilla. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

April 8, 2013

\_\_\_\_\_  
Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MARCH 25, 2013 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Mayor Robert Napoli.

2. ROLL CALL

Those present at roll call were Mayor Robert Napoli, Clerk Leroy Hansen, Trustees Terrence Kelly, Michael Mistele, Sue Berglund, and Frank Trilla.

ABSENT: Trustees Dennis Baker and Umberto Davi

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Deputy Chief Mark Altobella, Interim Finance Director Carrie Dittman, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Napoli asked Trustee Trilla to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - March 11, 2013 (APPROVE)
- c. Minutes - Executive Session - February 25, 2013 (APPROVE)
- d. Warrants - \$192,742.99 (APPROVE)
- e. Resolution - A Resolution Appointing an Authorized Delegate and Alternate Delegate to the South Central DuPage Benefit Pool ("SCDBP") - Resolution No. 13-R-15 (ADOPT)
- f. Resolution - a Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village clerk to Execute a Certain Agreement - Janitorial Services - Between the Village of Willowbrook and Eco

Clean Maintenance, Inc. - Resolution No. 13-R-16  
(ADOPT)

- g. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Landscape Maintenance Services - Between the Village of Willowbrook and Falco's Landscaping - Resolution No. 13-R-17 (ADOPT)

Mayor Napoli asked the Board if there was any item to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to approve the Omnibus Vote Agenda as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: Trustees Baker and Davi.

MOTION DECLARED CARRIED

#### NEW BUSINESS

##### 6. DELINQUENT WATER BILLS

Administrator Halik advised that there were two (2) delinquent water bills in the amount of \$142.91 and \$173.23. Staff requested authorization to proceed in accordance with past practices, which was approved.

##### 7. ORDINANCE - AN ORDINANCE ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2012 TO PAY THE PRINCIPAL AND INTEREST ON THE \$3,540,000 SPECIAL SERVICE AREA NUMBER ONE UNLIMITED AD VALOREM TAX BONDS, SERIES 2007 OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Interim Finance Director Dittman reported that in December of 2007 the Village of Willowbrook issued a \$3,540,000 Special Service Area Number One ad Valorem Tax Bond to fund infrastructure improvements related to the Town Center. The total principal and interest due on the SSA bonds this year is \$321,160. In order for DuPage County to assess the proper property tax bill for the parties in the SSA and the TIF, a total of \$305,552 will be abated on the SSA levy. The same amount abated will be paid into the TIF fund by the property tax owners. These same funds will then be transferred from the TIF fund into the SSA funds and combined with the SSA property tax

collected to accumulate the amount needed to pay debt service. This will be done each year until the TIF expires in 2013.

Director Dittman stated that one change this year involved the passing of Public Act 97-1053 that became effective January 1, 2013 which stated that if the SSA tax levy is 5% higher than previous year's tax levy, then a public hearing on the tax levy is required. This year, the tax levy is 1.5% higher so no public hearing is necessary.

MOTION: Made by Trustee Mistele and seconded by Trustee Kelly to pass Ordinance No. 13-O-08.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: Trustees Baker and Davi.

MOTION DECLARED CARRIED

8. DISCUSSION - PROPOSED FY 2013/14 BUDGET

This item was deferred to a future meeting.

PRIOR BUSINESS

9. COMMITTEE REPORTS

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Trilla had no report.

10. ATTORNEY'S REPORT

Attorney Hennessy had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

13. MAYOR'S REPORT

Mayor Napoli had no report.

14. EXECUTIVE SESSION

- a. REVIEW 2013 MINUTES - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings That Were Lawfully Closed Under the Open Meetings Act
- b. Consideration of a Matter of Probable Litigation Affecting the Village Pursuant to 5 ILCS 120/2(c)(11)

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Kelly and seconded by Trustee Mistele to recess into Executive Session at the hour of 6:39 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: Trustees Baker and Davi.

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of 6:56 p.m.

15. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND ROBERT K. FINNELL, THE BIRD LAW GROUP, P.C., THE CRONGEYER LAW FIRM, P.C., THE CLIFFORD LAW OFFICES AND THE LAW FIRM OF PETERSON, JOHNSON & MURRAY CHICAGO, LLC TO PROVIDE LEGAL SERVICES RELATED TO THE PURSUIT OF UNREMITTED TAXES DUE AND OWING TO THE VILLAGE UNDER THE VILLAGE'S HOTEL/MOTEL ROOM TAX

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 13-R-18.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: Trustees Baker and Davi.

MOTION DECLARED CARRIED

16. ADJOURNMENT

MOTION: Made by Trustee Kelly and seconded by Trustee Mistele, to adjourn the Regular Meeting at the hour of 6:59 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: Trustees Baker and Davi.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

April 8, 2013.

\_\_\_\_\_  
Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

April 8, 2013

GENERAL CORPORATE FUND	-----	\$104,921.19
WATER FUND	-----	8,709.25
TOTAL WARRANTS	-----	\$113,630.44



\_\_\_\_\_  
Tim Halik, Village Administrator

APPROVED:

\_\_\_\_\_  
Robert A. Napoli, Mayor

## VILLAGE OF WILLOWBROOK

RUN DATE: 04/03/13

BILLS PAID REPORT FOR APRIL, 2013

PAGE: 1

RUN TIME: 11:03AM

GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AL WARREN OIL CO (2205)	04/09 CK# 81697	\$4,534.83
10773511 GASOLINE INVENTORY 01-190-126	01-190-126	4,534.83
AMATEUR SOFTBALL ASSOCIATION (69)	04/09 CK# 81698	\$308.00
2013 SEASON SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	308.00
AMERICAN FIRST AID SERVICE INC (77)	04/09 CK# 81699	\$83.05
160115 OPERATING EQUIPMENT 01-451-401	01-30-630-401	46.55
160116 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	36.50
APPRIZE PROMOTIONAL PRODUCTS (2457)	04/09 CK# 81700	\$325.00
52241 PRINTING & PUBLISH 01-420-302	01-10-455-302	325.00
ARROWHEAD SCIENTIFIC INC (123)	04/09 CK# 81701	\$893.81
61459 OPERATING EQUIPMENT 01-451-401	01-30-630-401	893.81
AT & T LONG DISTANCE (66)	04/09 CK# 81703	\$75.37
854192715/MR13 PHONE - TELEPHONES 01-420-201	01-10-455-201	75.37
AT & T (67)	04/09 CK# 81704	\$2,073.94
325-2761 MAR13 PHONE - TELEPHONES 01-451-201	01-30-630-201	52.41
325-2776 MAR13 PHONE - TELEPHONES 01-451-201	01-30-630-201	52.41
R26-5644MR13 PHONE - TELEPHONES 01-420-201	01-10-455-201	984.56
R26-5644MR13 PHONE - TELEPHONES 01-451-201	01-30-630-201	984.56
BLACK GOLD SEPTIC (208)	04/09 CK# 81705	\$310.00
54738 MAINTENANCE - PW BUILDING	01-35-725-418	310.00
COLLEGE OF DUPAGE (364)	04/09 CK# 81706	\$400.00
3455 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	400.00
COMCAST CABLE (365)	04/09 CK# 81707	\$185.98
PW MAR 13 EQUIPMENT MAINTENANCE 01-503-263	01-35-715-263	66.95
VH MAR 13 E.D.P. SOFTWARE 01-410-212	01-10-460-212	119.03
COMMONWEALTH EDISON (370)	04/09 CK# 81708	\$1,572.01
1844110006MR13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	701.67
4215105154,MR13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	440.12
7432089030MR13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	430.22
COMPASS PLUMBING LLC (2306)	04/09 CK# 81709	\$330.00
6485 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	330.00
DELTA DENTAL PLAN OF ILLINOIS (468)	04/09 CK# 81710	\$3,236.61
APR 13 EMP DED PAY-INS 01-210-204	01-210-204	669.25
APR 13 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	123.63
APR 13 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	53.07
APR 13 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	106.14
APR 13 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	2,010.43
APR 13 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	114.88
APR 13 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	159.21
DESIGN PERSPECTIVES INC (2489)	04/09 CK# 81711	\$660.00
12-9874-8 PARK IMPROVEMENTS-NEIGHBORHOOD PARK	01-20-595-695	660.00
DUPAGE COUNTY E.T.S.B. 911 (513)	04/09 CK# 81712	\$468.37
ETS03013-4MAR PHONE - TELEPHONES 01-451-201	01-30-630-201	468.37
ECO CLEAN MAINTENANCE INC (2385)	04/09 CK# 81714	\$1,449.00
3350 MAR 13 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,449.00
GENE'S TIRE SERVICE (673)	04/09 CK# 81716	\$369.59
101059 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	369.59

VILLAGE OF WILLOWBROOK

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BILLS PAID REPORT FOR APRIL, 2013

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
LAW OFFICES OF WILLIAM J. HENNESSY (2277)	04/09 CK# 81717	\$7,880.00
MARCH 2013 FEES - VILLAGE ATTORNEY 01-425-239	01-10-470-239	7,880.00
HIGHWAY TECHNOLOGIES (780)	04/09 CK# 81718	\$925.00
460926-001 REIMB. EXP. - OTHER 01-540-283	01-35-755-283	925.00
HINSDALE HUMANE SOCIETY (792)	04/09 CK# 81719	\$200.00
SEPT - DEC 12 ANIMAL CONTROL 01-465-268	01-30-650-268	200.00
HOME DEPOT COMMERCIAL (808)	04/09 CK# 81720	\$274.92
1032507 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	189.19
7024866 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	38.88
9023027 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	46.85
I.R.M.A. (966)	04/09 CK# 81721	\$35.07
FEB 13 SELF INS - DEDUCTIBLE 01-460-273	01-30-645-273	35.07
ILLINOIS DIRECTOR OF (475)	04/09 CK# 81722	\$12,270.73
1ST QTR 2013 EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-10-455-144	957.37
1ST QTR 2013 EMPLOYEE BENEFITS - UNEMPLOYMENT	01-15-510-144	164.86
1ST QTR 2013 EMPLOYEE BENEFITS - UNEMPLOYMENT 01-601-144	01-20-550-144	177.33
1ST QTR 2013 EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-25-610-144	502.24
1ST QTR 2013 EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-30-630-144	9,004.10
1ST QTR 2013 EMPLOYEE BENEFITS - UNEMPLOYMENT 01-501-144	01-35-710-144	906.52
1ST QTR 2013 EMPLOYEE BENEFITS - UNEMPLOYMENT 01-551-144	01-40-810-144	558.31
ILLINOIS PAPER COMPANY (898)	04/09 CK# 81723	\$72.00
3305 OFFICE SUPPLIES 01-420-301	01-10-455-301	72.00
INTERGOVERNMENTAL PERSONNEL (934)	04/09 CK# 81725	\$39,842.49
APRIL 2013 EMP DED PAY-INS 01-210-204	01-210-204	10,836.37
APRIL 2013 LIFE INS BENEFIT -APPOINTED/ELECTED	01-05-410-141	153.00
APRIL 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	1,095.04
APRIL 2013 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	686.68
APRIL 2013 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	1,383.50
APRIL 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	21,966.69
APRIL 2013 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	1,642.38
APRIL 2013 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	2,078.83
LAGRANGE CRANE (1292)	04/09 CK# 81726	\$24.00
OVERWGHT PRMT OTHER PERMITS 01-310-403	01-310-403	24.00
LION HEART (1154)	04/09 CK# 81727	\$700.00
2044704 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	700.00
LOGSDON OFFICE SUPPLY (2452)	04/09 CK# 81728	\$446.58
436684I OFFICE SUPPLIES - 01-420-301	01-10-455-301	423.07
436684I OFFICE SUPPLIES 01-25-610-301	01-25-610-301	23.51
MORTON SALT INC (2522)	04/09 CK# 81729	\$4,890.67
5400120045 OPERATING SUPPLIES 01-540-331	01-35-755-331	3,657.87
5400121013 OPERATING SUPPLIES 01-540-331	01-35-755-331	1,232.80
NEOPOST USA INC (1359)	04/09 CK# 81730	\$208.99
13899642 POSTAGE & METER RENT 01-420-311	01-10-455-311	208.99
NEXTEL COMMUNICATION (1357)	04/09 CK# 81731	\$174.19
952377363026MAR PHONE - TELEPHONES 01-420-201	01-10-455-201	37.99
952377363026MAR PHONE - TELEPHONES 01-451-201	01-30-630-201	136.20
NICOR GAS (1370)	04/09 CK# 81732	\$1,943.89
39303229304MR13 NICOR GAS	01-35-725-415	817.50

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
95476110002MR13 NICOR GAS 01-405-235	01-10-466-235	1,126.39
OCCUPATIONAL HEALTH CENTERS (2413)	04/09 CK# 81733	\$215.00
1007326159 WELLNESS 01-440-276	01-10-480-276	215.00
OGGERINO PAUL (1432)	04/09 CK# 81734	\$388.85
BAL LEFT RETIREMENT PARTY - OGGERINO 01-130-111	01-130-111	388.85
PACIFIC TELEMAGEMENT SERVICES (2197)	04/09 CK# 81735	\$78.00
508977/APR 13 PHONE - TELEPHONES 01-420-201	01-10-455-201	78.00
PETTY CASH C/O TIM HALIK (1492)	04/09 CK# 81736	\$37.91
4/2/13 OPERATING EQUIPMENT 01-451-401	01-30-630-401	37.91
PIECZYNSKI LINDA S. (1503)	04/09 CK# 81737	\$1,133.00
5760 FEES - SPECIAL ATTORNEY 01-451-241	01-30-630-241	1,133.00
PRIME-STRIPE, INC. (1555)	04/09 CK# 81738	\$108.00
45137 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	108.00
PUBLIC SAFETY DIRECT INC (2309)	04/09 CK# 81739	\$190.00
23877 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	95.00
23888 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	95.00
RADIO SHACK CORPORATION (1573)	04/09 CK# 81740	\$21.88
018810 OPERATING EQUIPMENT 01-451-401	01-30-630-401	21.88
RAY O'HERRON CO., INC. (1594)	04/09 CK# 81741	\$1,260.00
1308215 FIRING RANGE 01-451-245	01-30-630-245	1,260.00
SAFELITE AUTO GLASS (2529)	04/09 CK# 81742	\$270.89
1807-827461 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	270.89
SEASON COMFORT, CORP. (1687)	04/09 CK# 81743	\$1,606.18
201017 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,028.18
201133 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	578.00
SIKICH LLP (1722)	04/09 CK# 81744	\$8,696.00
156743/FEB 13 FINANCIAL SERVICES 01-25-620-252	01-25-620-252	8,696.00
STAPLES (1767)	04/09 CK# 81745	\$7.99
8025047069 OPERATING EQUIPMENT 01-451-401	01-30-630-401	7.99
SUBURBAN LIFE PUBLICATIONS (1805)	04/09 CK# 81746	\$38.00
PD 02400-053298 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	38.00
THOMPSON ELEV. INSPECT. SERVICE (1873)	04/09 CK# 81748	\$129.00
13-0836 ELEVATOR INSPECTION 01-565-117	01-40-830-117	129.00
TREE TOWNS (1894)	04/09 CK# 81749	\$27.00
189020 PRINTING & PUBLISHING 01-15-510-302	01-15-510-302	27.00
UNIFIRST (1926)	04/09 CK# 81750	\$473.72
0610758978 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	179.50
0610759091 MAINTENANCE - PW BUILDING	01-35-725-418	53.86
0610761875 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	184.88
0610761986 MAINTENANCE - PW BUILDING	01-35-725-418	55.48
KRISTIN VIOLANTE (2399)	04/09 CK# 81752	\$218.09
FY 12/13 GAS-OIL-WASH-MILEAGE 01-601-303	01-20-550-303	218.09
WAREHOUSE DIRECT (2002)	04/09 CK# 81753	\$216.95
1894422-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	205.82
1895910-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	159.67
1896326-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	11.13
C1894422-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	-159.67

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VILLAGE OF WILLOWBROOK  
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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
WESTFIELD FORD (2028)	04/09 CK# 81754	\$1,304.64
349239 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	647.22
349318 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	657.42
WILL COUNTY CLERK (2049)	04/09 CK# 81755	\$10.00
STUCL FEES DUES SUBSCRIPTIONS 01-420-307	01-10-455-307	10.00
THE YOGA TEACHERS' GROUP INC (2109)	04/09 CK# 81756	\$1,326.00
2/18-3/28/13 WINTER PROGRAM MATERIALS & SERVICES	01-20-585-121	1,326.00
TOTAL GENERAL CORPORATE FUND		\$104,921.19

## VILLAGE OF WILLOWBROOK

RUN DATE: 04/03/13

BILLS PAID REPORT FOR APRIL, 2013

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WATER FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ACE STORE NO. 11 (17)	04/09 CK# 81696	\$14.27
321273/3 METER REPLACEMENT 02-435-462	02-50-435-462	14.27
AT & T MOBILITY (64)	04/09 CK# 81702	\$71.92
826930710MR13 PHONE - TELEPHONES 02-401-201	02-50-401-201	71.92
AT & T (67)	04/09 CK# 81704	\$565.89
323-0337 MAR13 PHONE - TELEPHONES 02-401-201	02-50-401-201	265.77
323-0975 MAR13 PHONE - TELEPHONES 02-401-201	02-50-401-201	279.14
734-9661 MAR13 PHONE - TELEPHONES 02-401-201	02-50-401-201	20.98
COMMONWEALTH EDISON (370)	04/09 CK# 81708	\$1,018.43
4651111049MR13 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	1,018.43
DELTA DENTAL PLAN OF ILLINOIS (468)	04/09 CK# 81710	\$114.89
APR 13 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	114.89
EAST JORDAN IRON WORKS, INC. (540)	04/09 CK# 81713	\$1,935.13
3578490 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	1,935.13
ENVIRO TEST INC (555)	04/09 CK# 81715	\$87.50
13-129506 MAR13 SAMPLING ANALYSIS 02-420-362	02-50-420-362	87.50
ILLINOIS DIRECTOR OF (475)	04/09 CK# 81722	\$906.52
1ST QTR 2013 EMPLOYEE BENEFITS - UNEMPLOYMENT	02-50-401-144	906.52
ILLINOIS SECTION AWWA (150)	04/09 CK# 81724	\$120.00
200005877 SCHOOLS CONFERENCE TRAVEL 02-401-304	02-50-401-304	120.00
INTERGOVERNMENTAL PERSONNEL (934)	04/09 CK# 81725	\$1,691.30
APRIL 2013 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	1,691.30
SUNSET SEWER & WATER (2276)	04/09 CK# 81747	\$2,108.00
2013-080 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	2,108.00
VERIZON WIRELESS (1972)	04/09 CK# 81751	\$75.40
9701812088MAR13 PHONE - TELEPHONES 02-401-201	02-50-401-201	75.40
TOTAL WATER FUND		\$8,709.25

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR APRIL, 2013

RUN DATE: 04/03/13

SUMMARY ALL FUNDS

RUN TIME: 11:03AM

BANK ACCOUNT	DESCRIPTION	AMOUNT
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	104,921.19 *
02-110-105	WATER FUND-CHECKING 0010330283	8,709.25 *
TOTAL ALL FUNDS		113,630.44 **

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

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SUMMARY OF FUNDS AS OF MARCH 31, 2013

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FUND DESCRIPTION	DETAIL	BALANCE
<b>GENERAL CORPORATE FUND</b>		<b>\$2,723,648.43</b>
MONEY MARKET	\$2,405,813.52	
MARKET VALUE	195,314.02	
PETTY CASH	950.00	
SAVINGS	121,570.89	
TOTAL	\$2,723,648.43	
<b>WATER FUND</b>		<b>\$329,157.81</b>
MONEY MARKET	\$329,157.81	
<b>HOTEL/MOTEL TAX FUND</b>		<b>\$25,797.91</b>
MONEY MARKET	\$25,797.91	
<b>MOTOR FUEL TAX FUND</b>		<b>\$206,828.91</b>
MONEY MARKET	\$206,828.91	
<b>T I F SPECIAL REVENUE FUND</b>		<b>\$20,992.09</b>
MONEY MARKET	\$20,992.09	
<b>SSA ONE BOND &amp; INTEREST FUND</b>		<b>\$194.97</b>
MONEY MARKET	\$194.97	
<b>POLICE PENSION FUND</b>		<b>\$15,778,489.83</b>
AGENCY CERTIFICATES	\$3,490,685.05	
CORPORATE BONDS	2,516,179.50	
EQUITIES	1,113,779.24	
MUNICIPAL BONDS	640,425.70	
MUTUAL FUNDS	5,722,777.47	
MONEY MARKET	438,933.39	
MARKET VALUE	1,413,150.66	
TREASURY NOTES	442,558.82	
TOTAL	\$15,778,489.83	
<b>SSA ONE PROJECT FUND</b>		<b>\$44.82</b>
MONEY MARKET	\$44.82	
<b>WATER CAPITAL IMPROVEMENTS FUND</b>		<b>\$478,009.15</b>
MONEY MARKET	\$478,009.15	
<b>CAPITAL PROJECT FUND</b>		<b>\$101,681.07</b>
MONEY MARKET	\$101,681.07	
<b>2008 BOND FUND</b>		<b>\$84.15</b>
MONEY MARKET	\$84.15	
<b>LAND ACQUISITION, FACILITY EXPANSION &amp; RENOVATION FUND</b>		<b>\$3,167,911.35</b>
MONEY MARKET	\$3,167,911.35	
<b>TOTAL MONIES</b>		<b>\$22,832,840.49</b>

RESPECTFULLY SUBMITTED THIS 31ST DAY OF MARCH, 2013

TIM HALIK, VILLAGE ADMINISTRATOR

ROBERT A. NAPOLI, MAYOR

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

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DETAILED SUMMARY OF FUNDS AS OF MARCH 31, 2013

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FUND DESCRIPTION	DETAIL	BALANCE
<b>GENERAL CORPORATE FUND</b>		
		\$2,836,724.19
AS PER SUMMARY, MARCH, 2013	\$2,723,648.43	
DUE TO/FROM WATER FUND	59,775.30	
DUE TO/FROM HOTEL/MOTEL TAX FUND	-3,634.24	
DUE TO/FROM POLICE PENSION FUND	56,934.94	
DUE TO/FROM 2008 BOND FUND	-0.24	
	\$2,836,724.19	
<b>WATER FUND</b>		
		\$269,382.51
AS PER SUMMARY, MARCH, 2013	\$329,157.81	
DUE TO/FROM GENERAL FUND	-59,775.30	
	\$269,382.51	
<b>HOTEL/MOTEL TAX FUND</b>		
		\$29,432.15
AS PER SUMMARY, MARCH, 2013	\$25,797.91	
DUE TO/FROM GENERAL FUND	3,634.24	
	\$29,432.15	
<b>MOTOR FUEL TAX FUND</b>		
		\$206,828.91
AS PER SUMMARY, MARCH, 2013	\$206,828.91	
<b>T I F SPECIAL REVENUE FUND</b>		
		\$20,992.09
AS PER SUMMARY, MARCH, 2013	\$20,992.09	
<b>SSA ONE BOND &amp; INTEREST FUND</b>		
		\$194.97
AS PER SUMMARY, MARCH, 2013	\$194.97	
<b>POLICE PENSION FUND</b>		
		\$15,721,554.89
AS PER SUMMARY, MARCH, 2013	\$15,778,489.83	
DUE TO/FROM GENERAL FUND	-56,934.94	
	\$15,721,554.89	
<b>SSA ONE PROJECT FUND</b>		
		\$44.82
AS PER SUMMARY, MARCH, 2013	\$44.82	
<b>WATER CAPITAL IMPROVEMENTS FUND</b>		
		\$478,009.15
AS PER SUMMARY, MARCH, 2013	\$478,009.15	
<b>CAPITAL PROJECT FUND</b>		
		\$101,681.07
AS PER SUMMARY, MARCH, 2013	\$101,681.07	
<b>2008 BOND FUND</b>		
		\$84.39
AS PER SUMMARY, MARCH, 2013	\$84.15	
DUE TO/FROM GENERAL FUND	0.24	
	\$84.39	
<b>LAND ACQUISITION, FACILITY EXPANSION &amp; RENOVATION FUND</b>		
		\$3,167,911.35
AS PER SUMMARY, MARCH, 2013	\$3,167,911.35	
<b>TOTAL MONIES</b>		<b>\$22,832,840.49</b>

\$388,396.08 INTEREST POSTED THIS FISCAL YEAR

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>GENERAL CORPORATE FUND</b>								
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	13,855.69	MM	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	48,107.89	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	164,125.74	MM	N/A
01-110-332		COMMUNITY BANK WB	MONEY MARKET		0.27%	12,036.56	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	1,346,260.13	MM	N/A
01-120-154		IMET	POOLED INVEST		0.34%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.34%	169,592.95	MM	N/A
TOTAL MONEY MARKET						\$2,405,813.52		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			195,314.02	MV	N/A
TOTAL MARKET VALUE						\$195,314.02		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
TOTAL PETTY CASH						\$950.00		
01-110-257		COMMUNITY BANK OF WB	SAVINGS			109,695.89	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			11,875.00	SV	N/A
TOTAL SAVINGS						\$121,570.89		
TOTAL GENERAL CORPORATE FUND						\$2,723,648.43		
AVERAGE ANNUAL YIELD						0.21%		
<b>WATER FUND</b>								
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.30%	325,239.71	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,918.10	MM	N/A
TOTAL MONEY MARKET						\$329,157.81		
TOTAL WATER FUND						\$329,157.81		
AVERAGE ANNUAL YIELD						0.30%		
<b>HOTEL/MOTEL TAX FUND</b>								
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	25,797.91	MM	N/A
TOTAL MONEY MARKET						\$25,797.91		
TOTAL HOTEL/MOTEL TAX FUND						\$25,797.91		
AVERAGE ANNUAL YIELD						0.13%		
<b>MOTOR FUEL TAX FUND</b>								
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	206,828.91	MM	N/A
TOTAL MONEY MARKET						\$206,828.91		
TOTAL MOTOR FUEL TAX FUND						\$206,828.91		
AVERAGE ANNUAL YIELD						0.13%		

VILLAGE OF WILLOWBROOK

RUN: 04/01/13 2:48PM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>T I F SPECIAL REVENUE FUND</b>								
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	20,992.09	MM	N/A
			TOTAL MONEY MARKET			\$20,992.09		
			TOTAL T I F SPECIAL REVENUE FUND			\$20,992.09		
			AVERAGE ANNUAL YIELD			0.13%		
<b>SSA ONE BOND &amp; INTEREST FUND</b>								
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	194.97	MM	N/A
			TOTAL MONEY MARKET			\$194.97		
			TOTAL SSA ONE BOND & INTEREST FUND			\$194.97		
			AVERAGE ANNUAL YIELD			0.13%		
<b>POLICE PENSION FUND</b>								
07-120-396		MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-294		MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,731.28	AC	02/01/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	15,009.31	AC	12/18/2018
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	25,345.20	AC	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-297		MBFINANCIAL BANK	FFCB		4.45%	30,944.50	AC	12/16/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	332.41	AC	07/20/2024
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	11,770.40	AC	08/20/2028
TOTAL AGENCY CERTIFICATES						\$3,490,685.05		
07-120-288		MBFINANCIAL BANK	CORP BONDS			2,516,179.50	CB	N/A
TOTAL CORPORATE BONDS						\$2,516,179.50		
07-120-289		MBFINANCIAL BANK	EQUITIES			1,113,779.24	EQ	N/A
TOTAL EQUITIES						\$1,113,779.24		
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
TOTAL MUNICIPAL BONDS						\$640,425.70		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,722,777.47	MF	N/A
TOTAL MUTUAL FUNDS						\$5,722,777.47		
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	110,556.83	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	328,376.56	MM	N/A
TOTAL MONEY MARKET						\$438,933.39		
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,413,150.66	MV	N/A
TOTAL MARKET VALUE						\$1,413,150.66		
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
TOTAL TREASURY NOTES						\$442,558.82		
TOTAL POLICE PENSION FUND						\$15,778,489.83		
AVERAGE ANNUAL YIELD						4.27%		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>SSA ONE PROJECT FUND</b>								
08-110-323		IMET	MONEY MARKET		0.34%	44.82	MM	N/A
			TOTAL MONEY MARKET			\$44.82		
			TOTAL SSA ONE PROJECT FUND			\$44.82		
			AVERAGE ANNUAL YIELD			0.33%		
<b>WATER CAPITAL IMPROVEMENTS FUND</b>								
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	478,009.15	MM	N/A
			TOTAL MONEY MARKET			\$478,009.15		
			TOTAL WATER CAPITAL IMPROVEMENTS FUND			\$478,009.15		
			AVERAGE ANNUAL YIELD			0.13%		
<b>CAPITAL PROJECT FUND</b>								
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	101,642.99	MM	N/A
10-110-325		IMET	MONEY MARKET		0.34%	38.08	MM	N/A
			TOTAL MONEY MARKET			\$101,681.07		
			TOTAL CAPITAL PROJECT FUND			\$101,681.07		
			AVERAGE ANNUAL YIELD			0.13%		
<b>2008 BOND FUND</b>								
11-110-323		IMET	MONEY MARKET		0.34%	1.74	MM	N/A
11-120-155		IMET	MONEY MARKET			82.41	MM	N/A
			TOTAL MONEY MARKET			\$84.15		
			TOTAL 2008 BOND FUND			\$84.15		
			AVERAGE ANNUAL YIELD			0.57%		
<b>LAND ACQUISITION, FACILITY EXPANSION &amp; RENOVATION FUND</b>								
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,167,911.35	MM	N/A
			TOTAL MONEY MARKET			\$3,167,911.35		
			TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND			\$3,167,911.35		
			AVERAGE ANNUAL YIELD			0.13%		
GRAND TOTAL INVESTED						\$22,832,840.49		
<b>INVESTMENT TYPES</b>								
AC	AGENCY CERTIFICATES		MF	MUTUAL FUNDS				
CB	CORPORATE BONDS		MM	MONEY MARKET				
CD	CERTIFICATE OF DEPOSIT		MV	MARKET VALUE				
CK	CHECKING		PC	PETTY CASH				
EQ	EQUITIES		SV	SAVINGS				
MB	MUNICIPAL BONDS		TN	TREASURY NOTES				

VILLAGE OF WILLOWBROOK  
INVESTMENTS BY FUND (SUMMARY) MARCH 31, 2013

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FUND	INVESTMENTS
GENERAL CORPORATE FUND	2,723,648.43
WATER FUND	329,157.81
HOTEL/MOTEL TAX FUND	25,797.91
MOTOR FUEL TAX FUND	206,828.91
T I F SPECIAL REVENUE FUND	20,992.09
SSA ONE BOND & INTEREST FUND	194.97
POLICE PENSION FUND	15,778,489.83
SSA ONE PROJECT FUND	44.82
WATER CAPITAL IMPROVEMENTS FUND	478,009.15
CAPITAL PROJECT FUND	101,681.07
2008 BOND FUND	84.15
LAND FUND	3,167,911.35
TOTAL INVESTED (ALL FUNDS):	\$22,832,840.49

VILLAGE OF WILLOWBROOK  
 INVESTMENTS BY TYPE (SUMMARY) MARCH 31, 2013

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TYPE	AMOUNT	YIELD	NON-INTEREST	TOTAL INV.
AGENCY CERTIFICATES	3,490,685.05	4.73 %		3,490,685.05
CORPORATE BONDS			2,516,179.50	2,516,179.50
EQUITIES			1,113,779.24	1,113,779.24
MUNICIPAL BONDS	640,425.70	5.02 %		640,425.70
MUTUAL FUNDS			5,722,777.47	5,722,777.47
MONEY MARKET	7,175,366.73	0.17 %	82.41	7,175,449.14
MARKET VALUE			1,608,464.68	1,608,464.68
PETTY CASH			950.00	950.00
SAVINGS			121,570.89	121,570.89
TREASURY NOTES	442,558.82	3.58 %		442,558.82
<b>TOTAL ALL FUNDS</b>	<b>\$11,749,036.30</b>		<b>\$11,083,804.19</b>	<b>\$22,832,840.49</b>

VILLAGE OF WILLOWBROOK

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INVESTMENT SUMMARY BY INSTITUTION AS OF MARCH 31, 2013

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INSTITUTION	VILLAGE FUNDS	PENSION FUNDS	TOTAL FUNDS
COMMUNITY BANK OF WB	661,024.92	110,556.83	771,581.75
COMMUNITY BANK WB	12,036.56		12,036.56
ILLINOIS FUNDS	5,351,555.60		5,351,555.60
IMET	821,594.56		821,594.56
IMET MARKET VALUE CONTRA	195,314.02	1,413,150.66	1,608,464.68
MBFINANCIAL BANK		14,254,782.34	14,254,782.34
U.S. BANK	11,875.00		11,875.00
VILLAGE OF WILLOWBROOK	950.00		950.00
TOTALS	\$7,054,350.66	\$15,778,489.83	\$22,832,840.49

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY INSTITUTION AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
01-110-323		COMMUNITY BANK OF WB			0.05%	48,107.89	MM	N/A
01-110-325		COMMUNITY BANK OF WB			0.05%	13,855.69	MM	N/A
01-110-380		COMMUNITY BANK OF WB			0.25%	164,125.74	MM	N/A
02-110-209		COMMUNITY BANK OF WB			0.30%	325,239.71	MM	N/A
07-110-202		COMMUNITY BANK OF WB			0.25%	110,556.83	MM	N/A
01-110-257		COMMUNITY BANK OF WB				109,695.89	SV	N/A
		TOTAL INVESTED				\$771,581.75		
01-110-332		COMMUNITY BANK WB			0.27%	12,036.56	MM	N/A
01-110-322		ILLINOIS FUNDS			0.13%	1,346,260.13	MM	N/A
02-110-322		ILLINOIS FUNDS			0.13%	3,918.10	MM	N/A
03-110-322		ILLINOIS FUNDS			0.13%	25,797.91	MM	N/A
04-110-322		ILLINOIS FUNDS			0.13%	206,828.91	MM	N/A
05-110-322		ILLINOIS FUNDS			0.13%	20,992.09	MM	N/A
06-110-322		ILLINOIS FUNDS			0.13%	194.97	MM	N/A
09-110-322		ILLINOIS FUNDS			0.13%	478,009.15	MM	N/A
10-110-322		ILLINOIS FUNDS			0.13%	101,642.99	MM	N/A
14-110-322		ILLINOIS FUNDS			0.13%	3,167,911.35	MM	N/A
		TOTAL INVESTED				\$5,351,555.60		
01-120-154		IMET			0.34%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.34%	169,592.95	MM	N/A
08-110-323		IMET			0.34%	44.82	MM	N/A
10-110-325		IMET			0.34%	38.08	MM	N/A
11-110-323		IMET			0.34%	1.74	MM	N/A
11-120-155		IMET				82.41	MM	N/A
		TOTAL INVESTED				\$821,594.56		
01-120-900		IMET MARKET VALUE CONTRA				195,314.02	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA				1,413,150.66	MV	N/A
		TOTAL INVESTED				\$1,608,464.68		
07-120-288		MBFINANCIAL BANK				2,516,179.50	CB	N/A
07-120-289		MBFINANCIAL BANK				1,113,779.24	EQ	N/A
07-120-290		MBFINANCIAL BANK				5,722,777.47	MF	N/A
07-110-335		MBFINANCIAL BANK			0.15%	328,376.56	MM	N/A
07-120-396		MBFINANCIAL BANK			4.38%	99,816.00	AC	07/17/2013
07-120-294		MBFINANCIAL BANK			4.88%	54,925.00	AC	11/15/2013
07-120-375		MBFINANCIAL BANK			4.50%	9,606.40	MB	12/15/2013
07-120-381		MBFINANCIAL BANK			5.20%	20,260.20	MB	12/15/2013
07-120-393		MBFINANCIAL BANK			4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK			5.25%	51,035.00	AC	09/12/2014
07-120-356		MBFINANCIAL BANK			5.20%	29,935.80	MB	12/30/2014
07-120-392		MBFINANCIAL BANK			4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK			4.15%	49,700.00	AC	03/25/2015
07-120-419		MBFINANCIAL BANK			3.25%	50,064.00	MB	06/01/2015
07-120-374		MBFINANCIAL BANK			5.50%	150,495.50	AC	06/12/2015
07-120-413		MBFINANCIAL BANK			4.50%	75,618.00	MB	01/01/2016

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INVESTMENTS BY INSTITUTION AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,731.28	AC	02/01/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	15,009.31	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	25,345.20	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-297		MBFINANCIAL BANK	FFCB		4.45%	30,944.50	AC	12/16/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	332.41	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	11,770.40	AC	08/20/2028
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$14,254,782.34		
01-110-335		U.S. BANK	LOCKBOX			11,875.00	SV	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
		GRAND TOTAL INVESTED				\$22,832,840.49		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY INSTITUTION AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
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VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-396		MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-294		MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,731.28	AC	02/01/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	15,009.31	AC	12/18/2018
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	25,345.20	AC	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-297		MBFINANCIAL BANK	FFCB		4.45%	30,944.50	AC	12/16/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	332.41	AC	07/20/2024
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	11,770.40	AC	08/20/2028
		TOTAL INVESTED				\$3,490,685.05		
07-120-288		MBFINANCIAL BANK	CORP BONDS			2,516,179.50	CB	N/A
07-120-289		MBFINANCIAL BANK	EQUITIES			1,113,779.24	EQ	N/A
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPL		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$640,425.70		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,722,777.47	MF	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	48,107.89	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	13,855.69	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	164,125.74	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.30%	325,239.71	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	110,556.83	MM	N/A
01-110-332		COMMUNITY BANK WB	MONEY MARKET		0.27%	12,036.56	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	1,346,260.13	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,918.10	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	25,797.91	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	206,828.91	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	20,992.09	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	194.97	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	478,009.15	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	101,642.99	MM	N/A
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,167,911.35	MM	N/A
01-120-154		IMET	POOLED INVEST		0.34%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.34%	169,592.95	MM	N/A
08-110-323		IMET	MONEY MARKET		0.34%	44.82	MM	N/A
10-110-325		IMET	MONEY MARKET		0.34%	38.08	MM	N/A
11-110-323		IMET	MONEY MARKET		0.34%	1.74	MM	N/A
11-120-155		IMET	MONEY MARKET			82.41	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	328,376.56	MM	N/A
		TOTAL INVESTED				\$7,175,449.14		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			195,314.02	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,413,150.66	MV	N/A
		TOTAL INVESTED				\$1,608,464.68		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			109,695.89	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			11,875.00	SV	N/A
		TOTAL INVESTED				\$121,570.89		
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
		TOTAL INVESTED				\$442,558.82		
		GRAND TOTAL INVESTED				\$22,832,840.49		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF MARCH 31, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-288		MBFINANCIAL BANK	CORP BONDS			2,516,179.50	CB	N/A
07-120-289		MBFINANCIAL BANK	EQUITIES			1,113,779.24	EQ	N/A
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,722,777.47	MF	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	48,107.89	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.05%	13,855.69	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	164,125.74	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.30%	325,239.71	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	110,556.83	MM	N/A
01-110-332		COMMUNITY BANK WB	MONEY MARKET		0.27%	12,036.56	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	1,346,260.13	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,918.10	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	25,797.91	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	206,828.91	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	20,992.09	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	194.97	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	478,009.15	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	101,642.99	MM	N/A
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.13%	3,167,911.35	MM	N/A
01-120-154		IMET	POOLED INVEST		0.34%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.34%	169,592.95	MM	N/A
08-110-323		IMET	MONEY MARKET		0.34%	44.82	MM	N/A
10-110-325		IMET	MONEY MARKET		0.34%	38.08	MM	N/A
11-110-323		IMET	MONEY MARKET		0.34%	1.74	MM	N/A
11-120-155		IMET	MONEY MARKET			82.41	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	328,376.56	MM	N/A
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			195,314.02	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,413,150.66	MV	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			109,695.89	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			11,875.00	SV	N/A
07-120-396		MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-294		MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,731.28	AC	02/01/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF MARCH 31, 2013

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07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	15,009.31	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	25,345.20	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-297		MBFINANCIAL BANK	FFCB		4.45%	30,944.50	AC	12/16/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	332.41	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	11,770.40	AC	08/20/2028
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$22,832,840.49		
		GRAND TOTAL INVESTED				\$22,832,840.49		

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67  
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REVENUE REPORT FOR MARCH, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
01-1100	Property Taxes	33.49	162,920.95	159,885.00	101.90	-3,035.95
01-1110	Other Taxes	580,765.53	5,854,939.43	5,943,821.00	98.50	88,881.57
01-1120	Licenses	100.00	145,360.76	95,270.00	152.58	-50,090.76
01-1130	Permits	19,017.10	204,545.47	113,600.00	180.06	-90,945.47
01-1140	Fines	58,870.59	639,861.19	700,000.00	91.41	60,138.81
01-1150	Transfers-Other Funds	32,451.92	356,971.12	389,423.00	91.67	32,451.88
01-1160	Charges & Fees	7,385.00	54,949.50	42,077.00	130.59	-12,872.50
01-1170	Park & Recreation Revenue	16,654.00	58,391.83	49,557.00	117.83	-8,834.83
01-1180	Other Revenue	2,508.22	268,739.33	349,975.00	76.79	81,235.67
**TOTAL	Operating Revenue	717,785.85	7,746,679.58	7,843,608.00	98.76	96,928.42
<u>Non-Operating Revenue</u>						
01-3000	Non-Operating Revenue	475.52	2,416.05	9,176.00	26.33	6,759.95
**TOTAL	Non-Operating Revenue	475.52	2,416.05	9,176.00	26.33	6,759.95
***TOTAL	GENERAL CORPORATE FUND	718,261.37	7,749,095.63	7,852,784.00	98.68	103,688.37

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67  
 RUN: 04/01/13 2:53PM

REVENUE REPORT FOR MARCH, 2013

ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>WATER FUND</u>						
<u>Operating Revenue</u>						
02-1160	Charges & Fees	189,701.88	2,222,459.40	2,327,832.00	95.47	105,372.60
**TOTAL	Operating Revenue	189,701.88	2,222,459.40	2,327,832.00	95.47	105,372.60
<u>Non-Operating Revenue</u>						
02-3100	Other Income	63.15	1,409.31	3,000.00	46.98	1,590.69
02-3200	Charges & Fees	600.00	1,800.00	1,500.00	120.00	-300.00
**TOTAL	Non-Operating Revenue	663.15	3,209.31	4,500.00	71.32	1,290.69
***TOTAL	WATER FUND	190,365.03	2,225,668.71	2,332,332.00	95.43	106,663.29
<u>HOTEL/MOTEL TAX FUND</u>						
<u>Operating Revenue</u>						
03-1110	Other Taxes	3,634.24	58,050.94	62,220.00	93.30	4,169.06
03-1160	Charges & Fees	0.00	0.00	0.00	0.00	0.00
03-1180	Other Revenue	0.00	125.00	0.00	0.00	-125.00
**TOTAL	Operating Revenue	3,634.24	58,175.94	62,220.00	93.50	4,044.06
<u>Non-Operating Revenue</u>						
03-3100	Other Income	1.76	39.02	10.00	390.20	-29.02
**TOTAL	Non-Operating Revenue	1.76	39.02	10.00	390.20	-29.02
<u>Transfers</u>						
03-4000	Transfers	0.00	0.00	0.00	0.00	0.00
**TOTAL	Transfers	0.00	0.00	0.00	0.00	0.00
***TOTAL	HOTEL/MOTEL TAX FUND	3,636.00	58,214.96	62,230.00	93.55	4,015.04
<u>MOTOR FUEL TAX FUND</u>						
<u>Operating Revenue</u>						
04-1110	Other Taxes	14,578.99	226,940.25	222,328.00	102.07	-4,612.25
**TOTAL	Operating Revenue	14,578.99	226,940.25	222,328.00	102.07	-4,612.25
<u>Non-Operating Revenue</u>						
04-3100	Other Income	7.62	133.86	208.00	64.36	74.14
**TOTAL	Non-Operating Revenue	7.62	133.86	208.00	64.36	74.14
***TOTAL	MOTOR FUEL TAX FUND	14,586.61	227,074.11	222,536.00	102.04	-4,538.11

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67  
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REVENUE REPORT FOR MARCH, 2013

ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>T I F SPECIAL REVENUE FUND</u>						
<u>Operating Revenue</u>						
05-1000	Operating Revenue	0.00	801,233.44	728,744.00	109.95	-72,489.44
**TOTAL	Operating Revenue	0.00	801,233.44	728,744.00	109.95	-72,489.44
<u>Non-Operating Revenue</u>						
05-3100	Other Income	0.93	163.24	8.00	2,040.50	-155.24
**TOTAL	Non-Operating Revenue	0.93	163.24	8.00	2,040.50	-155.24
***TOTAL	T I F SPECIAL REVENUE FUND	0.93	801,396.68	728,752.00	109.97	-72,644.68
<u>SSA ONE BOND FUND</u>						
<u>Operating Revenue</u>						
06-1000	Operating Revenue	0.00	320,914.25	320,760.00	100.05	-154.25
**TOTAL	Operating Revenue	0.00	320,914.25	320,760.00	100.05	-154.25
<u>Non-Operating Revenue</u>						
06-3000	Non-Operating Revenue	0.00	32.69	0.00	0.00	-32.69
**TOTAL	Non-Operating Revenue	0.00	32.69	0.00	0.00	-32.69
***TOTAL	SSA ONE BOND FUND	0.00	320,946.94	320,760.00	100.06	-186.94
<u>POLICE PENSION FUND</u>						
<u>Operating Revenue</u>						
07-1150	Transfers-Other Funds	44,768.30	537,219.60	581,988.00	92.31	44,768.40
07-1180	Other Revenue	13,629.17	157,261.05	169,305.00	92.89	12,043.95
**TOTAL	Operating Revenue	58,397.47	694,480.65	751,293.00	92.44	56,812.35
<u>Non-Operating Revenue</u>						
07-3100	Other Income	9.55	543,909.91	300,000.00	181.30	-243,909.91
**TOTAL	Non-Operating Revenue	9.55	543,909.91	300,000.00	181.30	-243,909.91
***TOTAL	POLICE PENSION FUND	58,407.02	1,238,390.56	1,051,293.00	117.80	-187,097.56
<u>SSA ONE PROJECT FUND</u>						
<u>Operating Revenue</u>						
08-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67

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REVENUE REPORT FOR MARCH, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
	<u>Non-Operating Revenue</u>					
08-3000	Non-Operating Revenue	12.82	137.93	0.00	0.00	-137.93
**TOTAL	Non-Operating Revenue	12.82	137.93	0.00	0.00	-137.93
***TOTAL	SSA ONE PROJECT FUND	12.82	137.93	0.00	0.00	-137.93
	<u>WATER CAPITAL IMPROVEMENTS FUND</u>					
	<u>Operating Revenue</u>					
09-1000	Operating Revenue	0.00	120,496.00	187,976.00	64.10	67,480.00
**TOTAL	Operating Revenue	0.00	120,496.00	187,976.00	64.10	67,480.00
	<u>Non-Operating Revenue</u>					
09-3000	Non-Operating Revenue	28.18	151.65	200.00	75.83	48.35
**TOTAL	Non-Operating Revenue	28.18	151.65	200.00	75.83	48.35
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	28.18	120,647.65	188,176.00	64.11	67,528.35
	<u>CAPITAL PROJECT FUND</u>					
	<u>UNKNOWN SUBJECT # 0000</u>					
10- 0	UNKNOWN SUBJECT # 0000	0.00	0.00	0.00	0.00	0.00
**TOTAL	UNKNOWN SUBJECT # 0000	0.00	0.00	0.00	0.00	0.00
	<u>Operating Revenue</u>					
10-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
10-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00
	<u>Non-Operating Revenue</u>					
10-3000	Non-Operating Revenue	4.07	122.82	200.00	61.41	77.18
**TOTAL	Non-Operating Revenue	4.07	122.82	200.00	61.41	77.18
***TOTAL	CAPITAL PROJECT FUND	4.07	122.82	200.00	61.41	77.18
	<u>2008 BOND FUND</u>					
	<u>Operating Revenue</u>					
11-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67

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REVENUE REPORT FOR MARCH, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
	<u>Non-Operating Revenue</u>					
11-3000	Non-Operating Revenue	0.02	158,744.13	158,744.00	100.00	-0.13
**TOTAL	Non-Operating Revenue	0.02	158,744.13	158,744.00	100.00	-0.13
***TOTAL	2008 BOND FUND	0.02	158,744.13	158,744.00	100.00	-0.13
	<u>FUND SUMMARY</u>					
1	GENERAL CORPORATE	718,261.37	7,749,095.63	7,852,784.00	98.68	103,688.37
2	WATER	190,365.03	2,225,668.71	2,332,332.00	95.43	106,663.29
3	HOTEL/MOTEL TAX	3,636.00	58,214.96	62,230.00	93.55	4,015.04
4	MOTOR FUEL TAX	14,586.61	227,074.11	222,536.00	102.04	-4,538.11
5	T I F SPECIAL REVENUE	0.93	801,396.68	728,752.00	109.97	-72,644.68
6	SSA ONE BOND & INTEREST	0.00	320,946.94	320,760.00	100.06	-186.94
7	POLICE PENSION	58,407.02	1,238,390.56	1,051,293.00	117.80	-187,097.56
8	SSA ONE PROJECT	12.82	137.93	0.00	0.00	-137.93
9	WATER CAPITAL IMPROVEMENTS	28.18	120,647.65	188,176.00	64.11	67,528.35
10	CAPITAL PROJECT	4.07	122.82	200.00	61.41	77.18
11	2008 BOND	0.02	158,744.13	158,744.00	100.00	-0.13
	TOTALS ALL FUNDS	985,302.05	12,900,440.12	12,917,807.00	99.87	17,366.88

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>VILLAGE BOARD &amp; CLERK</u>								
01-05-410-3	GENERAL MANAGEMENT	3,312.70	27,409.85	72.11	38,013.00	10,603.15	36.05	76,026.00
01-05-420-3	COMMUNITY RELATIONS	86.19	312.44	31.24	1,000.00	687.56	15.62	2,000.00
01-05-425-6	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-430-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	VILLAGE BOARD & CLERK	3,398.89	27,722.29	71.06	39,013.00	11,290.71	35.53	78,026.00
<u>BOARD OF POLICE COMMISSIONERS</u>								
01-07-435-3	ADMINISTRATION	0.00	673.00	5.27	12,775.00	12,102.00	2.63	25,550.00
01-07-440-5	OTHER	500.00	1,585.00	15.10	10,500.00	8,915.00	7.55	21,000.00
01-07-445-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BOARD OF POLICE COMMISSIONERS	500.00	2,258.00	9.70	23,275.00	21,017.00	4.85	46,550.00
<u>ADMINISTRATION</u>								
01-10-455-5	GENERAL MANAGEMENT	26,688.18	686,457.77	98.89	694,147.00	7,689.23	49.45	1,388,294.00
01-10-460-3	DATA PROCESSING	395.03	7,614.25	152.29	5,000.00	-2,614.25	76.14	10,000.00
01-10-461-1	LEGISLATIVE SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-465-2	ADMINISTRATION-GENERAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-466-3	BUILDINGS	4,352.69	44,919.60	88.04	51,020.00	6,100.40	44.02	102,040.00
01-10-470-2	LEGAL SERVICES	9,054.50	111,549.75	85.81	130,000.00	18,450.25	42.90	260,000.00
01-10-471-2	FINANCIAL AUDIT	0.00	1,750.00	14.89	11,750.00	10,000.00	7.45	23,500.00
01-10-475-3	COMMUNITY RELATIONS	414.33	5,941.65	87.25	6,810.00	868.35	43.62	13,620.00
01-10-480-2	RISK MANAGEMENT	0.00	207,975.00	98.47	211,209.00	3,234.00	49.23	422,418.00
01-10-485-6	CAPITAL IMPROVEMENTS	0.00	46,841.19	129.74	36,105.00	-10,736.19	64.87	72,210.00
01-10-490-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	ADMINISTRATION	40,904.73	1,113,049.21	97.12	1,146,041.00	32,991.79	48.56	2,292,082.00
<u>PLANNING &amp; ECONOMIC DEVELOPMENT</u>								
01-15-510-4	GENERAL MANAGEMENT	3,214.17	38,790.16	79.83	48,589.00	9,798.84	39.92	97,178.00
01-15-515-4	DATA PROCESSING	0.00	209.48	6.76	3,100.00	2,890.52	3.38	6,200.00
01-15-520-2	ENGINEERING	8,807.53	65,492.38	92.37	70,900.00	5,407.62	46.19	141,800.00
01-15-535-2	RISK MANAGEMENT	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-15-540-6	CAPITAL IMPROVEMENTS	0.00	3,258.81	105.84	3,079.00	-179.81	52.92	6,158.00
01-15-544-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLANNING & ECONOMIC DEVELOPMENT	12,021.70	107,750.83	84.07	128,168.00	20,417.17	42.03	256,336.00
<u>PARKS &amp; RECREATION DEPT</u>								
01-20-550-3	ADMINISTRATION	2,682.12	46,434.36	82.53	56,265.00	9,830.64	41.26	112,530.00
01-20-555-3	PARKS & RECREATION-ADMINISTRATION	0.00	139.65	34.91	400.00	260.35	17.46	800.00
01-20-560-2	ADMINISTRATION	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-20-565-3	LANDSCAPING	840.00	37,630.71	53.24	70,677.00	33,046.29	26.62	141,354.00
01-20-570-4	MAINTENANCE	2,036.64	30,856.88	77.73	39,700.00	8,843.12	38.86	79,400.00
01-20-575-5	SUMMER PROGRAM	4,410.00	20,123.73	104.35	19,284.00	-839.73	52.18	38,568.00
01-20-580-5	FALL PROGRAM	5,362.20	10,979.87	114.67	9,575.00	-1,404.87	57.34	19,150.00
01-20-585-5	WINTER PROGRAM	4,900.96	15,908.96	89.39	17,798.00	1,889.04	44.69	35,596.00
01-20-590-5	SPECIAL RECREATION SERVICES	4,125.77	44,684.36	70.87	63,047.00	18,362.64	35.44	126,094.00
01-20-595-6	CAPITAL IMPROVEMENTS	2,375.00	53,967.99	99.20	54,403.00	435.01	49.60	108,806.00
01-20-599-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PARKS & RECREATION DEPT	26,732.69	260,726.51	78.14	333,649.00	72,922.49	39.07	667,298.00
<u>FINANCE DEPARTMENT</u>								
01-25-610-4	GENERAL MANAGEMENT	8,853.22	109,485.43	84.50	129,575.00	20,089.57	42.25	259,150.00



VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
01-45-849-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLAN COMMISSION	0.00	711.25	0.00	0.00	-711.25	0.00	0.00
***TOTAL	GENERAL CORPORATE FUND	488,215.51	6,376,367.81	88.78	7,181,991.00	805,623.19	44.39	14,363,982.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 WATER FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>WATER DEPARTMENT</u>							
02-50-401-4	ADMINISTRATION	20,915.13	263,377.69	96.80	272,072.00	8,694.31	48.40	544,143.00
02-50-405-2	ENGINEERING	0.00	0.00	0.00	2,575.00	2,575.00	0.00	5,150.00
02-50-410-5	INTERFUND TRANSFERS	32,451.92	475,249.12	82.63	575,181.00	99,931.88	41.31	1,150,362.00
02-50-415-2	RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
02-50-417-4	EDP	0.00	15,664.35	83.40	18,782.00	3,117.65	41.70	37,564.00
02-50-420-5	WATER PRODUCTION	93,081.09	1,060,858.78	84.79	1,251,171.00	190,312.22	42.39	2,502,342.00
02-50-425-4	WATER STORAGE	0.00	9,019.08	148.10	6,090.00	-2,929.08	74.05	12,180.00
02-50-430-4	TRANSPORTATION & DISTRIBUTION	4,858.81	143,722.54	261.19	55,025.00	-88,697.54	130.60	110,050.00
02-50-435-4	METERS & BILLING	0.00	15,460.80	137.31	11,260.00	-4,200.80	68.65	22,520.00
02-50-440-6	CAPITAL IMPROVEMENTS	5,443.45	32,547.48	130.19	25,000.00	-7,547.48	65.09	50,000.00
02-50-449-7	CONTINGENCIES-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	WATER DEPARTMENT	156,750.40	2,015,899.84	90.92	2,217,156.00	201,256.16	45.46	4,434,311.00
***TOTAL	WATER FUND	156,750.40	2,015,899.84	90.92	2,217,156.00	201,256.16	45.46	4,434,311.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 HOTEL/MOTEL TAX FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>HOTEL/MOTEL</u>							
03-53-401-4	ADMINISTRATION	1,000.00	13,684.41	109.79	12,464.00	-1,220.41	54.90	24,928.00
03-53-435-3	PUBLIC RELATIONS & PROMOTION	8,238.53	32,660.72	49.48	66,005.00	33,344.28	24.74	132,010.00
03-53-436-3	SPECIAL EVENTS	2,500.00	4,122.66	91.61	4,500.00	377.34	45.81	9,000.00
03-53-449-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	HOTEL/MOTEL	11,738.53	50,467.79	60.83	82,969.00	32,501.21	30.41	165,938.00
***TOTAL	HOTEL/MOTEL TAX FUND	11,738.53	50,467.79	60.83	82,969.00	32,501.21	30.41	165,938.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 MOTOR FUEL TAX FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>MOTOR FUEL TAX</u>							
04-56-401-3	PAVEMENT MARKINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-405-3	ROAD SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-410-3	SNOW REMOVAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-415-2	STREET LIGHTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-420-2	TRAFFIC SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-425-3	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-430-6	CAPITAL IMPROVEMENTS	0.00	186,000.00	100.00	186,000.00	0.00	50.00	372,000.00
04-56-439-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	MOTOR FUEL TAX	0.00	186,000.00	100.00	186,000.00	0.00	50.00	372,000.00
***TOTAL	MOTOR FUEL TAX FUND	0.00	186,000.00	100.00	186,000.00	0.00	50.00	372,000.00

PRCT. OF YR: 91.67  
RUN: 04/01/13

2:53PM

VILLAGE OF WILLOWBROOK  
EXPENDITURE REPORT FOR MARCH, 2013  
T I F SPECIAL REVENUE FUND

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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
05-59-401-3	ADMINISTRATION - GENERAL	0.00	56,958.86	117.06	48,657.00	-8,301.86	58.53	97,314.00
05-59-410-5	PRINCIPAL EXPENSE	0.00	752,886.45	110.82	679,407.00	-73,479.45	55.41	1,358,814.00
05-59-425-2	ATTORNEY FEES	0.00	600.00	0.00	0.00	-600.00	0.00	0.00
***TOTAL	T I F SPECIAL REVENUE FUND	0.00	810,445.31	111.32	728,064.00	-82,381.31	55.66	1,456,128.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 SSA ONE BOND FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>SSA BOND</u>							
06-60-550-4	DEBT SERVICE	0.00	320,760.00	100.00	320,760.00	0.00	50.00	641,520.00
06-60-555-7	SSA BOND & INTEREST FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	SSA BOND	0.00	320,760.00	100.00	320,760.00	0.00	50.00	641,520.00
***TOTAL	SSA ONE BOND FUND	0.00	320,760.00	100.00	320,760.00	0.00	50.00	641,520.00

VILLAGE OF WILLOWBROOK  
EXPENDITURE REPORT FOR MARCH, 2013  
POLICE PENSION FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
07-62-401-5	POLICE PENSION FUND	56,967.47	599,684.52	92.51	648,247.00	48,562.48	46.25	1,296,496.00
***TOTAL	POLICE PENSION FUND	56,967.47	599,684.52	92.51	648,247.00	48,562.48	46.25	1,296,496.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 SSA ONE PROJECT FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>BUILDING AND ZONING DEPT</u>								
08-40-401-9	SSA FUND ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BUILDING AND ZONING DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>SSA ONE PROJECT</u>								
08-63-401-9	SSA FUND ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08-63-445-6	PUBLIC IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08-63-555-7	SSA ONE PROJECT FUND	0.00	51,834.56	0.00	0.00	-51,834.56	50.29	103,076.00
**TOTAL	SSA ONE PROJECT	0.00	51,834.56	0.00	0.00	-51,834.56	50.29	103,076.00
***TOTAL	SSA ONE PROJECT FUND	0.00	51,834.56	0.00	0.00	-51,834.56	50.29	103,076.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 WATER CAPITAL IMPROVEMENTS FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>WATER CAPITAL IMPROVEMENTS</u>							
09-65-405-2	WATER CAPITAL IMPROV FUND	0.00	0.00	0.00	0.00	0.00	0.00	103,076.00
09-65-410-5	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09-65-440-6	CAPITAL IMPROVEMENTS	0.00	53,094.49	36.59	145,100.00	92,005.51	18.30	290,200.00
**TOTAL	WATER CAPITAL IMPROVEMENTS	0.00	53,094.49	36.59	145,100.00	92,005.51	13.50	393,276.00
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	0.00	53,094.49	36.59	145,100.00	92,005.51	13.50	393,276.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 CAPITAL PROJECT FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>CAPITAL PROJECTS</u>								
10-68-430-5	CAPITAL PROJECTS FUND	0.00	53,016.00	100.00	53,016.00	0.00	50.00	106,032.00
10-68-540-4	PUBLIC WORKS FACILITY ARCHITECT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-68-545-4	75TH ST EXTENSION PROJECT	0.00	428.00	95.11	450.00	22.00	47.56	900.00
10-68-550-4	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	CAPITAL PROJECTS	0.00	53,444.00	99.96	53,466.00	22.00	49.98	106,932.00
***TOTAL	CAPITAL PROJECT FUND	0.00	53,444.00	99.96	53,466.00	22.00	49.98	106,932.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2013  
 2008 BOND FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
***TOTAL	2008 BOND FUND	0.00	158,743.76	100.00	158,744.00	0.24	50.00	317,488.00
	<u>FUND SUMMARY</u>							
1	GENERAL CORPORATE	488,215.51	6,376,367.81	88.78	7,181,991.00	805,623.19	44.39	14,363,982.00
2	WATER	156,750.40	2,015,899.84	90.92	2,217,156.00	201,256.16	45.46	4,434,311.00
3	HOTEL/MOTEL TAX	11,738.53	50,467.79	60.83	82,969.00	32,501.21	30.41	165,938.00
4	MOTOR FUEL TAX	0.00	186,000.00	100.00	186,000.00	0.00	50.00	372,000.00
5	T I F SPECIAL REVENUE	0.00	810,445.31	111.32	728,064.00	-82,381.31	55.66	1,456,128.00
6	SSA ONE BOND & INTEREST	0.00	320,760.00	100.00	320,760.00	0.00	50.00	641,520.00
7	POLICE PENSION	56,967.47	599,684.52	92.51	648,247.00	48,562.48	46.25	1,296,496.00
8	SSA ONE PROJECT	0.00	51,834.56	0.00	0.00	-51,834.56	50.29	103,076.00
9	WATER CAPITAL IMPROVEMENTS	0.00	53,094.49	36.59	145,100.00	92,005.51	13.50	393,276.00
10	CAPITAL PROJECT	0.00	53,444.00	99.96	53,466.00	22.00	49.98	106,932.00
11	2008 BOND	0.00	158,743.76	100.00	158,744.00	0.24	50.00	317,488.00
	TOTALS ALL FUNDS	713,671.91	10,676,742.08	91.08	11,722,497.00	1,045,754.92	45.14	23,651,147.00

**VILLAGE OF WILLOWBROOK  
FINANCIAL REPORT  
MUNICIPAL SALES AND USE TAXES**

MONTH	SALE DIST MADE	08-09	09-10	10-11	11-12	12-13
MAY	FEB	\$ 230,603	\$ 216,102	\$ 223,555	\$ 254,811	\$ 261,216
JUNE	MAR	254,996	252,558	281,024	296,840	308,159
JULY	APR	250,123	239,611	259,844	281,808	288,609
AUG	MAY	303,260	278,006	284,173	276,985	316,487
SEPT	JUNE	294,396	284,544	314,663	318,524	336,664
OCT	JULY	277,421	269,750	276,383	300,424	291,508
NOV	AUG	265,822	267,033	279,375	326,134	330,699
DEC	SEPT	263,557	253,713	260,636	296,490	300,348
JAN	OCT	238,194	236,393	273,809	272,291	282,374
FEB	NOV	290,210	253,516	290,009	296,763	306,325
MARCH	DEC	313,051	339,352	355,102	387,223	377,505
APRIL	JAN	216,559	193,834	234,660	253,944	
<b>TOTAL</b>		<b>\$ 3,198,192</b>	<b>\$ 3,084,413</b>	<b>\$ 3,333,234</b>	<b>\$ 3,562,238</b>	<b>\$ 3,399,895</b>
<b>MTH AVG</b>		<b>\$ 266,516</b>	<b>\$ 257,034</b>	<b>\$ 277,769</b>	<b>\$ 296,853</b>	<b>\$ 309,081</b>
<b>BUDGET</b>		<b>\$ 3,327,630</b>	<b>\$ 3,018,750</b>	<b>\$ 3,121,250</b>	<b>\$ 3,217,250</b>	<b>\$ 3,493,374</b>

YEAR TO DATE LAST YEAR : \$ 3,308,294  
YEAR TO DATE THIS YEAR : \$ 3,399,895  
DIFFERENCE : \$ 91,601

PERCENTAGE OF INCREASE :

2.77%

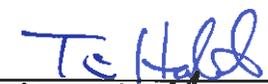
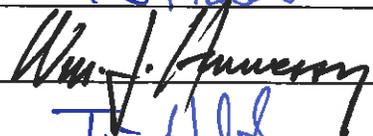
CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,493,374  
PERCENTAGE OF YEAR COMPLETED : 91.67%  
PERCENTAGE OF REVENUE TO DATE : 97.32%  
PROJECTION OF ANNUAL REVENUE : \$ 3,660,870  
EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 167,496  
EST. PERCENT DIFF ACTUAL TO BUDGET 4.8%

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

<p style="text-align: center;"><b>ITEM TITLE:</b></p> <p style="text-align: center;">A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT – STREETLIGHT MAINTENANCE SERVICES – BETWEEN THE VILLAGE OF WILLOWBROOK AND RAG’S ELECTRIC</p>	<p><b>AGENDA NO.</b> <span style="float: right;">5g</span></p> <p><b>AGENDA DATE:</b> <u>4/8/13</u></p>
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<p><b>STAFF REVIEW:</b> Tim Halik, Village Administrator</p>	<p>SIGNATURE: <u></u></p>
<p><b>LEGAL REVIEW:</b> William Hennessy, Village Attorney</p>	<p>SIGNATURE: <u></u></p>
<p><b>RECOMMENDED BY:</b> Tim Halik, Village Administrator</p>	<p>SIGNATURE: <u></u></p>
<p><b>REVIEWED &amp; APPROVED BY COMMITTEE:</b>      YES <input checked="" type="checkbox"/> <u>on March 11, 2013</u>      NO <input type="checkbox"/>      N/A <input type="checkbox"/></p>	

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)**

The Village’s annual streetlight maintenance contract includes the maintenance and repair of all Village-owned streetlights throughout town (approximately 180). In 2012, after a competitive bidding process, the low bid was received by Rag’s Electric, and the contract was awarded to them. Rag’s Electric has provided the service to the Village since that time. The following is a history of the contract price charged to the Village by Rag’s Electric:

CONTRACT TERM	VENDOR	CONTRACT PRICE	% CHANGE
FY 2012-2013	Rag’s Electric	\$9,395.00	-

Staff is very pleased with the quality of services currently provided by Rag’s Electric. Therefore, staff asked whether they would consider a contract extension for a subsequent season, and if so, to provide a price proposal. Rag’s responded that due to the prevailing cost fuel, he would need to increase the hourly rate charged for use of his bucket truck and service truck. However, overall, these rate increases would only equate to an approximate 2.9% increase in the total contract price to \$9,670.00.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)**

Staff would recommend that Rag’s Electric be granted a 2.9% increase in the contract price as part of a one-year renewal agreement. The Municipal Services Committee reviewed this item at their March 11, 2013 regular meeting and concurred with the staff recommendation. The new contract would become effective on May 1, 2013 and extend through April 30, 2014.

**ACTION PROPOSED:**

Adopt Resolution.

RESOLUTION NO. 13-R-\_\_\_\_\_

A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT – STREETLIGHT MAINTENANCE SERVICES – BETWEEN THE VILLAGE OF WILLOWBROOK AND RAG’S ELECTRIC

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WHEREAS, in the opinion of at least two-thirds (2/3) of the Trustees then holding office, it is in the best interests of the Village to waive the competitive bidding process and to authorize the Mayor and Village Clerk to execute an Agreement with Rag’s Electric, for the purposes of providing streetlight maintenance services to the Village of Willowbrook.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows;

SECTION ONE: That the competitive bidding process be waived and that the Mayor and Village Clerk be and the same are hereby authorized to execute an Agreement with Rag’s Electric, in substantially the same form attached hereto as Exhibit “A” and made a part hereof, for the purposes of Rag’s Electric providing streetlight maintenance services to the Village of Willowbrook.

SECTION TWO: That all resolutions or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

SECTION THREE: That this Resolution shall be in full force and effect from and after its adoption, approval and publication in pamphlet form as provided by law.

ADOPTED and APPROVED this 8th day of April, 2013.

APPROVED:

---

Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

AGREEMENT

THIS AGREEMENT made and entered into this 8 day of April, 2013, by and between the Village of Willowbrook, a municipal corporation of the State of Illinois, and Rag's Electric.

WITNESSETH:

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, provides in part that units of local government, including municipalities, may contract with individuals in any manner not prohibited by law or by ordinance.

WHEREAS, by Resolution 12-R-21, the Mayor and Village Clerk were authorized to execute, and did execute, a certain contract with Rag's Electric for the purposes of providing streetlight maintenance services to the Village of Willowbrook for the period from May 1, 2012, to April 30, 2013, a copy of which is attached hereto and incorporated herein as Exhibit "A" ("Contract"); and,

WHEREAS, the Village has determined it is in the best interests of the Village to extend the term of the Contract from May 1, 2013, to April 30, 2014, including a rate increase in the following items within the Schedule of Prices:

Item No.	Item	Unit	Quantity	Unit Price	Total
13	Service Truck	HR	50	7.50	375.00
14	Tower and Bucket Truck	HR	30	35.00	1,050.00

The revised total amount of the contract not to exceed \$9,670.00; and,

WHEREAS, Rag's Electric has agreed to provide such services as set forth in the Contract for a total cost amount not to exceed \$9,670.00, as agreed to by a letter to the Village dated March 7, 2013, which is attached hereto and incorporated herein as Exhibit "B".

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants, conditions and agreements herein contained, the adequacy and sufficiency of which the parties hereto hereby acknowledge, the parties hereto agree as follows:

Section 1. Incorporation of Recitals. The preambles set forth hereinabove are incorporated herein as substantive provisions of this AGREEMENT as if fully set out in this Section 1.

Section 2. The Village and Rag's Electric hereby extend the term of the Contract for the period from May 1, 2013, to April 30, 2013, including the aforementioned item rate increases, with the total revised cost amount not to exceed \$9,670.00.

Section 3. Notwithstanding anything to the contrary, Rag's Electric hereby agrees to provide current insurance certificates and insurance coverage information for the period from May 1, 2013, to April 30, 2014, as otherwise described and set forth in the Contract.

Section 4. This AGREEMENT is executed in multiple counterparts, each of which shall be deemed to be and shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the date first above written.

VILLAGE OF WILLOWBROOK, an Illinois  
Municipal Corporation,

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk

Rag's Electric

By: \_\_\_\_\_

Its: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

**EXHIBIT "A" TO AGREEMENT**

*ATTACH FULLY EXECUTED COPY OF THE FOLLOWING:*

SPECIFICATIONS AND CONTRACT DOCUMENTS  
FOR  
STREETLIGHT MAINTENANCE SERVICES

CONTRACT PERIOD: MAY 1, 2012 - APRIL 30, 2013

BIDDER: Rag's Electric, 16244 Bluff Road, Lemont, IL 60439

*APPROXIMATELY THIRTY-FIVE (35) PAGES*

RESOLUTION NO. 12-R- 21

A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A PROPOSAL FOR STREETLIGHT MAINTENANCE SERVICES – RAG’S ELECTRIC COMPANY

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Mayor is hereby authorized and directed to execute a certain agreement between the Village of Willowbrook and Rag’s Electric Company for Streetlight Maintenance Services, per the terms and conditions contained in the documents attached hereto and incorporated herein as Exhibit “A”.

ADOPTED and APPROVED this 14<sup>th</sup> day of May, 2012

APPROVED:

Robert A. Napoli  
Mayor



ATTEST:

Leroy Hansen  
Village Clerk

ROLL CALL VOTE:

AYES: BAKER, Berglund, Davi, Kelly, Mistele, TRILLA

NAYS: 0

ABSTENTIONS: 0

ABSENT: 0

SPECIFICATIONS AND DOCUMENTS  
for

**Street Light Maintenance Services**

Required For Use By:

**VILLAGE OF WILLOWBROOK**  
Willowbrook, Illinois 60527

- > PROPOSALS TO BE EXECUTED IN DUPLICATE
- > ALL SIGNATURES TO BE SWORN BEFORE A NOTARY PUBLIC
- > ALL INSURANCE REQUIREMENTS MUST BE MET

ACCOUNT NUMBER:

\_\_\_\_\_

DEPOSIT:

5% of Bid Amount (See Page 4, Item 5)  
*(Certified Check, Bank Cashier's Check or Bid Bond)*

BOND(S) REQUIRED:

(See Page 4, Item 6)

DRAWINGS:

N/A

PROPOSALS DUE:

Friday, April 27, 2012 by 10:30 AM

VILLAGE HALL  
7760 Quincy Street  
Willowbrook, Illinois 60527

Issued by:

Village of Willowbrook, Illinois  
7760 Quincy Street  
Willowbrook, Illinois 60527  
(630) 323-8215

## REQUEST FOR PROPOSAL

The Village of Willowbrook will be accepting proposals for the item listed. Proposals will be accepted at the Willowbrook Village Hall, 7760 Quincy Street, Willowbrook, until Friday, April 27, 2012 at 10:30 AM.

Specifications may be obtained at the Village Hall, weekdays, between 8:30 a.m. and 4:30 p.m. Questions may be directed to the Municipal Services Department at (630) 920-2261.

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this proposal.

The Village of Willowbrook reserves the right to reject any or all proposals, to waive technicalities, and to accept any proposal which is deemed to be in the best interest of the Village of Willowbrook.

The Village of Willowbrook, Illinois, does not discriminate on the basis of disability in the admission or access to, treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all Village of Willowbrook services, programs, and activities. The Village has a designated coordinator to facilitate compliance with the Americans with Disabilities Act of 1990 (ADA), as required by Section 35.107 of the U.S. Department of Justice regulation, and to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, as mandated by Section 8.5 of the U.S. Department of Housing and Urban Development regulations. For information, contact the Tim Halik, Village of Willowbrook, 7760 Quincy Street, Willowbrook, Illinois, 60527; (630) 323-8215, TDD (630)920-2259.

Upon request, this information can be made available in large print, audio tape, and/or computer disk.

# I. GENERAL CONDITIONS

## 1. DEFINITIONS

The following words and phrases, as used herein, shall have the meaning ascribed to them, as follows:

A. CONTRACTOR or VENDOR shall mean:

RAG'S ELECTRIC COMPANY

16244 Bluff Road

Lemont, IL 60439

B. VILLAGE shall mean the Village of Willowbrook, DuPage County Illinois, an Illinois Municipal Corporation.

## 2. PREPARATION AND SUBMISSION OF PROPOSAL

The vendor must submit his/her proposal in duplicate on the forms furnished by the Village of Willowbrook. All blank spaces on the proposal form must be filled in if applicable. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership or a duly authorized officer, attested to by the Corporate Secretary, of a Corporation. The proposal is contained in these documents and must remain attached thereto when submitted. All signatures and spaces are to be completed in ink or typewritten, where applicable. Prices/costs shall be in United States dollars.

**ALL PROPOSALS SHALL BE SUBMITTED INCLUDING  
THE FOLLOWING INFORMATION ON THE FACE:**

**VENDOR'S NAME, ADDRESS, SUBJECT MATTER OF PROPOSAL,  
DESIGNATED DUE DATE AND HOUR DESIGNATED FOR PROPOSALS TO  
BE SUBMITTED BY.**

### **3. WITHDRAWAL OF PROPOSAL**

Vendors may withdraw their proposals at any time prior to the time specified in the Request for Proposal Notice as the closing time for the receipt of proposals.

However, no proposal shall be withdrawn or cancelled for a period of sixty (60) calendar days after said advertised closing time for the submittal of proposals, nor shall the successful proposal be withdrawn, cancelled, or modified after having been accepted by the Village.

### **4. SUBMISSION OF ALTERNATE PROPOSALS**

Vendor may submit alternate proposals provided that:

- Proposals meet Village Specifications and are submitted separately.
- The Village shall not consider an alternate proposal which fails to meet specifications.

### **5. BID DEPOSIT**

When required on Page 1 of these Specifications, all bids shall be accompanied by a bid deposit in the amount specified. Bid deposits shall be in the form of a certified check, a bank cashier's check drawn on a responsible bank doing business in the United States and shall be made payable to the Village of Willowbrook, or bid bond.

The bid deposit of all except the three lowest bidders on each contract will be returned within twenty (20) calendar days after the opening of the bids. The remaining bid deposits on each contract will be returned, with the exception of the accepted Bidder, after the contract is awarded. The bid deposit of the accepted Bidder will be returned after acceptance by the Village of satisfactory performance bond where such bond is required or completion of contract where no performance bond is required.

### **6. SECURITY FOR PERFORMANCE**

When required on Page 1 of these Specifications, the successful Bidder or Bidders shall, within seven (7) calendar days after acceptance of the bid by the Village, furnish a performance bond in the full amount of the contract, in a form acceptable to the Village.

In the event that the successful Bidder(s) fails to furnish the performance bond within seven (7) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said bond.

### **7. EQUIVALENT PRODUCTS**

In cases where a specified item is identified by a manufacturer's name, trade name or other reference, it is understood that the Vendor proposes to furnish the item as identified. If the Vendor proposes to furnish an "equal" item, the proposed "equal" item must be so indicated in the proposal. The Village shall be the sole determiner of the equalness of the substitute offered.

**8. BASIS OF AWARD**

The Village reserves the right to accept or reject any and all proposals, in whole or in part, and to waive technicalities.

**9. ACCEPTANCE OF PROPOSAL**

The Village shall make its determination with respect to proposals within sixty (60) days, or within ninety (90) days where approval by other agencies is required, from the deadline date of receiving proposals. Should the Village fail to act within the times herein specified, all proposals shall be rendered null and void.

**10. CATALOGS**

Each Vendor shall submit catalogs, descriptive literature and detailed drawings, fully detailing features, designs, construction, appointments, finishes and the like, in order to fully describe the material or work proposed to be furnished.

**11. DELIVERY**

All materials shipped to the Village of Willowbrook must be shipped F.O.B. freight prepaid, designated location Willowbrook, Illinois. The materials must then be delivered where directed, and unloaded by the successful Vendor, or his/her agent. All deliveries shall be deemed to be "inside delivery". Truck deliveries shall be accepted before 2:30 p.m. on weekdays only. No deliveries shall be accepted on Saturdays, Sundays or holidays. The quantity of material delivered by truck shall be ascertained from a weight certificate issued by a duly licensed public weight-master. In the case of delivery by rail, weight will be ascertained from bill of lading from originating line, but the Village reserves the right to re-weigh at the nearest available railroad scale.

**12. GUARANTEES AND WARRANTS**

All guarantees and warranties required shall be furnished by the successful Vendor and shall be delivered to the Village before the final payment voucher is issued.

**13. SUBLETTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS**

No proposal accepted by the Village of Willowbrook shall be assigned, in whole or in part, or any part of the same sub-contracted without the written consent of the Village Administrator. In no case shall such consent relieve the successful Vendor from his/her obligations or change the terms of the contract.

Any and all subcontractors shall be bound by contract to the same terms as the successful Vendor. Prior to commencing any work, subcontractors must place on file with the Village a certificate of insurance as outlined under "insurance".

The successful Vendor shall not transfer or assign any contract funds or claims due or to become due without the written approval of the Village Administrator having first been obtained.

**14. COMPETENCY OF CONTRACTOR**

No proposal shall be accepted from any person, firm or corporation that is in arrears or is in default to the Village of Willowbrook upon any debt, or other obligation or who has failed to perform faithfully any previous contract with the Village.

The Contractor, if required, must present within forty-eight (48) hours evidence satisfactory to the Village of performance ability, possession of necessary facilities, equipment, pecuniary resources and adequate insurance to comply with the terms of these specifications. The Village hereby reserves the right to reject any proposal submitted by a Vendor who, in the sole and exclusive discretion of the Village, cannot completely perform the services or deliver the goods specified in these specifications.

**15. COMPLIANCE WITH OSHA STANDARDS, THE AMERICANS WITH DISABILITIES ACT, VILLAGE ORDINANCES AND STATE LAWS**

The equipment supplied to the Village of Willowbrook must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused. Vendor may be required at his/her expense to provide training to Village employees in the operation of equipment and its maintenance at the convenience of the Village.

Each contracting agency shall ensure that every contract to which it is a party shall comply with all relevant aspects of the Americans with Disabilities Act.

The Vendor will strictly comply with all ordinances of the Village of Willowbrook, the County of DuPage, and the laws of the State of Illinois and United States Government.

**16. SPECIAL HANDLING**

Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the successful Vendor will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for first aid.

**17. MATERIAL INSPECTION AND RESPONSIBILITY**

The Village shall have a right to inspect any material to be used in carrying out this proposal. The Village does not assume any responsibility for the availability of any materials and equipment required under this proposal.

**18. TOXIC SUBSTANCES**

Successful Vendor shall notify the Village of, and provide material safety data sheets for all substances used or supplied in connection with this contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

Materials, components, or completed work not complying therewith, may be rejected by the Village and shall be replaced by the successful Vendor at no cost to the Village. Any materials or components rejected shall be removed within a reasonable time from the premises of the Village at the expense of the successful Vendor.

## **19. PRICE REDUCTIONS**

If at any time after a proposal is accepted the successful Vendor makes a general price reduction in the comparable price of any material covered by the contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to the proposal for the duration of the job (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For the purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to successful Vendor's customers generally, or (2) in the successful Vendor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for submittal on this proposal. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The successful Vendor shall invoice the Village at such reduced prices indicating on the invoice that the reduction is pursuant to the "price reduction" provision of this contract. The successful Vendor, in addition, shall within ten (10) days of any general price reduction, notify the Village Administrator of such reduction by letter. Failure to do so may result in termination of the proposal.

## **20. TERMINATION OF PROPOSAL**

- A. The Village may, by written notice of default to the successful Vendor, terminate the whole or part of this proposal in any one of the following circumstances:
1. If the successful Vendor fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or fails to provide the supplies or to perform the service at the exact price accepted by the Village (and any charges for contract changes mutually agreed to by the Village and the successful Vendor); or
  2. If the successful Vendor fails to perform any of the other provisions of this proposal, or so fails to make progress as to endanger performance of this proposal in accordance with its terms, and in either of these two circumstances does not cure such failure within such period of time as the Village Administrator may direct in writing.
  3. If it is determined that successful Vendor knowingly falsified information provided to the Village.
  4. If it is determined that successful Vendor offered substantial gifts or gratuities to a Village official, employee, or agent whether in their official capacity or not.
  5. Any order is entered in any proceeding against the successful Vendor decreeing the dissolution of the successful Vendor and such order remains in effect for sixty (60) days.

6. The successful Vendor shall apply to any tribunal for the appointment of a trustee or receiver of any part of the assets of the successful Vendor, or commence any proceedings relating to the successful Vendor under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or other liquidation law of any jurisdiction, or any such application shall be filed, or any such proceedings shall be commenced, against the successful Vendor, and the successful Vendor indicates its approval, consent or acquiescence, or an order shall be entered appointing such trustee or receiver or adjudicating the successful Vendor bankrupt or insolvent, or approving the petition in any such proceeding, and such order remains in effect for sixty (60) days.

B. In the event the Village terminates this contract in whole or in part as provided in Paragraph (A) of this clause, the Village may procure, upon such terms in such manner as the Village Administrator may deem appropriate, supplies or services similar to those so terminated, and the successful Vendor shall be liable to the Village for any excess costs for such similar supplies or service, provided that the successful Vendor shall continue the performance of this proposal to the extent not terminated under the provisions of this clause.

## **21. EQUAL EMPLOYMENT OPPORTUNITY**

Each contracting agency shall ensure every contract to which it is a party shall contain the following clause.

### **EQUAL EMPLOYMENT OPPORTUNITY**

In the event of the contractor's non-compliance with the provisions of this equal employment opportunity clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of the Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin, or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from the military service; and further that it will examine all job classifications to determine if minority persons or women are under utilized and will take appropriate affirmative action to rectify any such under utilization.
2. That, if it hires additional employees in order to perform this work proposal or any portion thereof, it will determine the availability (in accordance with the department's rules and regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not under utilized.

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations.

If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such act and rules and regulations, the contractor will promptly so notify the department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

5. That it will submit reports as required by the department's rules and regulations, furnish all relevant information as may from time to time be requested by the department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's rules and regulations.
6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's rules and regulations.
7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**SUBCONTRACTS**

Each public subcontractor shall in turn include the equal employment opportunity clause set forth within these rules and regulations in each of its subcontracts under which any portion of the contract obligations are undertaken or assumed, said inclusion to be either verbatim or by reference so that the provisions of the clause will be binding upon such subcontractors.

**CONTRACTS OR SUBCONTRACTS WITH RELIGIOUS ENTITIES**

The requirements of the equal employment clause set forth above with respect to non-discrimination because of religion shall not apply to a religious corporation, association, educational institution or society with respect to the employment of individuals of a particular religion for the carrying on by such corporation, association, educational institution or society of its activities.

**22. INSURANCE SPECIFICATIONS**

- A. The successful Vendor shall not commence work under the proposal until he/she has obtained all insurance required herein and such insurance has been approved by the Village.
- B. The successful Vendor shall maintain limits no less than:

<u>TYPE OF INSURANCE</u>	<u>MINIMUM INSURANCE COVERAGE</u>
<b><u>COMMERCIAL GENERAL LIABILITY</u></b>	
1. Comprehensive Form	<b>COMBINED SINGLE LIMIT PER OCCURRENCE FOR BODILY INJURY AND PROPERTY DAMAGE</b> <b>\$1,000,000</b>
2. Premises - Operations	
3. Explosion & Collapse Hazard	
4. Underground Hazard	
5. Products/Completed Operations Hazard	<b>PERSONAL INJURY PER OCCURRENCE</b> <b>\$1,000,000</b>
6. Contractual Liability Coverage Included	
7. Broad Form Property Damage - construction projects only.	<b>GENERAL AGGREGATE</b> <b>\$2,000,000</b>
8. Independent contractors	
9. Personal Injury	
<hr/>	
Business Automobile Liability Any Auto, Owned, Non-Owned Rented/Borrowed	<b>COMBINED SINGLE LIMIT PER OCCURRENCE FOR BODILY INJURY AND PROPERTY DAMAGE</b> <b>\$1,000,000</b>
<hr/>	
Worker's Compensation and Occupational Diseases	<b>STATUTORY LIMIT</b>
<hr/>	
Employer's Liability Insurance per Occurrence	<b>\$500,000</b>
<hr/>	

Coverage shall be at least as broad as (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured on a form at least as broad as the attached sample endorsement including ISO Additional Insured Endorsement (Exhibit A); (2) if requested, Owners and Contractors Protective Liability policy with the Village named as insured; (3) Insurance Services Office Business Auto Liability form number CA 0001, Symbol 01 "Any Auto"; and (4) Workers Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

- C. In the event of accidents of any kind, the successful Vendor shall furnish the Village with copies of all reports of such accidents at the same time that the reports are forwarded to any other interested parties.
- D. Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the Village, its officials, agents, employees, and volunteers; or the successful Vendor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

**23. INSURANCE POLICY(S) ENDORSEMENT**

*SHALL BE PROVIDED PRIOR TO THE COMMENCEMENT OF WORK.*

VILLAGE OF WILLOWBROOK ("The Village")  
Attention: Administration Department  
7760 Quincy Street  
Willowbrook, Illinois 60527

**A. POLICY INFORMATION.**

- 1. Insurance Company \_\_\_\_\_
- 2. Policy Number \_\_\_\_\_
- 3. Policy Term: (From) \_\_\_\_\_ (To) \_\_\_\_\_
- 4. Endorsement Effective Date \_\_\_\_\_
- 5. Named Insured \_\_\_\_\_
- 6. Address of Named Insured \_\_\_\_\_
- 7. Limit of Liability Any One Occurrence/  
Aggregate \$ \_\_\_\_\_
- 8. Deductible or Self-Insured Retention (Nil unless otherwise specified)  
\$ \_\_\_\_\_

**B. VERIFICATION OF COVERAGE**

When required on Page 1 of these Specifications, the successful Vendor shall, **within seven (7) calendar days** after acceptance of the proposal by the Village, furnish the Village with certificates of insurance naming the Village, its officials, agents, employees and volunteers as additional insureds, and with original endorsements affecting coverage required. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

In the event that the successful Bidder(s) fails to furnish the insurance coverage within seven (7) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said insurance.

The attached Additional Insured Endorsement (Exhibit A) shall be provided to the insurer for their use in providing coverage to the additional insured. Other additional insured endorsements may be utilized, if they provide a scope of coverage at least as broad as the coverage stated on the attached endorsement (Exhibit A). The Village reserves the right to request full certified copies of the insurance policies and endorsements.

**C. POLICY AMENDMENTS.**

Each policy shall contain, or be endorsed to contain, the following provisions:

**1. INSURED.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The Village, its officials, agents, employees, and volunteers are to be included as additional insureds with regard to liability and defense of claims arising from: (a) activities performed by or on behalf of the successful Bidder, (b) products and completed operations of the successful Bidder, (c) premises owned, leased or used by the successful Bidder, and (d) automobiles owned, leased, hired or borrowed by the successful Vendor. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees, and volunteers.

**2. CONTRIBUTION NOT REQUIRED.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The insurance afforded by the policy shall be primary insurance as respects the Village, its officials, agents, employees, and volunteers; or stand in an unbroken chain of coverage excess of the successful Vendor's scheduled underlying primary coverage. In either event, any other insurance or self-insurance maintained by the Village, its officials, agents, employees, and volunteers shall be excess of this insurance and shall not contribute with it.

**3. SEVERABILITY OF INTEREST.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The insurance afforded by the policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respect to the Company's limit of liability.

**4. SUBCONTRACTORS.**

(ALL COVERAGES)

The successful Vendor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated in these General Conditions.

**5. PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the Village, its officials, agents, employees, and volunteers.

**6. CANCELLATION NOTICE.**

(ALL COVERAGES)

The insurance afforded by the policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail return receipt requested has been given to the Village. Such notice shall be addressed as shown in the heading of the endorsement.

**7. SUBROGATION.**

(WORKERS COMPENSATION AND EMPLOYERS' LIABILITY)

The insurer shall agree to waive all rights of subrogation against the Village, its officials, agents, employees, and volunteers for losses arising from work performed by the successful Vendor for the Village.

**8. ACCEPTABILITY OF INSURERS.**

(ALL COVERAGES)

Insurance is to be placed with insurers with a Best's rating of no less than A-,VII and licensed to do business in the State of Illinois.

**9. ASSUMPTION OF LIABILITY.**

(ALL COVERAGES)

The successful Vendor assumes liability for all injury to or death of any person or persons including employees of the successful Vendor, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in anyway arising out of any work performed pursuant to the contract.

**D. SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER.**

I, \_\_\_\_\_ (print/type name), warrant, and by my signature hereon do so certify, that the required coverage is in place.

Signature of: \_\_\_\_\_  
Authorized Representative (Original signature required on endorsement furnished to the Village).

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**24. INDEMNITY HOLD HARMLESS PROVISION**

To the fullest extent permitted by law, the successful Vendor hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents, employees, and volunteers, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the Village, its officials, agents, employees, and volunteers; arising in whole or in part or in consequence of the performance of the work by the successful Vendor, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its officials, agents, employees, and volunteers, and the successful Vendor shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village, its officials, agents, employees, and volunteers, in any such action, the successful Vendor shall, at its own expense, satisfy and discharge same.

The successful Vendor expressly understands and agrees that any performance bond or insurance policies required by the proposal, or otherwise provided by the successful Vendor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents, employees, and volunteers, as herein provided.

The successful Vendor further agrees that to the extent that money is due the successful Vendor by virtue of the contract, an amount of said money as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

**ADDITIONAL INSURED ENDORSEMENT - EXHIBIT A**

Name of Insurer: \_\_\_\_\_

Name of Insured: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Policy Period: \_\_\_\_\_

Endorsement Effective Date: \_\_\_\_\_

This endorsement modifies coverage provided under the following:

**Commercial General Liability Coverage Part**

Name of Individuals or Organization:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WHO IS AN INSURED section of the policy / coverage document is amended to include as an insured, the individuals or organization shown above, but only with respect to liability "arising out of your work".

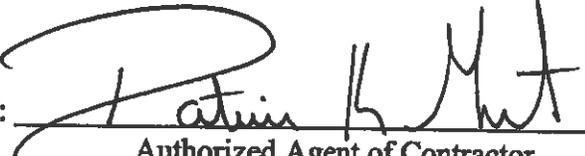
For purposes of this endorsement, "arising out of your work" shall mean:

1. Liability the Additional Insured may incur resulting from the actions of a contractor it hires.
2. Liability the Additional Insured may incur for negligence in the supervision of the Named Insured Contractors work.
3. Liability the Additional Insured may incur for failure to maintain safe worksite conditions.
4. Liability the Additional Insured may incur due to joint negligence of the Named Insured Contractor and the Additional Insured.

**CONTRACTOR'S CERTIFICATION - BID PROPOSAL**

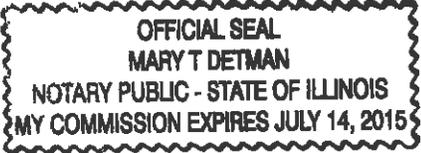
\_\_\_\_\_  
Rag's Electric Company, as part of its  
(Name of Contractor)

proposal for Street Light Maintenance Services to The Village of Willowbrook, Illinois, hereby certifies that said contractor is not barred from bidding on the aforementioned proposal as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4.

By:   
Authorized Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME

This 25th day of  
April, 20 12.



MY COMMISSION EXPIRES:

07-14-2015  
  
NOTARY PUBLIC

**VILLAGE OF WILLOWBROOK**  
**STREETLIGHT MAINTENANCE SERVICES**  
**SPECIFICATIONS**

The undersigned ("Contractor") agrees to furnish to the Village of Willowbrook, an Illinois municipal corporation, hereinafter referred to as the "Village", **STREETLIGHT MAINTENANCE SERVICES** conforming to the terms and conditions set forth herein.

**I. GENERAL TERMS AND CONDITIONS**

**A. EXAMINATION OF SITE**

Bidders shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles which may be encountered, and all other relevant matters concerning the work to be performed and the type of work required under this contract.

The Contractor to whom a contract is awarded will not be allowed any extra compensation by reason of any such matters of things concerning which the Contractor did not inform himself prior to bidding. The successful Contractor must employ, so far as reasonably possible as determined by the Village, such methods and means in the carrying out of his work as will not cause any interruption or interference with any other contractor.

**B. MEETING BEFORE WORK BEGINS**

If desired, the Contractor shall meet with the Director of Municipal Services or his designee(s) prior to the start of work in order to review the contract specifications, designate the appropriate project contacts, and the manner in which work will be proceeding, among other items.

**C. DAMAGE TO PUBLIC OR PRIVATE PROPERTY**

Any damage of public or private property caused by the Contractor's operations shall be resolved with the property owner within ten (10) days after damage occurs to the satisfaction of the Village. The Contractor shall inform the Village of any damage caused by the Contractor's operation on the day such damage occurs. Should the damage not be rectified within the time frame agreed upon or to the satisfaction of the Village, the Village reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damaged caused by the Contractor, and deduct these costs from any payment due the Contractor.

**D. BASIS OF PAYMENT**

The Contractor shall be paid for the work as described herein.

**E. PREVAILING WAGES**

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract. Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above mentioned act and shall prepare any and all bids in strict compliance therewith. Copies of the prevailing rate of wages for this Village are on file in the office of the Village Clerk of the Village of Willowbrook.

**F. TRESPASS ON LAND**

The Contractor shall confine his operations and storage of materials and equipment to the job site public right-of-way or easements. The Contractor shall exercise extreme caution so as not to trespass upon property of third parties not involved in the contract. In the event that the Contractor is to enter upon the property of third parties in the execution of the work he shall obtain written permission prior to doing so and submit evidence of said written permission to the Village.

**G. COSTS**

The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items. This cost also includes all proposal preparation costs, insurance, royalties, transportation charges, use of all tools and equipment, superintendent, overhead expense, inspection costs, all profits and all other work services and conditions necessarily involved in the work to be done in accordance with the requirements of the contract documents considered severally and collectively.

**H. ADDITIONAL INFORMATION**

Each bidder shall be asked to provide the following data with the bid:

A statement of the items or equipment that the bidder proposes to use on the project and a statement noting which of these items of equipment the bidder owns. A separate statement is needed for those items the contractor does not own but will be able to rent or otherwise have access to use.

At least four (4) references who can attest to the bidder's ability to fulfill this contract including at least one (1) municipal, governmental, or institutional reference. Include names, addresses and phone numbers.

At least one (1) reference that can attest to the bidder's previous satisfactory performance of a municipal or other governmental street light maintenance agreement that is comparable in size to this project.

Any bidder may be required by the Village to submit additional data in support of the bidder's claim to be competent to carry out the terms and provisions of the contract.

## II. STREET LIGHTING SYSTEMS

### A. DESCRIPTION OF WORK:

This Contract is for the maintenance of Street Lighting Systems located in the Village of Willowbrook, DuPage County, Illinois.

The Contractor shall: (1) clean luminaries, reflectors, and glassware of street lights as listed in the Contract for the unit prices bid; and (2) furnish all labor, materials and equipment to replace burned out lamps, correct any malfunction of equipment, or affect any temporary emergency repairs to damaged equipment resulting from any cause. Labor, materials, and equipment shall be furnished at the unit prices stated in the Contractor's Proposal.

The Contractor shall not be required to patrol the street lighting systems for lamp Failures, other failures, or nonoperative equipment. However, on notification by the Owner or duly authorized representative, he shall replace burned out lamps by Friday of the week in which they were reported. Malfunction of equipment, faulty cable which results in entire or major portions of circuits being inoperative shall be corrected or temporarily repaired within 24 hours of notification. Permanent repairs shall be affected as soon thereafter as possible. Payment shall be based on the unit prices per hour for labor and equipment stated in the Contract. Materials shall be paid for at the unit prices stated in the Contract or, if not so stated, shall be paid for as described elsewhere in these Special Provisions.

### B. CLEANING LUMINAIRES, REFLECTORS, AND REFRACTORS:

Location, number, and mounting height of street lights to have luminaires, reflectors, and refractors cleaned under this Proposal are as indicated in the following tabulation.

Location	Pole Top Mounted 16" Height	Bracket Mounted Over 25'
79th Street @ Blackberry Lane		1
79th Street @ Cherry Tree Lane		1
79th Street @ Sugarbush Lane		1
79th Street @ Clarendon Hills Road		1
Blackberry Lane @ Honey Locust Lane		1
Farmingdale Terrace Park		1
Blackberry Lane @ Hawthorn Lane		1
Cherry Tree Lane @ Hawthorn Lane		1
Blackberry Lane @ Apple Tree Lane		1
Apple Tree Lane @ Cul-de-Sac		1

Location	Pole Top Mounted 16" Height	Bracket Mounted Over 25'
Apple Tree Lane @ Pine Tree Lane		1
Sheridan Drive @ 75 <sup>th</sup> Street		1
Sheridan Drive @ Apple Tree Lane		1
Sheridan Drive @ Blackberry Lane		1
Sheridan Drive @ Cherry Tree Lane		1
Clarendon Hills Road @ Sheridan Drive		1
Clarendon Hills Road @ Sheridan Drive to 75 <sup>th</sup> Street		2
Clarendon Hills Road @ 75 <sup>th</sup> Street		1
Community Park on Midway Drive		17
73 <sup>rd</sup> Court @ Route 83		1
73 <sup>rd</sup> Court @ Cul-de-Sac		1
72 <sup>nd</sup> Court – Route 83 to Willoway Lane	5	
Adams Street – Cherrywood Lane to Plainfield Road		12
Kingswood Court @ Cul-de-Sac		1
Kingswood Road @ Plainfield Road		1
Kingswood Road @ Kingswood Court		1
Sheffield Lane – Stratford Lane to Ridgemoor Drive		2
Stratford Lane @ Kingswood Road		1
Wedgewood Lane-Somerset Road to Wedgewood Court		3
256 Somerset Road		1
Rodgers Drive @ Plainfield Road		1
Rodgers Drive @ Somerset Road		1
6607 Rodgers Drive		1
Rodgers Drive @ Rodgers Court		1
Rodgers Drive @ Ridgemoor Drive		1
Wedgewood Court @ Cul-de-Sac		1
Somerset Road @ Somerset Court		1
Somerset Court @ Cul-de-Sac		1

Location	Pole Top Mounted 16" Height	Bracket Mounted Over 25'
Chaucer Road @ Somerset Road		1
Ridgemoor Court @ Cul-de-Sac		1
Ridgemoor Drive South @ Madison Street		2
Ridgemoor Drive @ Sheffield Lane		1
Ridgemoor Drive @ Wedgewood Lane		1
Ridgemoor Drive @ Wingate Road		1
Ridgemoor Drive @ Ridgemoor Court		1
Ridgemoor Drive @ Cambridge Road		1
Rodgers Court @ Cul-de-Sac		1
Ridgemoor Drive North @ Madison		1
Ridgemoor Drive @ Lane Court	1	
427 Stonegate Court		1
Wingate Road @ Stonegate Court		1
Wingate Road @ Woodgate Court		1
432 Woodgate		1
6503 Cambridge Road		1
159 Rodgers Court		1
6545 Chaucer Road		1
Chaucer Road @ Chaucer Court		1
Chaucer Court @ Cul-de-Sac		1
Madison Street @ Waterford Court		1
Waterford Road @ Waterford Court		1
Waterford Road @ Wingate Road		1
Waterford Road @ Brentwood Lane		1
Waterford Road @ Cambridge Road		1
Waterford Road @ Meadow Lane		1
Waterford Road @ Rodgers Drive		1
Rodgers Drive @ Waterford Drive		1

Location	Pole Top Mounted 16" Height	Bracket Mounted Over 25'
Waterford Drive-Rodgers Drive to Oxford Road		1
Waterford Drive @ Oxford Road		1
Waterford Drive @ Chaucer Road		1
Waterford Drive @ Garfield Avenue		1
Garfield Avenue @ Garfield Ridge Court	1	
Garfield Ridge Court	2	
Garfield Avenue @ Ridgefield Lane		1
Ridgefield Lane	1	
Hill Road @ Tremont Road	1	
Hill Road @ Wesley Road	1	
Hill Road @ Briar Road	1	
Hill Road @ Raleigh Road	1	
Tremont Road @ Sunset Ridge Road	1	
Sunset Ridge Road @ Wesley Road	1	
Sunset Ridge Road @ Briar Road	1	
Sunset Ridge Road @ Raleigh Road	1	
6320 Raleigh Road	1	
Rodgers Farm Road @ Garfield Avenue		1
Madison Street @ Creekside Court		1
Creekside Court @ Cul-de-Sac		1
6406 Waterford Court		1
Brentwood Lane @ Hiddenbrook Lane		1
Meadow Lane @ Hiddenbrook Lane		1
Ridgemoor Drive West	1	
Squire Lane @ 63rd Street		1
Squire Lane @ Cul-de-Sac	1	
Willowood Lane @ Bentley Avenue	1	
Willowood Lane @ Cul-de-Sac	1	

Location	Pole Top Mounted 16" Height	Bracket Mounted Over 25'
Willowood Lane @ 61st Street	1	
Chatelaine Court @ Cul-de-Sac		1
Chatelaine Court @ Clarendon Hills Road		1
Clarendon Hills Road @ MacArthur Drive		1
5918 Clarendon Hills Road		1
59th Street @ Bentley Avenue		1
59th Street @ Virginia Avenue		1
59th Street @ Tennessee Avenue		1
59th Street @ Alabama Avenue		1
59th Street @ Clarendon Hills Road		1
219 59th Street		1
122 59th Street		1
59th Street @ Holmes Avenue		1
Clarendon Hills Road @ 58th Place		1
Quincy Street at Executive Drive		1
Madison Street at Executive Drive		1
Quincy Street at Midway Drive		1
Joliet Road at Quincy Street		1
Midway Drive - RT 83 to Quincy Street		6
Willowbrook Centre Parkway		24
Monroe @ 71st Street		1
Totals	24	156

**C. METHOD OF CLEANING:**

All cleaning of luminaires, reflectors, and refractors specified in this contract shall be accomplished in accordance with manufacturer's recommendations. Care shall be taken in the entire cleaning operation to prevent any disruption in the alignment of the luminaire.

Reflectors are finished by the patented "alzak" process, and shall be cleaned with mild soap or detergent and water, Bon Ami, or liquid wax emulsion.

Glass refractors will be washed with soap or detergent and water. After washing, the surfaces shall be rinsed and wiped dry with a soft cloth. Care shall be exercised so as not to chip or bruise glass surfaces.

Plastic refractors are more easily scratched and special care shall be used. No hard, rough cloths shall be used. Grease or oil may be removed with a mild household detergent solution. Solvents such as acetone, benzene, carbon tetrachloride, lacquer thinners, commercial window sprays, or kitchen scouring compounds shall not be allowed. After washing the refractors, they shall be given a final rinse in an anti-static solution such as "CADCO" or "ANSTAC-2-M", or equal, and allowed to air dry without wiping.

**D. BASIS OF PAYMENT:**

The Contractor shall be paid for the work under this section at the contract until prices per each for CLEANING LUMINAIRES, REFLECTORS, AND REFRACTORS for (1) pole top mounted unit having a mounting height of approximately sixteen feet (16'), and (2) for bracket-mounted units having a mounting height of over twenty-five feet (25'), which prices shall be payment in full for furnishing all labor, materials, equipment, tools and transportation services necessary to do the work as specified. The Owner shall pay for this work no later than sixty (60) days after receipt of a statement from the Contractor.

**III. STREET LIGHTING SYSTEM MAINTENANCE**

**A. DESCRIPTION:**

Under this section, the Contractor shall furnish labor, materials, and equipment to perform the following listed services to maintain the existing "Street Lighting Systems" of the Owner. The Contractor shall be expected to perform the following repairs and replacements upon notification by the Owner. The Owner may, in its discretion, have others do all or part of the following:

1. Replace burned out lamps that are reported to the Contractor by the Owner, the same day, if possible, but in no case later than the Friday of the week in which they were reported. At the time of replacement of burned out, broken, or missing lamps, the reflectors and refractors shall be cleaned in accordance with these Specifications. All lamps replaced shall be of the same wattage as the lamps removed. Lamps of the various wattages shall be furnished by the Contractor in accordance with the Specifications included herein.
2. Realign light standards, brackets and luminaires where required.
3. Replace or make repairs to any equipment or components damaged from any cause whatsoever.
4. Replace or repair damaged or defective light poles, foundations, mast arms, luminaires, handhole covers, and any appurtenances.

**B. LAMPS:**

These items shall include the furnishing of mercury vapor and high pressure sodium of the sizes and types specified hereinafter in existing luminaires and at the locations directed by the Owner and/or Engineer.

The lamps shall be designed to burn in any position and shall have an approximate rated life of 24,000 hours at ten (10) hours burning time per start and shall come to rated candlepower in not over four (4) minutes after starting.

1. The 400-watt mercury vapor lamps shall provide 21,000 initial lumens.
2. The 250-watt mercury vapor lamps shall provide 12,100 initial lumens.
3. The 175-watt mercury vapor lamps shall provide 8,600 initial lumens.
4. The 400-watt high pressure sodium lamps shall provide 50,000 initial lumens.
5. The 250-watt high pressure sodium lamps shall provide 27,500 initial lumens.
6. The 150-watt high pressure sodium lamps shall provide 16,000 initial lumens.
7. The 100-watt high pressure sodium lamps shall provide 9,500 initial lumens.
8. The 55-watt high pressure sodium lamps shall provide 4,000 initial lumens.

The Contractor shall specify the manufacture or make of the lamps he proposes to furnish in the space provided in the "Schedule of Prices" of the Proposal.

**C. METHOD OF COMPUTING TIME:**

Rates for labor and equipment furnished by the Contractor shall be based on the time the man and equipment leave the shop or leave another job and for the actual time engaged in the work. If the work, as ordered by the Owner, does not take a full day, the time for returning to the shop shall be included in the total time figured for payment. However, if the labor and equipment moves to another job, the time moving to the other job shall not be included. The time the Contractor spends in moving from one location to another location on this project will be included.

**D. BASIS OF PAYMENT:**

Payment for "Street Lighting System Maintenance" shall be paid for as follows:

1. Labor: For skilled and unskilled labor, the Contractor will be paid the Contract Unit price per hour computed as outlines in "Method of Computing Time" above, and as set forth in the "Proposal" section, "Schedule of Prices", which rates shall include:

(1) Compensation Insurance, (2) Liability Insurance, (3) Federal and State Unemployment tax, (4) Federal Old Age Annuity Tax, (5) Health and Welfare Trust Fund, (6) Vacation fund, (7) Over head and (8) Profit. If it is necessary for the Contractor to employ the services of any other class of skilled, semi-skilled, or unskilled, other than those listed in the "Schedule of Prices", the Contractor shall receive the current local rate of wage for each hour that said labor or foreman are actually engaged in such work computed as outlines under "Method of Computing Time" above mentioned, to which cost shall be added fifteen percent (15%) of the sum thereof. The Contractor may also receive the net cost of: (1) Compensation Insurance, (2) Liability Insurance, (3) Federal and State Unemployment Tax, (4) Federal Old Age Annuity Tax, (5) Health and Welfare Trust Funds and (6) Vacation Fund.

2. **Materials:** For mercury vapor and high pressure sodium lamps used in the maintenance of "Street Lighting Systems", the Contractor will be paid the Contract unit price per each for "400 WATT MERCURY VAPOR LAMPS"; "250 WATT MERCURY VAPOR LAMPS"; "175 WATT MERCURY VAPOR LAMPS"; "400 WATT HIGH PRESSURE SODIUM LAMPS"; "250 WATT HIGH PRESSURE SODIUM LAMPS"; "150 WATT HIGH PRESSURE SODIUM LAMPS"; "100 WATT HIGH PRESSURE SODIUM LAMPS"; and "55 WATT HIGH PRESSURE SODIUM LAMPS" as set forth in the "Schedule Of Prices", included herein.

Should materials or parts other than lamps as specified above be required to effect repairs or replacements to the "Street Lighting Systems", the Contractor shall furnish such parts and will receive the actual cost of the materials and parts, to which a maximum of fifteen percent (15%) shall be added.

3. **Equipment:** For the equipment listed in the "Schedule of Prices" the Contractor will receive the hourly equipment rental rate for the actual number of hours the equipment is used on the work, computed as outlines herein, at the Contract unit price per hour for "SERVICE TRUCK" and "TOWER AND BUCKET TRUCK", which hourly rates shall include depreciation, insurance repairs, and operating costs.

If it is necessary for the Contractor to use equipment not included in the "Schedule of Prices", the Contractor shall receive a reasonable ownership expense cost, computed in accordance with the current "Schedule of Average Annual Equipment Ownership Expense with Operating cost", as approved and adopted by the Illinois Department of Transportation, and subsequent revisions and additions for the period that said machinery and equipment is in use on the work, to which no percent will be added. Operating costs of such equipment will be paid for at the cost computed as outlined herein. Prior to the use of any unlisted equipment, the Contractor shall establish ownership and operating costs of the equipment and submit them to the Owner for approval.

4. **Payment:** The Owner shall pay for labor, materials, or equipment furnished for "Street Lighting System Maintenance" within sixty (60) days after receipt of a statement from the Contractor.

**VILLAGE OF WILLOWBROOK**  
**STREETLIGHT MAINTENANCE SERVICES PROPOSAL**

The undersigned "Contractor" offers to provide to the Village of Willowbrook, an Illinois Municipal Corporation, Streetlight Maintenance Services conforming to the specifications attached hereto, with such exceptions or modifications as herewith set forth, and in accordance with the terms and conditions herein specified.

**Schedule of Prices**

<b>RETURN WITH PROPOSAL</b>					
(For complete information covering these items, see specifications)					
Item No.	Items	Unit	Quantity	Unit Price	Total
1	CLEAN LUMINAIRES, REFLECTORS AND REFRACTORS FOR POLE TOP MOUNTED UNITS; HEIGHT 16'	EA	24	1.00	24.00
2	CLEAN LUMINAIRES, REFLECTORS AND REFRACTORS FOR BRACKET MOUNTED UNITS; HEIGHT 25'	EA	156	1.00	156.00
3	400 WATT MERCURY VAPOR LAMPS	EA	1	1.00	1.00
4	400 WATT HIGH PRESSURE SODIUM LAMPS	EA	16	14.00	224.00
5	250 WALL MERCURY VAPOR LAMPS	EA	13	9.00	117.00
6	250 WALL HIGH PRESSURE SODIUM LAMPS	EA	45	14.00	630.00
7	175 WALL MERCURY VAPOR LAMPS	EA	73	9.00	657.00
8	150 WALL HIGH PRESSURE SODIUM LAMPS	EA	19	12.00	228.00
9	100 WATT HIGH PRESSURE SODIUM LAMPS	EA	1	12.00	12.00
10	55 WATT HIGH PRESSURE SODIUM LAMPS	EA	3	32.00	96.00
11	ELECTRICIAN	HR	50	90.00	4,500.00
12	ELECTRICIAN'S HELPER	HR	40	40.00	1,600.00
13	SERVICE TRUCK	HR	50	5.00	250.00
14	TOWER AND BUCKET TRUCK	HR	30	30.00	900.00
<b>TOTAL:</b>					<b>\$9,395.00</b>

Licensed Electrical  
Contractor:

Rag's Electric Company

Name

# 12-17

Number

Address:

16244 Bluff Road

Lemont, Illinois 60439

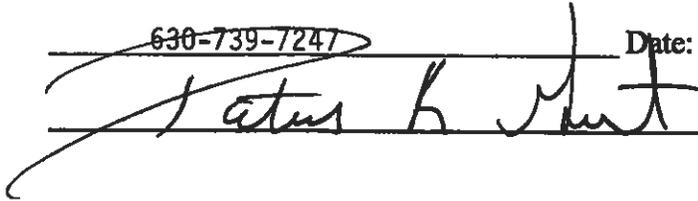
Phone:

630-739-7247

Date:

04-25-2012

Signature:



Subscribed and sworn before me on this 25th day of April, 2007

MY COMMISSION EXPIRES:

07-14-15

Mary T Detman  
NOTARY PUBLIC



### ADDITIONAL BID INFORMATION

*Please check the appropriate column*

A.	Statement of the Items / Equipment the Bidder Proposes to use to complete the work:	Owned By the Vendor	Rented or Other Access to by the Vendor
	Elliott ECH-3-60NA (Bucket Truck)	X	
	Ford F350 Utility Body (Service Truck)	X	
	Ford F450 Super Duty Utility Body (Service Truck)	X	
	DitchWitch Trencher	X	
	555B Backhoe	X	
	Elliott ECH-360NA (Crane)	X	
	Ditch Witch Mini Excavator	X	
	Texas Bragg Trailer	X	

**REFERENCE LIST**

(please make additional copies of this sheet if needed)

**Village/City:** Village of Hodgkins

**Contact:** Eric Rice **Phone:** 708-579-6700

**Type & Date of Work:** Street Lighting Maintenance / Annual Contract

Pump Station and Building Maintenance

**Village/City:** City of Darien

**Contact:** Daniel Gombac **Phone:** 630-852-5000

**Type & Date of Work:** Street Light Maintenance / Annual Contract

**Village/City:** Village of Lemont

**Contact:** Randy Earnest **Phone:** 630-257-2532

**Type & Date of Work:** Street Light Maintenance / Annual Contract

Pump Station

Building Maintenance

**Village/City:** Village of Burr Ridge

**Contact:** Bradley Carr **Phone:** 630-654-8181

**Type & Date of Work:** Street Light Maintenance / Annual Contract

Pump Station

Building Maintenance

ERIE INSURANCE COMPANY  
BID BOND

Know All Men by These Presents,

Bond No. MM1547

That we, . . . RAG'S ELECTRIC COMPANY . . . . .  
(hereinafter called the Principal) as Principal and the ERIE INSURANCE COMPANY, of Erie, Pennsylvania, a  
corporation duly organized under the laws of the State of Pennsylvania, (hereinafter called the Surety),  
as Surety, are held and firmly bound unto . . . VILLAGE OF WILLOWBROOK . . . . .

ILLINOIS . . . 60527 . . . . . hereinafter called the Obligee in the full and just sum of . . . ONE HUNDRED  
THOUSAND DOLLARS AND NO CENTS . . . . . Dollars, (\$100,000.00 . . . . .),  
good and lawful money of the United States of America, to the payments of which sum of money well  
and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this . . . . . 27TH . . . . . day of . . . . . APRIL . . . . ., A.D. 2012  
Year

**THE CONDITION OF THIS OBLIGATION IS SUCH:** That, if the Obligee shall make any award within 60  
days to the Principal for . . . STREET LIGHT MAINTENANCE . . . . .

. . . . .  
according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall  
duly make and enter into a contract with the Obligee in accordance with the terms of said proposal  
or bid and award and shall give bond for the faithful performance thereof with the Surety or Sureties  
approved by the Obligee; or if the Principal shall, in case of failure so to do, pay the Obligee the damages  
which the Obligee may suffer by reason of such failure, not exceeding the penalty of this bond, then  
this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

Principal. RAG'S ELECTRIC, INC. . . . .

Witness: *Karen Boyan*

By: *Patricia K. Grant*  
Title

Witness: *Anna Tuvevona*

ERIE INSURANCE COMPANY  
By: *L. A. [Signature]*  
Attorney-in-Fact

ERIE INSURANCE COMPANY  
BID BOND

Know All Men by These Presents,

Bond No. . . . . MM1547 . . . . .

That we, . . . RAG'S ELECTRIC COMPANY . . . . .  
(hereinafter called the Principal) as Principal and the ERIE INSURANCE COMPANY, of Erie, Pennsylvania, a  
corporation duly organized under the laws of the State of Pennsylvania, (hereinafter called the Surety),  
as Surety, are held and firmly bound unto . . . VILLAGE OF WILLOWBROOK . . . . .

ILLINOIS . . . 60527 . . . . . hereinafter called the Oblige in the full and just sum of . . . ONE HUNDRED . . . . .  
THOUSAND DOLLARS AND NO CENTS . . . . . Dollars, (\$100,000.00 . . . . .),  
good and lawful money of the United States of America, to the payments of which sum of money well  
and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this . . . . . 27TH . . . . . day of . . . . . APRIL . . . . ., A.D. 2012.  
Year

THE CONDITION OF THIS OBLIGATION IS SUCH: That, if the Oblige shall make any award within 60  
days to the Principal for . . . STREET LIGHT MAINTENANCE . . . . .

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall  
duly make and enter into a contract with the Oblige in accordance with the terms of said proposal  
or bid and award and shall give bond for the faithful performance thereof with the Surety or Sureties  
approved by the Oblige; or if the Principal shall, in case of failure so to do, pay the Oblige the damages  
which the Oblige may suffer by reason of such failure, not exceeding the penalty of this bond, then  
this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

Principal. RAG'S ELECTRIC, INC. . . . .

By: *Patricia K. Grant*  
Title

Witness: *Aaron Bayan*

Witness: *Anna Tuveson*

ERIE INSURANCE COMPANY  
By: *[Signature]*

Attorney-in-Fact



# POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That ERIE INSURANCE COMPANY, a corporation duly organized under the laws of the Commonwealth of Pennsylvania, does hereby make, constitute and appoint \_\_\_\_\_

-----Lisa Wondolowski-----

individually, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed: any and all bonds and undertakings of suretyship, \_\_\_\_\_  
----- in a penalty not to exceed the sum of five hundred thousand dollars (\$500,000.00). -----

And to bind ERIE INSURANCE COMPANY thereby as fully and to the same extent as if such bonds and undertakings and other writings obligatory in the nature thereof were signed by the appropriate officer of ERIE INSURANCE COMPANY and sealed and attested by one other of such officers, and hereby ratifies and confirms all that its said Attorney(s)-in-Fact may do in pursuance hereof.

The Power of Attorney is granted under and by authority of the following Resolution adopted by the Board of Directors of ERIE INSURANCE COMPANY on the 11th day of March, 2008, and said Resolution has not been amended or repealed:

“RESOLVED, that the President, or any Senior Vice President or Vice President shall have power and authority to: (a) Appoint Attorney(s)-in-Fact and to authorize them to execute on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and, (b) Remove any such Attorney-in-Fact at any time and revoke the power and authority given to him; and

RESOLVED, that Attorney(s)-in-Fact shall have power and authority, subject to the terms and limitations of the Power of Attorney issued to them, to execute and deliver on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof. The corporate seal is not necessary for the validity of any bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof.”

This Power of Attorney is signed and sealed by facsimiles under and by virtue of the following Resolution adopted by the Board of Directors of ERIE INSURANCE COMPANY on the 18th day of September, 2008, at which a quorum was present and said Resolution has not been amended or repealed:

“RESOLVED, that the signature of Terrence W. Cavanaugh, as President and Chief Executive Officer of the Company, and the Seal of the Company may be affixed by the following facsimiles on any Limited Power of Attorney for the execution of bonds, undertakings, recognizances, contracts and other writings in the nature thereof, and the signature of James J. Tanous, as Secretary of the Company, the Seal of the Company, the signature of Sheila M. Hirsch, as Notary Public, and her Notarial Seal, may also be affixed by the following facsimiles to any certificate or acknowledgment of any such Limited Power of Attorney, and only under such circumstances shall said facsimiles be valid and binding on the Company.”

IN WITNESS WHEREOF, ERIE INSURANCE COMPANY has caused these presents to be signed by its President and Chief Executive Officer, and its corporate seal to be hereto affixed this 18th day of September, 2008.



*Terrence W. Cavanaugh*  
Terrence W. Cavanaugh  
President and Chief Executive Officer

STATE OF PENNSYLVANIA } ss.  
COUNTY OF ERIE

On this 18th day of September, 2008, before me personally came Terrence W. Cavanaugh, to me known, who being by me duly sworn, did depose and say: that he is President and Chief Executive Officer of ERIE INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he knows the Seal of said corporation; that the Seal affixed to the said instrument is such corporate Seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



*Sheila M. Hirsch*  
My commission expires June 27, 2012  
Notary Public

### CERTIFICATE

I, James J. Tanous, Secretary of ERIE INSURANCE COMPANY, do hereby certify that the original POWER OF ATTORNEY, of which the foregoing is a full, true and correct copy, is still in full force and effect as of the date below.

In witness whereof, I have hereunto subscribed my name and affixed corporate Seal of the Company by facsimiles pursuant to the action of the Board of Directors of the Company,



*James J. Tanous*  
James J. Tanous, Secretary

this 27<sup>th</sup> day of Sept 20 12.  
SF57 9/08

**Tim Halik**

---

**From:** ragselectric@aol.com  
**Sent:** Thursday, March 07, 2013 1:25 PM  
**To:** Tim Halik  
**Subject:** Re: Willowbrook Streetlight Maintenance Contract - FY 2013/14

Dear Tim,

Thank you for the compliment on our service; as you know, I have been doing your service work on your public buildings and pump station for about 10 years. I've always wanted to add your street lighting to our scope of work. It took a few years, but I was finally able to be the low bidder on your street light maintenance. We have a great working relationship with the Public Works Department and the village staff. As a small family business, we have to work hard to beat the large contractors (we do that by giving good service and personal attention to every one of our accounts). In regards to extending the current contract, I would like to request a small increase on our bucket truck and service truck, due to the higher cost of fuel. The revised price on the bucket truck will go from \$30.00 to \$35.00 and the service truck from \$5.00 to \$7.50. All other prices, lamps and labor, will remain the same. Original contract based on stated quantities was \$9,395.00. Revised would be \$9,670.00 for an increase of roughly 2.9%. Please advise if this is acceptable as I look forward to working for the village for another year.

**Rick Grant**

**Rag's Electric**

630-739-RAGS (7247) = Office  
630-327-6402 = Cell

-----Original Message-----

From: Tim Halik <THalik@willowbrook.il.us>  
To: 'ragselectric@aol.com' <ragselectric@aol.com>  
Cc: Tony Witt <twitt@willowbrook.il.us>; Pamela Phillips <pphillips@willowbrook.il.us>  
Sent: Mon, Mar 4, 2013 9:42 am  
Subject: Willowbrook Streetlight Maintenance Contract - FY 2013/14

Dear Rick –

As you know, last year the Village entered into a one-year contract with Rag's Electric to provide streetlight maintenance services. The contract expires on April 30, 2013. The Village is currently satisfied with the service you are providing and would be willing to extend the contract for another year depending on prices. If you are interested, please let me know.

Thank you, and please let me know if you have any questions.

**Tim Halik**

Village Administrator  
Village of Willowbrook  
7760 Quincy Street  
Willowbrook, IL 60527

630.920.2261 office  
630.920.2427 fax  
[thalik@willowbrook.il.us](mailto:thalik@willowbrook.il.us)

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A RESOLUTION APPROVING A PLAT OF EASEMENT –  
527 Ridgemoor Drive

**AGENDA NO.**

**5h**

**AGENDA DATE:** 4/08/13

**STAFF REVIEW:** Tim Halik,  
Village Administrator

**SIGNATURE:** \_\_\_\_\_

*Tim Halik*

**LEGAL REVIEW:** N/A

**SIGNATURE:** \_\_\_\_\_

*N/A*

**RECOMMENDED BY:** Tim Halik, Village Administrator

**SIGNATURE:** \_\_\_\_\_

*Tim Halik*

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The Village has adopted the DuPage County Countywide Storm Water and Floodplain Ordinance, with local amendments, for stormwater and floodplain management within town. The Ordinance requires that all drainage swales, storm sewers, and detention/retention areas on private properties are located upon easements. Therefore, upon a redevelopment of a property where re-grading work or other storm sewer installation occurs, staff has required that these easements be dedicated if they do not already exist.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)**

The existing residence located at 527 Ridgemoor Drive has been razed and a new residence will be constructed in its place. The project will require re-grading of the property to establish positive drainage to serve the new residence, along with the relocation of a known private drain tile on the property. Swales will be constructed along each side yard as required to ensure drainage from the property does not sheet flow onto adjacent properties, and the existing tile will be re-routed onto a dedicated easement, to enable the construction of the new foundation. In accordance with the above mentioned Village code requirement, these proposed side yard swales must be located upon easements. Since these easements do not already exist, the owner has prepared a Plat of Easement dedicating new public utility and drainage easements to the Village.

**ACTION PROPOSED:**

Adopt the Resolution.

RESOLUTION NO. 13-R-\_\_\_\_\_

A RESOLUTION APPROVING A PLAT OF EASEMENT – 527 Ridgemoor Drive

---

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION ONE: That the Plat of Easement, as prepared by Professional Land Surveying, Inc., Job No. 126842, consisting of one (1) sheet, dated March 7, 2013, and bearing the latest revision date of March 15, 2013, attached hereto and incorporated herein as Exhibit "A", be and the same is hereby approved and that the Mayor, Village Clerk and all other necessary and appropriate officers of the Village are authorized to execute said Plat.

SECTION TWO: That all resolutions, or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

SECTION THREE: That this Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED and APPROVED this 8<sup>th</sup> day of April, 2013.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**MUNICIPAL UTILITY EASEMENT PROVISIONS**

PERPETUAL EASEMENTS FOR PROVIDING UTILITY SERVICES TO THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAT AND OTHER PROPERTY ARE HEREBY RESERVED FOR AND GRANTED TO THE VILLAGE OF WILLOWBROOK, AND THEIR SUCCESSORS AND ASSIGNS JOINTLY AND SEVERALLY, IN, OVER, UNDER, ACROSS, ALONG, THROUGH AND UPON THE AREAS BOUNDED BY THE LOT LINES AND DOTTED LINES ON THIS PLAT AND INDICATED AS MUNICIPAL UTILITY EASEMENT AND/OR MUNICIPAL UTILITY AND DRAINAGE EASEMENT, FOR THE PURPOSES OF THIS PLAT, PROVIDING UTILITY SERVICES SHALL INCLUDE THE RIGHT, BUT NOT THE OBLIGATION, FROM TIME TO TIME, TO INSTALL, CONSTRUCT, RECONSTRUCT, IMPROVE, KEEP, OPERATE, INSPECT, MAINTAIN, REPAIR, REPLACE, ENLARGE, RENEW, RELOCATE, REMOVE AND/OR INCREASE THE SIZE, NUMBER AND OR TYPE OF FACILITIES USED IN CONNECTION WITH TRANSMISSION AND DISTRIBUTION OF POTABLE WATER AND STORMWATER, INCLUDING ANY AND ALL GRADING AND APPURTENANCES AS MAY BE DEEMED NECESSARY BY SAID VILLAGE, IN, OVER, UNDER, ACROSS, ALONG, THROUGH AND UPON SUCH EASEMENT AREAS, AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, TOGETHER WITH THE RIGHT, BUT NOT THE OBLIGATION, TO INSTALL REQUIRED SERVICE CONNECTIONS ON EACH LOT TO SERVE IMPROVEMENTS THEREON, OR IN ADJACENT LOTS, THE RIGHT, BUT NOT THE OBLIGATION, TO CUT, TRIM OR REMOVE TREES, BUSHES AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT, BUT NOT THE OBLIGATION, TO ENTER UPON THE PROPERTY FOR ALL SUCH PURPOSES. OBSTRUCTIONS SHALL NOT BE PLACED OVER GRANTEE'S FACILITIES OR IN, OVER, UNDER, ACROSS, ALONG, THROUGH OR UPON SUCH EASEMENT AREAS WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEE. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE PROPERTY SHALL NOT BE ALTERED IN A MANNER AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF OR THE EXERCISE OF GRANTEE'S OTHER RIGHTS PROVIDED HEREIN.

# PLAT OF EASEMENT

OF

LOT 40 IN HINSDALE RIDGEMOOR ESTATES, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 11, 1952 AS DOCUMENT 646862 AND CERTIFICATE OF CORRECTION RECORDED AS DOCUMENT 653074 AND CORRECTION PLAT RECORDED AS DOCUMENT 653218, IN DUPAGE COUNTY, ILLINOIS.



**BOARD OF TRUSTEES CERTIFICATE**

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF DU PAGE )

APPROVED AND ACCEPTED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, AT A MEETING HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

BY: \_\_\_\_\_  
 PRESIDENT  
 ATTEST: \_\_\_\_\_  
 VILLAGE CLERK

**DUPAGE COUNTY RECORDER'S CERTIFICATE**

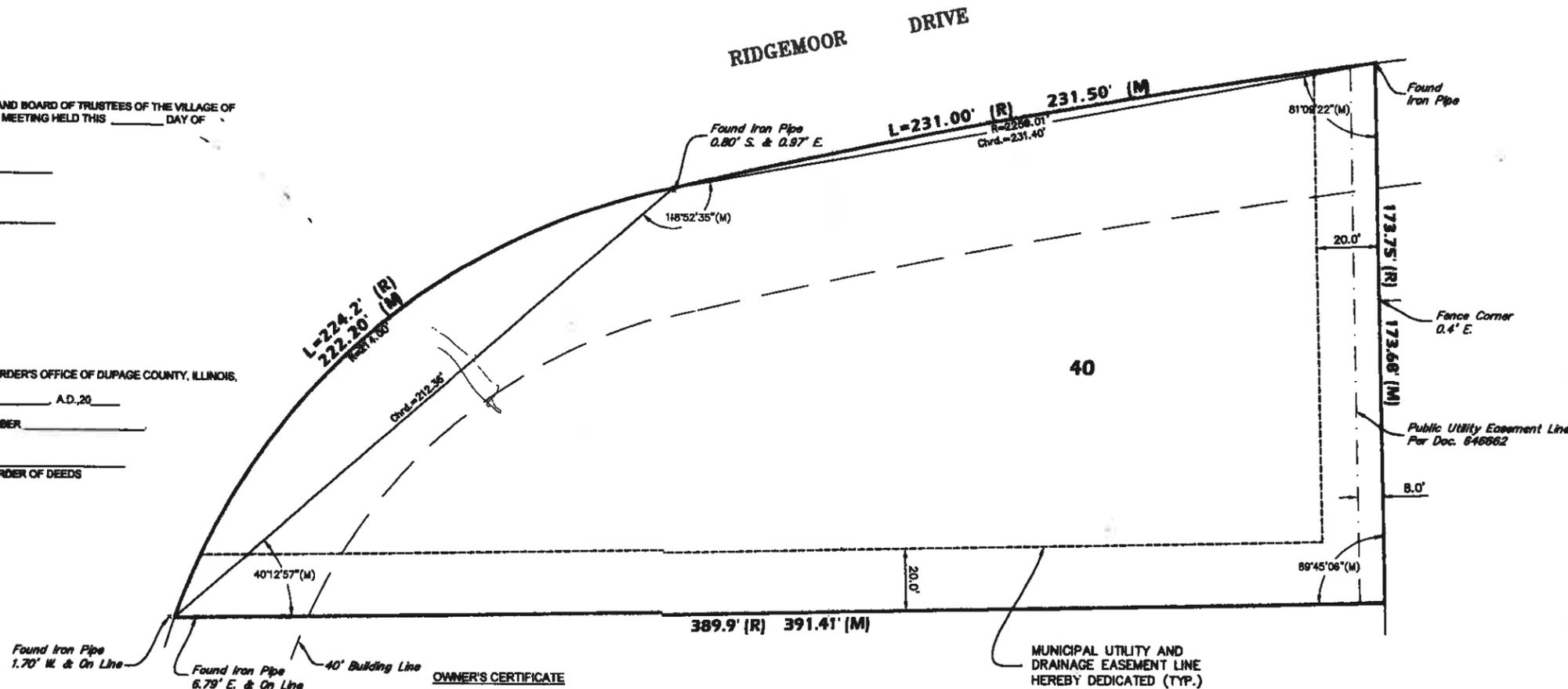
STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF DU PAGE )

THIS PLAT WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS,

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M, AS DOCUMENT NUMBER \_\_\_\_\_

RECORDER OF DEEDS



**OWNER'S CERTIFICATE**

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF DU PAGE )

**JITENDER BATRA** INDIVIDUALS (OR CORPORATION), HEREBY CERTIFY THAT THEY (OR IT) ARE THE OWNERS (OR OWNER) OF THE ABOVE DESCRIBED PROPERTY AND THEY (OR IT) HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS SHOWN ON THE PLAT HEREON DRAWN.

DATED THIS 27<sup>th</sup> DAY OF MARCH A.D. 2013

OWNER: JITENDER BATRA  
 ADDRESS: 527 RIDGEMOOR DR.  
 OWNER: GURMEETA KAUR  
 ADDRESS: 527 RIDGEMOOR DR.

**NOTARY CERTIFICATE**

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF DU PAGE )

I HEREBY CERTIFY THAT THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING CERTIFICATE ARE KNOWN TO ME AS SUCH OWNERS.

GIVEN UNDER MY HAND AND SEAL THIS 27<sup>th</sup> DAY OF MARCH, A.D. 2013.

Cynthia A. Stuchl  
 NOTARY PUBLIC

MY COMMISSION EXPIRES: 4-2-2013



**AREA OF SURVEY:**

CONTAINING 51,194± SQ. FT.

REFER TO YOUR DEED, ABSTRACT, TITLE POLICY AND LOCAL BUILDING AND ZONING ORDINANCE FOR ITEMS OF RECORD NOT SHOWN.

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF DUPAGE )

PROFESSIONAL LAND SURVEYING, INC. HEREBY CERTIFIES THAT IT HAS SURVEYED THE TRACT OF LAND ABOVE DESCRIBED, AND THAT THE HEREON DRAWN PLAT IS A CORRECT REPRESENTATION THEREOF.

FIELD WORK COMPLETED AND DATED THIS 7TH OF MARCH, 2013.

[Signature]  
 IPLS No. 3483  
 MY LICENSE EXPIRES 11/30/14



THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.  
 PROFESSIONAL DESIGN FIRM NO. 184-004196

**SYMBOL LEGEND**

- CONCRETE SURFACE
- FENCE LINE
- (R) - RECORD DATA
- (M) - MEASURED DATA

PREPARED FOR: AVONDALE CUSTOM HOMES  
 JOB ADDRESS: 527 RIDGEMOOR DRIVE  
 WILLOWBROOK, ILLINOIS

**Professional Land Surveying, Inc.**  
 3080 Ogden Avenue Suite 107  
 Lisle, Illinois 60532  
 Phone 630.778.1757 Fax 630.778.7757

DRAWN BY: JRP FLD. BK./PG. NO.: 61/23  
 COMPLETION DATE: 03-07-13 JOB NO.: 126842  
 REVISED: 03-15-13 ADDED CERT

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:** A PROCLAMATION RECOGNIZING THE WEEK OF MAY 5 THROUGH MAY 11, 2013 AS MUNICIPAL CLERKS WEEK IN THE VILLAGE OF WILLOWBROOK

**AGENDA NO.**

5i

**AGENDA DATE:** 4/08/13

**STAFF REVIEW:** Cindy Stuchl

**SIGNATURE:** Cindy Stuchl

**LEGAL REVIEW:**

**SIGNATURE:** N/A

**RECOMMENDED BY VILLAGE ADMIN.:**

**SIGNATURE:** T. Held

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

#### ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

The International Institute of Municipal Clerks (IIMC) has designated May 5 – May 11, 2013 as Municipal Clerks Week. Initiated in 1969 and sponsored by IIMC, Municipal Clerks Week recognizes the important role of Municipal Clerks in local government, and their contributions in servicing their communities and educating the public on the significance of their roles. Municipal Clerks help to administer the laws and services that directly affect the daily lives of our citizens. These dedicated professionals play an instrumental role in maintaining the efficiency and effectiveness of the entire public sector and work every day to keep every level of government running smoothly.

#### ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

The Mayor and Board of Trustees have over the past years adopted Proclamations recognizing “Municipal Clerks Week” within the Village of Willowbrook. This Proclamation is intended to assist the citizens of Willowbrook to become more aware of the significant role of the Municipal Clerk in local government and their contributions in servicing their communities by administering the laws and services that directly affect the daily lives of our citizens.

**ACTION PROPOSED:** APPROVE THE PROCLAMATION

# Village of Willowbrook

## Proclamation

**WHEREAS**, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

**WHEREAS**, the Office of the Municipal Clerk is the oldest position among public servants; and

**WHEREAS**, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

**WHEREAS**, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality rendering equal service to all; and

**WHEREAS**, the Municipal Clerk serves as the information center on functions of local government and community; and

**WHEREAS**, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county, and international professional organizations; and

**WHEREAS**, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

**NOW, THEREFORE, I, ROBERT A. NAPOLI**, Mayor of the Village of Willowbrook, Illinois, do recognize the week of May 5 through May 11, 2013, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Leroy R. Hansen, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Proclaimed this 8<sup>th</sup> day of April, 2013.

Attest:

---

Mayor

---

Village Clerk

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A PROCLAMATION DECLARING MAY 18, 2013 AS DUPAGE RIVER SWEEP DAY THROUGHOUT DUPAGE COUNTY

**AGENDA NO.**

5j

**AGENDA DATE:** 4/08/13

**STAFF REVIEW:** Cindy Stuchl

**SIGNATURE:** *Cindy Stuchl*

**LEGAL REVIEW:** DNA

**SIGNATURE:** N/A

**RECOMMENDED BY VILLAGE ADMIN.:**

**SIGNATURE:** *T. Hald*

**REVIEWED & APPROVED BY COMMITTEE:** YES  N/A

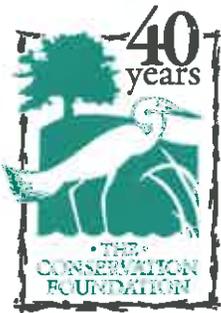
**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The 22<sup>nd</sup> Annual DuPage River Sweep is a county-wide stream cleanup held each spring that encompasses the East and West Branches of the DuPage River and Salt Creek, as well as many tributaries. The purpose of the River Sweep is to encourage volunteers to help "sweep our rivers clean" by picking up debris in and along their local waterways and by restoring nearby land back to its natural state. Since the event was launched in 1991, more than 8,800 volunteers collected nearly 220 tons of garbage from DuPage County waterways!!!

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)**

This is the first proclamation to be adopted by the Mayor and Board of Trustees for DuPage River Sweep.

**ACTION PROPOSED:** ADOPT THE PROCLAMATION



Since 1972

THE CONSERVATION FOUNDATION

We save land. We save rivers.

March 4, 2013

President Robert Napoli
Village of Willowbrook
7760 Quincy Rd.
Willowbrook, IL 60521



Trustees

James M. Huck, Jr.
Chairman

Christopher Burke, Ph.D.
Vice Chairman

Thomas Schneider
Treasurer

June Keibler
Secretary

Betty Bradshaw
Gail Bumgainer

Peter Connolly

James D'Ambrosio

Robert Hutchinson

Ruth K. Kretschmer

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Kaaren Oldfield

Pamela Parr

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Leadership Board

James Bramsen
President/CEO
Spraying Systems Company

Dr. William Carroll
President
Benedictine University

Anthony A. Casaccio
President
Inland Real Estate
Development Corp

John A. DiCiccio
Chief Operating Officer
Turner Construction
Company

John J. Hoscheit
President
Kane County
Forest Preserve

Stephen C. Van Arsdell
Chairman/CEO
Deloitte & Touche LLP

Jack E. Mensching
President
Itasca Bank
& Trust Co.

D. Dewey
Pierotti, Jr.
President
DuPage County
Forest Preserve

President/CEO

Brook
McDonald

Dear President Napoli,

Join us in the 22nd year tradition of the DuPage River Sweep. The Conservation Foundation would like to partner with you to encourage 10 volunteers to participate from your community. The Sweep is taking place Saturday, May 18 (9:00 a.m.-noon). We will provide free supplies for volunteers, site selection assistance and registration coordination. Last year over 620 volunteers participated throughout the county and with your involvement more creeks, tributaries and riverways will be cleaner and healthier.

It's easy to get started:

Tell us your community champion.

Every community has a super volunteer and others just waiting to be asked. We would like to work with that person to get the Sweep started in your community. Let us know who from your community we may contact.

We assist with volunteer recruitment. We have enclosed an announcement sample to help create your own e-letter or copy it for your website and next newsletter to residents this month. A poster is also enclosed to copy and make available in your office and throughout your community. Lastly, forward our DuPage River Sweep website page www.theconservationfoundation.org/sweep to groups such as an Environment Committee chair, HOA (homeowner association) Presidents, Scout troops, environmental clubs, corporations, religious groups, high school student leaders (National Honor Society, Key Club, Eco Club) as well as middle school teachers leading Eco Clubs and service clubs.

What areas do you need swept? Let us know what public access waterway sites in your community need to be cleaned. Email this information to sgeorge@theconservationfoundation.org.

Proclaim Sat. May 18, 2013 DuPage River Sweep Day. Ask your board to approve a proclamation (see sample) to demonstrate to resident's the importance of healthy waterways.

To register and learn more details about the DuPage River Sweep visit us at www.theconservationfoundation.org/sweep. The Conservation Foundation along with the Sweep's sponsors and partners (DuPage County Stormwater Management Division, DuPage County Forest Preserve District, Illinois Environment Protection Agency, Waste Management, American Rivers and Ice Mountain) hope you will join us. Also, enclosed is our Storm Drain Stenciling brochure. This program along with the Sweep is encouraged for NPDES Phase II permit compliance. So join us in spreading the word today and register for the DuPage River Sweep.

In partnership,

Sue George
Watershed Assistant

Headquarters: McDonald Farm, 10 S 404 Knoch Knolls Road, Naperville, Illinois 60565, p630 428-4500 f630 428-4599

Program Office: Dickson-Murst Farm, 2550 Dickson Road, Montgomery, Illinois 60538, p630 553-0687 f630 553-0742

www.theconservationfoundation.org

# Village of Willowbrook

## Proclamation

**WHEREAS**, the County of DuPage, through the Stormwater Management Division and municipalities, townships and park districts, recognizes ongoing stream cleaning and restoration as essential of the preservation of waterways throughout DuPage County and northwestern Illinois; and

**WHEREAS**, DuPage County River Sweep is a county-wide stream cleanup and restoration event organized by The Conservation Foundation and held in cooperation with the American Rivers National River Clean Up; and

**WHEREAS**, the purpose of the River Sweep is to encourage citizens and volunteer groups to help “sweep our rivers clean” by picking up debris and along our waterways, and by participating in stream restoration projects; and

**WHEREAS**, stream cleaning efforts have been very successful with more than 8,800 volunteers removing nearly 220 tons of debris from DuPage County streams since 1991; and

**WHEREAS**, the Mayor and Board of Trustees of the Village of Willowbrook congratulate The Conservation Foundation on 22 successful years for this event; and

**NOW, THEREFORE, I, ROBERT A. NAPOLI**, Mayor of the Village of Willowbrook, Illinois, proclaim that all residents of the Village of Willowbrook are encouraged to make a difference in the quality of water in the area, and are further urged to support and participate in “River Sweep 2013” on Saturday, May 18, 2013.

Proclaimed this 8<sup>th</sup> day of April, 2013.

Attest:

---

Mayor

---

Village Clerk

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

MOTION - A MOTION TO APPROVE A SOCCER GOAL SAFETY AND  
EDUCATION POLICY

**AGENDA NO.** 6

**AGENDA DATE:** 4/08/13

**STAFF REVIEW:** Kristin Violante,  
Superintendent of Parks & Recreation

**SIGNATURE:**

*Kristin Violante*

**LEGAL REVIEW:** N/A

**SIGNATURE:**

N/A

**RECOMMENDED BY:** Tim Halik,  
Village Administrator

**SIGNATURE:**

*Tim Halik*

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)**

On August 2, 2011 the state adopted the Illinois Moveable Soccer Goal Safety Act, also known as Zach's Law, 430 ILCS 145. The Act requires all movable soccer goals manufactured and sold in the state of Illinois to be tip-resistant. It also requires organizations that own moveable soccer goals to create soccer goal safety and education policies. The legislation requires that soccer goals with inside measurements between 6.5 to 8-foot high and 18 to 24-foot wide must conform to tip-resistant standards set by the American Society for Testing and Materials (ASTM).

This law came about as the result of a tragic incident that occurred on October 1, 2003, when six-year-old Zachary Tran of Vernon Hills was at soccer practice when an improperly-secured 184-pound metal soccer goal fell, striking his head. He later died of his injuries. Zach's death was the 27th death reported in the United States from a falling goal post since 1979.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)**

The attached policy was drafted by our risk insurance provider, the Illinois Risk Management Agency (IRMA). It was reviewed and unanimously recommended by the Park & Recreation Commission. Once approved, staff will share the policy and begin its implementation.

**ACTION PROPOSED:**

Approve the Motion.

**VILLAGE OF WILLOWBROOK  
SOCCER GOAL SAFETY AND EDUCATION POLICY**

**I. INTRODUCTION AND IDENTIFICATION OF ACT**

This Soccer Goal Safety and Education Policy ("Policy") is adopted pursuant to the Illinois Movable Soccer Goal Safety Act, also known as Zach's Law, 430 ILCS 145/ (the "Act"). The Act requires the Village of Willowbrook to create a policy to outline how it will specifically address the safety issues associated with movable soccer goals.

**II. DEFINITIONS**

The following words shall have the following meanings when used in this Policy.

"Act" means the Illinois Movable Soccer Goal Safety Act, also known as Zach's Law, 430 ILCS 145/.

"Authorized Personnel" means Permitted Users and all Village employees who have responsibility for or contact with Movable Soccer Goals.

"Board" means the Board of Trustees of the Village.

"Village" means the Village of Willowbrook.

"Movable Soccer Goal(s)" means a freestanding structure consisting of at least 2 upright posts, a crossbar, and support bars that is designed: (1) to be used for the purposes of a soccer goal; (2) to be used without any form of support or restraint other than pegs, stakes, augers, counter-weights, or other types of temporary anchoring devices; and (3) to be able to be moved to different locations.

"Organization" means any unit of local government other than the Village, and any school district, sporting club, soccer organization, religious organization, business, or other similar organization.

"Permitted User(s)" means an Organization and all of its employees, agents, coaches and volunteers that use Property for Soccer-Related Activities.

"Policy" means this Soccer Goal Safety and Education Policy.

"Property" means real property owned or leased by the Village where Movable Soccer Goals are used.

"Safety Guidelines" mean the Guidelines for Safely Securing Movable Soccer Goals attached to this Policy as Attachment 1.

"Soccer-Related Activity" means use of Movable Soccer Goals on Property, including without limitation, soccer games, scrimmages, practices and the like.

### III. MOVING AND SECURING MOVABLE SOCCER GOALS; WARNING LABELS

Prior to the commencement of the soccer season each year, the Village will place and secure Movable Soccer Goals on its Property in accordance with the Safety Guidelines. Only the Village shall be permitted to move any Movable Soccer Goal the Village owns, installs, or places on its Property.

Thereafter, if a Movable Soccer Goal becomes unanchored or improperly secured, only Authorized Personnel shall be permitted to re-secure it in accordance with the Safety Guidelines.

A warning label such as the following shall be posted on all Movable Soccer Goals:

ONLY AUTHORIZED PERSONNEL MAY MOVE AND ANCHOR THIS GOAL. IF THIS GOAL IS NOT ANCHORED DOWN, DO NOT USE IT AND CONTACT THE VILLAGE OF WILLOWBROOK AT 630-323-8215. SERIOUS INJURY INCLUDING DEATH CAN OCCUR IF IT TIPS OVER.

### IV. ROUTINE INSPECTIONS BY VILLAGE

Village staff shall routinely inspect all Movable Soccer Goals that the Village has installed or placed onto its Property to verify that they are properly secured and document such inspection in writing. See attachment 4.

### V. PERMITTED USER INSPECTIONS, PLACEMENT IN NON-USE POSITION AND NOTICE TO PLAYERS

As a condition of the use of Property, before and after any Soccer-Related Activity, Permitted Users shall make a physical inspection of each Movable Soccer Goal to assure that the goal is secure in accordance with the Safety Guidelines. If any Movable Soccer Goal is not properly secured, the Permitted User shall secure the goal in accordance with the Safety Guidelines. If the Permitted User does not have the necessary equipment to secure the goal in accordance with the Safety Guidelines, the Permitted User shall place the goal in a non-use position by laying it forward onto its front bars and crossbar and shall immediately notify the Village of the location of the goal.

As a condition of the use of Property and prior to the commencement of the soccer season each year, each Organization shall advise their players and the players' parents and guardians that Movable Soccer Goals may not be moved and that any use of a Movable Soccer Goal that is inconsistent with Soccer-Related Activity is strictly prohibited, including without limitation, playing, climbing, or hanging on any part of the Movable Soccer Goal. According to the U.S. Consumer Product Safety Commission, these activities can result in serious injury, including death. A sample notice is attached hereto as Attachment 2.

### VI. USE OF VILLAGE PROPERTY BY PERMITTED USERS

A copy of this Policy shall be provided to all Organizations using the Property for Soccer-Related Activity. Prior to using Property for Soccer-Related Activity, each Organization shall provide each of its Permitted Users with a copy of this Policy and shall require that each of its Permitted Users comply with all applicable provisions of this Policy.

## VII. REMOVAL

At the conclusion of each soccer season, the Village will either remove all Movable Soccer Goals that it has installed or otherwise placed on its Property and store such goals at a secure location or otherwise secure such goals on its Property by placing the goal frames face to face (front posts and crossbars facing toward each other) and securing them at each goalpost with a lock and chain; or locking and chaining the goals to a suitable fixed structure such as a permanent fence; or locking unused portable goals in a secure storage room after each use; or fully disassembling the goals for season storage.

## Val. ACQUISITION OF TIP-RESISTANT MOVABLE SOCCER GOALS

After the effective date of this Policy, the Village will not purchase any Movable Soccer Goal unless it is tip resistant. A Movable Soccer Goal whose inside measurements are 6.5 to 8 feet high and 18 to 24 feet wide is not tip-resistant unless it conforms to the American Society for Testing and Materials (ASTM) standard F2673-08 for tip-resistant Movable Soccer Goals or is otherwise equipped with another design-feature approved by the U.S. Consumer Product Safety Commission. Notwithstanding the foregoing provisions, the Village may continue to use its existing goals in a manner consistent with this Policy.

## IX. APPLICABILITY

If any provision of this Policy conflicts with any provision of the Act, the provisions of the Act shall prevail.

This Policy shall not create any new liability or increase any existing liability of the Village, or any of its officers, employees, or agents, which exists under any other law, including but not limited to the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.* Nor shall this Policy alter, diminish, restrict, cancel, or waive any defense or immunity of the Village or any of its officers, employees, or agents, which exists under any other Law, including but not limited to the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

## X. AVAILABILITY OF POLICY

All Village employees who have responsibility for or contact with Movable Soccer Goals shall be advised of this Policy.

A copy of the Policy is available to all other employees and any member of the public by requesting a copy from the Superintendent of Parks & Recreation at 630/323-8215.

This Policy may be amended by the Village at any time.

## XI. EFFECTIVE DATE

This Policy becomes effective

## ATTACHMENT 1

*NOTE: The Guidelines for Movable Soccer Goal Safety published by the US. Consumer Product Safety Commission state that there are several different ways to properly secure a soccer goal and that the number and type of anchors to be used depend on a number of factors, such as soil type, soil moisture content, and total goal weight. The following guidelines are taken from the CPSC recommendations for Anchoring/Securing/Counterweighting goals. It is advisable to adapt Attachment 1 to the extent the recommendations are appropriate to a Village's particular situation.*

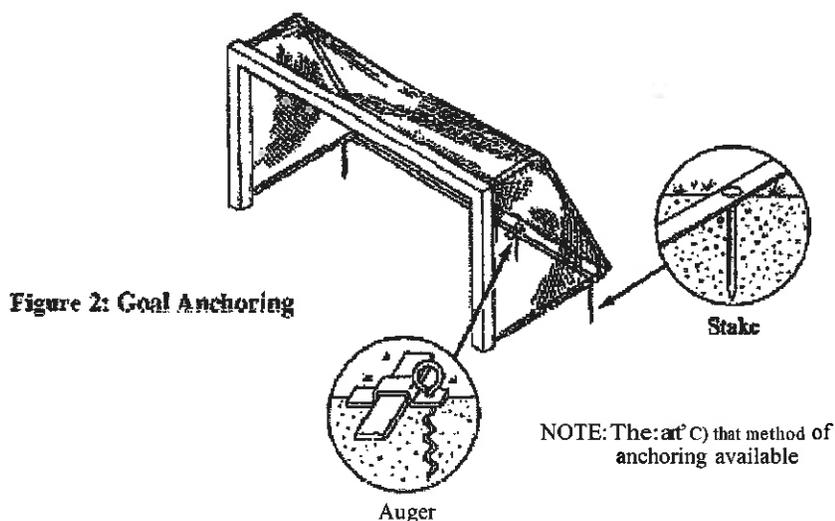
### GUIDELINES FOR SAFELY SECURING MOVABLE SOCCER GOALS

According to the U.S. Consumer Product Safety Commission (CPSC), a properly anchored/counter-weighted movable soccer goal is much less likely to tip over. Accordingly, it is **IMPERATIVE** that ALL movable soccer goals are always anchored properly (e.g., see Figure 2 below) and that they are secured to the ground (preferably at the rear of the goal), making sure the anchors are flush with the ground and clearly visible.

There are several different ways to secure a Movable Soccer Goal. The number and type of anchors to be used will depend on a number of factors, such as soil type, soil moisture content, and total goal weight. Each goal shall be secured in accordance with the appropriate anchoring system as set forth below.

In addition, warning labels required by the Village's Soccer Goal Safety and Education Policy will be attached to each goal. Nets shall be secured to posts, crossbars, and backdrops with tape or Velcro straps at intervals of no less than one every four feet.

#### Illustrations and Recommendations according to the U.S. Consumer Product Safety Commission



## ATTACHMENT 1- continued

### Anchor Types

#### 1. Auger style

This style anchor is "helical" shaped and is screwed into the ground. A flange is positioned over the ground shoes (bar) and rear ground shoe (bar) to secure them to the ground. A minimum of two auger-style anchors (one on each side of the goal) are recommended. More may be required, depending on the manufacturer's specifications, the weight of the goal, and soil conditions.

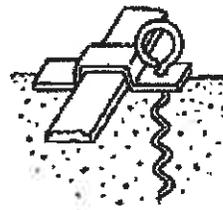


Figure 3.1: Auger Style Anchor

#### 2. Semi-permanent

This anchor type is usually comprised of two or more functional components. The main support requires a permanently secured base that is buried underground. One type (3.2a) of semi-permanent anchor connects the underground base to the soccer goal by means of 2 tethers. Another design (3.2b) utilizes a buried anchor tube with a threaded opening at ground level. The goal is positioned over the buried tube and the bolt is passed through the goal ground shoes (bar) and rear ground shoe (bar) and screwed into the threaded hole of the buried tube.

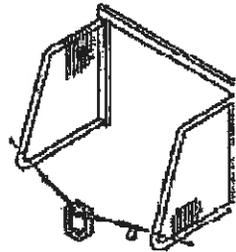


Figure 3.2a: Semipermanent Anchor

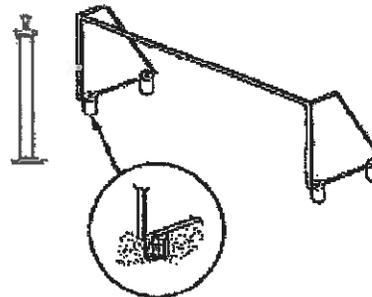


Figure 3.2b: Semipermanent Anchor

## ATTACHMENT 1 - continued

### 3. Peg or Stake style (varying lengths) Anchor

Typically two to four pegs or stakes are used per goal (more for heavier goals) (Figure 3.3). The normal length of a peg or stake is approximately 10 inches (250mm). Care should be taken when installing pegs or stakes. Pegs or stakes should be driven into the ground with a sledge-hammer as far as possible and at an angle if possible, through available holes in the ground shoes (bar) and rear ground shoe (bar) to secure them to the ground. If the peg or stake is not flush with the ground, it should be clearly visible to persons playing near the soccer goal. Stakes with larger diameters or textured surfaces have greater holding capacity.

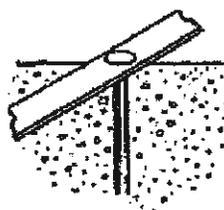


Figure 3.3: Peg or Stake-Style Anchor

### 4. J-Hook Shaped Stake style

This style is used when holes are not pre-drilled into the ground shoes (bars) or rear ground shoe (bar) of the goal. Similar to the peg or stake style, this anchor is hammered, at an angle if possible, directly into the earth. The curved (top) position of this anchor fits over the goal member to secure it to the ground (Figure 3.4). Typically, two to four stakes of this type are recommended (per goal), depending on stake structure, manufacturers specifications, weight of goal, and soil conditions. Stakes with larger diameters or textured surfaces have greater holding capacity.

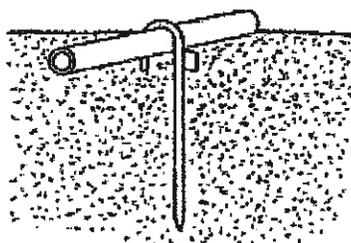


Figure 3.4: J-Hook Anchor

## ATTACHMENT 1- continued

### 5. Sandbags/Counterweights

Sandbags or other counterweights could be an effective alternative on hard surfaces, such as artificial turf, where the surface cannot be penetrated by a conventional anchor (i. e., an indoor practice facility) (Figure 3.5). The number of bags or weights needed will vary and must be adequate for the size and total weight of the goal being supported.

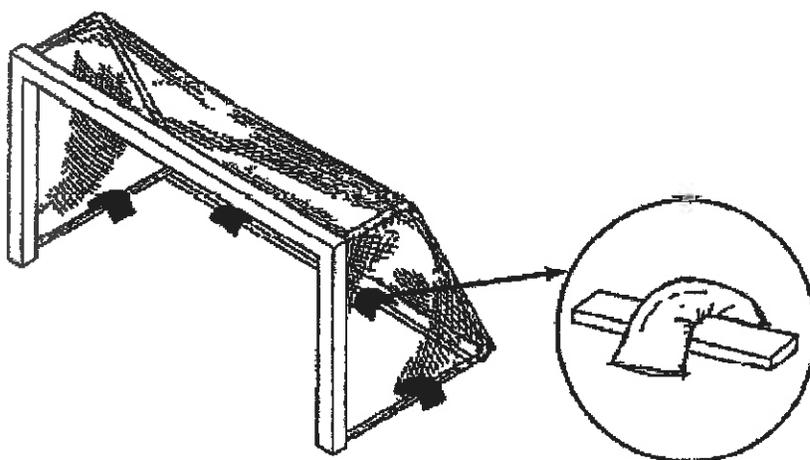
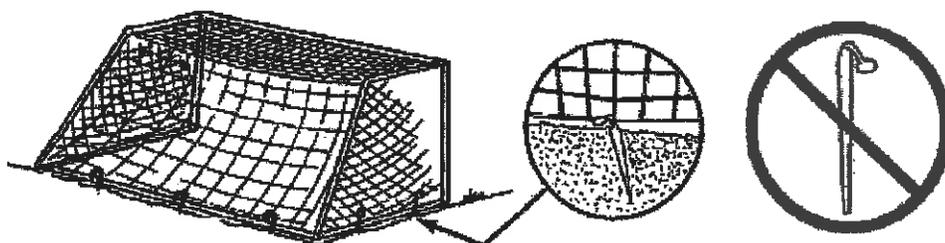


Figure 3.5: Sandbag Method of Anchoring

{Rear} Ground Bar/Shoe

### 6. Net Pegs

These tapered, metal stakes should be used to secure only the NET to the ground (Figure 3.6). Net pegs should NOT be used to anchor the movable soccer goal.



Net pegs should never be used to anchor a soccer goal

Figure 3.6: Net Pegs

## **ATTACHMENT 2**

### **SAMPLE NOTICE**

**[INSERT DATE]**

**TO WHOM IT MAY CONCERN:** All parents and guardians of soccer players:

One of our primary objectives is that children have safe recreation areas. To that end, soccer goals should remain securely anchored to the ground and nets firmly attached to the goals.

In an effort to keep the goals and nets secure and children safe, you are required to advise your children/soccer players and any other person accompanying you for whom you are responsible that the following is strictly prohibited: moving any soccer goals and any use of a soccer goal that is inconsistent with soccer-related activity, including without limitation, playing, climbing, or hanging on any part of the soccer goal. This especially applies to children climbing on or hanging from nets or goal frames. According to the U.S. Consumer Product Safety Commission, these activities can result in serious injury, including death.

If you observe any child inappropriately using a soccer goal or net, immediately and politely ask the child to stop. If the activity continues, please notify a coach or referee as soon as possible. Players violating this rule may be forced to sit out, at the coach's discretion.

Finally, if you see any soccer goal that is not anchored down or any net that is not firmly secured to the goal, please notify a coach or referee immediately.

Sincerely,

Village of Willowbrook

**ATTACHMENT 3**

**SAMPLE NOTICE**

**[INSERT DATE]**

TO WHOM IT MAY CONCERN: All Organization Representatives:

One of our primary objectives is that children have safe recreation areas. To that end, soccer goals should remain securely anchored to the ground and nets firmly attached to the goals.

In an effort to keep the goals and nets secure and children safe, you are required to advise your coaches, volunteers, referees and any other persons involved in the organization that the following is strictly prohibited: moving any soccer goals and any use of a soccer goal that is inconsistent with soccer-related activity, including without limitation, playing, climbing, or hanging on any part of the soccer goal. This especially applies to children climbing on or hanging from nets or goal frames. According to the U.S. Consumer Product Safety Commission, these activities can result in serious injury, including death.

If you are contacted regarding players not following these set rules you must take action by reinforcing this policy and continually educating all involved. Players violating this rule may be forced to sit out, at the coach's discretion.

Finally, if you are contacted in regard to any soccer goal that is not anchored down or any net that is not firmly secured to the goal, please make arrangements to fix the situation as soon as possible.

Sincerely,

Village of Willowbrook

***I acknowledge that I received copy of the Soccer Goal Safety and Education Policy.***

---

***Name, Agency, Position***

---

***Date***



# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

### ITEM TITLE:

ORDINANCE – AN ORDINANCE AMENDING TITLE 3, CHAPTER 13 OF THE WILLOWBROOK MUNICIPAL CODE ENTITLED "SOLICITORS" BY ADDING PROVISIONS THERETO REGULATING AGGRESSIVE SOLICITATION

AGENDA NO.

7

AGENDA DATE: 4/08/13

**STAFF REVIEW:** Tim Halik,  
Village Administrator

SIGNATURE:

**LEGAL REVIEW:** William Hennessy, Village Attorney

SIGNATURE:

**RECOMMENDED BY:** Tim Halik,  
Village Administrator

SIGNATURE:

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

### ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

Pursuant to the Village Solicitation Ordinance (Title 3, Chapter 15), it is unlawful for any person to engage in charitable or commercial solicitation within town without having first obtained a Certificate of Registration from the Village Clerk. Although the Village Ordinance provides for various regulations and procedures for obtaining a Certificate of Registration, the current ordinance is silent as to the manner or mode in which solicitation is to occur. Over the last several years, the Village has received complaints from citizens regarding alleged threatening and intimidating practices by solicitors on public ways. In addition, across the state there have been complaints of persons soliciting in public areas near banks and ATMs.

### ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)

Given the current language within the Ordinance, there is no ability to revoke a registrant's Certificate of Registration for practicing predatory solicitation. Therefore, the attached amendatory solicitors ordinance includes a new section 3-13-11 prohibiting anyone from engaging in 'aggressive solicitation', which is a newly defined term. The new Section also prohibits all solicitation within 20 feet of an ATM or bank entrance. Finally, the amendment imposes fines upon those engaged in aggressive solicitation and also provides for the revocation of the registrant's Certificate. These added provisions will enable the Village to regulate solicitors to ensure they do not engage in unacceptable practices.

### ACTION PROPOSED:

Pass the Ordinance.

**ORDINANCE NO. 13-0-\_\_**

**AN ORDINANCE AMENDING TITLE 3, CHAPTER 13 OF THE  
WILLOWBROOK MUNICIPAL CODE ENTITLED 'SOLICITORS'  
BY ADDING PROVISIONS THERETO REGULATING  
AGGRESSIVE SOLICITATION**

---

**WHEREAS**, pursuant to Section 11-80-9 of the Illinois Municipal Code, 65 ILCS 5/11-80-9, the corporate authorities of every Illinois municipality may prevent and regulate all activities having a tendency to annoy or endanger persons or property on the sidewalks, streets or other municipal property; and,

**WHEREAS**, pursuant to Section 11-80-9 of the Illinois Municipal Code, 65 ILCS 5/11-80-9, the corporate authorities of every Illinois municipality may also impose reasonable conditions in writing upon solicitations taking place on public roadways based on articulated public safety concerns; and,

**WHEREAS**, the corporate authorities of the Village of Willowbrook ("Village") have found that aggressive solicitation degrades the quality of life within the Village by contributing to an enhanced sense of fear or by creating a threatening environment for the general population; and,

**WHEREAS**, the corporate authorities of the Village have found that aggressive solicitation jeopardizes the Village's legitimate interests in fostering a safe and harassment-free climate for its citizens and in preserving its public places as areas where citizens may be free of intimidation or coercion; and,

**WHEREAS**, the corporate authorities have found that amending Title 3, Chapter 13 of the Willowbrook Municipal Code to regulate aggressive solicitation as hereinafter defined will protect the health, safety and welfare of the citizens of the Village; and,

**WHEREAS**, in promulgating this Amendatory Ordinance, the corporate authorities' intent is not to impermissibly limit an individual's exercise of free speech but to impose reasonable and narrowly tailored restrictions on aggressive solicitation to protect citizens from the fear and intimidation accompanying certain kinds of solicitations, while leaving open ample alternative channels of communication.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Board of Trustees of the Village of Willowbrook, Du Page County, Illinois, as follows:

**SECTION ONE:** The foregoing recitals are hereby incorporated herein and made a part of this Amendatory Ordinance as though fully set forth in this section.

**SECTION TWO:** That the present text of the Willowbrook Municipal Code be and is hereby amended as follows: (a) by deleting certain provisions from the text of Title 3, Chapter 13 as are hereafter shown with a line drawn through said provisions, and (b) by adding certain provisions to the text of Title 3, Chapter 13 as are hereafter shown with a line drawn beneath said provisions:

## CHAPTER 13

### SOLICITORS

- 3-13-1: DEFINITIONS:**
- 3-13-2: CERTIFICATE OF REGISTRATION REQUIRED**
- 3-13-3: APPLICATION FOR CERTIFICATE OF REGISTRATION:**
- 3-13-4: APPLICATION: ISSUANCE OF A CERTIFICATE OF REGISTRATION; REVIEW PROCEDURE:**
- 3-13-5: RECORDS OF APPLICATIONS, CERTIFICATES:**
- 3-13-6: CHARITABLE SOLICITATION; FINANCIAL DISCLOSURE:**
- 3-13-7: NOTICE REGULATING SOLICITATION:**
- 3-13-8: OBEDIENCE TO NOTICE ON PREMISES:**
- 3-13-9: UNINVITED SOLICITING PROHIBITED:**
- 3-13-10: DUTY TO LEAVE PREMISES ON REQUEST:**
- 3-13-11: AGGRESSIVE SOLICITATION PROHIBITED:**
- ~~3-13-11: 3-13-12: HOURS, DAYS OF SOLICITATION:~~**
- ~~3-13-12: 3-13-13: FELONS AS SOLICITORS:~~**
- ~~3-13-13: 3-13-14: FRAUDULENT MISREPRESENTATION AND MISSTATEMENT PROHIBITED:~~**
- ~~3-13-14: 3-13-15: REVOCATION OF CERTIFICATE; REVIEW:~~**

#### **3-13-1: DEFINITIONS:**

The following words and phrases as used in this Chapter shall have the following meanings, unless a different meaning is required by the context:

**AGGRESSIVE SOLICITATION:** a mode of prohibited solicitation hereafter defined in Section 3-13-11 of this Chapter.

**AUTOMATED TELLER MACHINE:** any automated teller machine (ATM) hereafter defined in Section 3-13-11 of this Chapter.

**BANK:** any bank or financial institution hereafter defined at Section 3-13-11 of this Chapter.

**CHARITABLE ORGANIZATION:** Any benevolent, philanthropic, patriotic, not for profit, religious or eleemosynary person or one purporting to be such which solicits and collects funds for charitable purposes.

**CHARITABLE PURPOSE:** Any charitable, benevolent, philanthropic, patriotic, not for profit, religious or eleemosynary purpose.

**CHARITABLE SOLICITATION:** Any request for the donation of money, property or anything of value or the pledge of a future donation of money, property or anything of value; or the selling or offering for sale of any property, real or personal, tangible or intangible, whether of value or not, including but not limited to, goods, books, pamphlets, tickets, publication or subscription to publications or brochures, upon the representation, express or implied, that the proceeds of such sale will be used for a “charitable purpose” as such term is herein defined.

**COMMERCIAL SOLICITATION:** Seeking to obtain orders for the purchase of goods, wares, merchandise, foodstuffs, services of any kind, character or description whatever, for any kind of consideration whatever.

**PERSON:** Any individual, organization, group, association, partnership, corporation, trust or any combination thereof.

**REGISTERED SOLICITOR:** Any person who has obtained a valid certificate of registration as hereinafter provided, which certificate is in the possession of the solicitor, conspicuously displayed on his or her person while engaged in solicitation. (Ord. 82-O-43, 9-13-1982; amd. Ord. 85-O-45, 11-25-1985; Ord. 01-O-07, 3-12-2001)

**SOLICITATION:** any verbal request hereafter defined at Section 3-13-11 of this Chapter.

### **3-13-2: CERTIFICATE OF REGISTRATION REQUIRED:**

It shall be unlawful for any charitable organization to engage in charitable solicitation for charitable purposes, or for any person to engage in commercial solicitation within any residentially zoned district under the Village of Willowbrook zoning ordinance, within the corporate limits of the Village, unless such organization or person shall have first obtained a certificate of registration from the Village as hereinafter provided. (Ord. 88-O-29, 9-26-1988)

### **3-13-3: APPLICATION FOR CERTIFICATE OF REGISTRATION:**

An application for a certificate of registration shall be made upon a form provided by the Village. The applicant shall be given a copy of this chapter, acknowledge its contents, and agree to comply with all its requirements. The applicant shall truthfully state in full the following information requested on the application:

- a. The names and address of the charitable or commercial organization/person and the name or names under which it/he intends to engage in solicitation.
- b. The name and address of the person to be in charge of such solicitation in the Village and an address within the state where service of process may be had.

- c. The names and addresses of all persons who will engage in such solicitation in the Village.
- d. An acknowledgment stating that the names and addresses of all persons who will engage in such solicitation in the Village shall be verified by valid state identification with visible photo.
- e. A statement acknowledging both the identity of the soliciting organization, agency or project and that the same must be engaged in a nationwide or statewide fundraising activity when soliciting within the Village.
- f. A statement of the dates and times of the day when such solicitation will occur and the geographic area within the Village wherein such solicitation will be conducted at that particular time and day.
- g. A statement of the date, or approximate date, of the applicant's last previous application for a certificate or registration under this chapter, if any.
- h. A statement as to whether a certificate or registration issued to the applicant under this chapter has ever been revoked.
- i. A statement as to whether the applicant has ever been convicted of a violation of any of the provisions of this Chapter, or the ordinances of any other Illinois municipality's solicitation regulations.
- j. A written statement of recent date issued by the Attorney General of Illinois that the charitable organization has complied with the provisions of "an act to regulate solicitation and collection of funds for charitable purposes...". 225 Illinois Compiled Statutes 460/1 et seq., or a written statement by the Attorney General of exemption under 225 Illinois Compiled Statutes 460/3 (applies only to charitable solicitation).
- k. A copy of the most recent annual report filed with the Illinois Attorney General pursuant to 235 Illinois Compiled Statutes 460/4. In the event a charitable organization has not yet been required to file an annual report, a copy of the registration statement filed with the Attorney General of Illinois pursuant to 225 Illinois Compiled Statutes 460/2, may be utilized (applies only to commercial solicitation).
- l. A statement by the applicant listing the names and addresses of the person(s) or organization(s) whom the applicant is employed by or represents, and the length of time of such employment or representation (applies only to commercial solicitation).
- m. A description sufficient for identification of the subject matter of the solicitation which the applicant will engage in (applies only to commercial solicitation).

- n. A statement as to whether the applicant has ever been convicted of the commission of a felony under the laws of the State of Illinois or any other state, or of a federal law of the United States (applies only to commercial solicitation).
- o. A statement by the applicant acknowledging that no person shall stand on any street, highway or roadway within the Village, or on any right of way of the same for the purpose of peddling or soliciting contributions except that persons soliciting charitable contribution from the occupant of any vehicle may do so upon satisfying all requirements of this section Chapter.
- p. A statement by the applicant acknowledging that solicitation under this Chapter shall be allowed only at intersections where all traffic is required to come to a full stop.
- q. A statement by the applicant acknowledging that solicitation shall be limited to a specific intersection or intersections and with a one hundred foot (100') distance along each leg of the said specific intersections(s).
- r. A statement by the applicant acknowledging that the soliciting organization shall be responsible for supervising and controlling the conduct of all persons soliciting as listed on the approved application for a certificate of registration.
- s. Statement by the applicant acknowledging that all persons soliciting for the contribution of funds or anything of value on any public street shall not obstruct vehicular traffic or pedestrian traffic and shall fully comply with all local and state traffic regulations. (Ord. 10-O-18, 8-23-2010)
- t. A statement by the applicant acknowledging that all persons engaged in the act of solicitation on a roadway shall be a minimum of sixteen (16) years of age and shall wear a high visibility vest at all times. The high visibility vest shall be provided by the soliciting organization and subject to Village approval. Further, said individual shall have readily visible on their person the Village of Willowbrook certificate of registration identification provided by the Village Clerk. (Ord. 10-O-31, 12-13-2010)
- u. A statement by the applicant acknowledging that any solicitation on the roadway shall only be allowed where there is a center dividing median area separating vehicle travel lanes.
- v. A statement by the applicant acknowledging that every solicitor engaged in soliciting on any real property owned by the Village or within the Village and the business or organization represented by the solicitor shall be liable for all injuries to any person or property that occurs during or as a result of such solicitation and which is casually related

to an act of ordinary negligence of the solicitor or the business or organization the solicitor represents.

- w. A statement by the applicant acknowledging that the certificate of registration approving its solicitation on a given intersection of a public street within the Village limits shall be restricted to one soliciting organization soliciting on the public streets with the Village at one time; and, that a certificate of registration approval list shall be determined by the order in which complete applications for the said certificates are filed with the Village. (Ord. 10-O-18, 8-23-2010)
  
- x. A statement by the applicant acknowledging the following: (1) that all persons engaging in solicitation on its behalf are prohibited from engaging in any act of 'aggressive solicitation' as that term is defined at Section 3-13-11 of this Chapter; (2) that any person who commits an act of 'aggressive solicitation' prohibited by the said Section 3-13-11 shall be subject to a fine as provided in the General Penalty provisions of Title 1, Chapter 4, Section 1 of the Village Code; and, (3) that any certificate of registration to engage in charitable or commercial solicitation in this Village previously obtained by any registrant shall be revoked by the Mayor and Board of Trustees upon a finding that any person soliciting on the registrant's behalf has violated the prohibition on aggressive solicitation set forth in Section 3-13-11 of this Chapter.

#### **3-13-4: APPLICATION; ISSUANCE OF A CERTIFICATE OF REGISTRATION; REVIEW PROCEDURE:**

- (A) All applications for a certificate of registration shall be submitted to the Village Clerk and its contents shall be verified under oath. The Village Clerk shall act upon such application within five (5) business days after its receipt. No application shall be effective until acted upon by the Village Clerk. If the Village Clerk finds and determines that all the requirements of this chapter have been met, the Village Clerk shall issue said certificate or registration forthwith. Every person wishing to engage in charitable solicitation campaigns must make application for a certificate of registration with the Village Clerk or assigned designee fifteen (15) days prior to the initiation of said campaign. Upon the Village Clerks issuance of a certificate of registration, all persons engaging in charitable solicitation shall have a copy of the said certificate visibly displayed on their persons at all times during such solicitation. (Ord. 10-O-18, 8-23-2010)
  
- (B) Reserved. (Ord. 01-O-07, 3-12-2001)
  
- (C) In the case of an application for a certificate of registration to engage in charitable solicitation, the failure of an applicant to fulfill the requirements of this chapter shall be the sole basis for the denial of a certificate of registration by the Village Clerk. In the event that any certificate of registration to engage in charitable solicitation is denied for failure to comply with the requirements of this chapter, the Village Clerk shall immediately notify the applicant in writing of the reasons for said denial. If said

application is not cured within ten (10) days after the date on which the Village Clerk denies the issuance of said certificate of registration, the Village Attorney shall be and is hereby authorized to apply to the Circuit Court of DuPage County, Illinois, or the United States district court for the northern district of Illinois for a judicial determination as to whether the charitable solicitation described in the application may be prohibited. The applicant shall be named in any action as a party defendant. The Village shall assert every possible and reasonable effort to have the case heard on its merits without undue delay as soon as legally possible. If a judicial determination is not made within thirty (30) days after the date of denial, an interim certificate of registration shall be deemed issued which shall be valid until such judicial determination is made.

(D) In the case of an application for commercial solicitation, the failure of an applicant to fulfill the requirements of this chapter shall be a basis for the denial of a certificate of registration by the Village Clerk. In addition, no certificate of registration for commercial solicitation shall be issued to any person who has been convicted of a felony under the laws of the State of Illinois or any other state or under the federal law of the United States within five (5) years of the date of the application; nor to any person who has been convicted of a violation of any of the provisions of this chapter; nor to any person whose certificate of registration issued hereunder has previously been revoked as herein provided. In the event that any certificate of registration for commercial solicitation is denied for failure to comply with the requirements set forth hereinabove, the Village Clerk shall immediately notify the applicant in writing of the reasons for denial. If said application is not cured within ten (10) days after the date on which the Village Clerk denies the issuance of said certificate of registration, said application shall be null and void. (Ord. 82-O-43, 9-13-1982; amd. Ord. 85-O-45; 11-25-1985; Ord. 01-O-07, 3-12-2001)

### **3-13-5: RECORDS OF APPLICATIONS, CERTIFICATES:**

The Village Clerk shall cause to be kept in her office an accurate record of every application received and acted upon together with all other information and data pertaining thereto, all certificates of registration issued under the provisions of this chapter, and a record of the denial of any and all applications. Applications for certificates shall be numbered in consecutive order as filed, and every certificate issued and any renewal thereof shall be identified with the duplicate number of the application upon which it was issued. (Ord. 82-O-43, 9-13-1982; amd. Ord. 85-O-45, 11-25-1985)

### **3-13-6: CHARITABLE SOLICITATION; FINANCIAL DISCLOSURE:**

This charitable organization shall distribute to every person solicited, a financial statement of said charitable organization for the preceding twelve (12) months which shall include a balance sheet and statement of income and expenses clearly stating forth the following: gross receipts

and gross income from all sources broken down into total receipts and income from each separate solicitation project or source; cost of administration; cost of solicitation; cost of programs designed to inform or educate the public; funds or properties transferred out of the state, with explanation as the recipient and purpose; total net income amount for each major purpose, charitable or otherwise. Statements shall be signed by the president or other authorized officer or agent and shall be accompanied by an opinion signed by an independent certified public accountant that said financial statement fairly represents the financial cooperation of the charitable organization.

A copy of the annual report to the Attorney General of Illinois required by 225 Illinois Compiled Statutes 460/4, may be presented in lieu of the aforementioned financial statement. For the purpose of financial statements, the definitions and standards applicable to the annual report to the Attorney General as set forth in said section 460/4 shall be utilized.

In the event a charitable organization has not been established for a period of twelve (12) months, a copy of the registration statement filed with the Attorney General of Illinois pursuant to 225 Illinois Compiled Statutes 460/2 may be utilized. (Ord. 82-O-43, 9-13-1982)

### **3-13-7: NOTICE REGULATING SOLICITATION:**

Any person owning or occupying any premises within the Village may post a notice indicating whether or not solicitors are invited at said premises. Any such notice shall be given in the following manner:

(A) A weatherproof card, approximately three inches by four inches (3" x 4") in size shall be exhibited upon or near the main entrance door to the premises indicating the determination made by the owner or occupant, containing the applicable words, as follows:

1. "Only Solicitors Registered in Willowbrook Invited", or
2. "No Solicitors Invited".

(B) The letters shall be at least one-third inch (1/3") in height. For the purpose of uniformity, the cards shall be provided by the chief of the police department to persons requesting same, at cost.

Such cards so exhibited shall constitute sufficient notice to any solicitor of the determination by the owner or occupant of the premises of the information contained thereon. (Ord. 82-O-43, 9-13-1982)

**3-13-8: OBEDIENCE TO NOTICE ON PREMISES:**

It shall be the duty of every solicitor, upon going onto any premises in the Village, to first examine the notice provided for in Section 3-13-7 of this chapter if any is attached and be governed by the statements contained on the notice. If the notice states "Only Solicitors Registered in Willowbrook Invited", then the solicitor not possessing a valid certificate of registration as herein provided shall immediately and peacefully depart from the premises; if the notice states "No Solicitor Invited", then the solicitor, whether registered or not, shall immediately and peacefully depart from the premises. (Ord. 82-O-43, 9-13-1982)

**3-13-9: UNINVITED SOLICITING PROHIBITED:**

It is hereby declared to be unlawful and shall constitute a nuisance for any person to remain upon any premises and ring the doorbell upon or near any door, or create any sound in any other manner calculated to attract the attention of the owner or occupant of such premises for the purpose of securing an audience with the owner or occupant thereof, and engage in solicitation as herein defined in defiance of the notice exhibited at the premises in accordance with the provisions of Section 3-13-7 of this chapter. (Ord. 82-O-43, 9-13-1982)

**3-13-10: DUTY TO LEAVE PREMISES ON REQUEST:**

Any solicitor who has gained entrance to any premises, whether invited or not, shall immediately and peacefully depart from the premises when requested to do so by the occupant. (Ord. 82-O-43, 9-13-1982)

**3-13-11: AGGRESSIVE SOLICITATION PROHIBITED:**

(A) Definitions: For the purposes of this Section the following definitions shall apply:

Aggressive solicitation means solicitation in a group of two or more persons or solicitation accompanied by any of the following actions:

- 1) Touching another person without that person's consent;
- 2) Blocking the path of the person solicited or blocking that person's entrance to any building or vehicle;

- 3) Continuing to solicit or to request a donation from a person after that person has refused an earlier request;
- 4) Following or remaining alongside a person who walks away from the solicitor after being solicited;
- 5) Remaining alongside a person's vehicle and continuing to solicit or request a donation after that person has refused an earlier request.
- 6) Making any statement, gesture or other communication that would cause a reasonable person to feel threatened into making a donation; or,
- 7) Using profane or abusive language during the solicitation or following a refusal to make a donation.

**Automated teller machine** means any automated teller machine as defined by the Automated Teller Machine Security Act, 205 ILCS 695/1 et seq., as amended.

**Bank** means any bank or financial institution as defined by the Illinois Banking Act, 205 ILCS 5/1 et seq., as amended.

**Solicitation** means a verbal request made in person upon any street, public place or park in the Village for an immediate donation of money or other thing of value, including a request to purchase an item or service of little or no monetary value in circumstances where a reasonable person would understand that the purchase is in substance a donation. Solicitation does not include the act of passively standing, sitting or engaging in a musical performance or other street performance with a sign or other indication that donations are being sought, without any verbal request for a donation other than in response to an inquiry by another person. Nothing in this section shall be construed to permit any loud and raucous noise currently prohibited by Title 5, Chapter 3 of the Village Code.

**(B) Prohibitions.** No person shall engage in aggressive solicitation. No person shall engage in solicitation when the person solicited is located:

- 1) Within twenty feet (20') of any automated teller machine (ATM) or entrance to a bank, other financial institution, or check cashing business; or
- 2) On private property, if the owner, tenant or occupant has asked the person not to solicit on the property or has posted a sign prohibiting soliciting.

(C) Penalty. It is hereby declared to be unlawful and shall constitute a nuisance for any person to engage in aggressive solicitation. Any person who commits an act prohibited by this section shall be subject to a fine as provided in the General Penalty provisions of Title 1, Chapter 4, Section 1 of the Village Code. Additionally, any certificate of registration to engage in charitable or commercial solicitation in this Village held by any person who commits a violation of this section shall, upon notice given, be revoked by the Mayor and Board of Trustees as provided in Section 3-13-15 of this Chapter.

**~~3-13-14:~~ 3-13-12: HOURS, DAYS OF SOLICITATION:**

No person shall engage in solicitation as herein defined prior to nine o'clock (9:00) A.M., or after nine o'clock (9:00) P.M. or dusk, whichever is earlier on any day; and, provided further, that no person shall engage in commercial solicitation at any time on a Sunday or any state or national holiday. All solicitation shall be prohibited from November 1 through March 31. (Ord. 10-O-18, 8-23-2010)

**~~3-13-12:~~ 3-13-13: FELONS AS SOLICITORS:**

It shall be unlawful for any person or organization to utilize as a solicitor any person who has been convicted of a felony under the laws of the state of Illinois or any other state, or under the federal law of the United States, within five (5) years of the date of the application. Every registrant pursuant to this chapter shall, as part of said registration application, stipulate that no individual employees, independent contractors, employees of independent contractors, volunteers or any other such person associated with the registrant is a convicted "sex offender" as defined by 730 Illinois Compiled Statutes 1502 and as may similarly be applicable to any other law enforcement jurisdictions throughout the United States. Every registrant shall include the names, addresses and dates of birth for every person who will be working with them in the village for the registered purpose and shall provide an affidavit certifying that such persons, including the registrant, have not been convicted of any felony, nor convicted on two (2) or more occasions of driving under the influence of alcohol or drugs. Such certificate of registration as is required in section 3-13-3 of this chapter shall be updated whenever any change in such persons occurs for the registrant at any time during the registered year. (Ord. 10-O-18, 8-23-2010)

**~~3-13-13:~~ 3-13-14: FRAUDULENT MISREPRESENTATION AND MISSTATEMENT PROHIBITED:**

No person shall misrepresent his name, occupation, financial condition, social condition or residence, and no person shall make or perpetrate any other misstatement, deception or fraud, in connection with any charitable or commercial solicitation, or in any application or report filed under this chapter. (Ord. 82-O-43, 9-13-1982)

**~~3-13-14:~~ 3-13-15: REVOCATION OF CERTIFICATE; REVIEW:**

- (A) The president and board of trustees shall revoke a certificate of registration for a violation of any of the regulations listed in sections 3-13-6 through 3-13-14 of this chapter. Immediately upon such revocation, written notice thereof shall be given by the Village Clerk to the holder of the certificate by certified or registered mail, return receipt requested. Upon receipt of said notice of revocation, all solicitation activity shall cease.
- (B) In the event the president and board of trustees revoke any certificate of registration for charitable solicitation, the Village shall seek a judicial determination of such action in the same manner as provided for in section 3-13-4 of this chapter. If a judicial determination is not made within thirty (30) days after the date of revocation, an interim certificate of registration shall be deemed issued which shall be valid until such judicial determination is made.
- (C) In the event the president and board of trustees revoke any certificate of registration for commercial solicitation, the person aggrieved by said decision shall have the right to appeal and have a hearing before the president and board of trustees. Such appeal shall be taken by filing with the Village Clerk within ten (10) days after receipt of the notice of revocation, a written statement under oath setting forth specifically the grounds for appeal. The president and board of trustees shall thereupon set forth the time and a place for the hearing on such appeal, and notice of such hearing shall be given to the appellant in the same manner as provided in subsection 3-13-14(D) of this title. The decision of the president and board of trustees on such appeal shall be by a vote of a majority of all the members then holding office and shall be final. (Ord. 82-O-43, 9-13-1982)

**SECTION THREE:** That all ordinances and resolutions or parts thereof, in conflict with any of the provisions of this Amendatory Ordinance, are to the extent of such conflict, expressly repealed.

**SECTION FOUR:** That this Amendatory Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED and APPROVED this 8<sup>th</sup> day of April, 2013.**

**APPROVED:**

\_\_\_\_\_  
**Mayor**

**ATTEST**

\_\_\_\_\_  
**Village Clerk**

**ROLL CALL VOTE:      AYES: \_\_\_\_\_**

**NAYES: \_\_\_\_\_**

**ABSTENTIONS: \_\_\_\_\_**

**ABSENT: \_\_\_\_\_**