

EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

A G E N D A

REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE TO BE HELD ON MONDAY, SEPTEMBER 9, 2013, AT 6:00 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. APPROVAL OF MINUTES – August 12, 2013 Regular Meeting of the Municipal Services Committee
4. DISCUSSION – Village-Wide Fall Brush Collection Program
5. DISCUSSION – Proposed Local Amendments to the DuPage County Stormwater Ordinance
6. DISCUSSION – Water Distribution System Leak Survey
7. DISCUSSION – Architectural Space Planning Services – Williams Architects
8. REPORT – Municipal Services Department:
 - a. August Monthly Permit Activity Report
 - b. July Monthly Mosquito Abatement Report
9. VISITOR'S BUSINESS
(Public comment is limited to three minutes per person)
10. COMMUNICATIONS
11. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 12, 2013 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mistele called the meeting to order at 6:00 PM.

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Trustee Suzanne Berglund, and Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

After review of the draft minutes from the July 8, 2013 Regular Meeting of the Municipal Services Committee, Trustee Berglund made a motion to approve the minutes as presented. Chairman Mistele seconded the motion. Motion carried.

4. REPORT – Bid Results: Tree Planting Services Contract (EAB Management Plan)

Administrator Halik advised the Committee that on June 28, 2013, the Village went out to bid on a contract which includes the planting and mulching of new trees to replace trees removed as a result of the emerald ash borer infestation. The Village will purchase the replacement trees separately – this contract would merely include the installation of the new trees. The public bid opening was held on Friday, August 2nd at 10:30 AM. A total of two (2) sealed bids were received prior to the deadline. Halik advised that the low bidder was The Fields on Caton Farm, Inc. at a total of \$22,705, or \$95.00 per tree. Halik shared that the staff estimate for this scope of work was \$185 per tree, so this bid came in extremely low. Halik advised that similar to the prior Tree Removal Services Contract, this contract also included a private participation component seeking pricing on tree re-planting on private property, as a result of a tree removed due to EAB. The Fields on Caton Farm offered to plant and mulch trees on private property at a cost of \$135/tree. The property owner would need to purchase the tree and arrange for its transport to the site. The Fields on Caton Farm, Inc. provided a full list of municipal references, which staff has contacted. No negative references were received. Halik shared that the award of this contract will complete the scope of work anticipated in year one of our Emerald Ash Borer Management Program. Depending on the rate of decline of the remaining identified ash trees, next year's program will likely include a similar number of trees to be removed/re-planted. With regard to this year's program costs, staff had originally estimated the cost for removal and replacement to be \$850/tree. In actuality, the final prices this year came in at \$815/tree.

5. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for July showing that we have taken in over \$48,000 in permit revenue for the month. Halik advised that in the three months into fiscal year 2013/14, we have taken in about 59% of our anticipated FY2013/14 budgeted revenue.
- b. Administrator Halik shared the water system pumpage report. The report indicates that we pumped about 39.1 million gallons in the month of July. At this

point, we have pumped about 21% less water this year as compared to the same timeframe last year. However, so far, total pumpage is on track to meet our annual pumpage projection of 395,000,000 gallons.

- c. Administrator Halik shared the June 2013 Mosquito Status Report from Clarke. The report shows that trap counts taken on five occasions within the month of June were above the annoyance level of thirty females per count. Halik advised that, typically, three consecutive counts above thirty may prompt consideration of extra measures to reduce the mosquito population. Halik advised that both he and representatives from Clarke monitor the collected mosquito data throughout the season in order to make treatment decisions.

6. VISITOR'S BUSINESS

(none)

7. COMMUNICATIONS

Trustee Berglund advised when she was last at Willow Pond Park, she noticed a tree stump near the south end of the pond that needs to be removed. Administrator Halik said he would make a note of it to add to our stump removal list for this fall. Trustee Berglund also stated, for the benefit of the Committee, that she had also observed the Village lawn maintenance contractor mow over garbage within the park and leave without picking up the mowed debris. She advised that mowing crews had also run over an aluminum can and failed to pick-up the jagged pieces before leaving the park. She felt this could create a hazard for young children, such as toddlers, in the park. Administrator Halik advised that, upon receiving the telephone call from Trustee Berglund, he asked Public Works Foreman Tony Witt to immediately contact our mowing contractor to raise this matter. Halik further advised that picking up trash prior to mowing an area is a stated requirement within the Village landscape maintenance contract applicable to parks, Village facilities, and right-of-way areas. Halik advised that public works crews are checking each park and right-of-way to determine whether garbage has been mowed over in other areas as well. If so, the contractor will be told to arrange for refuse to be picked up in all areas.

8. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Berglund. The meeting was adjourned at 6:15 PM.

(Minutes transcribed by: Tim Halik, 9/5/13)

**MUNICIPAL SERVICES COMMITTEE MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

DISCUSSION – VILLAGE-WIDE FALL BRUSH COLLECTION PROGRAM

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

September 9, 2013

- Discussion Only
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report
- Report/documents requested by Committee

BACKGROUND

This past Spring, the Village's regular tree maintenance contractor, Mario's Tree Service, completed the Village-wide Spring brush collection program. The program included curb-side collection of piled brush throughout town. Afterwards, the brush was separately ground at the Village public works facility to produce a high-quality mulch for use within the parks, and to provide to residents. The program was completed on-time without incident.

We again solicited a proposal from Mario's this time to complete the 2013 Village-wide Fall Brush Collection Program. This program will consist of a curb-side chipping program, with the resulting chips hauled away, since we have no current need for them. Mario offered a proposal of \$105/hour/crew to perform this program. This represents the same hourly rate that Mario offered in 2012. Therefore, the estimated cost of the Fall program would be \$8,400 (two crews working 40 hours each).

The F.Y. 2013/14 Budget includes the following funding to conduct both the Spring and Fall Brush Collection Programs:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGETED</u>	<u>REMAINING</u>
PW – Street Maint.	01-35-755-284	Reimb. Exp. – Brush Pick-Up	\$25,000	\$10,650

STAFF RECOMMENDATION

Staff would recommend that the proposal submitted by Mario's Tree Service and Landscaping in the amount of \$105.00/hr. per chipping crew be accepted to perform the Village-wide Fall Brush Collection Program. A resolution accepting the proposal will be placed on the agenda for the September 23rd regular meeting of the Village Board. The Fall Brush Program would be scheduled to occur the week of October 14th thru the 18th.

Mario's Tree Service
Proposal



P.O. Box 234

September 4, 2013

Addison IL 60101

(630) 624 - 9894

Bill to:

The Village of Willowbrook

7760 Quincy Street

Willowbrook, IL 60527

630-323-8215

Contact: Tony Witt

Service will begin on October 14th, 2013

2 crews (2 men crew) \$105/hrly / Per Crew

Haul away wood chips \$8,400.00

Total Due \$8,400.00

MUNICIPAL SERVICES COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

DISCUSSION – PROPOSED LOCAL AMENDMENTS TO THE
DUPAGE COUNTY STORMWATER ORDINANCE

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

September 9, 2013

- Discussion Only
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report
- Report/documents requested by Committee

BACKGROUND

Recently, an update to the DuPage County Countywide Stormwater and Flood Plain Ordinance (Stormwater Ordinance) was completed and approved by the Stormwater Management Committee and the County Board, with an effective date of April 23, 2013. The Stormwater Ordinance text amendments corrected scrivener's errors with the April 24, 2012 Stormwater Ordinance and otherwise added clarification and addressed organizational and operational issues left unresolved by the last comprehensive text amendments. The text amendments further included revisions to the Post Construction Best Management Practices and Wetlands Articles in order to remain competitive in maintaining/attracting businesses while preserving the high standard of flood control and environmental protection for County residents. All DuPage County municipalities must now adopt the new Ordinance, along with any local amendments they wish to add. Local amendments may be more restrictive than the County Ordinance, but not less restrictive.

Staff requested that the Village Consulting Engineer, Dan Lynch from Christopher B. Burke Engineering, Ltd., (CBBEL) review the changes to the County Ordinance and draft necessary local amendments to adequately address local issues within the Willowbrook area. Attached, please find the following:

- A copy of DuPage County Ordinance OSM-001-13, dated April 23, 2013 amending the DuPage County Stormwater Ordinance.
- A memorandum, dated September 5, 2013, consisting of one (1) page, from Dan Lynch at CBBEL providing a brief summary of the changes to the Ordinance.
- Draft local amendments to the Ordinance for Willowbrook's consideration.
- Rather than including a complete copy of the DuPage County Countywide Stormwater and Flood Plain Ordinance/April 2013 within the Committee packet, a full copy will be brought to the Committee meeting for reference (it is 155 pages in length).

STAFF RECOMMENDATION

Staff recommends that the adoption of the new Stormwater Ordinance, with local amendments, be considered at the next regular meeting of the Village Board.

O R D I N A N C E

OSM-001-13

AMENDMENTS TO CHAPTER 15 OF THE DU PAGE COUNTY CODE - DU PAGE
COUNTY COUNTYWIDE STORMWATER AND FLOOD PLAIN ORDINANCE

WHEREAS, the County of DuPage ("COUNTY") pursuant to authority granted it under 55 ILCS 5/5-1062 and 5/5-15001 et seq., and other applicable authority, adopted the *DuPage County Countywide Stormwater and Flood Plain Ordinance* (hereinafter referred to as the "Stormwater Ordinance"); and

WHEREAS, the Stormwater Ordinance is further identified as Appendix F to the DuPage County Stormwater Management Plan ("PLAN"), and was originally adopted by the County by Ordinance SMO-0001-91 on September 24, 1991; and

WHEREAS, the principle purpose of the Stormwater Ordinance is to promote effective, equitable, acceptable, and legal stormwater management measures; and

WHEREAS, the Stormwater Ordinance was comprehensively amended by the County by Ordinance OSM-001-12 on April 24, 2012; and

WHEREAS, the attached Stormwater Ordinance text amendments corrects scrivener's errors with OSM-001-12 and otherwise adds clarification and addresses organizational and operational issues left unresolved by the last comprehensive text amendments; and

WHEREAS, the attached Stormwater Ordinance text amendments further include revisions to the Post Construction Best Management Practices and Wetlands Articles to remain competitive in maintaining/attracting businesses while preserving the high standard of flood control and environmental protection for County residents; and

WHEREAS, the DuPage County Stormwater Management Division, DuPage County Municipal Engineers Discussion Group and DuPage County stormwater stakeholders have participated in drafting the attached text amendments;

WHEREAS, the Municipal Engineers Group concurs with the attached text amendments to the Stormwater Ordinance; and

WHEREAS, the proposed Stormwater Ordinance text amendments have undergone all required third-party agency evaluations, public and community comment and review, and a public hearing in accordance with the requirements of state law and Section 15-147 of the Stormwater Ordinance; and

WHEREAS, enacting the proposed Stormwater Ordinance amendments is in the best interest of the COUNTY and its residents; and

WHEREAS, the Stormwater Management Planning Committee recommended approval of the attached text amendments to various sections of the Stormwater Ordinance; and

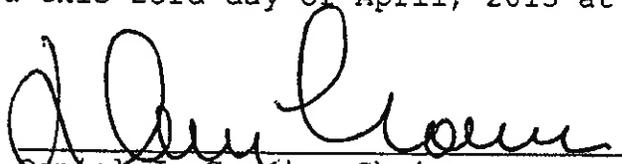
WHEREAS, the Stormwater Management Planning Committee further recommended that the proposed Stormwater Ordinance amendments take effect immediately following their adoption by the County Board.

NOW, THEREFORE, BE IT ORDAINED by the DuPage County Board, that the Stormwater Ordinance is hereby amended as attached; and

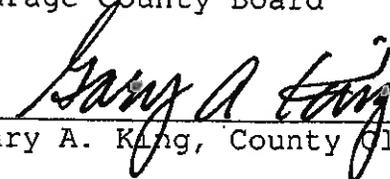
BE IT FURTHER ORDAINED by the DuPage County Board pursuant to authority granted to the County of DuPage by the Illinois General Assembly that the amended DuPage County Countywide Stormwater and Flood Plain Ordinance, Chapter 15 of the DuPage County Code shall be effective April 23, 2013; and

BE IT FURTHER ORDAINED that the County Clerk shall transmit these Stormwater Ordinance amendments to the codifier of the DuPage County Code and otherwise make said amendments available for public inspection.

Enacted and approved this 23rd day of April, 2013 at Wheaton, Illinois.


Daniel J. Cronin, Chairman
DuPage County Board

ATTEST:


Gary A. King, County Clerk

Ayes: 17
Absent: 1

MEMORANDUM

September 5, 2013

TO: Tim Halik
FROM: Daniel L. Lynch, PE, CFM

SUBJECT: Stormwater Ordinance
(CBBEL Project No. 900144 E)



As requested, we have prepared this memorandum to summarize the latest changes to the DuPage County Countywide Stormwater and Floodplain Ordinance. The primary change pertains to Article VIII – Post Construction Best Management Practices. The purpose of Best Management Practices (BMPs) is to promote infiltration of, and to filter pollutants from stormwater runoff. The previous version of the ordinance required a developer to provide both infiltration and water quality BMP. This revision acknowledges that it is feasible and practical to combine infiltration with pollutant removal and therefore the ordinance allows for such. We have also added a section that specifically allows for the Village to collect Fee-in-Lieu funds for BMPs. Other changes were generally to clean up typographical errors and wording. All of the local amendments are to remain consistent with the Stormwater Ordinance Willowbrook has applied for many years.

If you have any questions, please feel free to contact me.

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CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

(B) Amendments: The following additions, insertions, deletions and changes are hereby made to

The DuPage County Countywide Stormwater and Floodplain Ordinance adopted by the DuPage County Board April 23, 2013:

1. Section 15-28.A – Amend by deleting the words “one foot above” and in lieu thereof insert the words “three feet above”.
2. Section 15-28.B – Amend by deleting the words “one foot above” and in lieu thereof insert the words “two feet above”.
3. Section 15-54.B.1.b – Amend by deleting the words “one hundred ten percent (110%)” and in lieu thereof insert the words “one hundred twenty-five percent (125%)”.
4. Section 15-54.B.3 – Amend by deleting the words “ninety percent (90%)” and “ten percent (10%)” and in lieu thereof insert the words “eighty-five percent (85%)” and “fifteen percent (15%)”, respectively.
5. Section 15-54.C.1a – Amend by deleting the words “one hundred ten percent (110%)” and in lieu thereof insert the words “one hundred twenty-five percent (125%)”.
6. Section 15-54.D.1.b – Amend by deleting in two locations the words “one hundred ten percent (110%)” and in lieu thereof insert the words “one hundred twenty-five percent (125%)”.
7. Section 15-54.D.3 – Amend by deleting the words “one hundred ten percent (110%)” and in lieu thereof insert the words “one hundred twenty-five percent (125%)”.
8. Section 15-54.D.4 – Amend by deleting the words “ninety percent (90%)” and “ten percent (10%)” and in lieu thereof insert the words “eighty-five percent (85%)” and “fifteen percent (15%)”, respectively.
9. 15-71.A – Amend by adding the sentence “Minor stormwater systems shall be designed to carry the 10-year storm.”
10. Section 15-71.E – Amend by adding thereto the following additional language... “In addition, the centerline of the roadway shall be elevated above the flood elevation of fifty year rainfall event (0.02 probabilities in any year).”
11. Section 15-72.D.4 – Delete section 15-.72D.4 in its entirety and substitute the following: “For purposes of calculating the required volume, a control structure shall be assumed that limits the peak runoff from the site to 0.10 cfs/acre for the disturbed area, however that for all developments that are tributary to: (a) the 59th Street storm sewer between Cass Avenue and Holmes Avenue, the maximum release rate shall be 0.07 cfs/acre, (b) Executive Plaza, the maximum release rate shall be 0.04 cfs/acre, (c) Lake Willoway, the maximum release rate shall be 0.06 cfs/acre, and (d) the 63rd Street storm sewer between Richmond Avenue and Illinois Route 83, the maximum release rate shall be 0.03 cfs/acre.

12. Section 15-73 – Amend by adding thereto the following additional language:
 - 15-73.E Storage facilities shall not be located on public or private streets.
 - 15-73F Storage depths on parking lots shall not exceed one foot (1') and no storage shall be allowed in required fire lanes, primary aisles, or handicapped accessible parking stalls and routes.”
13. Section 15-73.A.1 – Amend by adding the sentence “If a lower release rate is specified in 15-72.D.4, that rate shall be used for the design of the control structure.”
14. Section 15-98 – Amend by adding Section 15-98.C.1 that states “The Village of Willowbrook shall receive all Post Construction BMP Fee-in-Lieu payments and shall manage, account for, and expend the funds in accordance with Section 15-98.B of this Ordinance.
15. Appendix A – Amend the definition of Flood Protection Elevation (FPE) by deleting the words “one foot’ and inserting the words “three feet.”
16. All General Certifications as adopted by the Du Page County Board, and as amended and added to from time to time, are hereby adopted.

MUNICIPAL SERVICES COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

DISCUSSION – WATER DISTRIBUTION SYSTEM LEAK SURVEY

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

September 9, 2013

- Discussion Only
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report
- Report/documents requested by Committee

BACKGROUND

Typically, municipal water systems conduct leaks surveys of the distribution system as part of ongoing water conservation efforts, to guard against loss of revenue, and to ensure that unaccounted for flow remains low within our annual water inventory report submitted to the state of Illinois. Although our total unaccounted for flow to net annual pumpage remains low at 2.41% (based on 2012 ISWS Inventory), staff would recommend that we complete a system-wide leak listening survey to identify any leaks that may exist within the water distribution system. This type of survey has not been performed in recent years and it would be worthwhile to complete, to ensure our unaccounted for flow remains low.

M.E. Simpson Co., Inc. is the leading firm that completes this type of work in our area. Therefore, staff contacted M.E. Simpson to obtain a proposal to complete this work this Fall. Attached is a full copy of the proposal. M.E. Simpson can complete the project for a total fee of \$6,976.

Although the F.Y. 2013/14 Budget did not include funding for this specific project, there is funding available within the Water Fund to conduct a leak survey this Fall:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGETED</u>	<u>REMAINING</u>
Water – Cap. Improve	02-50-440-694	Distrib. System – Replace.	\$25,000	\$24,285.75

STAFF RECOMMENDATION

Staff would recommend that the proposal submitted by M.E. Simpson Co., Inc. in the amount of \$6,976 be accepted to perform a leak listening survey of the Village water distribution system. If the Committee concurs, this item can be placed on the agenda for the September 23rd regular meeting of the Village Board for consideration.



August 16, 2013

Mr. Anthony Witt
Public Works Foreman
Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527

Dear Witt,

M.E. Simpson Co., Inc. is pleased to present our "Proposal for Water Distribution System Leak Survey" for the Village of Willowbrook, Illinois.

M.E. Simpson Co., Inc. is a **Technical Service Company** performing services designed to aid a Utility in improving accountability, increasing revenues, heightening distribution system performance and optimizing distribution system data, records and mapping programs. As a part of our services we also manufacture the Polcon® flow and pressure monitoring equipment. Our wastewater services provide improvement to collection systems through flow monitoring, smoke testing, and manhole inspections.

This **Proposal** is being submitted as follows:

- ◆ **Scope of Services**
- ◆ **Project Scope**
 - Project Overview
 - Assumptions and Services Provided by the Utility
 - Equipment Used
 - Safety
- ◆ **Qualifications / Personnel**
- ◆ **References**
- ◆ **Proposed Project Schedule**
- ◆ **Proposal Fee**

We thank you for your consideration and this opportunity to acquaint you with our Water Distribution System Leak Survey services. If there are any inquiries regarding this proposal, please do not hesitate to contact us. We look forward to hearing from you soon.

Sincerely yours,

Randy Lusk
Regional Manager – Dyer
RL/jph

PROJECT SCOPE

The **Water Distribution Leak Survey** program is conducted using the latest state of the art leak computers, the Fluid Conservation Systems' **AC Digital, DigiCALL** with an outstation preamplifier-transducer system. All of these correlators are manufactured by Fluid Conservation Systems of Milford, Ohio. These Correlators have a proven record of achievement in locating leaks on water distribution systems under some very extreme circumstances. M.E. Simpson Co., Inc. uses FCS equipment exclusively in its leak detection programs for water utilities. Our experienced Project Team (M.E. Simpson Co., Inc. uses **TWO** trained technicians on each leak survey team) will use these devices, along with the **S30**, or **L-MIC** electronically enhanced listening device, to survey the pipeline network.

Every hydrant and accessible valve will be used as a listening point to identify leaks. For non-PVC pipes, services are used on an "as needed" basis to keep the distance between listening points less than five hundred feet (500'); for PVC pipes all accessible services will be listened to. When a leak is detected correlation will be used to verify the existence of the leak as well as to pin-point it. "**Pinpointing**" of the leak, as well as locating leaks other methods fail to reveal, is also done with the FCS correlation equipment mentioned above. These electronic instruments are microprocessor units measures the time it takes the sound of the leak to travel from the leak to the point where the leak correlator is connected to the water line. By connecting the leak correlator to the water line at two locations we receive data describing the distance from the leak to each connection point thus enabling us to determine the exact leak location.

The **Water Distribution Leak Survey** includes M.E. Simpson Co., Inc. furnishing all labor, material, transportation, tools, and equipment necessary to survey the water system. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. These personnel are required to have a minimum of three years field experience in leak location and pinpointing. There will be a minimum of two persons per team working on the survey at all times.

PROJECT OVERVIEW

SURVEY

- ◆ For non-PVC pipes, survey will be completed by listening on all fire hydrants, all accessible main line valves, and when necessary, services in the designated areas of the leak survey with the chosen electronic listening device. (The location and description of all listening points not accessible will be given to the *Utility* and once corrected they will be listened to as well.)
- ◆ For PVC pipes survey will be completed by listening on all fire hydrants and accessible valves and services.
- ◆ No two listening points (i.e.: hydrants, valves, services, etc.) should be more than 500' feet apart for non-PVC pipes or 150' for PVC pipes.
- ◆ When leak noise has been detected and / or suspected, M.E. Simpson Co., Inc. will use an electronic leak correlator to determine if a leak is present and use the same equipment to pinpoint the leak.

REPORTS

M.E. Simpson Co., Inc. shall supply a written report on all leaks with their location and estimated water loss to the *Utility*. Included with the written reports will be a descriptive map of each leak location. M.E. Simpson Co., Inc. shall also supply a written report on all mechanical deficiencies discovered during the leak survey, i.e.: broken valves, hydrants, and services.

ASSUMPTIONS AND SERVICES PROVIDED BY THE UTILITY

- ◆ The *Utility* will furnish all maps, atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The *Utility* will assist as necessary in cleaning out services and valve boxes needed for listening.
- ◆ The *Utility* will make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the system.

EQUIPMENT USED

- ◆ FCS AC Digital, FCS DigiCALL Correlating System Leak Correlator, or Vivax-Metrotech HL6000
- ◆ FCS S-30 or FCS L-MIC electronically enhanced listening device
- ◆ RADIO DETECTION LINE LOCATORS
- ◆ SCHONSTEDT or CHICAGO TAPE magnetic locator

SAFETY

Safety is a major part of this project; the *Utility* requires a safe work environment for its employees, technical service providers and the general public. The technical service provider is required to provide a safe work environment at all times during this project. The technical service provider will provide personnel trained in **Confined Space Entry & Self-Rescue, Work Place First Aid, CPR and Traffic Control**. While in the field on this project, the technical service provider and its employees will follow all of the necessary safety procedures to protect themselves, the *Utility* staff and general public. **A minimum of Two-Person Teams will be used at all times for Safety and Quality Assurance.**

Therefore, the technical service provider will adhere to the following:

- Any water meter and/or valve locations located in a "**confined space**" such as pit or vault installations that **require entry** will be treated in accordance with the safety rules regarding **Confined Space Entry** as is designated by the *Utility, The Department of Labor and OSHA*. Project personnel will be **trained** (certified were applicable) in Confined Space Entry & Self-Rescue.
- Proper PPE (personal protection equipment) shall be worn at all times. A class III reflective safety vest will be worn for all work. Class II will not be accepted.
- The Project Team will follow all **traffic safety rules**, as is designated by the *Utility, The Department of Labor, OSHA and the State Department of Transportation*. Project personnel will be **trained** (certified were applicable) by an organization such as the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)**, in Traffic Control and Safety (MUTCD Standards).
- The Project Team will follow all procedures regarding **Work Place First Aid & CPR**, as is designated by the *Utility, The Department of Labor and OSHA*. Project personnel will be **trained** (certified were applicable) in First Aid & CPR.
- The Project Manager and the Project Leader will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an **OSHA 10 Hour or 30 Hour Card**.

QUALIFICATIONS / PERSONNEL

PRIMARY LINES OF BUSINESS

M.E. Simpson Co., Inc. is a **Technical Service Company** performing services designed to aid a Utility in improving accountability, increasing revenues, heightening your distribution system performance and optimizing your distribution system data, records and mapping programs. As a part of our services we also manufacture the Polcon® flow and pressure monitoring equipment. Our wastewater services provide improvement to collection systems through flow monitoring, smoke testing, and manhole inspections

LENGTH OF SERVICE

In 1979, M.E. Simpson Co., Inc. was formed to provide "**Technical Services**" to Municipal and Private Water Utilities. M.E. Simpson Co., Inc. was founded by Marvin E. Simpson who had spent the twenty four years prior to 1979 working within the water works industry for a few major manufacturers of piping, valves, and water meters. The company began operations in Rochester, Indiana and moved the corporate headquarters to Valparaiso, Indiana in 1988. In 1989, the Indiana Section of AWWA honored Marvin with the "Water Wheel Award" for his outstanding service to the water profession. In 1995, Marvin was honored as a life Member of the American Water Works Association.

M.E. SIMPSON CO. INC. EMPLOYEE QUALIFICATIONS

Michael D. Simpson, CEO, has been with the company since February 1983 after completing two years at Purdue University studying Industrial Technology. Michael developed many of the techniques used today by M.E. Simpson Co., Inc. for performing water distribution system evaluations. Michael has completed classes and given lectures on hydraulics specifically related to the Polcon® Flow Testing equipment and performed flow testing from 1986 through 1998. He has been personally responsible for over 100 water distribution evaluation programs. In addition, Michael is experienced in sewer flow monitoring using ISCO equipment, experienced in sewer smoke testing, and manhole inspections. Michael has maintained an active role in several local and state water works organizations. Michael has held offices on various Boards of Directors, as well as served on various committees. At this time, Michael is Chair - "**Water for People**" committee for the Illinois Section of AWWA; Chair - MAC committee for the Indiana Section of AWWA; and is a member of the **National AWWA "Water Loss Control Committee"**, and a member of the Water Environment Federation (WEF). As a part of his involvement in different organizations Michael continues to teach Water Loss Reduction and Water Distribution System Improvement classes. He is a multi-section member of the AWWA and a member of Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin Rural Water organizations. Michael was awarded the "**Water Wheel Award**" by the Indiana Section for his outstanding contributions to the water profession and the Water-for-People's "**Kenneth J. Miller Founders Award**" for his commitment to their efforts. Michael is currently serving as Vice President of the American Water Works Association as well as the Indiana Section Chair.

Dan E. Hood, President, has been with the company since October 1985. Dan is a graduate of Purdue University with a B.S. in Industrial Technology. Dan has implemented certain computer programs which have greatly improved the water distribution systems evaluations. Having attended classes on hydraulics specifically related to our Polcon® Flow Testing equipment, Dan has ten years of experience performing flow tests. Dan is experienced in sewer flow monitoring using ISCO equipment, experienced in sewer smoke testing, and manhole inspections. Dan has extensive experience in meter evaluation, maintenance and installation. After completing numerous schools and lectures related to the operation and maintenance of water meters he has taught these techniques to employees. Dan was instrumental in pioneering the development of our valve assessment programs and the early development of our Polcon Pro-Valve® software and has trained all of our personnel in this area. Dan has taught Water Loss Reduction and Water Distribution System Improvement classes for the Indiana Section of AWWA and the Indiana Department of Environmental Management. Dan has published articles in News Leaks, Indiana Section of AWWA newsletter; Splash, Illinois Section of AWWA newsletter, and American Backflow Prevention Association newsletter. Dan is a multi-section member of AWWA and a member of Indiana and Wisconsin Rural Water organizations, as well as the Water Environment Federation (WEF). He is the Past Chair (2007) for the Indiana Section of AWWA. He is also a member of the **National AWWA "Meter Standards" Committee** and the "**Section Management" Committee**. Dan received the Indiana Section's "**Water Wheel Award**" for his outstanding service to the water profession and the Water-for-People's "**Kenneth J. Miller Founders Award**" for his commitment to their efforts.

John H. Van Arsdel, Vice President, has been with the company since May 1989. He is a graduate of Valparaiso University with a B.A. in Geography with an emphasis in locational evaluation and research design. He has completed Water Operators classes and seminars on Water Filtration and Distribution; Vulnerability Assessment Class for the Sandia Labs RAM-W method and the RAM-W "modified" for small to medium systems (*licensed to use the Sandia Labs RAM-W Method, and licensed to teach the RAM-W "modified" for small to medium water systems*); Operation and Maintenance of Water Meters, and Flow Testing. John has extensive experience in the use of state of the art leak detection equipment and meter evaluation and maintenance. His expert knowledge includes the use of the Polcon® Flow Testing method in flow testing; valve location, exercising and mapping programs and fire hydrant and main capacity flow testing programs. John is experienced in sewer flow monitoring and evaluation using ISCO equipment, experienced in sewer smoke testing, and manhole inspections and inventory. John helped develop our Unidirectional Main Flushing Program. He is responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Atlases using GPS locating. He has lectured to several local and state Water Works Organizations on Water Loss Reduction and Flow Testing and served on the North Suburban Water Works Association Board of Directors. John has published articles in News Leaks, Indiana Section of AWWA newsletter; Splash, Illinois Section of AWWA newsletter. He has present papers at national AWWA conferences. John is a multi-section member of the AWWA and a member of Illinois and Wisconsin Rural Water organizations. He currently serves as Chair -Elect of the Illinois Section AWWA, and is the current Chair of the **National AWWA "Water Loss" Committee**.

Jeffrey A. Morris, Vice President, has been with the company since March 1996. He previously worked in the plumbing/pipe fitting and construction industry for 12 years. Jeff is a graduate of Lawrence County Vocational/Technical School where he studied Industrial Electricity. Jeff has attended numerous schools, classes and lectures related to the operation, maintenance and installation of water meters and completed classes in plumbing. Jeff has extensive experience in operation, maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and use of state of the art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment. He has operated and supervised numerous wastewater flow monitoring, smoke testing and mapping projects. He also has knowledge and training in the use of ISCO equipment and its deployment. Jeff is a member of the Indiana and Ohio Sections of AWWA. As a member of the Indiana Section of AWWA, he serves as Chair - Competition Committee and Small Systems Committee. He is a member of Indiana and Ohio Rural Water organizations as well as the Water Environment Federation (WEF), and serves as Chair - Associate Member Events & Exhibits Committee of Indiana Rural Water Association. Jeff received the Indiana Section's "**Water Wheel Award**" for his outstanding service to the water profession. Jeff is also currently the Chair for the National AWWA Meter Madness Committee.

Matthew S. Brown, Regional Manager-Valparaiso, has been with the company since May 1990. He previously worked in the farming industry. Matt has completed classes and attended lectures related to the operation and maintenance of water meters and backflow testing. He has extensive experience in all aspects of evaluation and maintenance of water meters, valve location, and exercising and mapping programs. Matt is also experienced in the use of state of the art leak detection equipment and the operation of our Polcon® Flow Testing equipment. Matt is a member of the Indiana and Michigan Sections of AWWA as well as the Indiana and Michigan Rural Water organizations.

Randahl Lusk, Regional Manager-Dyer, has been with the company since November 2000. He previously worked in retail business. Randy has attended classes and lectures on the operation and maintenance of water meters. Randy has experience in valve location, exercising and mapping, and the use of state of the art leak detection equipment. He is experienced in the operation and maintenance of water meters, fire hydrant, main capacity flow testing, and the operation of our Polcon® Flow Testing equipment. Randy is the Past President of the South Suburban Water Works Association, member of the Indiana and Illinois Sections of AWWA, and member of the "Tops Ops" and "Young Professionals" Committees in Illinois.

Todd Schaefer, Regional Manager-Waukegan, has been with the company since July of 1999 after completing three years at Purdue University in the Krannert School of Management. He previously worked in production quality control and also worked in the automotive industry. Todd has completed classes and attended lectures on the operation and maintenance of water meters and backflow testing. Todd's expert knowledge in valve location, exercising and mapping, and the use of the state of the art leak detection equipment. He is experienced in the operation and maintenance of water meters, fire hydrant and main capacity flow testing, unidirectional water main flushing, sewer smoke testing, and the operation of our Polcon® Flow Testing equipment. He has also lectured several state and local water works organizations. Todd is a member of the North Suburban Water Works Association Board of Directors (2011-2013) Mid Central Water Works Association, Kane County Water Association, West Shore Water Producers Association, APWA-Lake Branch Chapter and the Wisconsin and Illinois Sections of AWWA, Society of Water Professionals (WRWA), and MAC in Illinois and Wisconsin.

Scott McElroy, Regional Manager - Phoenix, has been with the company since August 1997. He completed one year at Purdue University in Business Management. Scott previously worked in the construction industry and retail business. He has completed classes and attended lectures on the operation and maintenance of water meters. Scott is experienced in the operation and maintenance of water meters, valve location, exercising and mapping, use of the state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment. He has supervised wastewater manhole inspection, inventory, and mapping projects. Scott currently serves on the Safety Committee for the AZ Water Association.

Alex Hood, Operations and Production Manager, has been with the company since October of 1998. Alex spent seven years in the United States Marine Corps Reserve and is a graduate of Purdue University with a Bachelor of Science in Organizational Leadership and Supervision. He has experience in valve location, exercising and mapping, and the use of the state of the art leak detection equipment. Alex also has experience in the operation and maintenance of water meters, fire hydrant and main capacity flow testing, and the operation of our Polcon® Flow Testing equipment. Alex has attended classes and lectures on the operation and maintenance of water meters. He has operated and supervised wastewater flow monitoring, manhole inspection, smoke testing and mapping projects. He is an authorized trainer for: OSHA 10/30 hr. for General Industry; Instructor for American Red Cross certified First Aid and CPR with AED; Flagging Instructor, Traffic Control Technician, and Traffic Control Supervisor for the American Traffic Safety Services Association (ATSSA). He is certified as a Traffic Control Supervisor, Traffic Control Technician, holds a General Industry & Construction Industry OSHA 10hr Card, OSHA 30hr Card, and First Aid and CPR. Alex is a member of the American Traffic and Safety Services Association (ATSSA), the American Society of Safety Engineers (ASSE), the National Safety Council (NSC). Alex is a member of the Indiana Section AWWA and serves on the Safety Committee.

Jerry Reiling, Field Services Manager, has been with the company since May 1996. He is a graduate of Purdue University with a B.A. in Physical Education. Jerry previously worked in both the Environmental Services Industries and HVAC for 10 years. He has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is experienced in the operation and maintenance of water meters, valve location, exercising and mapping, use of the state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment. He has supervised leak detection, valve exercising, hydrant flow testing, wastewater manhole inspection, inventory, and mapping projects.

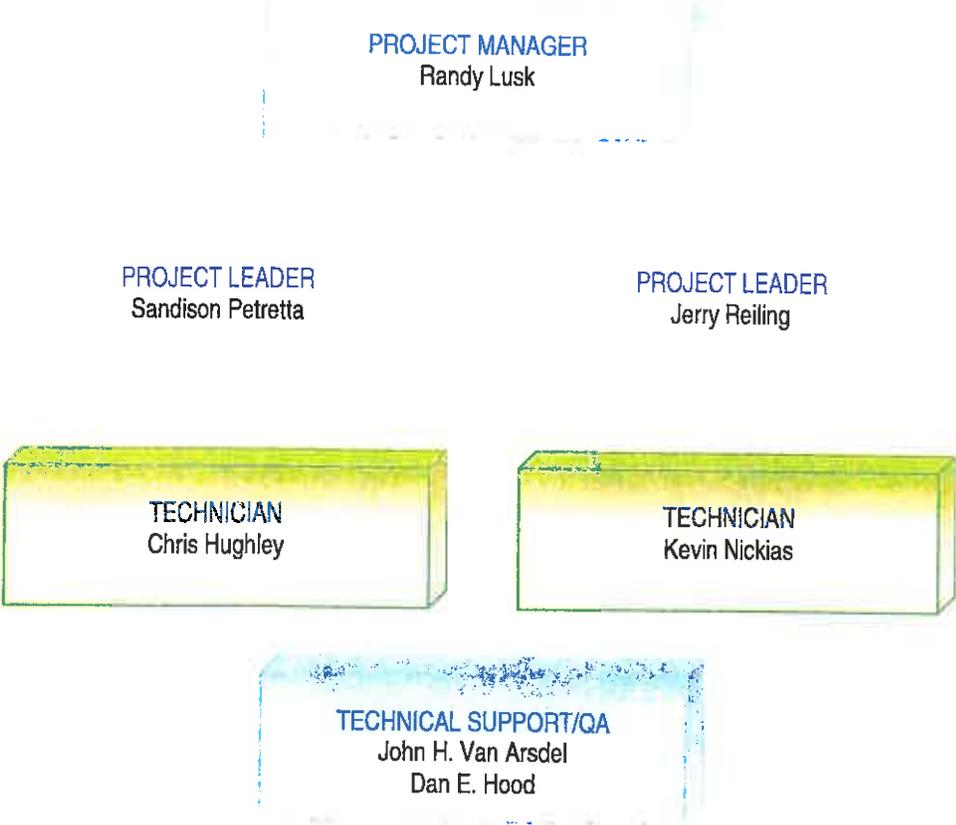
Glen Lewis, Territory Manager, Glen joined the M.E. Simpson Co., Inc. team in September of 2010. Glen joins us with many years of sales experience in the Western United states. He completed his Bachelor of Political Science from California State University, Fullerton, Contract and Tort Law from Western State University, College of law and holds a Master of Public Administration degree from California State University, Long Beach. Glen has extensive knowledge in asset management operations and maintenance contracting services, specializing in water distribution systems. Glen holds many professional certifications including Public Speaking, Project Management, Water Rate Case Methods, Utility Rate Certification, and many others.

Owen Keenan, P.E. – Waukegan, Owen joined M.E. Simpson Co., Inc. in August of 2010. Owen has numerous years of experience as a Project Engineer with the City of Chicago Water Department and HDR Engineering, Inc. Owen received his Bachelor of Science in Construction from Bradley University in Peoria, Illinois. Owen has extensive knowledge in various water and wastewater projects performed for clients in Illinois and Indiana. Owen also performed various duties as an engineer for the Department of Water Management for the City of Chicago for twenty-nine years. He worked with the Design and Construction Section serving as a Resident Engineer on various projects, including construction of ductile iron grid mains, tunnels and a coffer dam across the Des Plaines River. In the Planning Section, Owen worked on the Hardy Cross computer application of hydraulic network analysis which simulated the City's water distribution system under various conditions. Using the computer model, he originated reports and recommended many grid and feeder main improvements. He also gained invaluable experience working with the Operation Section working with telemetry equipment which transmits pressure and flow information from pumping stations and distribution system locations in order to ensure an adequate supply of water is available for Chicago and suburban customers. Owen is a Registered Professional Engineer (Illinois - #062-049304) and holds a Class "A: Water Supply Operator (Illinois -#6012)" license.

Aaron Horbovetz, P.E., E.I.T., Aaron Horbovetz has been with the company since September of 1999. He previously worked in retail and industrial businesses. Aaron has completed his degree in Mechanical Engineering from Purdue University. Aaron has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state of the art leak detection equipment; and is also experienced in the use of all of our Polcon® Flow Testing equipment.

PROJECT STAFFING

The chart below outlines the **Project Team** to be used during the Water Distribution System Leak Survey Program for Village of Willowbrook, Illinois. One of the two Project Leaders listed will lead the **Project Team** in the field. **Two-Man Project Teams will be used at all times during the course of the Project for reasons of Safety and Quality Assurance.**



QUALIFICATIONS OF STAFF FOR WATER DISTRIBUTION SYSTEM LEAK SURVEY SERVICES

In the following section, you will find information about the M.E. Simpson Co., Inc. personnel who will be acting as Project Manager and Project Leaders for the proposed project. With each Project Manager and Project Leader you will find a history of projects previously staffed by these individuals. For more information about any of these projects or contact information, please call us at (800) 255-1521.

PROJECT MANAGER

Randy Lusk, Regional Manager-Dyer

Randy was the Project Manager for the following selected Leak projects.

- ◆ (2012) Village of Tinley Park—Tinley Park, IL
- ◆ (2012) Village of Flossmoor—Flossmoor, IL
- ◆ (2012) Village of Mokena—Mokena, IL
- ◆ (2012) Village of Glenwood—Glenwood, IL
- ◆ (2012) City of Hickory Hills—Hickory Hills, IL
- ◆ (2012) City of Markham—Markham, IL
- ◆ (2012) City of South Chicago Heights—South Chicago Heights, IL
- ◆ (2012) Town of Lowell—Lowell, IN
- ◆ (2012) City of Country Club Hills – Country Club Hills, IL

PROJECT LEADERS

Sandison Petretta, Project Leader

Sandison was the Project Leader for the following selected Leak projects.

- ◆ (2008, 2012) Village of Flossmoor – Flossmoor, IL
- ◆ (2009 – 2010, 2012) Village of Palos Hills – Palos Hills, IL
- ◆ (2007, 2011) City of Country Club Hills – Country Club Hills, IL
- ◆ (2011) City of Countryside – Countryside, IL
- ◆ (2010 – 2011) Village of Downers Grove – Downers Grove, IL
- ◆ (2007, 2011) Village of Evergreen Park – Evergreen Park, IL
- ◆ (2007, 2011) Village of Henry – Henry, IL
- ◆ (2009, 2011) Village of Hickory Hills – Hickory Hills, IL
- ◆ (2011) City of Palos Heights – Palos Heights, IL
- ◆ (2011) City of Springfield Light and Water – Springfield, IL

Jerry Reiling, Field Services Manager

Jerry was the Project Leader for the following selected Leak projects.

- ◆ (2012) Village of Mokena—Mokena, IL
- ◆ (2012) Village of Glenwood—Glenwood, IL
- ◆ (2012) City of Hickory Hills—Hickory Hills, IL
- ◆ (2012) City of Markham—Markham, IL
- ◆ (2012) City of South Chicago Heights—South Chicago Heights, IL
- ◆ (2005, 2011) City of Countryside Water Department – Countryside, IL
- ◆ (2008 - 2011) Village of Mokena – Mokena, IL
- ◆ (2011) Village of Tinley Park – Tinley Park, IL
- ◆ (2011) City of Chicago Heights – Chicago Heights, IL

REFERENCES

RELATED PROJECT EXPERIENCE

M.E. Simpson Co., Inc. has been in business since 1979. The company continues to perform services for numerous cities across Indiana, Illinois, Michigan, Wisconsin, Ohio, Arizona, Georgia, California, and other regions of the United States. We have listed below a few project examples with references. Please feel free to call any of these gentlemen and ask them about their project and our services.

City of South Bend, IN (2005 - 2013)

M.E. Simpson Co., Inc. has been working with the City of South Bend, IN for many years. One of the city's more recent projects was a leak survey conducted in 2009 on approximately 2,772,000 feet of water main. This leak survey was successful, finding 108 leaks across the City. Using an estimated production price of \$.36 per thousand gallons, these leaks were costing South Bend in excess of \$197.38 per day or \$72,043.99 annually. M.E. Simpson Co., Inc. has recommended South Bend repeat this survey every two years.

Mr. Bob Krol
Manager of Operations
City of South Bend, IN
(574) 235-5660

City of Joliet, IL (2008-2009, 2010-2013)

In early 2009, a leak survey was performed on 180 miles of water main out of an estimated 375 miles of water main in the City of Joliet's distribution system and continued in 2010. This program was based on an RFP issued by the City for the leak survey program. In years past, low bid was used to solicit leak detection vendors. The 2009 program discovered 149 leaks. There were 33 main breaks, 59 service line leaks (7 on the customer side of the shut off valve), 46 hydrant leaks, and 11 valve leaks (packing and bonnet bolts). The majority of these leaks did not surface because the local geology of Joliet is limestone. The estimate of the annualized water losses in dollars was \$918,354 based on the average costs of pumpage and water treatment (wholesale costs) for this 180 mile survey. GPS coordinates were taken for each leak location as a part of this contract. The City has since extended the contract for the remainder of the system with a renewal of the contract for the next year.

Mr. James Eggen, P.E.
Director of Utilities
921 East Washington Street
Joliet, Illinois 60433
(815) 724-4222
jeggen@jolietcity.org

City of West Bend, Wisconsin (1997, 1999, 2001, 2003, 2005, 2007, 2009, 2011, 2013)

M.E. Simpson Co., Inc. has been conducting a Leak Survey on the 125 mile distribution system every other year as a way for the West Bend Water Utility to reduce water losses occurring in the distribution system. The Utility owns Leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a greater understanding of the parameters of detection and locating leaks. The leak surveys have found numerous leaks on this system since the start of the leak detection program; however, because of the vigilance of the program, these water losses have subsided to a point of regular distribution system preventative maintenance.

Mr. John Hemauer
Water Utility Superintendent
251 Municipal Drive
West Bend, Wisconsin 53095
262-335-5040
wbtwu@ci.west-bend.wi.us

ADDITIONAL REFERENCES

Dan Lueder
Development Services GM
Cottonwood, AZ
(928) 634-8033

Steve Gerdes
Director of Water
Normal, IL
(309) 454-9564

Jeff Musinski
Superintendent of Utilities
Arlington Heights, IL
847-368-5806

Gale Gerber
Water Superintendent
Nappanee, IN
(574) 773-4623

Scott Ham
Manager
Silver Creek Water Corp.
(812) 246-2889

Lon Schemel
Water Superintendent
Shakopee, MN
(952) 445-1988

AREA TO BE SURVEYED

The total area to be surveyed for the *Utility* is approximately **43.6 miles** of main line pipe. The area to be surveyed may vary from the estimated number above. Any additional pipe to be surveyed shall be charged a per mile price.

PROPOSED SCHEDULE

Project Start Date: To be Determined

Hold Kick-off meeting: TBD, to cover goals and objectives of Project.

Fieldwork to be completed and documented: 5 - 6 days depending area to be surveyed.

Leak Location Reports: Twenty (20) working days after fieldwork is completed for the Leak Survey project.

PROPOSAL FEE

M.E. Simpson Co., Inc. is pleased to offer the Village of Willowbrook our proposal for a Water Distribution System Leak Survey Program. The leak survey program will be conducted on approximately 43.6 miles of pipe in the Utility's water distribution system. The survey will be completed by listening on the main line valves, fire hydrants and necessary services by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document.

A Water Distribution System Leak Survey on 43.6 miles of water main for a lump sum fee:

SIX THOUSAND NINE HUNDRED SEVENTY-SIX ----- (\$6,976.00)

**Any water main surveyed in addition to the above 43.6 original miles of pipe will be surveyed at the rate of \$160.00 per mile of AC and Iron Pipe.

All procedures will be followed according to the above project scope. The data gathered will be compiled and a report of all leaks found will be submitted to your Utility as the survey takes place.

We thank you for this opportunity to acquaint you with our Water Distribution System Leak Survey services. Please call us if you wish to discuss our services in more detail.

Sincerely Yours,



Randy Lusk
Regional Manager - Dyer
RL/jph



www.mesimpson.com

3406 Enterprise Avenue
Valparaiso, IN 46383

Phone: (800) 255-1521
Fax: (888) 531-2444

September 2, 2011

Mr. Robert Krol
Director of Distribution
South Bend Water Works
915 S. Olive Street
South Bend, Indiana 46619

Dear Mr. Krol,

M.E. Simpson Co., Inc. is a technical service company providing Leak Survey Programs, Large Meter Testing and Repair Programs, Water Main Location, Valve Assessment, and Computer Mapping Programs. These "**Technical Services**" offered by M.E. Simpson Co., Inc. are designed to aid a utility in reducing unaccounted for water and lost revenue.

M.E. Simpson Co., Inc. is pleased to submit this report of our leak detection survey for the City of South Bend, Indiana. This survey addressed the South Bend water distribution system, consisting of approximately 580 miles of water main. The report contains the results of our investigation including the following:

1. A DESCRIPTION OF THE AREA SURVEYED.
2. METHODOLOGY OF THE SURVEY
3. A LIST OF LEAKS AND TYPE OF LEAKS LOCATED
4. GENERAL RECOMMENDATIONS BASED ON OUR INVESTIGATION

DESCRIPTION OF THE AREA SURVEYED

Approximately 3,062,400 lineal feet were surveyed as part of the system investigation. This included all fire hydrants, accessible mainline valves and selected services.

METHODOLOGY

Your survey was conducted using the latest state of the art leak computers, the **FLUID CONSERVATION SYSTEMS' FCS Accu-Corr / Digi-Corr or Vivax Metrotech HL6000 leak correlator**. The **FCS S-30** is a tool used as an electronically enhanced listening device. All of these correlators are manufactured by Fluid Conservation Systems of Milford, Ohio. These electronic instruments are microprocessor units that measure the time it takes the sound of the leak to travel from the leak to the point where the leak Correlator is connected to the water line. By connecting the leak correlator to the water line at two locations, it will compute the distance from the leak to each connection point thus enabling us to determine the exact leak location. Our experienced technicians used these devices, along with the S30 electronically enhanced listening device or the L-Mic electronic listening device, as listening equipment to survey your pipeline network. Each hydrant and accessible valve was used as listening points to identify leaks. Selected services, b-boxes, were used on an as needed basis to keep the listening distances under five hundred feet (500'). "Pinpointing" of the leak, as well as locating leaks that other methods fail to reveal was also done with this equipment.

LEAKAGE LOCATED

All water mains within the Project area were surveyed and 73 leaks were located. These leaks have been grouped as follows: Main Line Leak - 11, Service Line Leak - 23, Fire Service Leak -1, Valve Leak - 2, Hydrant Leak - 36, Other Type Leak - 0. All of these leaks have been verbally reported to your office with these locations, so many have probably been repaired already. Following are the leak locations with an estimated GPD (Gallons Per Day) leakage potential.

Type	Location	SIZE
Main Line	200 Michigan Avenue (N) & LaSalle Street see enclosed diagram	14,400 GPD
Main Line	841 Edison Avenue (S) see enclosed diagram	14,400 GPD
Main Line	Arthur Street & Cumberland Court see enclosed diagram	14,400 GPD
Main Line	Cavanaugh Drive & Corey Boulevard see enclosed diagram	14,400 GPD
Main Line	Meade Street & Western Avenue see enclosed diagram	14,400 GPD
Main Line	Notre Dame Avenue & Northside Boulevard see enclosed diagram	14,400 GPD
Main Line	Rosemary Lane & Dorwood Drive see enclosed diagram	14,400 GPD
Main Line	Blaine Street & Humboldt Street see enclosed diagram	7,200 GPD
Main Line	Ironwood Drive & Pleasant Street see enclosed diagram	7,200 GPD
Main Line	Kepeess Court & Tomahawk Trail see enclosed diagram	7,200 GPD
Main Line	Lafayette Boulevard (N) & Colfax Avenue see enclosed diagram	7,200 GPD
Service Line	Sheridan Avenue & Huron Street see enclosed diagram	14,400 GPD
Service Line	729 Cushing Street see enclosed diagram	7,200 GPD
Service Line	925 Beale Street see enclosed diagram	7,200 GPD
Service Line	Anderson Avenue & Kinyon Street see enclosed diagram	7,200 GPD
Service Line	Illinois Street & Bulla Street see enclosed diagram	7,200 GPD
Service Line	Johnson Street & Keller Street see enclosed diagram	7,200 GPD
Service Line	Michigan Avenue (N) & Bartlett Street see enclosed diagram	7,200 GPD
Service Line	Michigan Street (N) & Bartlett Street (W) see enclosed diagram	7,200 GPD

Type	Location	SIZE
Service Line	Mumford Court & Dayton Street (E) see enclosed diagram	7,200 GPD
Service Line	Scott Street (S) & Calvert Street (W) see enclosed diagram	7,200 GPD
Service Line	1911 St. Joseph Street see enclosed diagram	2,880 GPD
Service Line	28th Street & Pleasant Street see enclosed diagram	2,880 GPD
Service Line	Kenmore Street (S) & Sample Street (W) see enclosed diagram	2,880 GPD
Service Line (owners side)	52844 Cumberland Court see enclosed diagram	7,200 GPD
Service Line (owners side)	Chapin Street (S) & Calvert Street (W) see enclosed diagram	7,200 GPD
Service Line (owners side)	Dundee Street & Huron Street see enclosed diagram	7,200 GPD
Service Line (owners side)	Johnson Street & Humboldt Street see enclosed diagram **Fixed**	7,200 GPD
Service Line (owners side)	Johnson Street & Roger Street see enclosed diagram	7,200 GPD
Service Line (owners side)	Twyckenham Drive (N) & Howard Street see enclosed diagram	7,200 GPD
Service Line (owners side)	Standfield Street & Napoleon Street see enclosed diagram	2,880 GPD
Service Line (owners side)	Studebaker Avenue & Hine Street see enclosed diagram	2,880 GPD
Service Line (owners side)	Hollywood Place & Woodlawn Boulevard see enclosed diagram	1,440 GPD
Service Line (owners side)	High Street & Victoria Street see enclosed diagram	360 GPD
Valve (packing)	Eclipse Place & Elliot Street / Bonds Avenue see enclosed diagram	7,200 GPD
Valve (packing)	Catherwood Lane & Alpine Drive see enclosed diagram	720 GPD
Hydrant	Wold Haven Drive & Lancaster Drive see enclosed diagram	7,200 GPD
Hydrant	51080 Laurel Road see enclosed diagram	2,880 GPD
Hydrant	52554 Indiana 933 see enclosed diagram	2,880 GPD
Hydrant	Sheridan Avenue & Westmoore Street see enclosed diagram **Fixed**	2,880 GPD
Hydrant	Vernon Street & Calvert Street see enclosed diagram	2,880 GPD

Type	Location	SIZE
Hydrant	Knoblock Street & Lincoln Way West see enclosed diagram	1,440 GPD
Hydrant	Sheridan Street & Voorde Drive see enclosed diagram	1,440 GPD
Hydrant	Taily Ho Drive (E) & Darden Road see enclosed diagram **Fixed**	1,440 GPD
Hydrant	1646 Greenwood Drive see enclosed diagram **Fixed**	720 GPD
Hydrant	914 Amhurst Avenue see enclosed diagram **Fixed**	720 GPD
Hydrant	Ash Lane & Southeast Drive see enclosed diagram **Fixed**	720 GPD
Hydrant	Marine Street & Woodside Street see enclosed diagram **Fixed**	720 GPD
Hydrant	3901 Addison Street see enclosed diagram **Fixed**	360 GPD
Hydrant	Main Street (S) & Johnson Street see enclosed diagram	360 GPD
Fire Service	Coquillard Drive (N) & Bader Avenue see enclosed diagram	7,200 GPD
73 Leaks Located	ESTIMATED LEAKAGE TOTAL	341,640 GPD

LEAK QUANTITIES

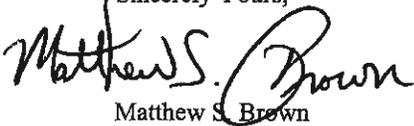
Quantifying leaks is difficult because there is not any accurate means of doing so. Pipe material, size of the leak, system pressure, soil material and water table will affect the noise that a leak makes. Small leaks under high system pressure will make more noise than a large leak under low system pressure. However, the above leaks are of sufficient noise levels that the above estimates should be very conservative. If a production price of \$0.85 per thousand gallons is used, these leaks were costing your utility in excess of \$290.39 per day or \$105,993.81 annually. It's obvious this Leak Survey Program has proven to be cost effective. Naturally the main line leaks have the greatest potential for loss followed by service line, valves, and finally hydrants. Once leaks have been repaired, we would recommend that the Utility compare pumping rates before and after. This information will be more meaningful and accurate.

RECOMMENDATIONS

This survey confirms the City of South Bend's water distribution system will benefit from this project by a reduction in underground leakage. There is always a concern over the cost effectiveness of leak detection because of the uncertainty of the number of leaks located. However, with your present cost of water and the discovery of these 73 leaks, the cost of this 2011 leak survey will pay for itself within 9 months. It only takes a recovery of about 341,640 gallons per day on an annual basis (341,640 per day is only 237.25 gallons per minute throughout your entire water distribution system) to recover your investment. We would recommend that you conduct a Leak Survey Program every other year. This recommendation becomes more critical as your cost of water increases.

We appreciate your cooperation and that of the Utility staff we were available to answer our questions during this project. If you have any questions with the information in this report, please do not hesitate to contact us.

Sincerely Yours,



Matthew S. Brown
Regional Manager – Valparaiso
MSB/jph

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

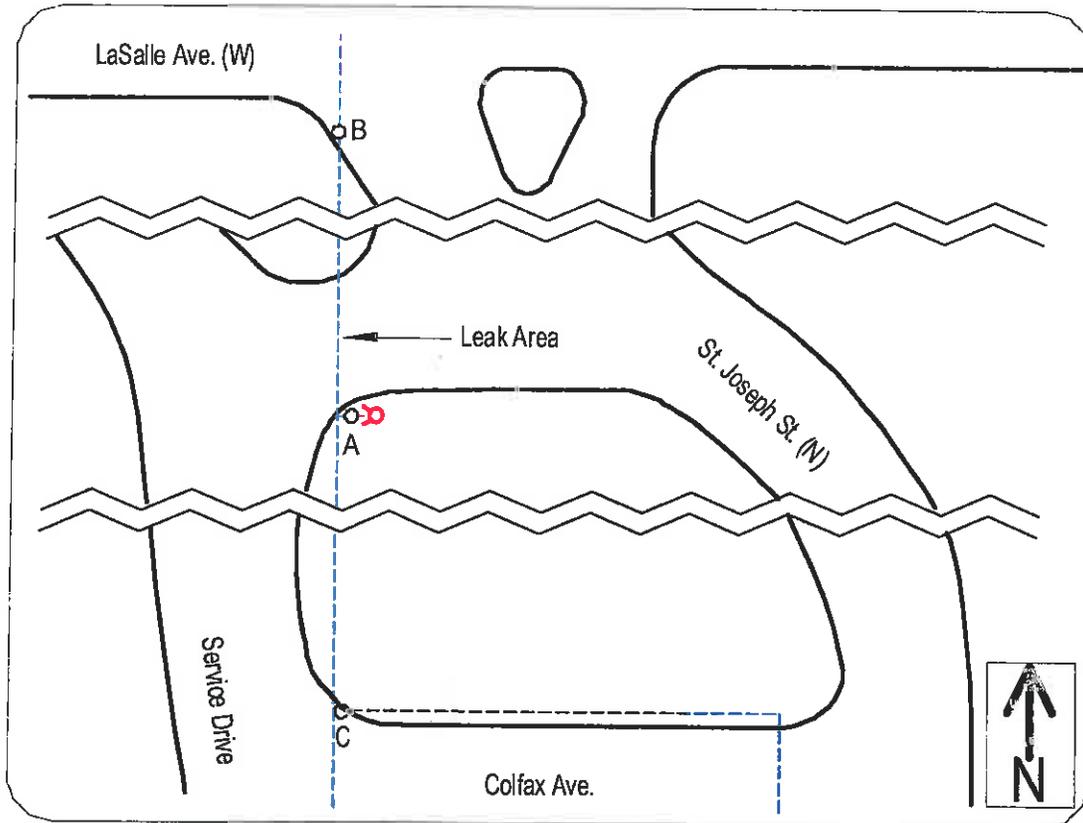
Time: 11:30:00 AM **Leak#** 32

Date: Monday, May 16, 2011

Tech: Jimmy M. & Chris P.

Address: 200 Michigan Avenue (N) & LaSalle Street

Below is a diagram of the area surveyed for a suspect leak.



Distance: 164' from A to B / 406' from B to C

Connection point: A= Hydrant Auxiliary Valve

Connection point: B= Main Line Valve

Connection point: C= Main Line Valve

Connection point:

Leak Location: 147' - 150' S. of B

Comments: This is a leak on the 16" main line close to where the water is surfacing.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

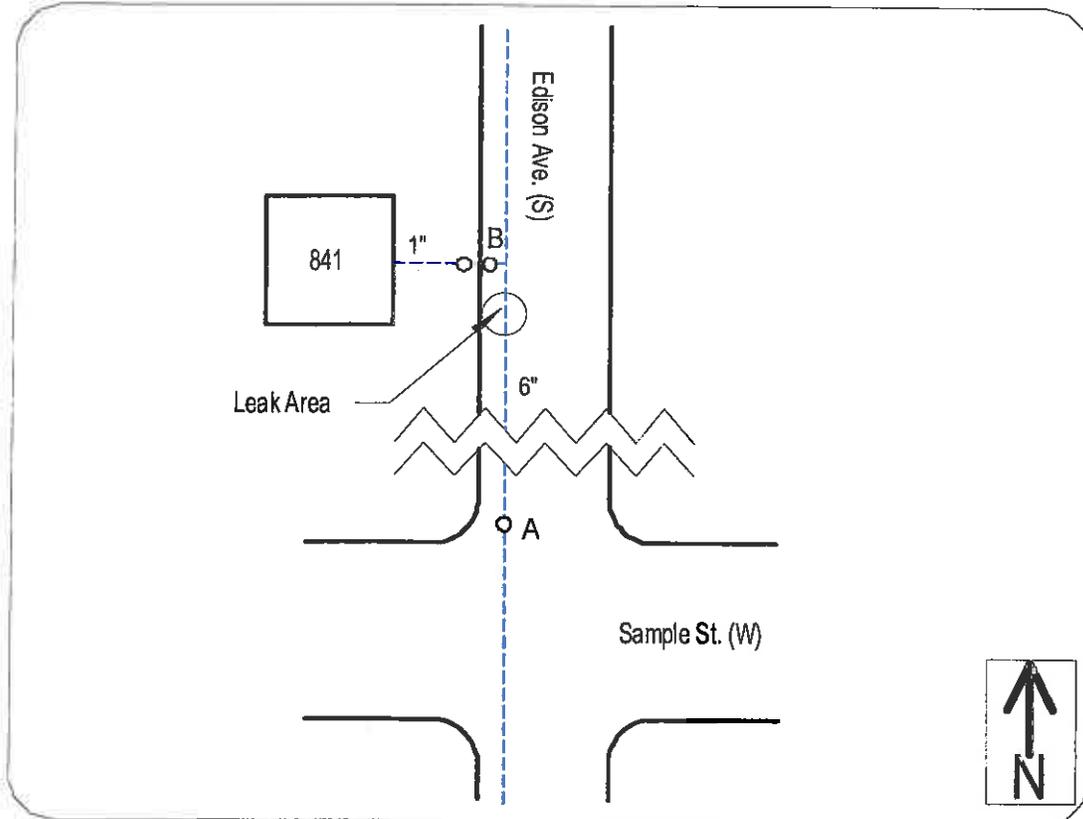
Time: 2:00:00 PM **Leak#** 68

Date: Thursday, May 26, 2011

Tech: Jimmy M. & Rick A.

Address: 841 Edison Avenue (S)

Below is a diagram of the area surveyed for a suspect leak.



Distance: 161' from A to B

Connection point: A= 6" Main Line Valve

Connection point: B= 1" Service Line

Connection point:

Connection point:

Leak Location: 13' from B

Comments: This is a main line leak on a 6" main.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

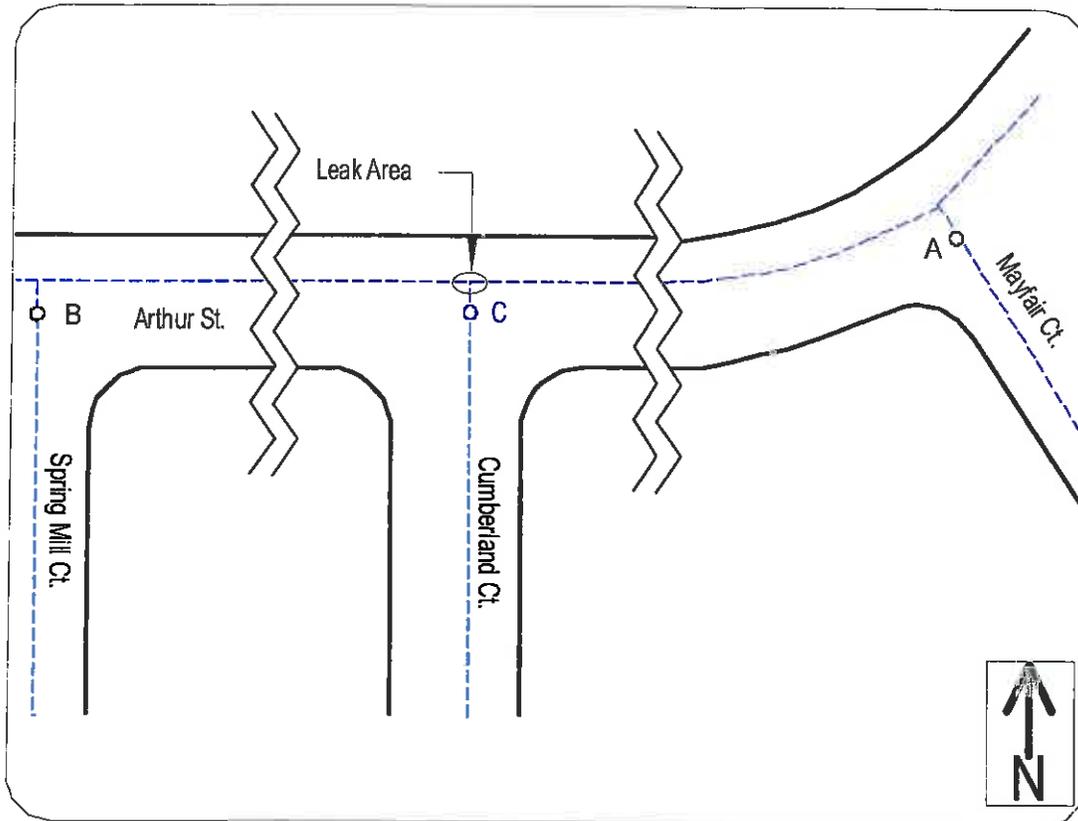
Time: 1:00:00 PM **Leak#** 22

Date: Monday, May 02, 2011

Tech: Jimmy M. & Tom B.

Address: Arthur Street & Cumberland Court

Below is a diagram of the area surveyed for a suspect leak.



Distance: 471' from A to B / 253' from B to C

Connection point: A= Main Line Valve

Connection point: B= Main Line Valve

Connection point: C= Main Line Valve

Connection point:

Leak Location: 226' from A

Comments: This is a leak where two mains "Tee", in the intersection of Cumberland Court and Arthur Street.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

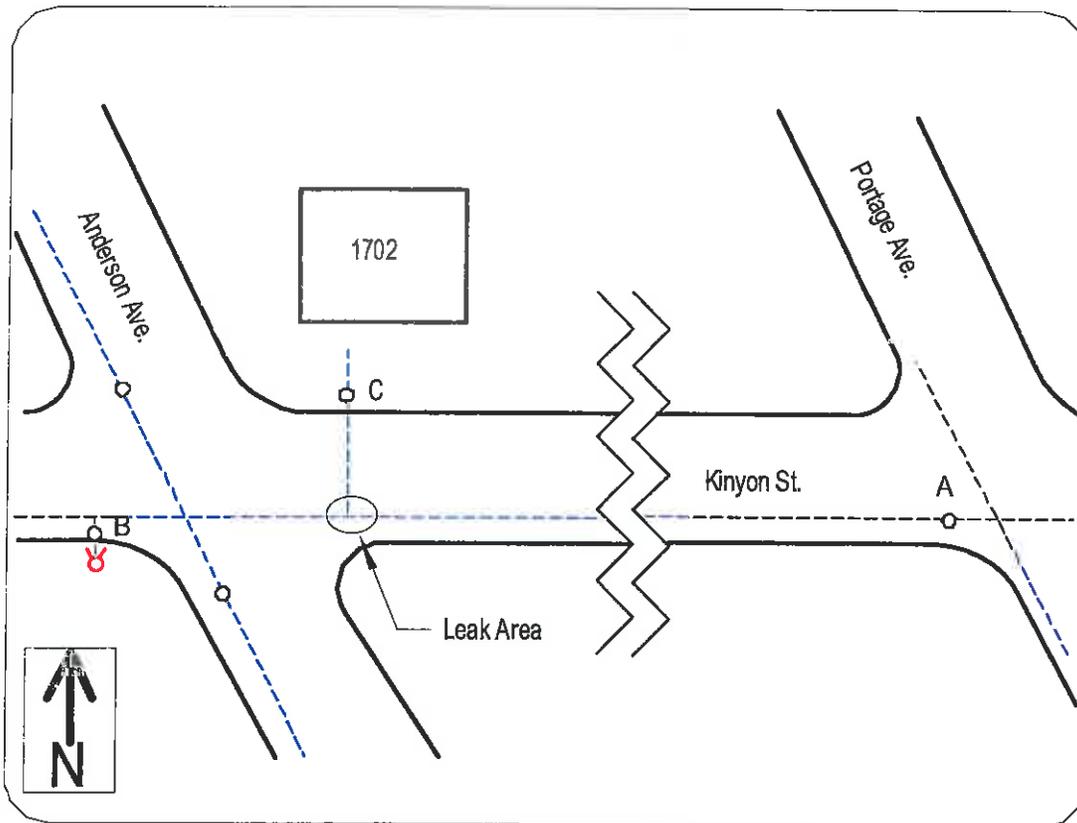
Time: 1:00:00 PM **Leak#** 30

Date: Monday, May 09, 2011

Tech: Jimmy M. & Tom B.

Address: Anderson Avenue & Kinyon Street

Below is a diagram of the area surveyed for a suspect leak.



Distance: 244' from A to B / 262' from A to C

Connection point: A= Main Line Valve

Connection point: B= Hydrant Auxiliary Valve

Connection point: C= Service for 1702

Connection point:

Leak Location: 22' from C

Comments: This leak is on, or very near the corporation for service at 1702.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

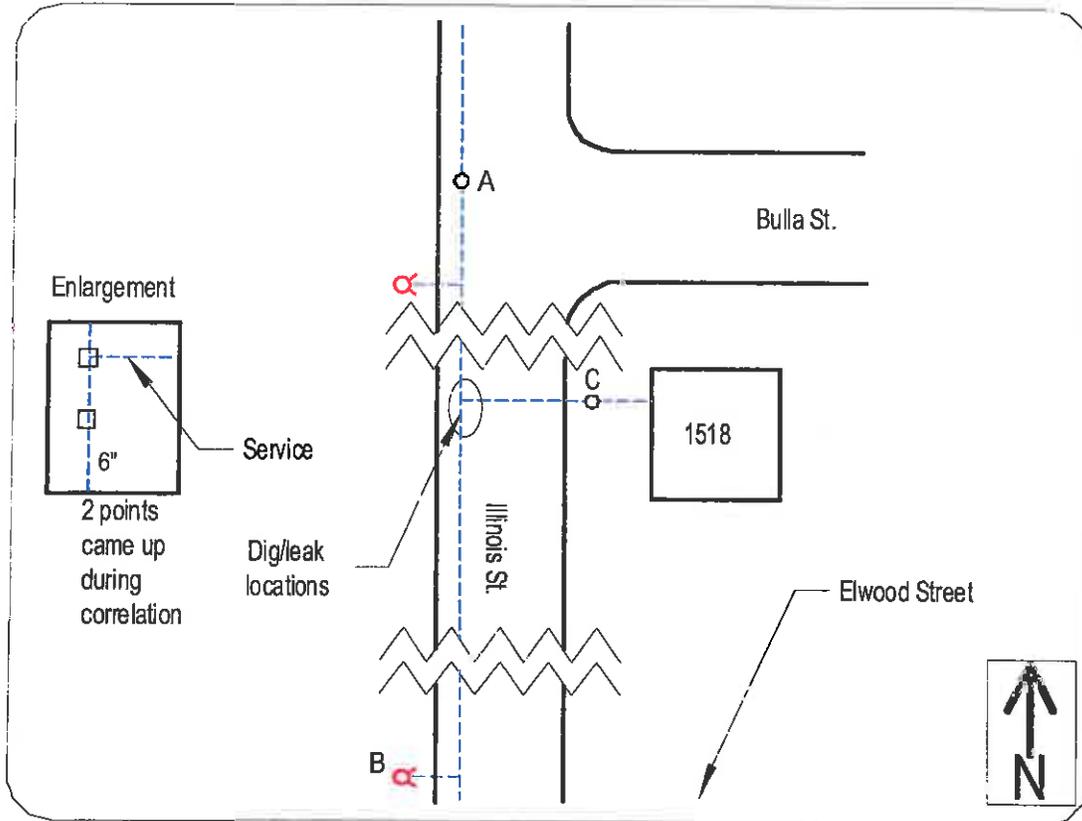
Time: 10:00:00 AM **Leak#** 33

Date: Tuesday, May 17, 2011

Tech: Jimmy M. & Chris P.

Address: Illinois Street & Bulla Street

Below is a diagram of the area surveyed for a suspect leak.



Distance: 452' from A to B / 162' from A to C / 343' from C to B

Connection point: A= Main line Valve

Connection point: B= Hydrant

Connection point: C= Service for 1518

Connection point:

Leak Location: 27' to 36' from C

Comments: We correlated the area and heard noise at the service for 1518 Illinois Street. There is the possibility of 2 leaks here. We recommend digging up service for 1518 where it meets the main.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

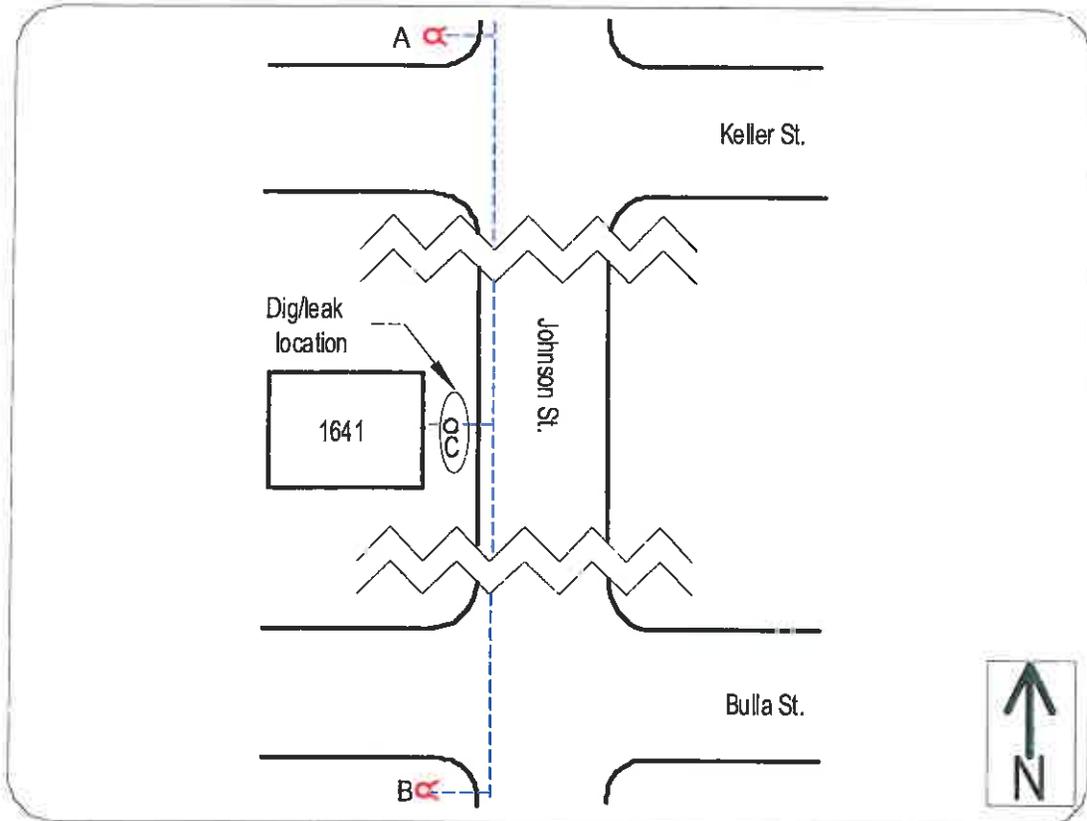
Time: 7:00:00 AM **Leak#** 34

Date: Tuesday, May 17, 2011

Tech: Jimmy M. & Chris P.

Address: Johnson Street & Keller Street

Below is a diagram of the area surveyed for a suspect leak.



Distance: 735' from A to B / 265' from A to C

Connection point: A= Hydrant

Connection point: B= Hydrant

Connection point: C= Service Valve

Connection point:

Leak Location: 4' from C

Comments: In addition to correlating between connection points, we listened to area services. Leak noise was detected and we determined that the service at 1641 was the loudest. Water was visible coming out of the stop box.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

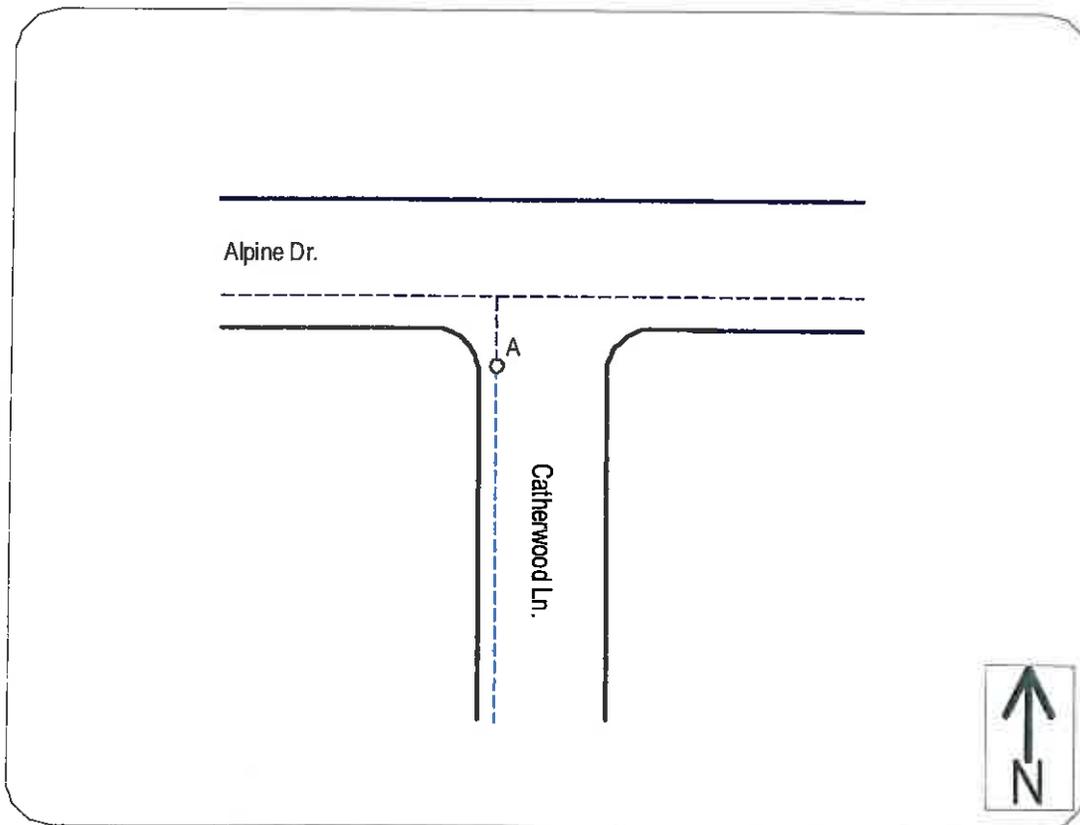
Time: 2:13:00 PM **Leak#** 66

Date: Thursday, August 11, 2011

Tech: Rick A. & Nate C.

Address: Catherwood Lane & Alpine Drive

Below is a diagram of the area surveyed for a suspect leak.



Distance: 0' from A

Connection point: A= Main Line Valve

Connection point:

Connection point:

Connection point:

Leak Location: 0' from A

Comments: This is a packing leak.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: South Bend, Indiana

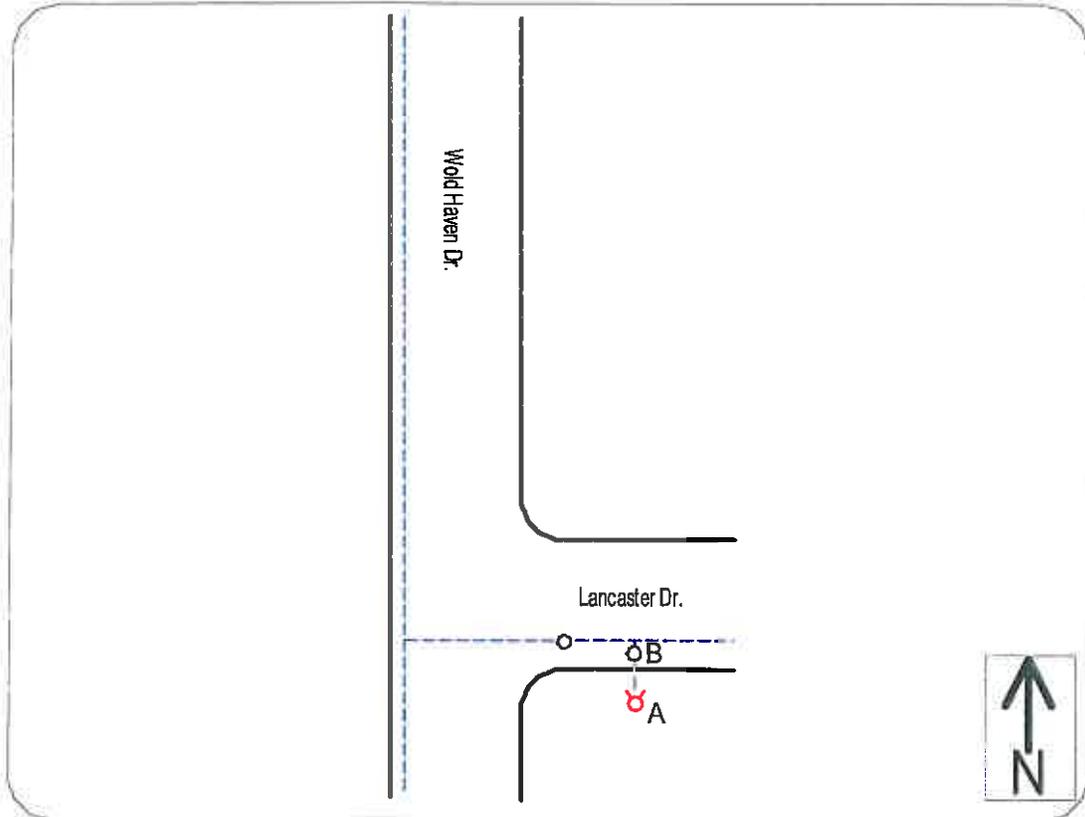
Time: 2:43:00 PM **Leak#** 65

Date: Thursday, August 11, 2011

Tech: Rick A. & Nate C.

Address: Wold Haven Drive & Lancaster Drive

Below is a diagram of the area surveyed for a suspect leak.



Distance: 0' from A

Connection point: A= Hydrant

Connection point: B= Hydrant Auxiliary Valve

Connection point:

Connection point:

Leak Location: 0' from A

Comments: This is a hydrant leak. We closed the auxiliary valve and the noise stopped.

We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.

**MUNICIPAL SERVICES COMMITTEE MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

**DISCUSSION – ARCHITECTURAL SPACE PLANNING SERVICES –
WILLIAMS ARCHITECTS**

COMMITTEE REVIEW

- Finance/Administration
 Municipal Services
 Public Safety

Meeting Date:

September 9, 2013

- | | |
|---|--|
| <input type="checkbox"/> Discussion Only | <input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date) |
| <input type="checkbox"/> Seeking Feedback | <input checked="" type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board) |
| <input type="checkbox"/> Regular Report | <input type="checkbox"/> Report/documents requested by Committee |

BACKGROUND

On August 14, 2013, the Village acquired the property located adjacent to the Village Hall at 835 Midway Drive in order to further the Village's long-term space needs plan with regard to facilities. This property is .72 acres in area and contains a two-story 9,790 square foot office building built in 1979.

Prior to the Board's decision to acquire this property, Mark Bushhouse from Williams Architects was asked to conduct a brief feasibility analysis to determine whether the acquisition of the property, and subsequent renovation of each facility, could satisfy our previously identified Village facilities long-term space needs. Williams Architects was originally commissioned by the Village in 2002 to conduct a Space Needs Study, which formed the basis of the Village's Municipal Facilities Master Plan adopted by the Board in January 2004. Williams Architects also designed our public works facility, which was completed in 2009 and subsequently received a Project of the Year Award from the Chicago Metro Chapter of the American Public Works Association (APWA). The results of the feasibility analysis revealed that re-creating the previously envisioned municipal facilities campus concept around the existing Village Hall building could satisfy our long-term space needs.

Since acquisition of the 835 Midway property, staff has met with Mark Bushhouse from Williams Architects to begin developing a plan to move the Village Hall functions to the newly acquired building, and to renovate the existing municipal facility for police use. Based on our discussions, along with recommendations from Mr. Bushhouse, a proposal was submitted by Williams Architects for professional services relating to this scope of work.

REQUEST FOR FEEDBACK

The attached proposal includes updating the previous Village Space Needs Study and the development of conceptual building /site alteration designs for consideration, including projected budgetary costs based on those conceptual designs. This scope of work would be provided for a fee of \$12,500. Once conceptual designs are agreed upon, the development of construction plans for project bidding purposes would be completed separately at additional expense. Sufficient funds are included in the FY 2013/14 budget (within the L.A.F.E.R fund) for this expenditure.

STAFF RECOMMENDATION

Staff recommends that the proposal submitted by Williams Architects be accepted so we can begin the planning phase of the project. This item is also included for consideration on the Village Board agenda for the regular meeting on September 9, 2013.

4 September 2013



Mr. Tim Halik
Village Administrator
Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527-5594

Re: Professional Services and Fee Proposal – Planning Services
Village Hall and Police Planning
Existing Municipal Facility and Newly Acquired Properties

Dear Tim,

We at Williams Architects (WA) are grateful and excited to provide this professional services proposal to plan the Village's use of the newly acquired and existing facilities.

PROJECT UNDERSTANDINGS

- A. Planning work to investigate:
 - 1. Moving the village hall functions (without the board room) to the newly acquired building at 835 Midway
 - 2. Renovations to the existing municipal facility for police uses
 - 3. Possible uses and renovations at the 825 Midway building that could include multi-use recreation spaces and potentially the relocated board room
- B. The Village's budget shall be modest and the planning work to be accomplished in 30 to 60 days depending on the decisions made by the Village.

SERVICES TO BE PROVIDED

- A. Review of previous space programming
 - 1. Staff to review previous space programming versus current and expected staffing levels
 - 2. WA to meet with staff to review
 - 3. WA to prepare revised space programs
 - 4. WA to convey these to staff for their review, refinements and approval
- B. Conceptual Design
 - 1. WA to provide CAD drawings of the three involved buildings and a combined site plan (Village to order survey of all properties)
 - 2. WA to meet with staff to review the approved space programs and discuss and sketch concepts for all of the buildings and the site
 - 3. WA to prepare design options based on the meeting with staff
 - 4. WA to meet with staff to review design options for selection of best concept and refinements
 - 5. WA to refine chosen design and prepare planning level project budget
 - 6. WA to convey design and budget to staff for review and comment
 - 7. WA to revise and resubmit for staff approval



8. WA to work with staff to present to the Village Board the results of the planning study

DELIVERABLES

1. Colored site and floor blocking plans
2. Project budget
3. Space programs

SERVICES THAT ARE NOT NEEDED, WILL COST EXTRA OR ARE OWNER-SUPPLIED:

1. Basic design services
2. Engineering consulting
3. Existing conditions review
4. Zoning approval assistance
5. Attendance at additional Board and public meetings
6. All site surveying and topographic services will be provided by the owner
7. Environmental, LEED consulting and testing.
8. Exterior or interior 3D sketches or renderings

BASIS OF FEES AND COSTS

1. The fee shall be the lump sum of twelve thousand five hundred (\$12,500).
2. Reimbursable expenses are in addition to the fees and shall be invoiced times a 1.15 multiplier

If the owner authorizes, in writing, additional services for the project, they shall be provided on an hourly basis from the rate table below (these are adjusted on annual basis, average increase of 3 - 5%):

Williams Architects 2013 – 2014 Rate Table

Principal II	\$	196.00/Hour
Principal I	\$	179.00/Hour
Associate Principal	\$	167.00/Hour
Senior Associate	\$	161.00/Hour
Associate / Project Manager	\$	146.00/Hour
Architect III	\$	130.00/Hour
Architect II	\$	119.00/Hour
Architect I	\$	108.00/Hour
Project Coordinator IV	\$	98.00/Hour
Project Coordinator III	\$	89.00/Hour
Project Coordinator II	\$	76.00/Hour
Project Coordinator I	\$	66.00/Hour
Project Technician II	\$	49.00/Hour

Project Technician I	\$	39.00/Hour
Marketing Coordinator	\$	145.00/Hour
Graphics Coordinator	\$	105.00/Hour
Accounting	\$	139.00/Hour
Secretarial	\$	98.00/Hour
Clerical	\$	69.00/Hour
Director of Interior Design	\$	132.00/Hour
Interior Designer V	\$	102.00/Hour
Interior Designer IV	\$	85.00/Hour
Interior Designer III	\$	68.00/Hour
Interior Designer II	\$	56.00/Hour
Interior Designer I	\$	40.00/Hour

Project Team Leadership

1. Mark Bushhouse shall be the Principal in charge and personally lead the Planning Phase work

The owner shall be invoiced on a monthly basis for the work that is completed in the prior month. Payments to be made in compliance with the Illinois local government prompt payment act.

We understand the Village intends to have WA provide the basic design services for this project based upon satisfactory completion of this planning work and the Board's approval to proceed with the design and construction of these facility improvements.

Cordially,



Mark S. Bushhouse, AIA
President

xc: Scott Lange / Williams Architects

The Village of Willowbrook hereby accepts the terms and conditions of this proposal and authorizes Williams Architects to begin their services immediately.

Authorized Signature

Date



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrook.il.org

MONTHLY REPORT
MUNICIPAL SERVICES DEPARTMENT

Permits issued for the month of August, 2013

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Addition	1
Alarm System	2
Balcony Renovation	1
Canopy	2
Catch Basin Connect	1
Directional signage	1
Driveway	1
Electric service	1
Elevator upgrade	1
Fence	4
Fire Alarm	1
Interior Buildout	1
Interior Demolition	1
Kitchen Remodel	1
Parking Lot	1
Paver Patio	2
Plan Review	3
Reoccupancy	5
Reroof	7
Restripping	1
RPZ Installation	1
Sealcoating	1
Sewer repair	1
Sidewalk repair	1
Temporary Sign	2
Vehicle Impact	1
Water Heater	3
TOTAL	49

Final Certificates of Occupancy	0
Temporary Certificates of Occupancy	0
Permit Revenue for August 2013	\$ 17,977.86
Total Revenue Collected for Fiscal Year To Date	\$ 106,741.27
Total Budgeted for Fiscal Year 2013/14	\$ 150,000.00
Total Percentage of Budgeted Revenue Collected to Date	71.16

Respectfully submitted,

Timothy Halik
Village Administrator



Proud Member of the
Illinois Route 66 Scenic Byway

MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

Fiscal Year 2013/14

MONTH	CURRENT FISCAL YEAR	PRIOR FISCAL YEAR
MAY	\$ 21,169.24	\$ 33,083.60
JUNE	\$ 19,335.70	\$ 30,569.43
JULY	\$ 48,123.47	\$ 11,471.85
AUGUST	\$ 17,977.86	\$ 14,433.22
SEPTEMBER		\$ 28,145.41
OCTOBER		\$ 6,068.00
NOVEMBER		\$ 8,590.80
DECEMBER		\$ 14,215.08
JANUARY		\$ 27,201.63
FEBRUARY		\$ 7,918.18
MARCH		\$ 19,167.39
APRIL		\$ 32,909.32
COLLECTED REVENUE	\$ 106,741.27	\$ 223,573.91
BUDGETED REVENUE	\$ 150,000.00	\$ 110,000.00
REVENUES COLLECTED- (OVER)/UNDER BUDGET	\$ 106,741.27	\$ (123,573.91)
PERCENTAGE OF BUDGETED REVENUE COLLECTED	71.16	212.34

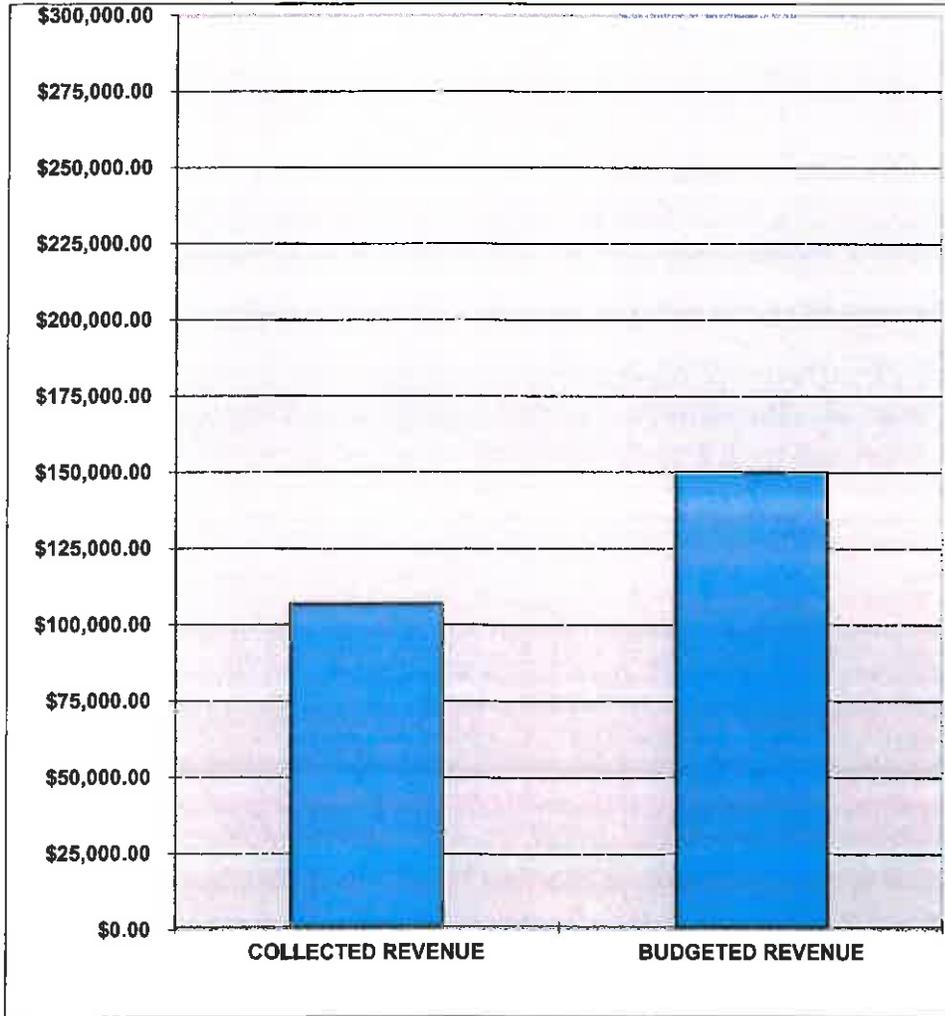
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

	Fiscal Year 13/14	Fiscal Year 12/13
COLLECTED REVENUE	\$ 106,741.27	\$ 233,573.91
BUDGETED REVENUE	\$ 150,000.00	\$ 110,000.00

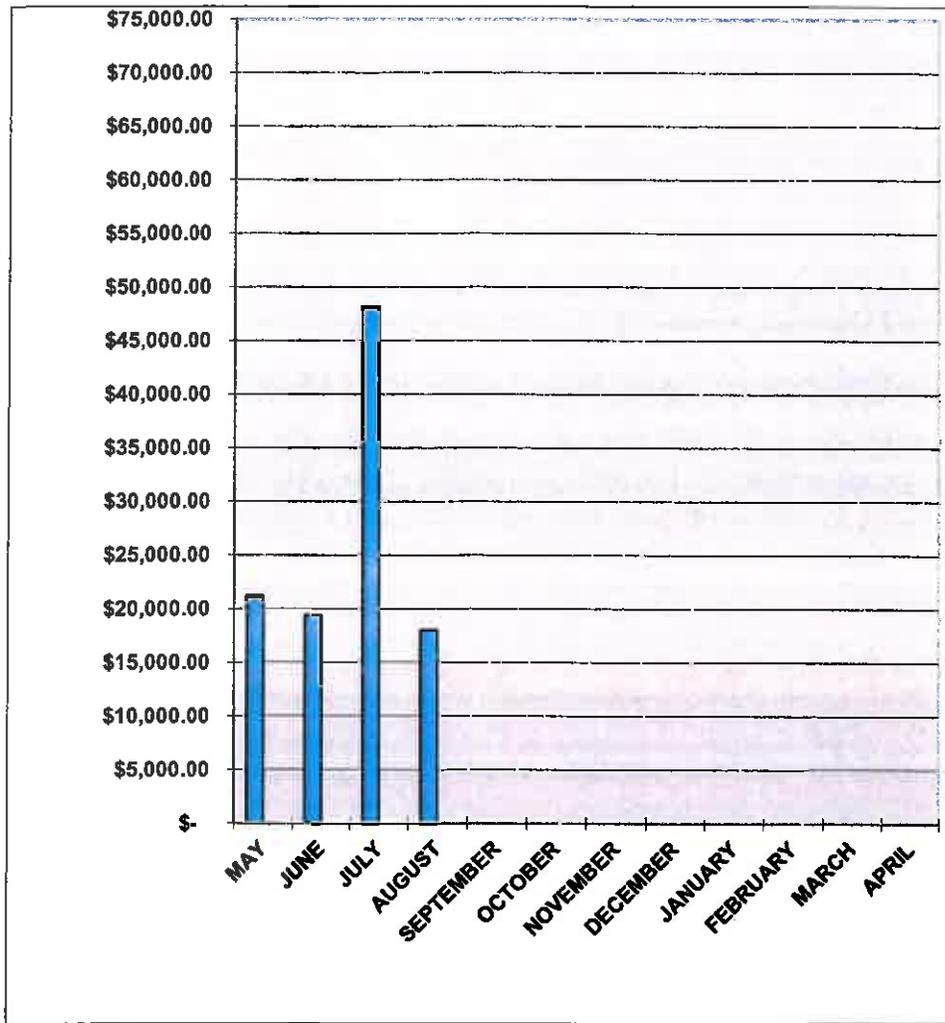
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



2012-13

Permit	Date Issued:	Name:	Address:	Permit Purpose:	Business Name:	Fee:	RES / COMM:	Date Released:
13-257	08/26/13	Thomas Roundas	6024 Bentley Ave	Addition		\$ 2,049.33	R	08/26/13
13-237	08/06/13	Robert Chio	642 Executive Drive	Alarm System	Law Office of Chio	\$ 100.00	C	08/06/13
13-264	08/22/13	Herna Gajjela	410 Woodgate Ct	Alarm System		\$ 50.00	R	08/20/13
13-235	08/07/13	The Lawns	6443 Clarendon Hills	Balcony Renovation		\$ 4,495.00	R	08/07/13
13-268	08/26/13	Shell Oil	7000 Kingery	Canopy	Shell Oil	\$ 250.00	C	08/26/13
13-269	08/26/13	Shell Oil	7505 Kingery	Canopy	Shell Oil	\$ 250.00	C	08/26/13
13-232	08/02/13	Bill Schuler	6523 Cambridge	Catch Basin Connect		\$ 75.00	R	08/02/13
13-246	08/14/13	Bank of America	6300 Kingery	Concrete Pad	Bank of America	\$ 300.00	C	08/13/13
13-277	08/29/13	Illinois Property Sol.	500 Joliet Rd	Directional signage	Illinois Property Sol.	\$ 700.00	C	08/29/13
13-274	08/29/13	Fathi Aburas	7724 Blackberry Lane	Driveway		\$ 125.00	R	08/29/13
13-273	08/28/13	Joseph Paterno	733 67th Place	electric service		\$ 50.00	R	08/28/13
13-243	08/14/13	Lake Hinsdale Village	101 Lake Hinsdale	Elevator upgrade		\$ 450.00	R	08/14/13
13-238	08/07/13	Jenny Kelly	7630 Cherry Tree Lane	Fence		\$ 50.00	R	08/07/13
13-244	08/09/13	Robert Pionke	7808 Blackberry Lane	Fence		\$ 50.00	R	08/14/13
13-252	08/19/13	First Fence	7711 Brookbank	Fence		\$ 100.00	R	08/19/13
13-255	08/19/13	Discount Fence	6333 Tremont	Fence		\$ 50.00	R	08/19/13
13-256	08/22/13	The Knolls	6170 Knoll Way	Fire Alarm		\$ 50.00	R	08/20/13
13-261	08/29/13	Kevin Hill	621 Plainfield Rd	Interior Bulidout	Advocate Health Care	\$ 672.50	C	08/29/13
13-241	08/08/13	Willowbrook Plaza	834 75th Street	Interior Demolition	Haven Nail & Day Spa	\$ 500.00	C	08/08/13
13-262	08/20/13	Jimmy Hsu	6340 Americana Dr	Kitchen Remodel		\$ 325.00	R	08/20/13
13-223	08/07/13	Willowbrook Key	825 W. 75th Street	Parking Lot	Darco Building	\$ 300.00	C	08/07/13
13-251	08/19/13	Knolls	6115 Knollwood Road	Patio Doors		\$ 75.00	R	08/19/13
13-195	08/08/13	Michael Sliwoski	303 61st Street	Paver patio		\$ 50.00	R	08/08/13
13-247	08/14/13	Tony Orofino	6441 Tennessee	Paver patio		\$ 550.00	R	08/13/13
	08/08/13	Willowbrook Office Pl	621 Plainfield Rd	Plan Review	Advocate Health Care	\$ 1,000.00	C	08/08/13
	08/14/13	Dominicks	6300 Kingery	Plan Review	Dominicks	\$ 1,000.00	C	08/14/13
	08/19/13	Champion Realty	800 W. 79th Street	Plan Review	Champion Realty	\$ 1,000.00	C	08/19/13
13-212	08/08/13	Willowbrook Office Pl	621 Plainfield Rd	Reoccupancy	State Farm	\$ 200.00	C	08/07/13
13-240	08/08/13	Right for Sport Fitness	7101 S. Adams	Reoccupancy	Right for Sports Fit	\$ 400.00	C	08/08/13
13-249	08/13/13	Illinois Property Sol.	600 Joliet	Reoccupancy	Blackhawk Industrial	\$ 200.00	C	08/13/13
13-250	08/13/13	Illinois Property Sol.	600 Joliet - Suite L	Reoccupancy	Viscosity Oil	\$ 200.00	C	08/13/13
13-217	08/20/13	Marek Kotarski	7320 Madison	Reoccupancy	Earthsafe	\$ 400.00	C	08/20/13
13-226	08/02/13	J. Gachich	7726 Sugarbush	Reroof		\$ 35.00	R	08/02/13
13-228	08/02/13	Mary Rocco	7730 Clarendon Hills	Reroof		\$ 35.00	R	08/02/13
13-253	08/14/13	Reroof	412 Wedgewood Ct	Reroof		\$ 35.00	R	08/13/13
13-258	08/16/13	Hua Leeder	114 59th Street	Reroof		\$ 35.00	R	08/13/13
13-265	08/26/13	Michael Lazarski	7748 Cherry Tree Lane	Reroof		\$ 35.00	R	08/26/13
13-270	08/27/13	Mary Schmidt	873 Willow Lane	Reroof		\$ 35.00	R	08/27/13
13-276	08/29/13	James Murtaugh	7711 Brookbank	Reroof		\$ 35.00	R	08/29/13
13-224	08/02/13	Willowbrook Town Ctr	7155 Kingery Hwy	Restripping		\$ 75.00	R	08/02/13

2012-13

Permit	Date Issued:	Name:	Address:	Permit Purpose:	Business Name:	Fee:	RES / COMM:	Date Released:
13-229	08/02/13	Ray Shenouda	301 75th Street	RPZ installation		\$ 100.00	R	08/02/13
13-254	08/15/13	Tom Adams	7675 Kingery	Sealcoating	Willowbrook Mobile	\$ 75.00	C	08/15/13
13-246	08/13/13	Bank of America	6300 Kingery	Sewer Repair	Bank of America	\$ 300.00	C	08/13/13
13-259	08/19/13	G. Sumpay	6506 Cambridge Road	Sidewalk repair		\$ 75.00	R	08/19/13
13-188	08/02/13	Target	7601 Kingery	Temporary Sign	Target	\$ 100.00	C	08/02/13
13-227	08/02/13	Willowbrook Inn	7800 Kingery	Temporary Sign	Willowbrook Inn	\$ 50.00	C	08/02/13
13-236	08/07/13	Sam's flooring	7828/7825 Quincy	Vehicle Impact		\$ 200.00	R	08/07/13
13-248	08/13/13	Natalya Ryabko	6642 Snug Harbor	Water Heater		\$ 50.00	R	08/13/13
13-231	08/02/13	Sheldon Dee	130 Somerset	Water Heater		\$ 50.00	R	08/02/13
13-245	08/12/13	Eric Johnson	215 W. 75th Street	Water Heater		\$ 50.00	R	08/12/13

VILLAGE OF WILLOWBROOK

REVENUE REPORT FOR AUGUST, 2013

ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
<u>Property Taxes</u>						
01-310-101	PROPERTY TAX LEVY-SRA	1,051.89	36,230.95	67,908.00	53.35	31,677.05
01-310-102	PROPERTY TAX LEVY-RD & BRIDGE	1,534.81	52,630.93	93,000.00	56.59	40,369.07
01-310-103	PRIOR YEAR TAX COLL	0.00	0.00	0.00	0.00	0.00
*TOTAL	Property Taxes	2,586.70	88,861.88	160,908.00	55.23	72,046.12
<u>Other Taxes</u>						
01-310-201	MUNICIPAL SALES TAX	334,101.61	1,184,165.99	3,447,000.00	34.35	2,262,834.01
01-310-202	ILLINOIS INCOME TAX	49,504.02	319,531.08	725,760.00	44.03	406,228.92
01-310-203	AMUSEMENT TAX	5,525.38	25,496.41	31,000.00	82.25	5,503.59
01-310-204	REPLACEMENT TAX	29.17	592.00	1,188.00	49.83	596.00
01-310-205	UTILITY TAX	92,752.37	358,795.81	1,160,000.00	30.93	801,204.19
01-310-207	TELECOMMUNICATION LEASE	32,743.11	32,743.11	32,743.00	100.00	-0.11
01-310-208	PLACES OF EATING TAX	39,251.86	162,971.57	450,000.00	36.22	287,028.43
01-310-209	WATER TAX	14,002.70	42,659.34	144,947.00	29.43	102,287.66
01-310-210	WATER TAX - CLARENDON WATER CO	0.00	286.53	750.00	38.20	463.47
*TOTAL	Other Taxes	567,910.22	2,127,241.84	5,993,388.00	35.49	3,866,146.16
<u>Licenses</u>						
01-310-301	VEHICLE LICENSES	0.00	0.00	0.00	0.00	0.00
01-310-302	LIQUOR LICENSES	3,500.00	3,500.00	51,500.00	6.80	48,000.00
01-310-303	BUSINESS LICENSES	3,267.50	3,267.50	40,770.00	8.01	37,502.50
01-310-305	VENDING MACHINE	0.00	0.00	2,000.00	0.00	2,000.00
01-310-306	SCAVENGER LICENSES	0.00	0.00	1,000.00	0.00	1,000.00
*TOTAL	Licenses	6,767.50	6,767.50	95,270.00	7.10	88,502.50
<u>Permits</u>						
01-310-401	BUILDING PERMITS	17,977.86	106,741.27	150,000.00	71.16	43,258.73
01-310-402	SIGN PERMITS	0.00	1,634.50	4,000.00	40.86	2,365.50
01-310-403	OTHER PERMITS	0.00	138.00	400.00	34.50	262.00
01-310-404	COUNTY BMP FEE	0.00	0.00	0.00	0.00	0.00
*TOTAL	Permits	17,977.86	108,513.77	154,400.00	70.28	45,886.23
<u>Fines</u>						
01-310-501	CIRCUIT COURT FINES	7,507.22	40,439.42	120,000.00	33.70	79,560.58
01-310-502	TRAFFIC FINES	1,815.00	10,453.32	25,000.00	41.81	14,546.68
01-310-503	RED LIGHT FINES	79,525.00	310,705.00	540,000.00	57.54	229,295.00
*TOTAL	Fines	88,847.22	361,597.74	685,000.00	52.79	323,402.26



According to the Illinois Department of Public Health, there have been 311 WNV-positive mosquito samples.

Illinois Department of Public Health West Nile virus data summary (as of 7-31-2013)

County	American Crow	Blue Jay	Other Birds	Mosquito Batches	Horse	Human Cases
Cook	0	1	1	153	0	0
DuPage	0	0	0	26	0	0
Kane	0	0	0	3	0	0
Kendall	0	0	0	2	0	0
Lake	0	0	0	2	0	0
McHenry	0	0	1	6	0	0
Stephenson	1	0	0	0	0	0
Will	0	0	0	7	0	0
Winnebago	0	0	0	1	0	0
TOTAL (39 Counties)	8	1	3	311	0	0

Brood Prediction

The floodwater mosquito (*Aedes vexans*) is the key nuisance species in the Chicagoland area. Distinct hatches of floodwater mosquito populations, or broods, are triggered by significant rainfall events. The Clarke Brood Prediction Model calculates peak annoyance periods based on rainfall and temperature data collected from weather stations in your area.

Weather Station Name	Rainfall Date	Rain Amount	Brood Prediction Date
Du Page Co.	06/21/2013	0.78	07/10/2013
Du Page Co.	07/08/2013	1.83	07/23/2013
Du Page Co.	07/18/2013	0.60	08/01/2013
Du Page Co.	07/19/2013	0.42	08/02/2013
Du Page Co.	07/20/2013	0.74	08/03/2013
Du Page Co.	07/26/2013	0.48	08/09/2013



July 2013 New Jersey Light Trap Counts

(*Red numbers indicate an annoyance level)

Trap Location	Jul 01	Jul 03	Jul 05	Jul 08	Jul 10	Jul 12	Jul 15	Jul 17	Jul 19	Jul 22	Jul 24	Jul 26	Jul 29	Jul 31
7710 Virginia Court	16	7	21	18	20	8	11	48	28	10	4	11	2	3

Recommendations

The CDC currently shows a risk category 2. Increase larval control, source reduction, and public education emphasizing personal protection measures, particularly among the elderly. Intensify adult mosquito control in areas where surveillance indicates human risk, initiate adult mosquito control if not already in progress, initiate visible activities in community to increase attention to WNV transmission risk. Work with collaborators to reduce risks to the elderly.

Operation and Surveillance Reports

Below is a report outlining all services performed in the month of July. These services could include the following:

- **1252 Complete Site Larval Inspection Service:** *Inspection service of all potential mosquito larvae development sites.*
- **1302 Targeted Site Larval inspection:** *Inspection of all targeted larval development sites.*
- **1352 Larval Site Service Call:** *Special inspection of standing water for mosquito breeding per hot line request.*
- **1752 Backpack Larviciding:** *Backpack larviciding for biological control of mosquito larvae sites.*
- **1754 Hand Larviciding:** *Hand equipment larviciding for biological control of mosquito larvae.*
- **2002 Catch Basin Trmt:** *Catch Basin treatment for larval control.*
- **2006 Natular G30 Helicopter Prehatch:** *Helicopter prehatch application for larval control.*
- **2015 150-day Altosid Briq Street CB:** *Catch Basin treatment for larval control.*
- **2019 Altosid XR CB Bike:** *Catch Basin treatment for larval control.*
- **2021 Altosid CB Bike – 30 day:** *Catch Basin treatment for larval control.*
- **2202 5% Abate Heli Prehatch:** *Helicopter prehatch application pellets for larval control.*
- **2402 Helicopter Larviciding:** *Helicopter larvicide application for biological control of mosquito larvae.*
- **2712 Biomist ATV/ULV Appl. Nights:** *ATV/ULV application for adult mosquito control.*
- **2802 Anvil Truck ULV Application:** *Truck ULV application for adult mosquito control*
- **2808 Anvil Truck ULV Streets/Drives:** *Truck ULV application for adult mosquito control*
- **2888 Truck ULV:** *ULV application for adult mosquito control.*

Services Performed July 2013:

Service Item	Start Date
ROS1252 - Complete Site Larval Insp Serv	07/08/2013
ROS1754 – Hand Larviciding	07/22/2013
ROS1302 - Targeted Site Larval Insp Serv	07/22/2013
ROS1352 - Larval Site Service Call	07/29/2013