

A G E N D A

SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, DECEMBER 16, 2013, AT 6:30 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA:
  - a. Waive Reading of Minutes (APPROVE)
  - b. Minutes - Regular Board Meeting - November 25, 2013 (APPROVE)
  - c. Minutes - Executive Session - November 11, 2013 (APPROVE)
  - d. Warrants - \$1,157,107.21 (APPROVE)
  - e. Monthly Financial Report - November 30, 2013 (APPROVE)
  - f. Ordinance - An Ordinance Amending Title 3, Chapter 12, Section 3-12-5(B) of the Village Code - Classifications: Class B License (PASS)
  - g. Resolution - A Resolution Authorizing the Mayor to Execute a Certain Interagency Agreement with the Illinois State Police for the purpose of Obtaining Criminal History Record Information on Liquor License Applicants (ADOPT)
  - h. Resolution - A Resolution Authorizing the Village Administrator to Execute a Certain Interagency Agreement with the Illinois State Police for the purpose of Obtaining Criminal History Record Information on Liquor License Applicants (ADOPT)
  - i. Plan Commission Recommendation - Waiver of Certain Requirements of Section 9-10-5(B) and Acceptance of an Easement to Satisfy Off-Street Parking Requirements for the Willow Commons Shopping Center (RECEIVE)

- j. Plan Commission Recommendation - Application for Special Use Permit, Beyond the Stars Performing Arts Academy, Willow Commons Shopping Center, 305-341 75<sup>th</sup> Street (RECEIVE)
- k. Motion - A Motion to Approve Application for a License to Hold a Raffle - Willowbrook/Burr Ridge Chamber of Commerce (APPROVE)

NEW BUSINESS

- 6. OFFICIAL APPOINTMENT TO RANK OF SERGEANT - OFFICER CHRISTOPHER M. DRAKE
- 7. OFFICIAL APPOINTMENT TO RANK OF SERGEANT - OFFICER MICHELLE L. STRUGALA
- 8. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 6, CHAPTER 8, SECTION 6-8-3 - WATER SYSTEM, RATES
- 9. MOTION - A MOTION TO APPROVE THE CALENDAR YEAR 2014 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) AND DISCUSSION OF THE DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES

PRIOR BUSINESS

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

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

1. CALL TO ORDER

The meeting was called to order at the hour of 6:33 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Clerk Leroy Hansen, Trustees Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Paul Oggerino

ABSENT: Trustee Dennis Baker.

Also present were Village Administrator Timothy Halik, Village Attorney Thomas Bastian, Village Attorney Michael Durkin, Deputy Chief Mark Altobella, Interim Director of Finance Carrie Dittman, Superintendent of Parks and Recreation Kristin Violante, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Interim Director Dittman to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - November 11, 2013 (APPROVE)
- c. Minutes - Executive Session - October 28, 2013 (APPROVE)
- d. Warrants - \$448,213.65 (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik advised that there are no outstanding water bills at this time.

7. ORDINANCE - AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2013 AND ENDING APRIL 30, 2014, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Interim Director of Finance Dittman advised that one component in the Parks and Recreation Department budget is the Special Recreation Tax Levy. The tax impact for a home owner with a home market value of \$300,000.00 would be approximately \$17.00.

The ordinance was presented to the Finance and Administration Committee meeting on November 11, 2013 and was recommended by the committee.

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino to pass Ordinance No. 13-O-41.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION ESTABLISHING PERMIT FEES, DEPOSITS AND OTHER CHARGES APPLICABLE TO THE RESERVATION OF PARKS OR PORTIONS THEREOF

Parks and Recreation Superintendent Violante stated that the fees for pavilion rentals were last changed in 2008. The Parks and Recreation Commission proposed to increase rates to cover staff costs and not as a means of generating revenue. The

proposed increases would still be lower than surrounding municipalities.

MOTION: Made by Trustee Kelly and seconded by Trustee Davi to adopt Resolution No. 13-R-74.

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

MOTION DECLARED CARRIED

9. MOTION - BOARD ADVICE AND CONSENT TO MAYOR'S APPOINTMENT OF CAROLINE A. DITTMAN TO FILL A VACANCY ON THE POLICE PENSION FUND BOARD

Mayor Trilla requested a motion to table discussion on this item at this time.

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to table discussion on Agenda Item #9.

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

MOTION DECLARED CARRIED

10. MOTION TO APPROVE - REPORT - ANNUAL PENSION FUND BOARD PENSION BOARD REPORT

Interim Director Dittman stated that the Police Pension Board is required to annually submit a report to the Village Board and to approve the required municipal contribution to the Police Pension Fund. According to the actuarial calculations and the statutory required contribution, the amount to be budgeted for the Pension Fund is \$519,915.

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to accept the Police Pension Board Report.

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

MOTION DECLARED CARRIED

11. PRESENTATION - FISCAL YEAR 2014/15 BUDGET PREVIEW

Administrator Halik summarized the budget considerations, schedule for the budget workshops, and proposal deadlines with final approval to occur on April 21, 2014.

Administrator Halik reviewed what had occurred throughout the past year, including grant funding efforts, Village awards, policy changes, Village purchases, and miscellaneous projects.

Management Analyst Hummel reviewed the results of the 2013 Citizen Survey. 99.1% of the respondents stated that they were satisfied or very satisfied with the quality of life in Willowbrook. 89.6% believe that they receive a fair level of service for the amount of tax dollars they pay.

Interim Finance Director Dittman stated that the general fund financial performance was greater than budgeted. Ms. Dittman stated that the budgeted number of operating days for FY 13/14 was 169 days, with projected estimates, the actual could be 181 days. Daily operating costs have dropped due to the expenditure reductions that the Village Board has instituted.

Ms. Dittman stated that sales tax represents approximately 43% of the general fund revenues. There will be a temporary negative impact due to K-Mart and Dominicks closing.

Ms. Dittman stated that there will be an 18% increase from the DuPage Water Commission effective January 1, 2014. Water revenues are down approximately 16% for this fiscal year partially due to conservation efforts by residents. Village rate increases will be discussed during the budget process.

Administrator Halik stated that looking forward to the next fiscal year, there will be continued conservative revenue estimates, continued pursuit of grant opportunities towards planned capital purchases, there will be no reductions in Village services, and spending for necessary capital purchases only.

Administrator Halik reviewed proposed capital spending for the upcoming year. The Police Department is proposing two new squad cars, a Chief's vehicle, 2014 CALEA Re-assessment, and the K-9 program. The Parks and Recreation Department will have the Willow Pond Park renovation project pending grant approval. The Public Works Department will be implementing Year 2 of the EAB Integrated Management Plan and a truck replacement. The Water Department will have water tank repainting, MTU replacements, and water meter replacements.

Administrator Halik stated there are additional budget issues that will need consideration. These issues include methods for funding the water tank painting project, an analysis of the water fund due to an additional rate increase from the DuPage Water Commission, funding for a Comprehensive Land Use Plan update, funding for the local share of our STP roadway grant, funding for a fuel tank repair project, facility renovations, ERP software program, and two additional patrol officers.

PRIOR BUSINESS

12. COMMITTEE REPORTS

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

13. ATTORNEY'S REPORT

Attorney Bastian had no report.

14. CLERK'S REPORT

Clerk Hansen had no report.

15. ADMINISTRATOR'S REPORT

Administrator Halik stated the each Board member has been given a copy of the Village of Willowbrook Snow Plow Plan and reminded the Board that minutes from all committee meetings are at the back of the agenda packet.

16. MAYOR'S REPORT

Mayor Trilla had no report.

17. EXECUTIVE SESSION

- a. REVIEW 2013 MINUTES - Pursuant to 5 ILCS 120/2(c)(21)  
Regarding the Minutes of Executive Session Meetings  
That Were Lawfully Closed Under the Open Meetings Act

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Kelly and seconded by Trustee Mistele to  
recess into Executive Session at the hour of 7:40 p.m.

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

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of  
6:55 p.m.

18. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Davi, to  
adjourn the Regular Meeting at the hour of 7:43 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

December 16, 2013.

\_\_\_\_\_  
Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

December 16, 2013

GENERAL CORPORATE FUND	-----	\$542,620.36
WATER FUND	-----	110,169.60
HOTEL/MOTEL TAX FUND	-----	2,459.87
T I F SPECIAL REVENUE FUND	-----	145,769.94
SSA ONE BOND & INTEREST FUND	-----	220,580.00
2008 BOND FUND	-----	125,278.13
L.A.F.E AND R FUND	-----	10,229.31
TOTAL WARRANTS	-----	\$1,157,107.21



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Tim Halik, Village Administrator

APPROVED:

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Frank A. Trilla, Mayor

## VILLAGE OF WILLOWBROOK

RUN DATE: 12/10/13

BILLS PAID REPORT FOR DECEMBER, 2013

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GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
A & W AUTO TRUCK & TRAILER (156)	12/17 CK# 83333	\$140.83
33222 OPERATING EQUIPMENT 01-540-401	01-35-755-401	140.83
ACCURATE TANK CONSTRUCTION (2591)	12/17 CK# 83334	\$6,880.00
5909 MAINTENANCE - GAS TANKS AND PUMPS 01-510-412	01-35-725-412	6,880.00
AFLAC (46)	12/17 CK# 83335	\$2,179.28
D7088/DEC 2013 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	453.87
D7088/DEC 2013 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,725.41
AL WARREN OIL CO (2205)	12/17 CK# 83336	\$3,697.97
10814285 GASOLINE INVENTORY 01-190-126	01-190-126	3,697.97
ALL AMERICAN PAPER COMPANY (68)	12/17 CK# 83337	\$253.64
82043 MAINTENANCE - PW BUILDING	01-35-725-418	253.64
AMERICAN FIRST AID SERVICE INC (77)	12/17 CK# 83338	\$21.20
153443 OPERATING EQUIPMENT 01-451-401	01-30-630-401	21.20
AT & T LONG DISTANCE (66)	12/17 CK# 83339	\$169.48
854192715/NOV13 PHONE - TELEPHONES 01-420-201	01-10-455-201	169.48
AT & T (67)	12/17 CK# 83340	\$2,483.87
325-2761/NOV 13 PHONE - TELEPHONES 01-451-201	01-30-630-201	57.33
325-2776/NOV 13 PHONE - TELEPHONES 01-451-201	01-30-630-201	57.33
R26-5644/NOV 13 PHONE - TELEPHONES 01-420-201	01-10-455-201	1,184.61
R26-5644/NOV 13 PHONE - TELEPHONES 01-451-201	01-30-630-201	1,184.60
AZAVAR AUDIT SOLUTIONS INC (158)	12/17 CK# 83341	\$256.95
9776/DEC 13 UTILITY TAX 01-310-205	01-310-205	256.95
B GUNTHER & COMPANY INC. (163)	12/17 CK# 83342	\$282.99
89562 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	282.99
BLACK GOLD SEPTIC (208)	12/17 CK# 83344	\$310.00
1436 MAINTENANCE - PW BUILDING	01-35-725-418	310.00
BRYAN'S GARAGE DOOR SOLUTIONS (233)	12/17 CK# 83345	\$422.50
11/25/13 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	422.50
CHICAGO INTERNATIONAL TRUCKS, LLC (337)	12/17 CK# 83346	\$645.33
10183571 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	365.86
1035303 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	766.03
CM10167854 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	-322.64
CM10168861 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	-163.92
COMCAST CABLE (365)	12/17 CK# 83347	\$216.83
PW DEC 13 EQUIPMENT MAINTENANCE 01-503-263	01-35-715-263	94.85
VH DEC 13 E.D.P. SOFTWARE 01-410-212	01-10-460-212	121.98
COMMONWEALTH EDISON (370)	12/17 CK# 83348	\$1,287.13
0423085170DC13 RED LIGHT - COM ED	01-30-630-248	62.60
10248130000DC13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	1.26
1844110006DC13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	783.71
6863089003DC13 RED LIGHT - COM ED	01-30-630-248	63.05
7432089030DC13 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	376.51
COURTNEY'S LANE (395)	12/17 CK# 83349	\$35.00
054826 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	35.00
DATAMATION IMAGING SERVICES (2568)	12/17 CK# 83350	\$5,041.80
DEC-58072 E D P EQUIPMENT 01-445-641	01-10-485-641	5,041.80

## VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DELTA DENTAL PLAN OF ILLINOIS (468)	12/17 CK# 83351	\$3,440.14
DEC 2013 EMP DED PAY-INS 01-210-204	01-210-204	701.71
DEC 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	188.56
DEC 2013 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	53.07
DEC 2013 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	106.14
DEC 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	2,116.57
DEC 2013 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	114.89
DEC 2013 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	159.20
DISCOVERY BENEFITS SIMPLIFY (2534)	12/17 CK# 83353	\$50.00
NOV 13 EMP DED PAY - FSA FEE 01-210-221	01-210-221	26.40
NOV 13 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	23.60
CHRISTOPHER M. DRAKE (489)	12/17 CK# 83354	\$28.12
2013 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	28.12
DUPAGE COUNTY E.T.S.B. 911 (513)	12/17 CK# 83356	\$468.37
030-13-12/NOV13 PHONE - TELEPHONES 01-451-201	01-30-630-201	468.37
DUPAGE COUNTY (515)	12/17 CK# 83357	\$1,878.48
2818 MAINT TRAFFIC SIGNALS 01-530-224	01-35-745-224	1,878.48
DUPAGE COUNTY RECORDER (518)	12/17 CK# 83358	\$44.00
201312050298 FEES DUES SUBSCRIPTIONS 01-420-307	01-10-455-307	44.00
ECO CLEAN MAINTENANCE INC (2385)	12/17 CK# 83360	\$1,499.00
3918/NOV 13 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,499.00
EDWARD HOSPITAL (2370)	12/17 CK# 83361	\$300.00
1000225520 WELLNESS	01-05-410-308	75.00
1000225520 WELLNESS 01-440-276	01-10-480-276	150.00
1303911/SKIBA WELLNESS 01-440-276	01-10-480-276	75.00
FALCO'S LANDSCAPING INC (581)	12/17 CK# 83362	\$5,703.87
3099##7 CONTRACTED MAINTENANCE 01-615-281	01-20-570-281	3,251.21
3099##7 ROUTE 83 BEAUTIFICATION 01-540-281	01-35-755-281	2,452.66
FEDERAL EXPRESS CORP. (592)	12/17 CK# 83363	\$154.86
247828926 POSTAGE & METER RENT 01-420-311	01-10-455-311	76.12
247828926 POSTAGE & METER RENT 01-601-311	01-20-550-311	46.64
247828926 POSTAGE & METER RENT 01-25-610-311	01-25-610-311	32.10
FIRE & SECURITY SYSTEMS INC. (601)	12/17 CK# 83364	\$98.00
137821 MAINTENANCE - PW BUILDING	01-35-725-418	98.00
GATEWAY SRA (661)	12/17 CK# 83365	\$17,540.29
2ND INSTALLMENT SPECIAL REC ASSOC PROGRAM DUES 01-630-518	01-20-590-518	17,540.29
GORDON FLESCH (695)	12/17 CK# 83366	\$0.68
10605589 COPY SERVICE 01-420-315	01-10-455-315	0.68
W.W. GRAINGER (1999)	12/17 CK# 83367	\$131.10
9299973926 OPERATING EQUIPMENT 01-540-401	01-35-755-401	30.24
9301479193 OPERATING EQUIPMENT 01-540-401	01-35-755-401	38.99
9302191896 MAINTENANCE - GARAGE 01-510-413	01-35-725-413	10.94
9302191904 OPERATING EQUIPMENT 01-540-401	01-35-755-401	4.30
9304990543 OPERATING EQUIPMENT 01-451-401	01-30-630-401	30.89
9307228529 MAINTENANCE SUPPLIES 01-615-331	01-20-570-331	15.74
GTS TRANSPORTATION (259)	12/17 CK# 83368	\$100.00
OPYMNT TRANSP BUSINESS LICENSES 01-310-303	01-310-303	100.00

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GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
JOHN J. HANDZIK (750)	12/17 CK# 83370	\$174.32
UNFRMS 2013 UNIFORMS 01-451-345	01-30-630-345	174.32
HOME DEPOT CREDIT SERVICES (808)	12/17 CK# 83371	\$1,132.17
2032258 OPERATING EQUIPMENT 01-540-401	01-35-755-401	166.55
3024051 MAINTENANCE - PW BUILDING	01-35-725-418	76.07
3025549 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	54.37
4023797 OPERATING EQUIPMENT 01-540-401	01-35-755-401	41.89
6027016 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	264.76
7024924 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	528.53
HOVING PIT STOP (816)	12/17 CK# 83372	\$1,470.00
7615 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,470.00
ILL. ASSN. CHIEFS OF POLICE (846)	12/17 CK# 83373	\$210.00
14 SHELTON FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	210.00
ILLINOIS PAPER COMPANY (898)	12/17 CK# 83374	\$538.20
81217 OFFICE SUPPLIES 01-420-301	01-10-455-301	538.20
INDUSTRIAL ELECTRICAL SUPPLY (929)	12/17 CK# 83375	\$27.45
221240 MAINTENANCE - GARAGE 01-510-413	01-35-725-413	27.45
INTERGOVERNMENTAL PERSONNEL (934)	12/17 CK# 83376	\$40,458.03
DECEMBER 2013 EMP DED PAY-INS 01-210-204	01-210-204	10,076.34
DECEMBER 2013 LIFE INS BENEFIT -APPOINTED/ELECTED	01-05-410-141	49.09
DECEMBER 2013 LIFE INS BENEFIT -APPOINTED/ELECTED	01-07-435-148	29.24
DECEMBER 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	1,130.37
DECEMBER 2013 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	706.59
DECEMBER 2013 PLAN COMMISSION COMPENSATION	01-15-510-340	43.43
DECEMBER 2013 EMPLOYEE BENEFITS - MEDICAL 01-601-141	01-20-550-141	77.00
DECEMBER 2013 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	1,425.54
DECEMBER 2013 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	23,517.56
DECEMBER 2013 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	1,260.22
DECEMBER 2013 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	2,142.65
ISP BUREAU OF CRIMINAL IDENTIFICATION (243)	12/17 CK# 83377	\$73.00
4554/NOV 13 OPERATING EQUIPMENT 01-451-401	01-30-630-401	73.00
IVAN KOCIC (1862)	12/17 CK# 83378	\$75.00
WL73883 TRAFFIC FINES 01-310-502	01-310-502	75.00
KING CAR WASH (1057)	12/17 CK# 83380	\$325.00
NOVEMBER 2013 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	325.00
KONICA MINOLTA BUSINESS SOLUTIONS (2319)	12/17 CK# 83381	\$474.92
227024901 COPY SERVICE 01-451-315	01-30-630-315	131.45
227057747 COPY SERVICE 01-420-315	01-10-455-315	343.47
KRISTA'S FIREARMS (2423)	12/17 CK# 83382	\$440.00
1748 AMMUNITION 01-451-346	01-30-630-346	440.00
L-3 COMMUNICATIONS (2592)	12/17 CK# 83383	\$52,105.00
205884 DRUG FORFEITURE EXP. - FEDERAL 01-465-349	01-30-650-349	52,105.00
LASERCRAFT INC (2300)	12/17 CK# 83384	\$24,278.00
14354/NOV 13 RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	22,475.00
14354/NOV 13 RED LIGHT - MISC FEE	01-30-630-249	1,803.00
LEXIS (21)	12/17 CK# 83385	\$83.50
20131130/NOV13 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	83.50

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
LINDCO EQUIPMENT SALES INC (1153)	12/17 CK# 83386	\$1,263.75
20130968 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	1,263.75
LOGSDON OFFICE SUPPLY (2452)	12/17 CK# 83387	\$178.06
895607-001 OFFICE SUPPLIES 01-05-410-301	01-05-410-301	15.99
895607-001 OFFICE SUPPLIES 01-420-301	01-10-455-301	90.12
895607-001 OPERATING SUPPLIES 01-25-615-331	01-25-615-331	39.97
895607-001 OFFICE SUPPLIES 01-551-301	01-40-810-301	31.98
LONG MARK (1165)	12/17 CK# 83388	\$398.21
2013 UNFRMS UNIFORMS 01-451-345	01-30-630-345	398.21
MIDCO (1268)	12/17 CK# 83391	\$105.00
276080 PHONE - TELEPHONES 01-420-201	01-10-455-201	105.00
MIDWEST LASER SPECIALISTS, INC (1276)	12/17 CK# 83392	\$371.97
1083676 OPERATING SUPPLIES 01-451-331	01-30-630-331	371.97
NATIONAL PEN COMPANY (2511)	12/17 CK# 83393	\$352.81
107179267 PUBLIC RELATIONS 01-435-365	01-10-475-365	52.22
107179327 PUBLIC RELATIONS 01-435-365	01-10-475-365	33.90
107179509 PUBLIC RELATIONS 01-435-365	01-10-475-365	99.46
107179705 PUBLIC RELATIONS 01-435-365	01-10-475-365	33.89
107179734 PUBLIC RELATIONS 01-435-365	01-10-475-365	99.45
107180440 PUBLIC RELATIONS 01-435-365	01-10-475-365	33.89
NEOPOST LEASING (1358)	12/17 CK# 83394	\$395.91
N4362937 POSTAGE & METER RENT 01-420-311	01-10-455-311	395.91
NEXTEL COMMUNICATION (1357)	12/17 CK# 83395	\$111.70
952377363/NOV13 PHONE - TELEPHONES 01-420-201	01-10-455-201	34.99
952377363/NOV13 PHONE - TELEPHONES 01-451-201	01-30-630-201	76.71
NICK'S XPRESS CORP (1862)	12/17 CK# 83396	\$25.00
WL 73915 TRAFFIC FINES 01-310-502	01-310-502	25.00
NICOR GAS (1370)	12/17 CK# 83397	\$800.29
PW NOV 2013 NICOR GAS	01-35-725-415	332.28
VH NOV 2013 NICOR GAS 01-405-235	01-10-466-235	468.01
NORTH EAST MULTI REGIONAL TRNG. (1371)	12/17 CK# 83398	\$125.00
175884 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	125.00
ORIENTAL TRADING (2418)	12/17 CK# 83399	\$100.74
660458826-01 CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	100.74
ORKIN EXTERMINATING (1439)	12/17 CK# 83400	\$82.24
DEC 2013 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	82.24
PCS INTERNATIONAL (2201)	12/17 CK# 83401	\$1,079.99
131473 E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	817.15
131474 E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	262.84
PETTY CASH C/O TIM HALIK (1492)	12/17 CK# 83402	\$106.27
12/9/13 GAS-OIL-WASH-MILEAGE 01-420-303	01-10-455-303	14.59
12/9/13 CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	29.74
12/9/13 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	50.00
12/9/13 GAS-OIL-WASH-MILEAGE 01-501-303	01-35-710-303	11.94
POLICE (2595)	12/17 CK# 83403	\$30.00
SUBSCRIPTION FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	30.00
PRO-TEK LOCK AND SAFE (1547)	12/17 CK# 83404	\$41.08
81443 OPERATING EQUIPMENT 01-540-401	01-35-755-401	13.27

VILLAGE OF WILLOWBROOK

RUN DATE: 12/10/13

BILLS PAID REPORT FOR DECEMBER, 2013

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
81459 OPERATING EQUIPMENT 01-540-401	01-35-755-401	27.81
PUBLIC SAFETY DIRECT INC (2309)	12/17 CK# 83405	\$104.99
24953 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	104.99
RAGS ELECTRIC, INC (1585)	12/17 CK# 83406	\$7,847.75
9115 ST & ROW MAINTENANCE OTHER 01-540-328	01-35-755-328	7,685.00
9158 REIMB.	01-35-725-413	162.75
RAY O'HERRON CO., INC. (1594)	12/17 CK# 83407	\$414.96
1335817 UNIFORMS 01-451-345	01-30-630-345	414.96
ROBERT WHITE CONSTRUCTION (2579)	12/17 CK# 83408	\$1,150.00
1017 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,150.00
RUTLEDGE PRINTING CO. (1648)	12/17 CK# 83409	\$867.34
119674 PRINTING & PUBLISHING 01-451-302	01-30-630-302	117.25
119721 PRINTING & PUBLISHING 01-451-302	01-30-630-302	685.22
119722 PRINTING & PUBLISHING 01-451-302	01-30-630-302	64.87
S & S INDUSTRIAL SUPPLY (2593)	12/17 CK# 83410	\$43.80
3836472RI MAINTENANCE - GARAGE 01-510-413	01-35-725-413	43.80
SCHWEIZER EMBLEM COMPANY (1681)	12/17 CK# 83411	\$752.25
17658 UNIFORMS 01-451-345	01-30-630-345	452.25
17659 UNIFORMS 01-451-345	01-30-630-345	300.00
ILLINOIS SECRETARY OF STATE (1690)	12/17 CK# 83412	\$95.00
13MR1488/MTSBSH FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	95.00
SHERIDAN PLUMBING & SEVER (2425)	12/17 CK# 83413	\$5,260.00
7158 JET CLEANING CULVERT 01-535-286	01-35-750-286	2,840.00
7173 JET CLEANING CULVERT 01-535-286	01-35-750-286	2,420.00
SIKICH LLP (1722)	12/17 CK# 83414	\$4,500.00
1216446 ERP CONSULTING SERVICES	01-25-615-307	4,500.00
STEVEN WAGNER (1862)	12/17 CK# 83415	\$10.00
WL73683 TRAFFIC FINES 01-310-502	01-310-502	10.00
SUBURBAN LIFE PUBLICATIONS (1805)	12/17 CK# 83416	\$205.36
10074604/871375 PRINTING & PUBLISHING 01-15-510-302	01-15-510-302	205.36
T.P.I. (1886)	12/17 CK# 83418	\$6,578.53
6703/NOV 13 REIMB.	01-40-820-258	2,267.53
6703/NOV 13 PART TIME INSPECTOR 01-565-109	01-40-830-109	3,276.00
6703/NOV 13 REIMB.	01-40-830-115	1,035.00
TAMELING INDUSTRIES (1844)	12/17 CK# 83420	\$756.08
91666 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	546.08
91953 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	210.00
TOM & JERRY'S SHELL SERVICES (1883)	12/17 CK# 83421	\$2,039.62
48906 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	206.60
48924 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
48930 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	118.00
48955 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	364.95
48964 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	499.96
48969 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	418.04
48974 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	307.94
48975 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	52.83
48976 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
48982 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	20.40

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
FRANK TRILLA (2594)	12/17 CK# 83422	\$69.93
TEA LIGHTS CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	69.93
UNIFIRST (1926)	12/17 CK# 83423	\$440.41
0610806804 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	167.81
0610806887 MAINTENANCE - PW BUILDING	01-35-725-418	51.05
0610809370 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	170.50
0610809452 MAINTENANCE - PW BUILDING	01-35-725-418	51.05
VERIZON WIRELESS (1972)	12/17 CK# 83424	\$637.89
DEC 2013 PHONE - TELEPHONES 01-05-410-201	01-05-410-201	61.33
DEC 2013 PHONE - TELEPHONES 01-420-201	01-10-455-201	23.30
DEC 2013 PHONE - TELEPHONES 01-451-201	01-30-630-201	318.11
DEC 2013 TELEPHONES 01-501-201	01-35-710-201	136.52
DEC 2013 TELEPHONES 01-551-201	01-40-810-201	98.63
WAREHOUSE DIRECT (2002)	12/17 CK# 83425	\$393.50
2136237-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	177.69
2142277-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	32.20
2153175-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	123.62
3127539-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	59.99
WEST SIDE TRACTOR SALES (2031)	12/17 CK# 83426	\$67.79
N95359 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	67.79
WESTOWN AUTO SUPPLY COMPANY (2026)	12/17 CK# 83427	\$110.13
54894 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	110.13
WILL COUNTY CLERK (2049)	12/17 CK# 83428	\$10.00
KASPAR #521 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	10.00
WILLOWBROOK TOWN CENTER LLC (2069)	12/17 CK# 83431	\$324,715.71
TAX SHRNG 2013 SALES TAX REBATE- TOWN CENTER 01-420-513	01-10-455-513	324,715.71
WLBK BURR RIDGE CHAMBER OF COM (2053)	12/17 CK# 83432	\$990.00
14 EXPO OPERATING EQUIPMENT 01-451-401	01-30-630-401	310.00
14 LNCH/ALTOBLA SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	160.00
14 LNCH/SHELTON SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	180.00
14 LNCHN/HALIK SCHOOLS-CONFERENCE TRAVEL 01-420-304	01-10-455-304	160.00
14 LNCHN/TRSTEE SCHOOLS-CONFERENCE TRAVEL 01-05-410-304	01-05-410-304	180.00
THE YOGA TEACHERS' GROUP INC (2109)	12/17 CK# 83433	\$1,365.00
11/4 -12/12/13 FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	1,365.00
TOTAL GENERAL CORPORATE FUND		\$542,620.36

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR DECEMBER, 2013

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WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AT & T (67)	12/17 CK# 83340	\$680.87
323-0337/NOV 13 PHONE - TELEPHONES 02-401-201	02-50-401-201	298.17
323-0975/NOV 13 PHONE - TELEPHONES 02-401-201	02-50-401-201	281.95
734-9661/NOV 13 PHONE - TELEPHONES 02-401-201	02-50-401-201	100.75
COMMONWEALTH EDISON (370)	12/17 CK# 83348	\$638.78
5071072051DC13 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	638.78
DELTA DENTAL PLAN OF ILLINOIS (468)	12/17 CK# 83351	\$114.89
DEC 2013 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	114.89
DUPAGE WATER COMMISSION (521)	12/17 CK# 83359	\$98,491.69
10284/NOV 13 PURCHASE OF WATER 02-420-575	02-50-420-575	98,491.69
H-B-K WATER METER SERVICE (739)	12/17 CK# 83369	\$1,551.54
13-573 NEW - METERING EQUIPMENT 02-435-461	02-50-435-461	1,551.54
INTERGOVERNMENTAL PERSONNEL (934)	12/17 CK# 83376	\$1,303.88
DECEMBER 2013 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	1,303.88
M.E. SIMPSON COMPANY INC (1235)	12/17 CK# 83389	\$645.00
24590 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	645.00
PETTY CASH C/O TIM HALIK (1492)	12/17 CK# 83402	\$11.94
12/9/13 GAS-OIL-WASH-MILEAGE 02-401-303	02-50-401-303	11.94
SUNSET SEWER & WATER (2276)	12/17 CK# 83417	\$2,673.24
2013-340 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	2,673.24
TAMELING GRADING (1836)	12/17 CK# 83419	\$660.00
TG5/NOV 13 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	660.00
VERIZON WIRELESS (1972)	12/17 CK# 83424	\$162.03
9715208984 PHONE - TELEPHONES 02-401-201	02-50-401-201	25.51
DEC 2013 PHONE - TELEPHONES 02-401-201	02-50-401-201	136.52
ZIEBELL WATER SERVICE PRODUCTS (2118)	12/17 CK# 83434	\$3,235.74
22922 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	02-50-430-476	3,235.74
TOTAL WATER FUND		\$110,169.60

VILLAGE OF WILLOWBROOK

RUN DATE: 12/10/13

BILLS PAID REPORT FOR DECEMBER, 2013

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HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE CONVENTION (494)	12/17 CK# 83355	\$2,459.87
1631 ADVERTISING 03-435-317	03-53-435-317	1,459.87
NOV 2013 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	1,000.00
TOTAL HOTEL/MOTEL TAX FUND		\$2,459.87

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR DECEMBER, 2013

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T I F SPECIAL REVENUE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
WILLOWBROOK TOWN CENTER LLC (2069)	12/17 CK# 83430	\$145,769.94
FINAL TIF PYMNT INTEREST EXPENSE 05-401-305	05-59-401-305	4,929.42
FINAL TIF PYMNT PRINCIPAL EXPENSE 05-410-306	05-59-410-306	140,840.52
TOTAL T I F SPECIAL REVENUE FUND		\$145,769.94

VILLAGE OF WILLOWBROOK

RUN DATE: 12/10/13

BILLS PAID REPORT FOR DECEMBER, 2013

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RUN TIME: 04:02PM

SSA ONE BOND & INTEREST FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MB FINANCIAL BANK (2155)	12/17 CK# 83390	\$220,580.00
1/1/14 PAYMENT BOND PRINCIPAL EXPENSE 06-60-550-401	06-60-550-401	120,000.00
1/1/14 PAYMENT BOND INTEREST EXPENSE 06-60-550-402	06-60-550-402	100,580.00
TOTAL SSA ONE BOND & INTEREST FUND		\$220,580.00

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR DECEMBER, 2013

RUN DATE: 12/10/13

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2008 BOND FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
THE BANK OF NEW YORK MELLON (2174)	12/17 CK# 83343	\$125,278.13
08BND\$ 12/30/13 PRINCIPAL EXPENSE	11-70-550-401	90,000.00
08BND\$ 12/30/13 INTEREST EXPENSE	11-70-550-402	35,278.13
TOTAL 2008 BOND FUND		\$125,278.13

VILLAGE OF WILLOWBROOK

RUN DATE: 12/10/13

BILLS PAID REPORT FOR DECEMBER, 2013

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LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DESIGN PERSPECTIVES INC (2489) 13-*5812-5 FACILITIES	12/17 CK# 83352 14-75-930-415	\$360.00 360.00
THE KENNETH COMPANY (2583) 3 FACILITIES	12/17 CK# 83379 14-75-930-415	\$4,211.70 4,211.70
WILLIAMS ARCHITECTS (2051) 0015515 FACILITIES	12/17 CK# 83429 14-75-930-415	\$5,657.61 5,657.61
TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUN		\$10,229.31

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR DECEMBER, 2013

RUN DATE: 12/10/13

SUMMARY ALL FUNDS

RUN TIME: 04:02PM

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	542,620.36	*
02-110-105	WATER FUND-CHECKING 0010330283	110,169.60	*
03-110-105	HOTEL/MOTEL TAX FUND-CHECKING 0010330283	2,459.87	*
05-110-105	T I F SPECIAL REVENUE FUND-CHECKING 0010330283	145,769.94	*
06-110-105	SSA ONE BOND & INTEREST FUND-CHECKING	220,580.00	*
11-110-105	2008 BOND FUND-CHECKING - 0010330283	125,278.13	*
14-110-105	LAND ACQUISITION, FACILITY EXPANSION & RENOVATION-CHEC	10,229.31	*
TOTAL ALL FUNDS		1,157,107.21	**

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

RUN: 12/05/13 10:19AM

SUMMARY OF FUNDS AS OF NOVEMBER 30, 2013

PAGE: 1

FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		\$3,942,010.90
MONEY MARKET	\$3,018,316.52	
MARKET VALUE	196,561.13	
PETTY CASH	950.00	
SAVINGS	726,183.25	
TOTAL	\$3,942,010.90	
WATER FUND		\$422,812.06
MONEY MARKET	\$422,812.06	
HOTEL/MOTEL TAX FUND		\$18,760.85
MONEY MARKET	\$18,760.85	
MOTOR FUEL TAX FUND		\$253,087.53
MONEY MARKET	\$253,087.53	
T I F SPECIAL REVENUE FUND		\$440,171.32
MONEY MARKET	\$440,171.32	
SSA ONE BOND & INTEREST FUND		\$68,160.10
MONEY MARKET	\$68,160.10	
POLICE PENSION FUND		\$16,586,731.94
AGENCY CERTIFICATES	\$3,341,704.88	
CORPORATE BONDS	2,568,459.80	
EQUITIES	1,969,917.96	
MUNICIPAL BONDS	696,472.70	
MUTUAL FUNDS	5,251,451.23	
MONEY MARKET	812,658.36	
MARKET VALUE	1,401,973.19	
TREASURY NOTES	544,093.82	
TOTAL	\$16,586,731.94	
SSA ONE PROJECT FUND		\$44.82
MONEY MARKET	\$44.82	
WATER CAPITAL IMPROVEMENTS FUND		\$543,997.41
MONEY MARKET	\$543,997.41	
CAPITAL PROJECT FUND		\$101,272.08
MONEY MARKET	\$101,272.08	
2008 BOND FUND		\$11,376.48
MONEY MARKET	\$11,376.48	
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND		\$2,123,600.14
MONEY MARKET	\$2,123,600.14	
TOTAL MONIES		\$24,512,025.63

RESPECTFULLY SUBMITTED THIS 30TH DAY OF NOVEMBER, 2013

TIM HALIK, VILLAGE ADMINISTRATOR

FRANK A. TRILLA, MAYOR

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

RUN: 12/05/13 10:19AM

DETAILED SUMMARY OF FUNDS AS OF NOVEMBER 30, 2013

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FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		\$3,937,698.44
AS PER SUMMARY, NOVEMBER, 2013	\$3,942,010.90	
DUE TO/FROM WATER FUND	74,139.78	
DUE TO/FROM HOTEL/MOTEL TAX FUND	-4,552.13	
DUE TO/FROM 2008 BOND FUND	-73,900.11	
	\$3,937,698.44	
WATER FUND		\$308,583.28
AS PER SUMMARY, NOVEMBER, 2013	\$422,812.06	
DUE TO/FROM GENERAL FUND	-74,139.78	
DUE TO/FROM 2008 BOND FUND	-40,089.00	
	\$308,583.28	
HOTEL/MOTEL TAX FUND		\$23,312.98
AS PER SUMMARY, NOVEMBER, 2013	\$18,760.85	
DUE TO/FROM GENERAL FUND	4,552.13	
	\$23,312.98	
MOTOR FUEL TAX FUND		\$253,087.53
AS PER SUMMARY, NOVEMBER, 2013	\$253,087.53	
T I F SPECIAL REVENUE FUND		\$440,171.32
AS PER SUMMARY, NOVEMBER, 2013	\$440,171.32	
SSA ONE BOND & INTEREST FUND		\$68,160.10
AS PER SUMMARY, NOVEMBER, 2013	\$68,160.10	
POLICE PENSION FUND		\$16,586,731.94
AS PER SUMMARY, NOVEMBER, 2013	\$16,586,731.94	
SSA ONE PROJECT FUND		\$44.82
AS PER SUMMARY, NOVEMBER, 2013	\$44.82	
WATER CAPITAL IMPROVEMENTS FUND		\$543,997.41
AS PER SUMMARY, NOVEMBER, 2013	\$543,997.41	
CAPITAL PROJECT FUND		\$101,272.08
AS PER SUMMARY, NOVEMBER, 2013	\$101,272.08	
2008 BOND FUND		\$125,365.59
AS PER SUMMARY, NOVEMBER, 2013	\$11,376.48	
DUE TO/FROM GENERAL FUND	73,900.11	
DUE TO/FROM WATER	40,089.00	
	\$125,365.59	
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND		\$2,123,600.14
AS PER SUMMARY, NOVEMBER, 2013	\$2,123,600.14	
TOTAL MONIES		\$24,512,025.63

\$122,973.85 INTEREST POSTED THIS FISCAL YEAR

VILLAGE OF WILLOWBROOK

RUN: 12/05/13 10:19AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>GENERAL CORPORATE FUND</b>								
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	21,348.91	MM	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	56,133.45	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	157,197.23	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	1,961,827.24	MM	N/A
01-120-154		IMET	POOLED INVEST		0.06%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.33%	169,975.13	MM	N/A
			TOTAL MONEY MARKET			\$3,018,316.52		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			196,561.13	MV	N/A
			TOTAL MARKET VALUE			\$196,561.13		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
			TOTAL PETTY CASH			\$950.00		
01-110-332		COMMUNITY BANK OF WB	SAVINGS			10,788.73	SV	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			702,219.52	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			13,175.00	SV	N/A
			TOTAL SAVINGS			\$726,183.25		
			TOTAL GENERAL CORPORATE FUND			\$3,942,010.90		
			AVERAGE ANNUAL YIELD			0.06%		
<b>WATER FUND</b>								
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	418,893.29	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	3,918.77	MM	N/A
			TOTAL MONEY MARKET			\$422,812.06		
			TOTAL WATER FUND			\$422,812.06		
			AVERAGE ANNUAL YIELD			0.20%		
<b>HOTEL/MOTEL TAX FUND</b>								
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	18,760.85	MM	N/A
			TOTAL MONEY MARKET			\$18,760.85		
			TOTAL HOTEL/MOTEL TAX FUND			\$18,760.85		
			AVERAGE ANNUAL YIELD			0.03%		
<b>MOTOR FUEL TAX FUND</b>								
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	253,087.53	MM	N/A
			TOTAL MONEY MARKET			\$253,087.53		
			TOTAL MOTOR FUEL TAX FUND			\$253,087.53		
			AVERAGE ANNUAL YIELD			0.03%		

VILLAGE OF WILLOWBROOK

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>T I F SPECIAL REVENUE FUND</b>								
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	440,171.32	MM	N/A
			TOTAL MONEY MARKET			\$440,171.32		
		TOTAL T I F SPECIAL REVENUE FUND					\$440,171.32	
		AVERAGE ANNUAL YIELD					0.03%	
<b>SSA ONE BOND &amp; INTEREST FUND</b>								
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	68,160.10	MM	N/A
			TOTAL MONEY MARKET			\$68,160.10		
		TOTAL SSA ONE BOND & INTEREST FUND					\$68,160.10	
		AVERAGE ANNUAL YIELD					0.03%	
<b>POLICE PENSION FUND</b>								
07-120-294		MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,226.48	AC	02/01/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	12,368.62	AC	12/18/2018
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-316		MBFINANCIAL BANK	FNMA		2.75%	620,556.85	AC	04/16/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	19,817.84	AC	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	103,813.75	AC	12/16/2019
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	264.71	AC	07/20/2024
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	9,812.68	AC	08/20/2028
			TOTAL AGENCY CERTIFICATES			\$3,341,704.88		
07-120-288		MBFINANCIAL BANK	CORP BONDS			2,568,459.80	CB	N/A
			TOTAL CORPORATE BONDS			\$2,568,459.80		
07-120-289		MBFINANCIAL BANK	EQUITIES			1,969,917.96	EQ	N/A
			TOTAL EQUITIES			\$1,969,917.96		
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-347		MBFINANCIAL BANK	BARRINGTON IL		4.37%	56,047.00	MB	12/15/2017
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
			TOTAL MUNICIPAL BONDS			\$696,472.70		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,251,451.23	MF	N/A
			TOTAL MUTUAL FUNDS			\$5,251,451.23		
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	78,367.35	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	734,291.01	MM	N/A
			TOTAL MONEY MARKET			\$812,658.36		
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,401,973.19	MV	N/A
			TOTAL MARKET VALUE			\$1,401,973.19		
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-324		MBFINANCIAL BANK	FHLMC NOTE		2.25%	101,535.00	TN	03/13/2020
			TOTAL TREASURY NOTES			\$544,093.82		
			TOTAL POLICE PENSION FUND			\$16,586,731.94		
			AVERAGE ANNUAL YIELD			3.79%		

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>SSA ONE PROJECT FUND</b>								
08-110-323		IMET	MONEY MARKET		0.33%	44.82	MM	N/A
			TOTAL MONEY MARKET			\$44.82		
			TOTAL SSA ONE PROJECT FUND			\$44.82		
			AVERAGE ANNUAL YIELD			0.33%		
<b>WATER CAPITAL IMPROVEMENTS FUND</b>								
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	543,997.41	MM	N/A
			TOTAL MONEY MARKET			\$543,997.41		
			TOTAL WATER CAPITAL IMPROVEMENTS FUND			\$543,997.41		
			AVERAGE ANNUAL YIELD			0.03%		
<b>CAPITAL PROJECT FUND</b>								
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	101,234.00	MM	N/A
10-110-325		IMET	MONEY MARKET		0.33%	38.08	MM	N/A
			TOTAL MONEY MARKET			\$101,272.08		
			TOTAL CAPITAL PROJECT FUND			\$101,272.08		
			AVERAGE ANNUAL YIELD			0.03%		
<b>2008 BOND FUND</b>								
11-110-323		IMET	MONEY MARKET		0.33%	11,293.94	MM	N/A
11-120-155		IMET	MONEY MARKET		0.06%	82.54	MM	N/A
			TOTAL MONEY MARKET			\$11,376.48		
			TOTAL 2008 BOND FUND			\$11,376.48		
			AVERAGE ANNUAL YIELD			0.33%		
<b>LAND ACQUISITION, FACILITY EXPANSION &amp; RENOVATION FUND</b>								
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	2,123,600.14	MM	N/A
			TOTAL MONEY MARKET			\$2,123,600.14		
			TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND			\$2,123,600.14		
			AVERAGE ANNUAL YIELD			0.03%		
<b>GRAND TOTAL INVESTED</b>						\$24,512,025.63		

INVESTMENT TYPES

AC	AGENCY CERTIFICATES	MF	MUTUAL FUNDS
CB	CORPORATE BONDS	MM	MONEY MARKET
CD	CERTIFICATE OF DEPOSIT	MV	MARKET VALUE
CK	CHECKING	PC	PETTY CASH
EQ	EQUITIES	SV	SAVINGS
MB	MUNICIPAL BONDS	TN	TREASURY NOTES

VILLAGE OF WILLOWBROOK  
INVESTMENTS BY FUND (SUMMARY) NOVEMBER 30, 2013

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FUND	INVESTMENTS
GENERAL CORPORATE FUND	3,942,010.90
WATER FUND	422,812.06
HOTEL/MOTEL TAX FUND	18,760.85
MOTOR FUEL TAX FUND	253,087.53
T I F SPECIAL REVENUE FUND	440,171.32
SSA ONE BOND & INTEREST FUND	68,160.10
POLICE PENSION FUND	16,586,731.94
SSA ONE PROJECT FUND	44.82
WATER CAPITAL IMPROVEMENTS FUND	543,997.41
CAPITAL PROJECT FUND	101,272.08
2008 BOND FUND	11,376.48
LAND FUND	2,123,600.14
TOTAL INVESTED (ALL FUNDS):	\$24,512,025.63

VILLAGE OF WILLOWBROOK  
 INVESTMENTS BY TYPE (SUMMARY) NOVEMBER 30, 2013

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TYPE	AMOUNT	YIELD	NON-INTEREST	TOTAL INV.
AGENCY CERTIFICATES	3,341,704.88	4.50 %		3,341,704.88
CORPORATE BONDS			2,568,459.80	2,568,459.80
EQUITIES			1,969,917.96	1,969,917.96
MUNICIPAL BONDS	696,472.70	4.97 %		696,472.70
MUTUAL FUNDS			5,251,451.23	5,251,451.23
MONEY MARKET	7,814,257.67	0.07 %		7,814,257.67
MARKET VALUE			1,598,534.32	1,598,534.32
PETTY CASH			950.00	950.00
SAVINGS			726,183.25	726,183.25
TREASURY NOTES	544,093.82	3.33 %		544,093.82
<b>TOTAL ALL FUNDS</b>	<b>\$12,396,529.07</b>		<b>\$12,115,496.56</b>	<b>\$24,512,025.63</b>

VILLAGE OF WILLOWBROOK

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INVESTMENT SUMMARY BY INSTITUTION AS OF NOVEMBER 30, 2013

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INSTITUTION	VILLAGE FUNDS	PENSION FUNDS	TOTAL FUNDS
COMMUNITY BANK OF WB	1,366,581.13	78,367.35	1,444,948.48
ILLINOIS FUNDS	5,514,757.36		5,514,757.36
IMET	833,269.07		833,269.07
IMET MARKET VALUE CONTRA	196,561.13	1,401,973.19	1,598,534.32
MBFINANCIAL BANK		15,106,391.40	15,106,391.40
U.S. BANK	13,175.00		13,175.00
VILLAGE OF WILLOWBROOK	950.00		950.00
TOTALS	\$7,925,293.69	\$16,586,731.94	\$24,512,025.63

VILLAGE OF WILLOWBROOK

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	56,133.45	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	21,348.91	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	157,197.23	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	418,893.29	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	78,367.35	MM	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			702,219.52	SV	N/A
01-110-332		COMMUNITY BANK OF WB	SAVINGS			10,788.73	SV	N/A
		TOTAL INVESTED				\$1,444,948.48		
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	1,961,827.24	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	3,918.77	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	18,760.85	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	253,087.53	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	440,171.32	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	68,160.10	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	543,997.41	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	101,234.00	MM	N/A
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	2,123,600.14	MM	N/A
		TOTAL INVESTED				\$5,514,757.36		
01-120-154		IMET	POOLED INVEST		0.06%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.33%	169,975.13	MM	N/A
08-110-323		IMET	MONEY MARKET		0.33%	44.82	MM	N/A
10-110-325		IMET	MONEY MARKET		0.33%	38.08	MM	N/A
11-110-323		IMET	MONEY MARKET		0.33%	11,293.94	MM	N/A
11-120-155		IMET	MONEY MARKET		0.06%	82.54	MM	N/A
		TOTAL INVESTED				\$833,269.07		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			196,561.13	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,401,973.19	MV	N/A
		TOTAL INVESTED				\$1,598,534.32		
07-120-288		MBFINANCIAL BANK	CORP BONDS			2,568,459.80	CB	N/A
07-120-289		MBFINANCIAL BANK	EQUITIES			1,969,917.96	EQ	N/A
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,251,451.23	MF	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	734,291.01	MM	N/A
07-120-294		MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	1,226.48	AC	02/01/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-347		MBFINANCIAL BANK	BARRINGTON IL		4.37%	56,047.00	MB	12/15/2017
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	12,368.62	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-316		MBFINANCIAL BANK	FNMA		2.75%	620,556.85	AC	04/16/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	19,817.84	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	103,813.75	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-324		MBFINANCIAL BANK	FHLMC NOTE		2.25%	101,535.00	TN	03/13/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	264.71	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	9,812.68	AC	08/20/2028
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$15,106,391.40		
01-110-335		U.S. BANK	LOCKBOX			13,175.00	SV	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
		GRAND TOTAL INVESTED				\$24,512,025.63		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	MATURE DATE
07-120-294	MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-393	MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380	MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-392	MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394	MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374	MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363	MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402	MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298	MBFINANCIAL BANK	FNCT		7.00%	1,226.48	AC	02/01/2016
07-120-409	MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367	MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421	MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434	MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433	MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-404	MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-293	MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365	MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-405	MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383	MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379	MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426	MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-345	MBFINANCIAL BANK	GNMA		5.00%	12,368.62	AC	12/18/2018
07-120-313	MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408	MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-316	MBFINANCIAL BANK	FNMA		2.75%	620,556.85	AC	04/16/2019
07-120-369	MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296	MBFINANCIAL BANK	GNMA POOL		4.50%	19,817.84	AC	06/15/2019
07-120-310	MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-364	MBFINANCIAL BANK	FFCB		4.95%	103,813.75	AC	12/16/2019
07-120-436	MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-386	MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-309	MBFINANCIAL BANK	GNMA		8.65%	264.71	AC	07/20/2024
07-120-299	MBFINANCIAL BANK	GNMA		6.00%	9,812.68	AC	08/20/2028
	TOTAL INVESTED				\$3,341,704.88		
07-120-288	MBFINANCIAL BANK	CORP BONDS			2,568,459.80	CB	N/A
07-120-289	MBFINANCIAL BANK	EQUITIES			1,969,917.96	EQ	N/A
07-120-375	MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-381	MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-356	MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419	MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-413	MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414	MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-415	MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-347	MBFINANCIAL BANK	BARRINGTON IL		4.37%	56,047.00	MB	12/15/2017
07-120-382	MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372	MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$696,472.70		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,251,451.23	MF	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	56,133.45	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	21,348.91	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	157,197.23	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.20%	418,893.29	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	78,367.35	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	1,961,827.24	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	3,918.77	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	18,760.85	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	253,087.53	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	440,171.32	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	68,160.10	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	543,997.41	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	101,234.00	MM	N/A
14-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	2,123,600.14	MM	N/A
01-120-154		IMET	POOLED INVEST		0.06%	651,834.56	MM	N/A
01-120-155		IMET	20321-101		0.33%	169,975.13	MM	N/A
08-110-323		IMET	MONEY MARKET		0.33%	44.82	MM	N/A
10-110-325		IMET	MONEY MARKET		0.33%	38.08	MM	N/A
11-110-323		IMET	MONEY MARKET		0.33%	11,293.94	MM	N/A
11-120-155		IMET	MONEY MARKET		0.06%	82.54	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	734,291.01	MM	N/A
		TOTAL INVESTED				\$7,814,257.67		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			196,561.13	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,401,973.19	MV	N/A
		TOTAL INVESTED				\$1,598,534.32		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			702,219.52	SV	N/A
01-110-332		COMMUNITY BANK OF WB	SAVINGS			10,788.73	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			13,175.00	SV	N/A
		TOTAL INVESTED				\$726,183.25		
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-324		MBFINANCIAL BANK	FHLMC NOTE		2.25%	101,535.00	TN	03/13/2020
		TOTAL INVESTED				\$544,093.82		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
GRAND TOTAL INVESTED					\$24,512,025.63		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-288	MBFINANCIAL BANK	CORP BONDS			2,568,459.80	CB	N/A
07-120-289	MBFINANCIAL BANK	EQUITIES			1,969,917.96	EQ	N/A
07-120-290	MBFINANCIAL BANK	MUTUAL FUND			5,251,451.23	MF	N/A
01-110-323	COMMUNITY BANK OF WB	MONEY MARKET		0.10%	56,133.45	MM	N/A
01-110-325	COMMUNITY BANK OF WB	MONEY MARKET		0.10%	21,348.91	MM	N/A
01-110-380	COMMUNITY BANK OF WB	MONEY MARKET		0.20%	157,197.23	MM	N/A
02-110-209	COMMUNITY BANK OF WB	MONEY MARKET		0.20%	418,893.29	MM	N/A
07-110-202	COMMUNITY BANK OF WB	MONEY MARKET		0.15%	78,367.35	MM	N/A
01-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	1,961,827.24	MM	N/A
02-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	3,918.77	MM	N/A
03-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	18,760.85	MM	N/A
04-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	253,087.53	MM	N/A
05-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	440,171.32	MM	N/A
06-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	68,160.10	MM	N/A
09-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	543,997.41	MM	N/A
10-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	101,234.00	MM	N/A
14-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	2,123,600.14	MM	N/A
01-120-154	IMET	POOLED INVEST		0.06%	651,834.56	MM	N/A
01-120-155	IMET	20321-101		0.33%	169,975.13	MM	N/A
08-110-323	IMET	MONEY MARKET		0.33%	44.82	MM	N/A
10-110-325	IMET	MONEY MARKET		0.33%	38.08	MM	N/A
11-110-323	IMET	MONEY MARKET		0.33%	11,293.94	MM	N/A
11-120-155	IMET	MONEY MARKET		0.06%	82.54	MM	N/A
07-110-335	MBFINANCIAL BANK	MONEY MARKET		0.15%	734,291.01	MM	N/A
01-120-900	IMET MARKET VALUE CONTRA	MARKET VALUE			196,561.13	MV	N/A
07-120-900	IMET MARKET VALUE CONTRA	MARKET VALUE			1,401,973.19	MV	N/A
01-110-911	VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257	COMMUNITY BANK OF WB	SAVINGS			702,219.52	SV	N/A
01-110-332	COMMUNITY BANK OF WB	SAVINGS			10,788.73	SV	N/A
01-110-335	U.S. BANK	LOCKBOX			13,175.00	SV	N/A
07-120-294	MBFINANCIAL BANK	FHLMC		4.88%	54,925.00	AC	11/15/2013
07-120-375	MBFINANCIAL BANK	MATOON		4.50%	9,606.40	MB	12/15/2013
07-120-381	MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-393	MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-380	MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-356	MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-392	MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394	MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-419	MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-374	MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-413	MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414	MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363	MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-410	MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402	MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298	MBFINANCIAL BANK	FNCT		7.00%	1,226.48	AC	02/01/2016
07-120-373	MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409	MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367	MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF NOVEMBER 30, 2013

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-434		MBFINANCIAL BANK	FNMA		5.25%	118,945.00	AC	09/15/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.25	TN	11/15/2017
07-120-293		MBFINANCIAL BANK	FHLMC		5.13%	173,685.00	AC	11/17/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-347		MBFINANCIAL BANK	BARRINGTON IL		4.37%	56,047.00	MB	12/15/2017
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	12,368.62	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-313		MBFINANCIAL BANK	FFCB		5.70%	32,133.75	AC	02/01/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-316		MBFINANCIAL BANK	FNMA		2.75%	620,556.85	AC	04/16/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	19,817.84	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-310		MBFINANCIAL BANK	FHLB		4.37%	104,900.00	AC	07/01/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	103,813.75	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-324		MBFINANCIAL BANK	FHLMC NOTE		2.25%	101,535.00	TN	03/13/2020
07-120-435		MBFINANCIAL BANK	MCHENRY COUNT		4.85%	57,552.00	MB	12/15/2020
07-120-436		MBFINANCIAL BANK	FFCB		5.03%	184,599.00	AC	10/05/2021
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	264.71	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	9,812.68	AC	08/20/2028
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
TOTAL INVESTED						\$24,512,025.63		
GRAND TOTAL INVESTED						\$24,512,025.63		

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR NOVEMBER, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
01-1100	Property Taxes	3,082.26	165,147.11	160,908.00	102.63	-4,239.11
01-1110	Other Taxes	511,276.00	3,694,038.36	5,993,388.00	61.64	2,299,349.64
01-1120	Licenses	32,767.00	61,791.75	95,270.00	64.86	33,478.25
01-1130	Permits	26,381.46	166,756.18	154,400.00	108.00	-12,356.18
01-1140	Fines	62,555.61	596,679.28	685,000.00	87.11	88,320.72
01-1150	Transfers-Other Funds	59,504.83	275,879.81	448,404.00	61.52	172,524.19
01-1160	Charges & Fees	2,207.00	12,958.00	39,500.00	32.81	26,542.00
01-1170	Park & Recreation Revenue	8,805.36	42,657.23	59,057.00	72.23	16,399.77
01-1180	Other Revenue	23,174.85	162,370.00	309,052.00	52.54	146,682.00
**TOTAL	Operating Revenue	729,754.37	5,178,277.72	7,944,979.00	65.18	2,766,701.28
<u>Non-Operating Revenue</u>						
01-3000	Non-Operating Revenue	647.88	1,187.15	1,000.00	118.72	-187.15
**TOTAL	Non-Operating Revenue	647.88	1,187.15	1,000.00	118.72	-187.15
***TOTAL	GENERAL CORPORATE FUND	730,402.25	5,179,464.87	7,945,979.00	65.18	2,766,514.13

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR NOVEMBER, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>WATER FUND</u>						
<u>Operating Revenue</u>						
02-1160	Charges & Fees	272,128.82	1,624,077.91	2,908,538.00	55.84	1,284,460.09
**TOTAL	Operating Revenue	272,128.82	1,624,077.91	2,908,538.00	55.84	1,284,460.09
<u>Non-Operating Revenue</u>						
02-3100	Other Income	106.67	433.92	1,000.00	43.39	566.08
02-3200	Charges & Fees	600.00	3,400.00	1,500.00	226.67	-1,900.00
**TOTAL	Non-Operating Revenue	706.67	3,833.92	2,500.00	153.36	-1,333.92
***TOTAL	WATER FUND	272,835.49	1,627,911.83	2,911,038.00	55.92	1,283,126.17
<u>HOTEL/MOTEL TAX FUND</u>						
<u>Operating Revenue</u>						
03-1110	Other Taxes	4,552.13	42,337.87	64,386.00	65.76	22,048.13
03-1160	Charges & Fees	0.00	0.00	0.00	0.00	0.00
03-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	4,552.13	42,337.87	64,386.00	65.76	22,048.13
<u>Non-Operating Revenue</u>						
03-3100	Other Income	0.66	1.79	15.00	11.93	13.21
**TOTAL	Non-Operating Revenue	0.66	1.79	15.00	11.93	13.21
<u>Transfers</u>						
03-4000	Transfers	0.00	0.00	0.00	0.00	0.00
**TOTAL	Transfers	0.00	0.00	0.00	0.00	0.00
***TOTAL	HOTEL/MOTEL TAX FUND	4,552.79	42,339.66	64,401.00	65.74	22,061.34
<u>MOTOR FUEL TAX FUND</u>						
<u>Operating Revenue</u>						
04-1110	Other Taxes	57,598.11	161,442.45	205,814.00	78.44	44,371.55
**TOTAL	Operating Revenue	57,598.11	161,442.45	205,814.00	78.44	44,371.55
<u>Non-Operating Revenue</u>						
04-3100	Other Income	5.80	23.49	100.00	23.49	76.51
**TOTAL	Non-Operating Revenue	5.80	23.49	100.00	23.49	76.51
***TOTAL	MOTOR FUEL TAX FUND	57,603.91	161,465.94	205,914.00	78.41	44,448.06

VILLAGE OF WILLOWBROOK

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>T I F SPECIAL REVENUE FUND</u>						
<u>Operating Revenue</u>						
05-1000	Operating Revenue	4.76	790,049.13	801,228.00	98.60	11,178.87
**TOTAL	Operating Revenue	4.76	790,049.13	801,228.00	98.60	11,178.87
<u>Non-Operating Revenue</u>						
05-3100	Other Income	12.20	17.66	65.00	27.17	47.34
**TOTAL	Non-Operating Revenue	12.20	17.66	65.00	27.17	47.34
***TOTAL	T I F SPECIAL REVENUE FUND	16.96	790,066.79	801,293.00	98.60	11,226.21
<u>SSA ONE BOND FUND</u>						
<u>Operating Revenue</u>						
06-1000	Operating Revenue	0.00	168,541.05	321,160.00	52.48	152,618.95
**TOTAL	Operating Revenue	0.00	168,541.05	321,160.00	52.48	152,618.95
<u>Non-Operating Revenue</u>						
06-3000	Non-Operating Revenue	1.87	4.08	0.00	0.00	-4.08
**TOTAL	Non-Operating Revenue	1.87	4.08	0.00	0.00	-4.08
***TOTAL	SSA ONE BOND FUND	1.87	168,545.13	321,160.00	52.48	152,614.87
<u>POLICE PENSION FUND</u>						
<u>Operating Revenue</u>						
07-1150	Transfers-Other Funds	60,578.76	323,086.72	525,016.00	61.54	201,929.28
07-1180	Other Revenue	21,373.43	110,179.27	172,004.00	64.06	61,824.73
**TOTAL	Operating Revenue	81,952.19	433,265.99	697,020.00	62.16	263,754.01
<u>Non-Operating Revenue</u>						
07-3100	Other Income	9.30	-71,224.26	400,000.00	-17.81	471,224.26
**TOTAL	Non-Operating Revenue	9.30	-71,224.26	400,000.00	-17.81	471,224.26
***TOTAL	POLICE PENSION FUND	81,961.49	362,041.73	1,097,020.00	33.00	734,978.27
<u>SSA ONE PROJECT FUND</u>						
<u>Operating Revenue</u>						
08-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 58.33

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REVENUE REPORT FOR NOVEMBER, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
	<u>Non-Operating Revenue</u>					
08-3000	Non-Operating Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Non-Operating Revenue	0.00	0.00	0.00	0.00	0.00
***TOTAL	SSA ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00
	<u>WATER CAPITAL IMPROVEMENTS FUND</u>					
	<u>Operating Revenue</u>					
09-1000	Operating Revenue	87,500.00	87,500.00	175,000.00	50.00	87,500.00
**TOTAL	Operating Revenue	87,500.00	87,500.00	175,000.00	50.00	87,500.00
	<u>Non-Operating Revenue</u>					
09-3000	Non-Operating Revenue	13.12	44.96	100.00	44.96	55.04
**TOTAL	Non-Operating Revenue	13.12	44.96	100.00	44.96	55.04
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	87,513.12	87,544.96	175,100.00	50.00	87,555.04
	<u>CAPITAL PROJECT FUND</u>					
	<u>UNKNOWN SUBJECT # 0000</u>					
10- 0	UNKNOWN SUBJECT # 0000	0.00	0.00	0.00	0.00	0.00
**TOTAL	UNKNOWN SUBJECT # 0000	0.00	0.00	0.00	0.00	0.00
	<u>Operating Revenue</u>					
10-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
10-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00
	<u>Non-Operating Revenue</u>					
10-3000	Non-Operating Revenue	2.77	9.82	200.00	4.91	190.18
**TOTAL	Non-Operating Revenue	2.77	9.82	200.00	4.91	190.18
***TOTAL	CAPITAL PROJECT FUND	2.77	9.82	200.00	4.91	190.18
	<u>2008 BOND FUND</u>					
	<u>Operating Revenue</u>					
11-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR NOVEMBER, 2013

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
	<u>Non-Operating Revenue</u>					
11-3000	Non-Operating Revenue	125,791.03	160,559.27	160,556.00	100.00	-3.27
**TOTAL	Non-Operating Revenue	125,791.03	160,559.27	160,556.00	100.00	-3.27
***TOTAL	2008 BOND FUND	125,791.03	160,559.27	160,556.00	100.00	-3.27
	<u>LAND - FACILITY EXPANSION &amp; RENOVATION F</u>					
	<u>Non-Operating Revenue</u>					
14-3000	Non-Operating Revenue	60.44	6,178.79	2,750.00	224.68	-3,428.79
**TOTAL	Non-Operating Revenue	60.44	6,178.79	2,750.00	224.68	-3,428.79
***TOTAL	LAND - FACILITY EXPANSION & RENOVATI	60.44	6,178.79	2,750.00	224.68	-3,428.79
	<u>FUND SUMMARY</u>					
1	GENERAL CORPORATE	730,402.25	5,179,464.87	7,945,979.00	65.18	2,766,514.13
2	WATER	272,835.49	1,627,911.83	2,911,038.00	55.92	1,283,126.17
3	HOTEL/MOTEL TAX	4,552.79	42,339.66	64,401.00	65.74	22,061.34
4	MOTOR FUEL TAX	57,603.91	161,465.94	205,914.00	78.41	44,448.06
5	T I F SPECIAL REVENUE	16.96	790,066.79	801,293.00	98.60	11,226.21
6	SSA ONE BOND & INTEREST	1.87	168,545.13	321,160.00	52.48	152,614.87
7	POLICE PENSION	81,961.49	362,041.73	1,097,020.00	33.00	734,978.27
9	WATER CAPITAL IMPROVEMENTS	87,513.12	87,544.96	175,100.00	50.00	87,555.04
10	CAPITAL PROJECT	2.77	9.82	200.00	4.91	190.18
11	2008 BOND	125,791.03	160,559.27	160,556.00	100.00	-3.27
14	LAND ACQUISITION, FACILITY EXPANSION	60.44	6,178.79	2,750.00	224.68	-3,428.79
	TOTALS ALL FUNDS	1,360,742.12	8,586,128.79	13,685,411.00	62.74	5,099,282.21

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

PRCT. OF YR: 58.33  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>VILLAGE BOARD &amp; CLERK</u>								
01-05-410-3	GENERAL MANAGEMENT	5,230.50	36,947.88	62.86	58,777.00	21,829.12	31.43	117,554.20
01-05-420-3	COMMUNITY RELATIONS	0.00	89.75	17.95	500.00	410.25	8.98	1,000.00
01-05-425-6	CAPITAL IMPROVEMENTS	0.00	4,615.04	0.00	0.00	-4,615.04	0.00	0.00
01-05-430-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	VILLAGE BOARD & CLERK	5,230.50	41,652.67	70.27	59,277.00	17,624.33	35.13	118,554.20
<u>BOARD OF POLICE COMMISSIONERS</u>								
01-07-435-3	ADMINISTRATION	113.63	796.92	6.04	13,200.00	12,403.08	3.02	26,400.00
01-07-440-5	OTHER	320.00	9,062.00	86.30	10,500.00	1,438.00	43.15	21,000.00
01-07-445-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BOARD OF POLICE COMMISSIONERS	433.63	9,858.92	41.60	23,700.00	13,841.08	20.80	47,400.00
<u>ADMINISTRATION</u>								
01-10-455-5	GENERAL MANAGEMENT	123,641.89	343,255.77	48.26	711,234.00	367,978.23	24.13	1,422,468.35
01-10-460-3	DATA PROCESSING	3,247.98	4,598.28	84.37	5,450.00	851.72	42.19	10,900.00
01-10-461-1	LEGISLATIVE SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-465-2	ADMINISTRATION-GENERAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-466-3	BUILDINGS	4,114.64	42,073.30	77.08	54,582.00	12,508.70	38.54	109,164.00
01-10-470-2	LEGAL SERVICES	7,316.95	39,571.83	24.73	160,000.00	120,428.17	12.37	320,000.00
01-10-471-2	FINANCIAL AUDIT	1,750.00	1,750.00	25.93	6,750.00	5,000.00	12.96	13,500.00
01-10-475-3	COMMUNITY RELATIONS	360.00	2,888.99	27.25	10,602.00	7,713.01	13.62	21,204.00
01-10-480-2	RISK MANAGEMENT	-150.00	1,544.00	0.64	240,695.00	239,151.00	0.32	481,390.00
01-10-485-6	CAPITAL IMPROVEMENTS	5,361.70	40,002.58	27.56	145,162.00	105,159.42	13.78	290,324.00
01-10-490-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	ADMINISTRATION	145,643.16	475,684.75	35.65	1,334,475.00	858,790.25	17.82	2,668,950.35
<u>PLANNING &amp; ECONOMIC DEVELOPMENT</u>								
01-15-510-4	GENERAL MANAGEMENT	4,537.91	25,959.38	50.90	51,000.00	25,040.62	25.45	101,999.31
01-15-515-4	DATA PROCESSING	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-15-520-2	ENGINEERING	9,898.54	37,583.70	49.48	75,950.00	38,366.30	24.74	151,900.00
01-15-535-2	RISK MANAGEMENT	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-15-540-6	CAPITAL IMPROVEMENTS	0.00	496.37	99.87	497.00	0.63	49.94	994.00
01-15-544-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLANNING & ECONOMIC DEVELOPMENT	14,436.45	64,039.45	48.35	132,447.00	68,407.55	24.18	264,893.31
<u>PARKS &amp; RECREATION DEPT</u>								
01-20-550-3	ADMINISTRATION	7,519.74	38,211.44	76.23	50,127.00	11,915.56	38.11	100,254.75
01-20-555-3	PARKS & RECREATION-ADMINISTRATION	0.00	0.00	0.00	400.00	400.00	0.00	800.00
01-20-560-2	ADMINISTRATION	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-20-565-3	LANDSCAPING	4,952.83	45,926.49	57.14	80,375.00	34,448.51	28.57	160,750.00
01-20-570-4	MAINTENANCE	4,302.96	36,031.68	79.20	45,496.00	9,464.32	39.60	90,992.00
01-20-575-5	SUMMER PROGRAM	272.25	14,022.25	63.87	21,955.00	7,932.75	31.93	43,910.00
01-20-580-5	FALL PROGRAM	183.38	2,765.35	25.84	10,703.00	7,937.65	12.92	21,406.00
01-20-585-5	WINTER PROGRAM	4,086.94	16,920.62	70.78	23,906.00	6,985.38	35.39	47,812.00
01-20-590-5	SPECIAL RECREATION SERVICES	0.00	28,335.29	37.04	76,508.00	48,172.71	18.52	153,016.00
01-20-595-6	CAPITAL IMPROVEMENTS	0.00	1,770.91	535.02	331.00	-1,439.91	267.51	662.00
01-20-599-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PARKS & RECREATION DEPT	21,318.10	183,984.03	58.91	312,301.00	128,316.97	29.46	624,602.75
<u>FINANCE DEPARTMENT</u>								
01-25-610-4	GENERAL MANAGEMENT	14,760.82	75,129.72	56.17	133,745.00	58,615.28	28.09	267,489.28



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

PRCT. OF YR: 58.33  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
01-45-849-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLAN COMMISSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	GENERAL CORPORATE FUND	889,609.71	4,341,979.25	54.28	7,999,142.00	3,657,162.75	27.14	15,998,285.67

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR NOVEMBER, 2013  
 WATER FUND

PRCT. OF YR: 58.33  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER DEPARTMENT</u>								
02-50-401-4	ADMINISTRATION	32,728.27	211,879.30	74.36	284,943.00	73,063.70	37.18	569,886.08
02-50-405-2	ENGINEERING	0.00	0.00	0.00	2,575.00	2,575.00	0.00	5,150.00
02-50-410-5	INTERFUND TRANSFERS	162,093.83	380,411.81	59.40	640,436.00	260,024.19	29.70	1,280,872.00
02-50-415-2	RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
02-50-417-4	EDP	17,989.50	26,840.39	86.65	30,977.00	4,136.61	43.32	61,954.00
02-50-420-5	WATER PRODUCTION	104,514.01	736,678.51	54.18	1,359,654.00	622,975.49	27.09	2,719,308.00
02-50-425-4	WATER STORAGE	507.69	5,041.28	70.62	7,139.00	2,097.72	35.31	14,278.00
02-50-430-4	TRANSPORTATION & DISTRIBUTION	18,963.28	130,700.41	168.59	77,525.00	-53,175.41	84.30	155,050.00
02-50-435-4	METERS & BILLING	2,534.18	3,336.39	29.63	11,260.00	7,923.61	14.82	22,520.00
02-50-440-6	CAPITAL IMPROVEMENTS	3,284.00	3,998.25	5.09	78,500.00	74,501.75	2.55	157,000.00
02-50-449-7	CONTINGENCIES-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	WATER DEPARTMENT	342,614.76	1,498,886.34	60.12	2,493,009.00	994,122.66	30.06	4,986,018.08
***TOTAL	WATER FUND	342,614.76	1,498,886.34	60.12	2,493,009.00	994,122.66	30.06	4,986,018.08

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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>HOTEL/MOTEL</u>							
03-53-401-4	ADMINISTRATION	1,000.00	7,851.52	60.86	12,902.00	5,050.48	30.43	25,804.60
03-53-435-3	PUBLIC RELATIONS & PROMOTION	2,137.39	36,606.42	82.63	44,300.00	7,693.58	41.32	88,600.00
03-53-436-3	SPECIAL EVENTS	0.00	0.00	0.00	4,500.00	4,500.00	0.00	9,000.00
03-53-449-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	HOTEL/MOTEL	3,137.39	44,457.94	72.05	61,702.00	17,244.06	36.03	123,404.60
***TOTAL	HOTEL/MOTEL TAX FUND	3,137.39	44,457.94	72.05	61,702.00	17,244.06	36.03	123,404.60

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

PRCT. OF YR: 58.33  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>MOTOR FUEL TAX</u>							
04-56-401-3	PAVEMENT MARKINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-405-3	ROAD SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-410-3	SNOW REMOVAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-415-2	STREET LIGHTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-420-2	TRAFFIC SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-425-3	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-430-6	CAPITAL IMPROVEMENTS	0.00	132,479.60	54.74	242,000.00	109,520.40	27.37	484,000.00
04-56-439-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	MOTOR FUEL TAX	0.00	132,479.60	54.74	242,000.00	109,520.40	27.37	484,000.00
***TOTAL	MOTOR FUEL TAX FUND	0.00	132,479.60	54.74	242,000.00	109,520.40	27.37	484,000.00

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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
05-59-401-3	ADMINISTRATION - GENERAL	2,498.50	17,351.96	61.39	28,264.00	10,912.04	30.70	56,528.00
05-59-410-5	PRINCIPAL EXPENSE	0.00	353,537.50	54.62	647,262.00	293,724.50	27.31	1,294,524.00
05-59-425-2	ATTORNEY FEES	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
***TOTAL	T I F SPECIAL REVENUE FUND	2,498.50	370,889.46	54.82	676,526.00	305,636.54	27.41	1,353,052.00

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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>SSA BOND</u>							
06-60-550-4	DEBT SERVICE	0.00	100,580.00	31.32	321,160.00	220,580.00	15.66	642,320.00
06-60-555-7	SSA BOND & INTEREST FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	SSA BOND	0.00	100,580.00	31.32	321,160.00	220,580.00	15.66	642,320.00
***TOTAL	SSA ONE BOND FUND	0.00	100,580.00	31.32	321,160.00	220,580.00	15.66	642,320.00

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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
07-62-401-5	POLICE PENSION FUND	60,217.57	416,351.41	56.97	730,834.00	314,482.59	28.48	1,461,667.00
***TOTAL	POLICE PENSION FUND	60,217.57	416,351.41	56.97	730,834.00	314,482.59	28.48	1,461,667.00



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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER CAPITAL IMPROVEMENTS</u>								
09-65-405-2	WATER CAPITAL IMPROV FUND	0.00	12,100.00	100.83	12,000.00	-100.00	50.42	24,000.00
09-65-410-5	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09-65-440-6	CAPITAL IMPROVEMENTS	4,750.00	9,500.00	26.39	36,000.00	26,500.00	13.19	72,000.00
**TOTAL	WATER CAPITAL IMPROVEMENTS	4,750.00	21,600.00	45.00	48,000.00	26,400.00	22.50	96,000.00
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	4,750.00	21,600.00	45.00	48,000.00	26,400.00	22.50	96,000.00

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

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

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

PRCT. OF YR: 58.33  
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PAGE: 13

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
***TOTAL	2008 BOND FUND	0.00	35,278.13	21.97	160,556.00	125,277.87	10.99	321,112.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR NOVEMBER, 2013  
 LAND - FACILITY EXPANSION & RENOVATION F

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
14-75-910-4	OTHER EXPENDITURES	3,000.00	920,000.00	35.48	2,593,187.00	1,673,187.00	17.74	5,186,374.00
14-75-920-2	OTHER	1,644.78	1,644.78	3.29	50,000.00	48,355.22	1.64	100,000.00
14-75-930-4	LAND & FACILITY	36,602.80	104,129.88	20.83	500,000.00	395,870.12	10.41	1,000,000.00
14-75-940-5	UNKNOWN FUNCTION # 14940	25,000.00	25,000.00	100.00	25,000.00	0.00	50.00	50,000.00
***TOTAL	LAND - FACILITY EXPANSION & RENOVATION F	66,247.58	1,050,774.66	33.17	3,168,187.00	2,117,412.34	16.58	6,336,374.00
<u>FUND SUMMARY</u>								
1	GENERAL CORPORATE	889,609.71	4,341,979.25	54.28	7,999,142.00	3,657,162.75	27.14	15,998,285.67
2	WATER	342,614.76	1,498,886.34	60.12	2,493,009.00	994,122.66	30.06	4,986,018.08
3	HOTEL/MOTEL TAX	3,137.39	44,457.94	72.05	61,702.00	17,244.06	36.03	123,404.60
4	MOTOR FUEL TAX	0.00	132,479.60	54.74	242,000.00	109,520.40	27.37	484,000.00
5	T I F SPECIAL REVENUE	2,498.50	370,889.46	54.82	676,526.00	305,636.54	27.41	1,353,052.00
6	SSA ONE BOND & INTEREST	0.00	100,580.00	31.32	321,160.00	220,580.00	15.66	642,320.00
7	POLICE PENSION	60,217.57	416,351.41	56.97	730,834.00	314,482.59	28.48	1,461,667.00
9	WATER CAPITAL IMPROVEMENTS	4,750.00	21,600.00	45.00	48,000.00	26,400.00	22.50	96,000.00
10	CAPITAL PROJECT	0.00	428.00	95.11	450.00	22.00	47.56	900.00
11	2008 BOND	0.00	35,278.13	21.97	160,556.00	125,277.87	10.99	321,112.00
14	LAND ACQUISITION, FACILITY EXPANSION & RENO	66,247.58	1,050,774.66	33.17	3,168,187.00	2,117,412.34	16.58	6,336,374.00
	TOTALS ALL FUNDS	1369075.51	8,013,704.79	50.40	15,901,566.00	7,887,861.21	25.20	31,803,133.35

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

<b>MONTH DIST</b>	<b>SALE MADE</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>
MAY	FEB	\$ 216,102	\$ 223,555	\$ 254,811	\$ 261,216	\$ 250,138
JUNE	MAR	252,558	281,024	296,840	308,159	304,370
JULY	APR	239,611	259,844	281,808	288,609	295,557
AUG	MAY	278,006	284,173	276,985	316,487	334,102
SEPT	JUNE	284,544	314,663	318,524	336,664	338,139
OCT	JULY	269,750	276,383	300,424	291,508	300,405
NOV	AUG	267,033	279,375	326,134	330,699	332,925
DEC	SEPT	253,713	260,636	296,490	300,348	
JAN	OCT	236,393	273,809	272,291	282,374	
FEB	NOV	253,516	290,009	296,763	306,325	
MARCH	DEC	339,352	355,102	387,223	377,505	
APRIL	JAN	193,834	234,660	253,944	277,850	
<b>TOTAL</b>		<b>\$ 3,084,413</b>	<b>\$ 3,333,234</b>	<b>\$ 3,562,238</b>	<b>\$ 3,677,745</b>	<b>\$ 2,155,635</b>
<b>MTH AVG</b>		<b>\$ 257,034</b>	<b>\$ 277,769</b>	<b>\$ 296,853</b>	<b>\$ 306,479</b>	<b>\$ 307,948</b>
<b>BUDGET</b>		<b>\$ 3,018,750</b>	<b>\$ 3,121,250</b>	<b>\$ 3,217,250</b>	<b>\$ 3,493,374</b>	<b>\$ 3,447,000</b>

YEAR TO DATE LAST YEAR : \$ 2,133,343  
YEAR TO DATE THIS YEAR : \$ 2,155,635  
DIFFERENCE : \$ 22,292

PERCENTAGE OF INCREASE :

**1.04%**

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,447,000  
PERCENTAGE OF YEAR COMPLETED : 58.33%  
PERCENTAGE OF REVENUE TO DATE : 62.54%  
PROJECTION OF ANNUAL REVENUE : \$ 3,716,175  
EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 269,175  
EST. PERCENT DIFF ACTUAL TO BUDGET **7.8%**

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

AN ORDINANCE AMENDING TITLE 3, CHAPTER 12, SECTION 3-12-5 (B)  
OF THE VILLAGE CODE – CLASSIFICATIONS: CLASS B LICENSE

AGENDA NO. 5f

AGENDA DATE: 12/16/13

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

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

*Tim Halik*

**LEGAL REVIEW:** Thomas Bastian,  
Village Attorney

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

*THOMAS BASTIAN TH.*

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

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

*Tim Halik*

**REVIEWED & APPROVED BY COMMITTEE:**

YES

NO

N/A

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

The Willowbrook Bakers Square restaurant was previously issued a Class B Liquor License which enabled the sale of alcoholic beverages to be consumed on-site. The General Manager for the restaurant provided written notice to the Village advising that as of September 30, 2013 the restaurant has stopped all beer and wine sales. Apparently, the Willowbrook restaurant was part of a test market and the company has since decided to discontinue the sale of beer and wine at the restaurant.

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

Since it is not the Village's practice to hold an available liquor license, the attached ordinance amendment will serve to reduce the number of available Class B liquor licenses from fourteen (14) to thirteen (13). Should another eligible business request such a license, and the Deputy Liquor Control Commissioner agrees to issue such a license to the location, a new license would be created.

**ACTION PROPOSED:**

Pass the Ordinance.

## Cindy Stuchl

---

**From:** 220187, Willowbrook <220187@abrholdings.com>  
**Sent:** Friday, November 22, 2013 9:28 AM  
**To:** Cindy Stuchl  
**Subject:** alcohol at bakers square

To Whom It May Concern:

As of September 30, 2013 we have stopped all beer and wine sales at the Bakers Square in Willowbrook. We were part of a test market and the President of our company decided to discontinue the sale of beer and wine in the restaurants.

If there is any other information that you need please feel free to e-mail me or contact me at 630-986-9330.

Thanks and have a great day.

Sincerely,

Bill Waters  
General Manager  
Bakers Square Willowbrook

ORDINANCE NO. 13-O-\_\_\_\_\_

AN ORDINANCE AMENDING TITLE 3, CHAPTER 12, SECTION  
3-12-5(B) OF THE VILLAGE CODE – CLASSIFICATIONS: CLASS B LICENSE

---

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Code of the Village of Willowbrook be amended as follows:

SECTION ONE: That Title 3, Chapter 12, Section 3-12-5(B) of the Village Code of the Village of Willowbrook, entitled "Class B License", is hereby amended by deleting the last sentence contained therein in its entirety and in lieu thereof, the following language shall be substituted:

...“There shall be no more than thirteen (13) class B licenses issued at any one time.”

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

SECTION THREE: That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED and APPROVED this 16<sup>th</sup> day of December, 2013.

APPROVED:

---

Mayor

ATTEST:

\_\_\_\_\_

Village Clerk

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

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

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

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

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN INTERAGENCY AGREEMENT WITH THE ILLINOIS STATE POLICE FOR THE PURPOSE OF OBTAINING CRIMINAL HISTORY RECORD INFORMATION ON LIQUOR LICENSE APPLICANTS

AGENDA NO.

5g

AGENDA DATE: 12/16/13

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

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



**LEGAL REVIEW:** Thomas Bastian,  
Village Attorney

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



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

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



**REVIEWED & APPROVED BY COMMITTEE:**

YES

NO

N/A

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

During the review and processing of a local application for liquor license, criminal background checks are obtained for the license applicants. This information is provided by the Illinois State Police, as they are the state central repository for Criminal History Record Information (CHRI). The Illinois State Police are authorized, as permitted by the Illinois Compiled Statutes, to share CHRI with municipalities. Such information can be shared through the execution of an Interagency Agreement with the Illinois State Police.

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

The Village of Willowbrook previously entered into Interagency Agreements with the Illinois State Police in 2012. However, the State Police has since requested that new Agreements be executed. The State Police's current policy is that one Agreement be executed by the municipality's Chief Executive Officer, the Mayor, and a second Agreement be executed by the municipality's Chief Administrative Officer, the Administrator.

The Interagency Agreement details the services to be provided, the duties of the User (i.e., the Village), and the fees associated.

**ACTION PROPOSED:**

Adopt the Resolution

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

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN  
INTERAGENCY AGREEMENT WITH THE ILLINOIS STATE POLICE FOR  
THE PURPOSE OF OBTAINING CRIMINAL HISTORY RECORD  
INFORMATION ON LIQUOR LICENSE APPLICANTS

---

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Mayor is hereby authorized to execute an Interagency Agreement with the Illinois State Police, attached hereto as Exhibit "A" and made a part hereof, for the purpose of obtaining criminal history record information on liquor license applicants during the review of liquor license applications.

ADOPTED and APPROVED this 16<sup>th</sup> day of December, 2013

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

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

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

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

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



**STATE OF ILLINOIS  
ILLINOIS STATE POLICE  
INTER AGENCY AGREEMENT BETWEEN  
THE ILLINOIS STATE POLICE**

**AND**

---

Requesting Organization (User)

**The Illinois State Police (hereinafter "ISP") acting as the state central repository for Criminal History Record Information (hereinafter "CHRI") and the User, hereby agree to the following terms, provisions, and conditions:**

**I. Purpose:**

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter "Agreement") establishes the terms of the relationship.

**II. Effective Date:**

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

**III. Services the ISP agrees to provide to User:**

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

**IV. Duties of User:**

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a live scan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where live scan transmissions cannot be used.

- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.
- (3) User shall be responsible for checking the quality and completeness of all manual forms submitted by their Agency or Department to ensure they are legible and properly completed. Forms deemed to be incomplete may be returned unprocessed.
- (4) User shall cooperate with and make its records available to ISP/FBI for the purpose of conducting periodic audits to ensure User's compliance with all laws, rules, and regulations regarding the processing of CHRI furnished by ISP to User.
- (5) User agrees to keep such records as ISP may direct in order to facilitate such audits. At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years.
- (6) User shall be responsible for the physical security of ISP/FBI CHRI under its control or in its custody and shall protect such information from unauthorized access, disclosure and dissemination.
- (7) User shall limit dissemination of CHRI to statutorily authorized parties and ensure such authorized parties agree to provide the same protection and physical security of CHRI as agreed to by User.
- (8) When CHRI is no longer required by User, data shall be destroyed by User through shredding or burning of paper documentation and/or deletion of electronic CHRI from User's databases.
- (9) The User shall comply with all the provisions of Criminal Identification Act (20 ILCS 2630/1, et seq).
- (10) Payments for services rendered by ISP pursuant to the terms of this Interagency Agreement shall be paid in full not later than forty-five (45) calendar days from the last date of the billing cycle. Failure to pay on a timely basis could result in an interruption of services rendered by ISP.
- (11) User shall comply with all provisions outlined in Addendum 1 if User is providing live scan fingerprinting services as part of this Interagency Agreement.
- (12) User shall report in writing to the ISP any changes in agency contact information, and initiate a new user agreement for Chief Administrator(s) name change.

**V. Duties of ISP:**

ISP agrees to undertake and perform the following duties:

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

**VI. General Provisions**

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.



## Appendix A

**AUTHORIZATION:** ISP will provide User with CHRI pursuant to and limited by:  
20 ILCS 2630/et seq

**FEES:** Services performed by ISP will be based upon the following fee schedule:

\$36.50	Each original set of Fee Applicant fingerprint cards (1-ISP & 1-FBI) submitted manually.
\$31.50	Each set of Fee Applicant fingerprint images (1-ISP & 1-FBI) submitted electronically.
\$20.00	Each ISP Fee Applicant fingerprint card submitted manually
\$15.00	Each ISP Fee Applicant fingerprint card submitted electronically.
\$16.50	Each FBI Applicant fingerprint card submitted manually or electronically.
\$10.00	Each re-submission of ISP/FBI Fee Applicant fingerprints as a result of an unclassifiable fingerprint card.

**NOTICES:** All notices shall be effective on the date of posting with the U. S. Postal Service and shall be addressed as follows:

**ISP:** Illinois State Police  
Bureau of Identification  
260 North Chicago Street  
Joliet, Illinois 60432- 4072

**USER:** Village of Willowbrook  
Agency

7760 Quincy Street, Willowbrook, IL 60527  
Street Address, City, State Zip

630-323-8215  
Telephone Number

630-323-0787  
Fax Number

ftrilla@willowbrook.il.us  
\*E-mail Address

Please mark only **one** preferred response method:

\*Agency must have installed the decryption software ([www.isp.state.il.us](http://www.isp.state.il.us)) and must be registered with Entrust ([www.illinois.gov/pki](http://www.illinois.gov/pki)) **prior to receiving** email responses.

## **Addendum 1**

*(Addendum I to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing live scan fingerprinting services)*

### **Purpose:**

Governmental agencies or other legal entities (hereinafter "Users") have a need for live scan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide live scan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

### **Services ISP Agrees to Provide:**

ISP agrees to accept and process live scan fingerprint images submitted in the form and manner prescribed by ISP.

### **Duties of User:**

User agrees to undertake and perform the following duties:

- (1) User agrees to capture and transmit all fingerprint images to the ISP using live scan equipment certified by the Federal Bureau of Investigation (FBI). The fingerprint images and demographic data must be submitted in the form and manner required by ISP/FBI, including the electronic transfer of fingerprint and demographic data to the ISP NATMS/AFIS system via a network connection as defined by the ISP/FBI. All fingerprint and demographic data transmitted must be encrypted at all times using FBI encryption standards.
- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of live scan equipment, audits of live scan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each live scan transmission is sent to ISP successfully and passes all ISP live scan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.

*Addendum 1 -continued-*

- (4) User agrees to cooperate and make its records available for the purpose of conducting periodic audits by ISP/FBI to ensure compliance with all laws, rules and regulations regarding the submission of fingerprints to the ISP/FBI via live scan.

**Dissemination:**

At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years. CHRI will only be disseminated directly to the Requester and only to the extent permitted by law.

---

Signature of Agency Head

Frank A. Trilla

---

Print or Type Name of Agency Head

Village of Willowbrook

---

Name of Agency

7760 Quincy Street, Willowbrook, IL 60527

---

Address of Agency

City

State

Zip

---

Date

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

### ITEM TITLE:

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE A CERTAIN INTERAGENCY AGREEMENT WITH THE ILLINOIS STATE POLICE FOR THE PURPOSE OF OBTAINING CRIMINAL HISTORY RECORD INFORMATION ON LIQUOR LICENSE APPLICANTS

AGENDA NO.

5h

AGENDA DATE: 12/16/13

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

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



**LEGAL REVIEW:** Thomas Bastian,  
Village Attorney

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



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

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



**REVIEWED & APPROVED BY COMMITTEE:**

YES

NO

N/A

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

During the review and processing of a local application for liquor license, criminal background checks are obtained for the license applicants. This information is provided by the Illinois State Police, as they are the state central repository for Criminal History Record Information (CHRI). The Illinois State Police are authorized, as permitted by the Illinois Compiled Statutes, to share CHRI with municipalities. Such information can be shared through the execution of an Interagency Agreement with the Illinois State Police.

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

The Village of Willowbrook previously entered into Interagency Agreements with the Illinois State Police in 2012. However, the State Police has since requested that new Agreements be executed. The State Police's current policy is that one Agreement be executed by the municipality's Chief Executive Officer, the Mayor, and a second Agreement be executed by the municipality's Chief Administrative Officer, the Administrator.

The Interagency Agreement details the services to be provided, the duties of the User (i.e., the Village), and the fees associated.

### ACTION PROPOSED:

Adopt the Resolution

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

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE A CERTAIN INTERAGENCY AGREEMENT WITH THE ILLINOIS STATE POLICE FOR THE PURPOSE OF OBTAINING CRIMINAL HISTORY RECORD INFORMATION ON LIQUOR LICENSE APPLICANTS

---

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Administrator is hereby authorized to execute an Interagency Agreement with the Illinois State Police, attached hereto as Exhibit "A" and made a part hereof, for the purpose of obtaining criminal history record information on liquor license applicants during the review of liquor license applications.

ADOPTED and APPROVED this 16<sup>th</sup> day of December, 2013

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

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

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

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

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



**STATE OF ILLINOIS  
ILLINOIS STATE POLICE  
INTER AGENCY AGREEMENT BETWEEN  
THE ILLINOIS STATE POLICE**

**AND**

---

Requesting Organization (User)

**The Illinois State Police (hereinafter "ISP") acting as the state central repository for Criminal History Record Information (hereinafter "CHRI") and the User, hereby agree to the following terms, provisions, and conditions:**

**I. Purpose:**

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter "Agreement") establishes the terms of the relationship.

**II. Effective Date:**

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

**III. Services the ISP agrees to provide to User:**

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

**IV. Duties of User:**

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a live scan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where live scan transmissions cannot be used.

- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.
- (3) User shall be responsible for checking the quality and completeness of all manual forms submitted by their Agency or Department to ensure they are legible and properly completed. Forms deemed to be incomplete may be returned unprocessed.
- (4) User shall cooperate with and make its records available to ISP/FBI for the purpose of conducting periodic audits to ensure User's compliance with all laws, rules, and regulations regarding the processing of CHRI furnished by ISP to User.
- (5) User agrees to keep such records as ISP may direct in order to facilitate such audits. At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years.
- (6) User shall be responsible for the physical security of ISP/FBI CHRI under its control or in its custody and shall protect such information from unauthorized access, disclosure and dissemination.
- (7) User shall limit dissemination of CHRI to statutorily authorized parties and ensure such authorized parties agree to provide the same protection and physical security of CHRI as agreed to by User.
- (8) When CHRI is no longer required by User, data shall be destroyed by User through shredding or burning of paper documentation and/or deletion of electronic CHRI from User's databases.
- (9) The User shall comply with all the provisions of Criminal Identification Act (20 ILCS 2630/1, et seq).
- (10) Payments for services rendered by ISP pursuant to the terms of this Interagency Agreement shall be paid in full not later than forty-five (45) calendar days from the last date of the billing cycle. Failure to pay on a timely basis could result in an interruption of services rendered by ISP.
- (11) User shall comply with all provisions outlined in Addendum 1 if User is providing live scan fingerprinting services as part of this Interagency Agreement.
- (12) User shall report in writing to the ISP any changes in agency contact information, and initiate a new user agreement for Chief Administrator(s) name change.

**V. Duties of ISP:**

ISP agrees to undertake and perform the following duties:

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

**VI. General Provisions**

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.

IN WITNESS THEREOF, the parties hereto caused this agreement to be executed by the proper officers and officials.

*Timothy J. Halik*

Signature of Agency Head

Timothy J. Halik

Print or Type Name of Agency Head

Village of Willowbrook

Name of Agency

7760 Quincy Street, Willowbrook, IL 60527

Address of Agency City State Zip

630-323-8215

Telephone Number

630-323-0787

Fax Number

thalik@willowbrook.il.us

E-mail Address

Date

State of Illinois  
Illinois State Police

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

Date: \_\_\_\_\_

## Appendix A

**AUTHORIZATION:** ISP will provide User with CHRI pursuant to and limited by:  
20 ILCS 2630/et seq

**FEES:** Services performed by ISP will be based upon the following fee schedule:

\$36.50	Each original set of Fee Applicant fingerprint cards (1-ISP & 1-FBI) submitted manually.
\$31.50	Each set of Fee Applicant fingerprint images (1-ISP & 1-FBI) submitted electronically.
\$20.00	Each ISP Fee Applicant fingerprint card submitted manually
\$15.00	Each ISP Fee Applicant fingerprint card submitted electronically.
\$16.50	Each FBI Applicant fingerprint card submitted manually or electronically.
\$10.00	Each re-submission of ISP/FBI Fee Applicant fingerprints as a result of an unclassifiable fingerprint card.

**NOTICES:** All notices shall be effective on the date of posting with the U. S. Postal Service and shall be addressed as follows:

**ISP:** Illinois State Police  
Bureau of Identification  
260 North Chicago Street  
Joliet, Illinois 60432- 4072

**USER:** Village of Willowbrook  
Agency

7760 Quincy Street, Willowbrook, IL 60527  
Street Address, City, State Zip

630-323-8215  
Telephone Number

630-323-0787  
Fax Number

thalik@willowbrook.il.us  
\*E-mail Address

Please mark only **one** preferred response method:

\*Agency must have installed the decryption software ([www.isp.state.il.us](http://www.isp.state.il.us)) and must be registered with Entrust ([www.illinois.gov/pki](http://www.illinois.gov/pki)) prior to receiving email responses.

## **Addendum 1**

*(Addendum I to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing live scan fingerprinting services)*

### **Purpose:**

Governmental agencies or other legal entities (hereinafter “Users”) have a need for live scan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide live scan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

### **Services ISP Agrees to Provide:**

ISP agrees to accept and process live scan fingerprint images submitted in the form and manner prescribed by ISP.

### **Duties of User:**

User agrees to undertake and perform the following duties:

- (1) User agrees to capture and transmit all fingerprint images to the ISP using live scan equipment certified by the Federal Bureau of Investigation (FBI). The fingerprint images and demographic data must be submitted in the form and manner required by ISP/FBI, including the electronic transfer of fingerprint and demographic data to the ISP NATMS/AFIS system via a network connection as defined by the ISP/FBI. All fingerprint and demographic data transmitted must be encrypted at all times using FBI encryption standards.
- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of live scan equipment, audits of live scan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each live scan transmission is sent to ISP successfully and passes all ISP live scan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.

*Addendum 1 -continued-*

- (4) User agrees to cooperate and make its records available for the purpose of conducting periodic audits by ISP/FBI to ensure compliance with all laws, rules and regulations regarding the submission of fingerprints to the ISP/FBI via live scan.

**Dissemination:**

At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years. CHRI will only be disseminated directly to the Requester and only to the extent permitted by law.



\_\_\_\_\_  
Signature of Agency Head

Timothy J. Halik

\_\_\_\_\_  
Print or Type Name of Agency Head

Village of Willowbrook

\_\_\_\_\_  
Name of Agency

7760 Quincy Street, Willowbrook, IL 60527

\_\_\_\_\_  
Address of Agency

City

State

Zip

\_\_\_\_\_  
Date



EST. 1960

# Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

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

## MEMORANDUM

**Mayor**

Frank A. Trilla

MEMO TO: Frank Trilla, Mayor  
Board of Trustees

MEMO FROM: Daniel Kopp, Plan Commission Chairman

DATE: December 5, 2013

SUBJECT: Waiver of certain requirements of 9-10-5(B) and acceptance of an easement to satisfy off-street parking requirements for the Willow Commons Shopping Center

At the meeting of the Plan Commission held on December 4, 2013, the above was discussed and the following motion was made:

MOTION: Made by Vice-Chairman Wagner, seconded by Commissioner Baker that based upon the request from the property owner, the Plan Commission recommends that the Village Board waive certain covenant requirements of Section 9-10-5(B) that require no further development on the lot, and accept provisions in the attached easement that define the use of the 129 existing parking spaces to meet the full parking requirements for the shopping center until such time as either party to the easement agreement exercises one of the triggers reducing the number of parking spaces.

ROLL CALL: AYES: Commissioners Lacayo, Soukup, Baker, Vice Chairman Wagner and Chairman Kopp. NAYS: None. ABSENT: Commissioners Buckley and Remkus.

MOTION DECLARED CARRIED

DK/jp

**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

# VILLAGE OF WILLOWBROOK

## STAFF REPORT TO THE PLAN COMMISSION

**Meeting Date:** December 4, 2013

**Prepared By:** Jo Ellen Charlton, Planning Consultant

**Request:** Waiver of certain requirements of 9-10-5(B) and acceptance of an easement to satisfy off-street parking requirements for the Willow Commons Shopping Center.

This request is being made at this time because the shopping center wishes to execute a lease with a tenant that requires a special use. Technically, since the off-site parking has never been authorized pursuant to the current Zoning Ordinance, the shopping center does not have adequate on-site parking to meet the requirements, which would be grounds for denial of the special use. This request is being made in conjunction with PC 13-06, a special use for a commercial school, so that site accommodating the special use can be considered as meeting the parking requirements of the Zoning Ordinance.

**Request By:** Thomas G. Jaros, Legal Counsel for 305-341 75<sup>th</sup> Street (Willowbrook), L.L.C

**Location:** 305-341 75<sup>th</sup> (Southwest corner of 75<sup>th</sup> and Clarendon Hills Road, excluding the former Kentucky Fried Chicken site)

**PINs:** 09-27-402-008

**Existing Zoning:** B-2

**Existing Land Use:** Mixed Use Retail

**Property Size:** 5.4 acres

<b>Surrounding Land Use:</b>	<i>Use</i>	<i>Zoning</i>
<i>North</i>	Hinsdale South Football Stadium.	Darien
<i>South</i>	Multiple Family	R-5
<i>East</i>	Single-Family Residential	R-2
<i>West</i>	Parking and Vacant Land	B-2

**Documents Attached:** Parking Easement Agreement between 305-341 75<sup>th</sup> Street (Willowbrook), L.L.C and The Chicago Title Land Trust Company, Successor Trustee, as Trustee and Trust Agreement Dated August 2, 1988 and Known As Trust Number 362.

**Necessary Action By Plan Commission:** Make a recommendation to the Mayor and Village Board. Sample motion provided on Page 5.

**Site Description:** The Willow Commons shopping center is located on the southwest corner of 75<sup>th</sup> and Clarendon Hills road on property containing about 5.4 acres. It is shown in the picture below enclosed in a solid black line. The former Kentucky Fried Chicken site is NOT is not owned by the shopping center and is not part of the development. There is 58,497 square feet of gross leasable space within the shopping center building, and the site contains 371 parking spaces, which is not adequate to meet the requirements of the Zoning Ordinance. There are 129 parking spaces in an adjoining lot to the west on property that is not owned by the shopping center. This property is shown in dashed line in the illustration below.



**History and Proposal:**

The shopping center and the adjoining property to the west have a history that dates back to the conversion of the western most tenant space in the shopping center to a banquet facility known as Ashton Place many years ago. In order to address parking deficiencies at the time, the additional parking on the property to the west was constructed. This property was owned by the Ashton Place business owner. At that time, the current Zoning Ordinance requirements for shared parking did not exist. Last year, Ashton Place as a business entity was sold to another party. At that time, the Village worked with both the shopping center owner and the old Ashton owner, to work out an arrangement that would ensure the continued availability of the parking for the new banquet facility owner. The attached easement agreement is the result of those efforts so far. It was executed between the shopping center owner and the old Ashton Place owner

to give the new banquet facility owner assurances that adequate parking would continue to be available for the business. It was also intended to precede a plat of subdivision which the two parties had been working on together. Although the pending subdivision is referenced in the easement agreement, the execution of the subdivision has been delayed by cost and coordination issues by and between the parties. When another request for special use within the shopping center recently came up, however, and it was clear that finalizing a subdivision was still months away, staff advised the shopping center that the reliance on the adjoining property to the west via the easement needed to be acknowledged as required by Section 9-10-5(B) of the Zoning Ordinance. This section of the ordinance reads in its entirety as follows:

(B) Location: After the effective date of this chapter, required accessory off street parking spaces shall be located on the same lot as the principal use or structure, except when the plan commission recommends and the board of trustees authorizes a specific use, for which the location of all or a part of the required off street parking spaces may be located on a lot that does not contain the principal use or structure. In cases where parking facilities are permitted on a lot other than the lot on which the structure or use served is located, a covenant running with the land must be recorded in the office of the recorder of deeds of DuPage County, Illinois, on the lot upon which the accessory off street parking is located which prohibits any other use on that lot, and a copy of the recorded covenant certified by the recorder of deeds of DuPage County, Illinois, must be deposited with the director of municipal services. The covenant shall not be released until such time as either one of the following occurs: (Ord. 97-O-05, 1-27-1997; amd. Ord. 05-O-32, 11-14-2005)

1. The structure on the lot containing the principal use is removed and the principal use is terminated.
2. Another lot of the required size is properly developed and used for the required accessory off-street parking in lieu of the initial lot used for accessory off-street parking with the same requirements, covenants and conditions attaching to such substitute accessory use lot as approved by the same authority as required for approval of such initial lot.

In short, this section of the ordinance requires the Plan Commission to recommend and the Village Board approve a covenant for off-site parking. By ordinance, this covenant must indicate that nothing else will be allowed to be constructed on the lot until the covenant is released by the Village if and only when the parking is not required, or if an alternative location is developed and the required covenant is recorded against that property. When the parties began negotiating the attached lease and anticipated a quick turn around on the subdivision process, this required covenant was not going to be a problem. Both parties understood that the subdivision they were discussing would create two lots. One lot would be for the continued use as parking for the shopping center that could be encumbered by the covenant required by the Zoning Ordinance; the second lot would be vacant and marketed as a buildable lot, and would not be subject to any restrictive covenants. Now that the subdivision is being delayed, the owner of the parking does not want to encumber the whole property as required by the Zoning Ordinance which says he can't build anything else on the lot. Legal counsel has therefore advised staff that the shopping center owner needed to request a waiver of the covenant requirements of 9-10-5(B) and accept all or part of the easement as satisfying the requirements for off-site parking.

The easement is very complex. It references both the "Existing Parking" Lot, consisting of the 129 parking spaces that exist today; and the "Modified Lot", which would result based on defined "trigger" points in the future. The "modified lot" would be located at the south end of the existing lot and would consist of 38 parking spaces. This was done in order to afford the shopping center the right to use the existing parking until a buyer/user of the balance of the property was identified. At that time, the existing parking lot would be modified so that only 38 parking spaces would be available for the shopping center, and the balance of the property would be utilized for development. This reduced number of parking spaces in the Modified Lot relies on the shopping center owner securing the Village's approval of "shared parking" as required by the Zoning Ordinance at some point in the future, which would allow for a 10 percent reduction in required parking based on the differing peak times tenants use parking. However, because many of those details are

yet to be worked out as part of the subdivision, staff is recommending that the current approval be granted only to acknowledge the currently existing 129 parking spaces. In other words, the shopping center will have to come back and ask for the shared parking approval if/when one of the defined "triggers" occurs, so that the Village will have more information about what is happening and be able to approve a modified parking lot design

Parking

As stated earlier, this process is necessary because the existing shopping center property does not contain sufficient parking, which is calculated as follows:

Tenant	Space	Sqft	Parking Mult	Required Parking
Dr. Schubert		305		7
Famous Nails		311	250	6.24
Top Driver		313		11
Sunny Side Up Tan Spa		317	250	6.56
Malahini Restaurant		321	100	38.95
PROPOSED (Dance School)		327		17
Accelerated Rehab Centers		329	250	15.812
Get Fast		337	250	34.32
Ashton Place		341	100	268.73
Quick Mart		7518	200	4.85
Center Cleaners	7520/7524	2068	250	8.272
Dairy Queen		7528	100	10.92
		58497		
Required Parking Total				430
Parking Provided on Lot				371
Parking Provided on Adjoining Lot to West				129
Total Parking for Shopping Center				500
Surplus/(Deficit) on Lot				(59)
Surplus/(Deficit) on Both Lots				70

The table shows that the shopping center is short 59 on-site parking spaces. The existing 129 parking spaces on the lot to the west would fulfill the parking requirement. The 38 parking spaces defined in the easement as the "modified lot", however, would not meet the requirement, and should not be approved at this time. Instead, it will be necessary for the shopping center to make this "shared parking" request at a later time when the subdivision or other "trigger" actually occurs.

Condition of Parking:

Staff evaluated the condition of the parking that is provided on the western property. A picture is provided on the next page. Although it is certainly starting to show signs of wear and tear, staff is only recommending that it be striped at this time as a condition of approval to allow it to be used as off-site parking for the shopping center. Within a few years, one of the triggers identified in the easement will occur and the lot will be more fully restored and/or reconstructed at that time. In the alternative, if something happens that none of the triggers occur, parking lot repairs can be addressed via code enforcement.



Western parking lot looking east toward Ashton Place

**Staff Recommendation:**

The Zoning Ordinance allows off-site parking only when covenants recorded in DuPage County stipulate that the lot upon which the parking sits can only be used for parking. Clearly, it is not the intent of the property owner to the west to restrict the entire property for parking since even the existing lot still leaves room for development at the front of the lot. The easement that is presented for acceptance by the Village was agreed to between the adjoining property owners as a means to assure the new banquet facility business owner that there would adequate parking to serve the business. It was further intended to preclude additional actions to divide the property so that the covenant requirements could be met once the property was subdivided. This division of the lot is not happening at this time due to timing and financial matters between the property owners. In order to memorialize required parking, Village legal counsel recommended the Village waive the certain covenant restrictions that limit actions on the balance of the property and accept the submitted easement as meeting the required parking. It is important to note that the Village is not approving or acknowledging all of the terms of the easement; rather, the Village is accepting only those terms of the easement that provide for and authorize the "Existing Parking", which consists of 129 parking spaces.

If the Plan Commission agrees with this recommendation, staff recommends approval of the attached sample motion:

Based on the request from the property, the Plan Commission recommends that the Village Board waive certain covenant requirements of Section 9-10-5(B) that require no further development on the lot, and accept provisions in the attached easement that define the use of the 129 parking "Existing Parking" spaces to meet the full parking requirements for the shopping center until such time as either party to the agreement exercises one of the "triggers".

Thomas G. Jaros  
(312) 476-7518  
tjaros@lplegal.com

November 7, 2013

**VIA ELECTRONIC MAIL AND**  
**VIA FEDERAL EXPRESS**

Jo Ellen Charlton  
Planning Consultant  
Village of Willowbrook  
7780 Quincy Street  
Willowbrook, IL 60527

**Re: Willow Commons Shopping Center, 305-341 75<sup>th</sup> Street, Willowbrook, IL (the "Property")**

Dear Jo Ellen:

I represent 305-341 75<sup>th</sup> Street (Willowbrook), L.L.C., an Illinois limited liability company (the "Property Owner") which is the owner of the Property identified above. I am writing this letter as the authorized agent of the Property Owner in support of a pending application for a special use permit required for a proposed lease between the Property Owner and a dance studio tenant (the "Pending Application").

For many years the Property has utilized off-site parking to satisfy Village requirements relating to parking. Particularly, the 129 space parking lot immediately adjacent to and west of the Property (the "Adjacent Lot") has served the Property on an exclusive basis. Enclosed please find a copy of the recorded easement agreement which explicitly grants the Property Owner the continuing right to use the Adjacent Lot for off-site parking (the "Easement Agreement").

In order to obtain an approval of the Pending Application, you have advised that the Village is required to waive certain requirements of Village Code Section 9-10-5(B) in order to accept the Easement Agreement in order to satisfy off-site parking requirements for the Property. Therefore, please accept this letter on behalf of the Property Owner as a formal request that the Village waive the requirements of Code Section 9-10-5(B) and approve the Easement Agreement as satisfying all off-site parking requirements in connection with the Pending Application.

Sincerely,



Thomas G. Jaros

Enclosure

cc: Nick Peppers (Via E-mail – w/enc.)  
Leonard Blackman (Via E-mail – w/enc.)

**RECEIVED**

NOV 11 2013

**VILLAGE OF WILLOWBROOK  
PLANNING DIVISION**

Stewart Title Guaranty 10 S Riverside Plz Ste 1450 Chicago, IL 60606

This Document Prepared by and  
After Recording Return to:

Thomas Jaros  
Levenfeld Pearlstein, LLC  
2 North LaSalle Street  
Suite 1300  
Chicago, Illinois 60602

RECEIVED

JUL 11 2012

VILLAGE OF WILLOWBROOK  
PLANNING DIVISION



FRED BUCHOLZ  
DUPAGE COUNTY RECORDER  
JUL 18, 2012 RHSP 3:44 PM  
OTHER 09-27-402-002  
023 PAGES R2012-093101

(vac - 75th Willowbrook) 60527

PARKING EASEMENT AGREEMENT

THIS PARKING EASEMENT AGREEMENT (the "Agreement") is made and entered into as of this 11<sup>th</sup> day of July, 2012, by and between 305-341 75TH STREET (WILLOWBROOK), L.L.C., a Delaware limited liability company (the "Shopping Center Owner") and THE CHICAGO TITLE LAND TRUST COMPANY, SUCCESSOR TRUSTEE, AS TRUSTEE UNDER TRUST AGREEMENT DATED AUGUST 2, 1988 AND KNOWN AS TRUST NUMBER 362 (each individually and all collectively referred to as the "Western Parcel Owner").

RECITALS

A. Shopping Center Owner is the owner of that certain real property situated in the Village of Willowbrook, County of DuPage, State of Illinois (hereinafter the "Village"), more particularly described on EXHIBIT A attached hereto and incorporated herein by this reference (the "Shopping Center Parcel") upon which there is constructed a multi-unit commercial shopping center and related parking and other facilities.

B. Western Parcel Owner is the owner of that certain real property situated in the Village and more particularly described on EXHIBIT B attached hereto and incorporated herein by this reference which is directly west of and contiguous to the Shopping Center Parcel (the "Western Parcel") upon which is constructed the Parking Lot (defined herein).

C. The parties hereto desire to impose certain easements upon the Western Parcel, and to establish certain rights, obligations, covenants, conditions and restrictions with respect to the Shopping Center Parcel and the Parking Lot, for the mutual and reciprocal benefit and complement of the Parcels (as defined herein) and the present and future owners and occupants thereof, on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the above premises and of the covenants herein contained, Shopping Center Owner and Western Parcel Owner hereby covenant and agree that the Parcels and all present and future owners and occupants of the Parcels shall be and hereby are subject to the terms, covenants, easements, restrictions and conditions hereinafter set forth in this Agreement, so that said Parcels shall be maintained, kept, sold and used in full compliance

with and subject to this Agreement and, in connection therewith, the parties hereto on behalf of themselves and their respective successors and assigns covenant and agree as follows:

### AGREEMENTS

1. Definitions. For purposes hereof, the following terms shall be defined as follows:

(a) "Access Openings" shall mean the presently existing curb cut and driveway openings from Shopping Center Parcel to and from the Parking Lot and labeled "Opening A" and "Opening B" on the Existing Parking Plan.

(b) "Driveways" shall mean all driveways, roadways, walkways and related driveway improvements, paving, curbing, entrances and exits now or hereafter located in the Parking Lot.

(c) "Existing Parking Plan" shall mean that site plan of the Western Parcel existing as of the date of this Agreement a copy of which is attached hereto as EXHIBIT C.

(d) "Governing Documents" shall collectively mean this Agreement and all agreements or other documents which are recorded against the Parcels as of the date hereof, including any easements, covenants, ordinances, reciprocal easements, operating agreements or declarations, including all amendments, renewals, replacements, supplements and modifications thereto.

(e) "Laws and Rules" or "Law or Rule" shall mean laws, rules, regulations, orders and ordinances of any village, county, state and federal government having jurisdiction over the Parcels, or any department or agency thereof.

(f) "Owner" shall mean each and "Owners" shall mean collectively all of Shopping Center Owner (as to Shopping Center Parcel) and Western Parcel Owner (as to Western Parcel) and any and all successors or assigns of such persons as the owner or owners of fee simple title to all or any portion of the real property covered hereby, whether by sale, assignment, inheritance, operation of law, foreclosure, or otherwise (but not including the holder of any lien or encumbrance on such real property until such time as the holder shall become a fee title Owner of a Parcel).

(g) "Parcel" shall mean each and "Parcels" shall mean collectively all of each separately identified parcel of real property now constituting a part of the real property subjected to this Agreement as described on EXHIBIT A and EXHIBIT B and any future subdivisions thereof.

(h) "Parking Lot" shall mean: (i) as of the date hereof, that certain existing 129 space surface parking lot as shown on the Existing Parking Plan, including the parking areas, parking area improvements, paving, curbing, Access Opening, exits and other similar improvements comprising said parking lot as of the date of this Agreement (herein referred to as the "Existing Lot"); and (ii) after completion of the Parking Modifications and the giving of the Parking Modification Notice by the Western Parcel Owner, only that certain 38 space surface

parking lot as shown on EXHIBIT D, including the parking areas, parking area improvements, paving, curbing, Access Openings, exits and other similar improvements comprising said parking lot (herein referred to as the "Modified Lot"), including the Parking Modifications. For purposes of clarity, the Modified Lot is not being added to the Existing Lot to create a larger area, but rather the Existing Lot is being contracted into a smaller area which will become the Modified Lot.

(i) "Parking Modifications" shall mean the curbing and related asphalt work to be installed by Shopping Center Owner along: (a) the northerly boundary of the Modified Lot in order to construct the Modified Lot in substantial accordance with the Revised Parking Plan; and (b) along the lot line between the Shopping Center Parcel and the Western Parcel in order to close Opening B; provided, however, the Parking Modifications shall not include any asphalt removal, landscaping or other improvements upon the Western Parcel which may be necessary or desirable in connection with the contraction of the Existing Lot to the Modified Lot.

(j) "Permittees" shall mean the tenant(s) or occupant(s) of a Parcel, and the respective employees, agents, contractors, customers, invitees and licensees of: (i) the Owner of such Parcel, and/or (ii) such tenant(s) or occupant(s).

(k) "Revised Parking Plan" shall mean that site plan of the Western Parcel attached hereto as EXHIBIT D which depicts the Parking Lot after completion of the intended Parking Modifications.

## 2. Easements.

(a) Subject to any express conditions, limitations or reservations contained herein, the Western Parcel Owner hereby grants, establishes, covenants and agrees that the Shopping Center Parcel, and all Owners and Permittees of the Shopping Center Parcel, shall be benefited by and the Western Parcel shall be burdened by the following non-exclusive easements which are hereby imposed upon the Parking Lot:

- (i) An easement for reasonable access, ingress and egress over all Driveways located within the Parking Lot for the purpose of providing passage of motor vehicles and pedestrians between the Shopping Center Parcel and the Parking Lot;
- (ii) An easement for the parking of vehicles in the Parking Lot for the purpose of providing customer parking in connection only with the businesses operated from time to time at the Shopping Center Parcel;
- (iii) An easement under and across the Parking Lot for the installation, maintenance, repair and replacement of any utility facilities necessary for the orderly development and operation of the Parking Lot; and
- (iv) An easement for reasonable access upon the Parking Lot for purposes of maintaining the Parking Lot; and

- (v) An easement upon the 10 feet north of and immediately adjacent to the Modified Lot (as shown on EXHIBIT E and labeled the "Maintenance Easement Area") for the purposes of constructing and maintaining, repairing and replacing the Parking Modifications.

(b) The Access Openings shall in no event be blocked, closed, altered, changed or removed and shall at all times remain in place as shown on the Existing Parking (with respect to Opening A); provided, however, it is acknowledged and agreed that Opening B shall be closed and removed by the Western Parcel Owner upon the Shopping Center Owner's construction of the Parking Modifications. The Access Openings shall be maintained as a smooth and level grade transition to allow the use of the Driveways for pedestrian and vehicular ingress and egress. Except with respect to the Access Openings, each Owner shall be permitted to maintain a fence, curbing, landscaping or other improvements along the boundary line of its Parcel, subject to Laws and Rules.

(c) If utility lines, systems and equipment are installed on or under the Parking Lot pursuant to the easements granted in Section 2(a)(iii), no permanent building, structures, trees or other improvements inconsistent with the use and enjoyment of such easements (excluding improvements typically found in parking lots) shall be placed over or permitted to encroach upon such utility installations. As part of the subdivision of the Western Parcel certain utilities may need to be relocated on or under the Parking Lot to allow for the development of the Other Western Lot(s). The Shopping Center Owner consents to the reasonable relocation of such utility installations on or under the Parking Lot as may be reasonably requested by the Western Parcel Owner, provided that: (i) Western Parcel Owner provides Shopping Center Owner with at least 10 days' prior written notice of the intention to enter onto the Parking Lot for such purposes; (ii) the construction activities in connection therewith upon the Parking Lot shall be conducted such that they do not unreasonably interfere with the use of the Parking Lot (and in no event shall use of the Parking Lot be prevented or materially impaired for periods in excess of 6 hours or at any time during the period of Friday at Noon through 7AM on Monday); (iii) utility services to the Parking Lot are not unreasonably interrupted; and (iv) any damage to the Parking Lot (or any of the improvements thereon) shall be repaired by the Western Parcel Owner to substantially the same condition as such existed prior to the conduct of the utility work authorized hereby.

(d) Subject to any express conditions, limitations or reservations contained herein, the Western Parcel Owner hereby grants the Shopping Center Parcel, and all Owners and Permittees of the Shopping Center Parcel, a temporary construction easement upon the Western Parcel for the purposes of constructing, maintaining, repairing and replacing the Parking Modifications. The temporary construction easement hereby granted shall terminate automatically upon completion of the Parking Modifications, but in no event later than one hundred twenty (120) days after Shopping Center Owner is granted a permit to construct the Parking Modifications by the City of Willowbrook. Nothing in this section shall negate or void the easement granted in section 2(a)(v) above which shall continue even after the Parking Modifications are completed.

(e) Notwithstanding anything to the contrary contained herein, Western Parcel Owner hereby reserves the right to use up to ten (10) parking spaces anywhere within the Parking Lot

(the "Reserved Spaces") subject to the following terms and conditions: (i) the Reserved Spaces shall only be used by automobiles designated by Western Parcel Owner; (ii) the Western Parcel Owner shall be responsible for all activities of the users of the Reserved Spaces and shall indemnify the Shopping Center Owner (and its Permittees) from any damage to persons or property caused by such users of the Reserved Spaces; (iii) the rights granted to the Reserved Spaces shall only inure to the Western Parcel Owner originally named in this document at the time of its recording; and (iv) Western Parcel Owner's rights to use the Reserved Spaces shall cease immediately upon the date on which none of the Western Parcel Owners originally named in this document at the time of its recording own an interest in the Western Parcel. Upon the giving of the Parking Modification Notice (as hereinafter defined) the Western Parcel Owner shall have no rights to the use of any spaces within the Modified Lot. Upon termination of the rights granted pursuant to this subsection (e), Western Parcel Owner shall (if requested by Shopping Center Owner) execute an amendment to this Agreement removing this subsection from the Agreement.

3. Use and Maintenance.

(a) Until such time as improvements are constructed on the Western Parcel, the Owner thereof shall maintain the same (to the extent outside the Parking Lot) in a clean and neat condition and shall take such measures as are necessary to control grass, weeds, blowing dust, dirt, litter or debris. Except as specifically provided for in this Agreement, the Western Parcel Owner shall not be required to incur any expense or have any obligation or duty to maintain or repair the Parking Lot.

(b) Shopping Center Owner agrees, at all times during the term hereof, to operate and maintain or cause to be maintained at its expense, the Parking Lot in good order, condition and repair (ordinary wear and excepted). Maintenance of the Parking Lot shall include, without limitation, maintaining and repairing all sidewalks, Driveways and roadway areas, removing all papers, debris and other refuse from and periodically sweeping and plowing the Parking Lot to the extent necessary to maintain the same in a clean, safe and orderly condition, maintaining marking, directional signs, lines and striping as needed, maintaining landscaping, maintaining signage in good condition and repair, and performing any and all such other duties as are reasonably necessary to maintain such Parking Lot in a clean, safe and orderly condition. Shopping Center Owner may (in its discretion) delegate to any tenant of the Shopping Center Parcel the obligation to perform the Shopping Center Owner's obligations under this Section 3, however, such delegation shall not relieve the Shopping Center Owner of its obligations under this Section 3. Unless caused by Shopping Center Owner's use of the Parking Lot for activities other than parking by automobiles in the ordinary course, Shopping Center Owner shall not be obligated to repair or replace any damage that occurs to the Parking Lot during the term of this Agreement.

(c) Western Parcel Owner agrees not to alter, modify, reconfigure, relocate and/or remove the Parking Lot until such time as Western Parcel Owner serves the Parking Modification Notice (and then in such case, Western Parcel Owner shall not remove any portion of the Parking Lot that shall be within the Parking Subdivided Lot, defined below).

4. Construction of Parking Modifications.

(a) It is contemplated that the Western Parcel Owner will subdivide the Western Parcel into two or more separate lots. One of the subdivided lots will contain the Modified Lot as depicted on EXHIBIT D, and Western Parcel Owner agrees to complete the subdivision of the Western Parcel only in a manner consistent with the creation of a separately subdivided lot containing the Modified Lot as depicted on EXHIBIT D. The subdivided lot underlying the Modified Lot shall be referred to as the "Parking Subdivided Lot". The balance of the Western Parcel (other than the Parking Subdivided Lots) shall be referred to as the "Other Western Lot(s)". The date on which a plat is recorded in order to divide the Western Parcel into the Parking Subdivided Lot and the Other Western Lot(s) shall be referred to as the "Subdivision Date".

(b) At any time after the first to occur of:

- (i) the second anniversary of the Subdivision Date;
- (ii) the Subdivision Date and the sale of the Other Western Lot(s) to a third party not affiliated with the Western Parcel Owner named herein;
- (ii) the Subdivision Date and the commencement of construction of improvements on the Other Western Lot(s) as evidenced by: (A) the issuance of a building permit for a structure on the Other Western Lot(s) and (B) the delivery of a written certification to the Shopping Center Owner by the Western Parcel Owner that it shall commence physical construction activities on the Other Western Lot(s) within 30 days; or
- (iv) the commencement of construction of improvements on that portion of the Western Parcel that would have formed the Other Western Lot(s) (if the Subdivision Date had actually occurred) as evidenced by: (A) the issuance of a building permit for a structure on such Other Western Lot(s) and (B) delivery of a written certification to the Shopping Center Owner that the Western Parcel Owner shall commence physical construction activities on such Other Western Lot(s) within 30 days;

then in such an event the Western Parcel Owner may deliver a written notice to the Shopping Center Owner (the "Parking Modification Notice") and thereafter Shopping Center Owner shall construct the Parking Modifications upon the Parking Subdivided Lot consistent with EXHIBIT D. It is acknowledged that Opening B will be removed in connection with the Parking Modifications. Western Parcel Owner shall have the sole right and responsibility (including the expense associated therewith) for removing any parking improvements located on the Other Western Lot(s) at the time of the construction of the Parking Modifications and the Shopping Center Owner's obligations shall be solely to construct the Parking Modifications. In that regard, it is acknowledged that: (x) the installation of the curbing along the northern boundary of the Modified Lot will require the Modified Lot to be separated by a curb constructed by Shopping Center Owner; (y) except as set forth in (z) below, Shopping Center Owner shall have no obligation to repair or improve any portion of the Western Parcel lying north of the northern

boundary of the Modified Lot; and (z) after completion of the Parking Modifications, Shopping Center Owner shall cut the asphalt approximately 10 feet north of and approximately parallel to the northern boundary of the Modified Lot (as shown on EXHIBIT E) and shall grade (but not landscape) the space between the Modified Lot and such cut asphalt. Nothing herein shall limit or restrict an Owner from constructing (or modifying the construction of) any type of improvements or structures upon its respective Parcel, except that Western Parcel Owner shall not construct any improvements on the Parking Subdivided Lot after the giving of the Parking Modification Notice but in no event may such construction result in less than 38 parking spaces being usable by Shopping Center Owner in the Parking Lot. Further, no construction activities on the Other Western Lot(s) shall in any way interfere with the Shopping Center Owner's use and enjoyment of the Parking Lot thereafter situated on the Parking Subdivided Lot. No use of the Other Western Lot(s) shall be dependent upon (or ever be granted) the use of the Parking Lot. Except as provided herein to the contrary, each Owner hereby acknowledges that an Owner may construct any buildings, structures, parking areas, landscaping or other improvements as such Owner may deem appropriate (without the consent of the other Owners) so long as such comply with all Laws and Rules, but in no event may such construction result in less than 38 parking spaces being usable by Shopping Center Owner in the Parking Lot.

(c) Notwithstanding anything to the contrary contained herein, at any time after the third anniversary of the recordation of this Agreement and if the Subdivision Date has not yet occurred: (i) Shopping Center Owner may complete the Parking Modification even if no Parking Modification Notice shall have been given provided that Shopping Center Owner shall give Western Parcel Owner 30 days prior written notice of its intention to do so; and (ii) Western Parcel Owner may deliver a Parking Modification Notice, in which event Shopping Center Parcel Owner shall complete the Parking Modifications in accordance with this Agreement. Prior to such third anniversary, Shopping Center Owner shall only construct the Parking Modifications once a Parking Modification Notice is given by Western Parcel Owner.

(d) Shopping Center Owner shall complete the construction of the Parking Modifications within one hundred eighty (180) days of receipt of the Parking Modification Notice unless extended by agreement of the parties or delayed as a result of weather conditions or other acts of God. In the event construction of the Parking Modifications will be delayed beyond said 180 days, Shopping Center Owner shall provide a written notice to that effect to Western Parcel Owner specifying the reason for the delay and the anticipated completion date of the Parking Modifications. In the absence of such notice no extensions will be granted.

5. Restrictions. Each Parcel shall be used for lawful purposes in conformance with all Laws and Rules and in conformance, and subject to, all Governing Documents, and no use or operation shall be made, conducted or permitted on or with respect to all or any portion of a Parcel which is illegal.

6. Insurance.

(a) Throughout the term of this Agreement, each Owner (and any Tenant to whom the Shopping Center Owner has delegated its obligations under Section 3 of this Agreement) shall procure and maintain or cause to be maintained in full force and effect Commercial General Liability Insurance with combined single limit of liability of not less than \$1,000,000.00 for a

bodily or personal injury or death and consequential damages therefrom, and for property damage, arising out of any one occurrence, the other Owners and any mortgagees of the Owners shall be additional "named insureds" under such policy (provided the Owner obtaining such insurance has been supplied with the name of such other Owner and the mortgagees thereof, in the event of a change thereof).

(b) Each Owner (in this capacity, "**Indemnitor**") covenants and agrees to defend, protect, indemnify and hold harmless each other Owner ("**Indemnified Owner**"), from and against all claims, arising from or as a result of the acts or omissions of the Indemnitor, its Permittees, employees, servants, agents, licensees, concessionaires, contractors and subcontractors related to the use, maintenance or repair of the Parking Lot or in connection with any breach of this Agreement by the Indemnitor, except to the extent any claims are caused by the negligence or willful act or omission of the Indemnified Owner.

(c) Shopping Center Owner shall indemnify, defend and hold Western Parcel Owner harmless from any and all claims, liabilities, costs and expenses, including, without limitation, reasonable attorneys fees and court costs, incurred by or brought against Western Parcel Owner as a result of Shopping Center Owner's, its Permittees, agents or its contractor's or subcontractors', entry upon or use of the Parking Lot and/or the construction of the Parking Modifications. Shopping Center Owner shall at all times during the construction of the Parking Modifications carry comprehensive general liability insurance with minimum coverages as provided in this Section 6, with Western Parcel Owner identified as an additional insured thereunder. Shopping Center Owner shall cause a certificate of insurance to be delivered to Western Parcel Owner prior to commencement of construction of the Parking Modifications verifying such coverage is in place and that same will not be modified or terminated without at least thirty (30) days prior written notice to Western Parcel Owner.

(d) Each Owner waives any claim it might have against the other for any injury to or death of any person or persons or damage to or theft, destruction, loss, or loss of use of any property (a "**Loss**"), to the extent the same is insured against under any insurance policy maintained by a party hereunder, regardless of whether the negligence of the other party caused such Loss. Each Owner shall cause its insurance carrier to endorse all applicable policies waiving the carrier's rights of recovery under subrogation or otherwise against the other Owner.

(e) All insurance required by this Section 6 shall be procured from companies licensed in the State of Illinois. Each Owner shall furnish to any Owner requesting the same, a certificate(s) of insurance evidencing that the insurance required to be carried by such Owner is in full force and effect.

7. **Taxes and Assessments.** Until the creation of the Parking Subdivided Lot and the issuance of a separate tax bill therefor, the Western Parcel Owner shall pay all taxes, assessments, or charges of any type levied or made by any governmental body or agency ("**Taxes**") with respect to the entire Western Parcel. Upon the creation of the Parking Subdivided Parcel and the issuance of a separate tax bill therefor: (a) the Shopping Center Owner shall thereafter be responsible to reimburse the Owner of the Parking Subdivided Lot for all Taxes with respect to the Parking Subdivided Lot; and (b) the Owner of the Other Western Lot(s)

shall pay all Taxes with respect to the Other Western Lot(s). The Owner of the Shopping Center Parcel shall pay all Taxes with respect to the Shopping Center Parcel.

8. No Rights in Public; No Implied Easements. Nothing contained herein shall be construed as creating any rights in the general public or as dedicating for public use any portion of the Parcels. No easements, except those expressly set forth in Section 2 shall be implied by this Agreement; in that regard, and without limiting the foregoing, no other easements for parking, signage, drainage or utilities are granted or implied.

9. Remedies and Enforcement.

(a) In the event of a breach or threatened breach by any Owner or its Permittees of any of the terms, covenants, restrictions or conditions hereof, the other Owner(s) shall be entitled forthwith to full and adequate relief by injunction and/or all such other available legal and equitable remedies from the consequences of such breach, including payment of any amounts due and/or specific performance.

(b) In addition to all other remedies available at law or in equity, upon the failure of a defaulting Owner to cure a breach of this Agreement within thirty (30) days following written notice thereof by an Owner (unless, with respect to any such breach the nature of which cannot reasonably be cured within such 30-day period, the defaulting Owner commences such cure within such 30-day period and thereafter diligently prosecutes such cure to completion), any Owner shall have the right to perform such obligation contained in this Agreement on behalf of such defaulting Owner and be reimbursed by such defaulting Owner upon demand for the reasonable costs thereof together with interest at the prime rate charged from time to time by JP Morgan Chase (or its successors or assigns), plus two percent (2%) (not to exceed the maximum rate of interest allowed by law). Notwithstanding the foregoing, in the event of: (i) an emergency, (ii) blockage or material impairment of the easement rights, and/or (iii) the unauthorized parking of vehicles on the Parcels, an Owner may immediately cure the same and be reimbursed by the other Owner upon demand for the reasonable cost thereof together with interest at the prime rate, plus two percent (2%), as above described.

(c) Any claim for reimbursement, including interest as aforesaid, and all costs and expenses including reasonable attorneys' fees awarded to any Owner in enforcing any payment in any suit or proceeding under this Agreement shall be assessed against the defaulting Owner in favor of the prevailing party and shall constitute a lien (the "Assessment Lien") against the Parcel of the defaulting Owner until paid, effective upon the recording of a notice of lien with respect thereto in the Office of the County Recorder of DuPage County, State of Illinois; provided, however, that any such Assessment Lien shall be subject and subordinate to: (i) liens for taxes and other public charges which by applicable law are expressly made superior, (ii) all liens recorded in the Office of the County Recorder of DuPage County, State of Illinois prior to the date of recordation of said notice of lien, and (iii) all leases entered into, whether or not recorded, prior to the date of recordation of said notice of lien. All liens recorded subsequent to the recordation of the notice of lien described herein shall be junior and subordinate to the Assessment Lien. Upon the timely curing by the defaulting Owner of any default for which a notice of lien was recorded, the party recording same shall record an appropriate release of such notice of lien and Assessment Lien.

(d) The remedies specified herein shall be cumulative and in addition to all other remedies permitted at law or in equity.

(e) Notwithstanding the foregoing to the contrary, no breach hereunder shall entitle any Owner to cancel, rescind, or otherwise terminate this Agreement. No breach hereunder shall defeat or render invalid the lien of any mortgage or deed of trust upon any Parcel made in good faith for value, but the easements, covenants, conditions and restrictions hereof shall be binding upon and effective against any Owner of such Parcel covered hereby whose title thereto is acquired by foreclosure, trustee's sale, or otherwise.

(f) In the event of a violation or threat thereof of any of the provisions of Sections 2 and/or 5 of this Agreement, each Owner agrees that such violation or threat thereof shall cause the nondefaulting Owner and/or its Permittees to suffer irreparable harm and such nondefaulting Owner and its Permittees shall have no adequate remedy at law. As a result, in the event of a violation or threat thereof of any of the provisions of Sections 2 and/or 5 of this Agreement, the nondefaulting Owner, in addition to all remedies available at law or otherwise under this Agreement, shall be entitled to injunctive or other equitable relief to enjoin a violation or threat thereof of Sections 2 and/or 5 of this Agreement.

10. Term. The easements, covenants, conditions and restrictions contained in this Agreement shall be effective commencing on the date of recordation of this Agreement in the office of the DuPage County Recorder and shall remain in full force and effect thereafter until terminated in accordance with the terms of this Agreement. This Agreement shall be recorded within 10 business days of its execution by the parties and, upon recordation, a copy shall be provided to the Village of Willowbrook at the address noticed provided in Section 11(m) below. This Agreement may be modified, amended, canceled or terminated only by the written consent of all then record Owners of the Parcels; provided, however, the Shopping Center Parcel Owner shall not terminate this Agreement prior to the completion of the Parking Modifications unless the Parking Lot is no longer necessary to meet Village of Willowbrook parking requirements. At any time after the Parking Modifications are completed, upon request from Western Parcel Owner, Shopping Center Owner agrees to execute a release of the Other Western Lots from the easements created by this Agreement, other than the easement created by Section 2(a)(v) hereof.

11. Miscellaneous.

(a) In the event a party institutes any legal action or proceeding for the enforcement of any right or obligation herein contained, the prevailing party after a final adjudication shall be entitled to recover its costs and reasonable attorneys' fees incurred in the preparation and prosecution of such action or proceeding.

(b) The parties agree that the provisions of this Agreement may be modified or amended, in whole or in part, or terminated, only by the written consent of all record Owners of the Parcels, evidenced by a document that has been fully executed and acknowledged by all such record Owners and recorded in the official records of the County Recorder of DuPage County, State of Illinois.

(c) Wherever in this Agreement the consent or approval of an Owner is required, unless otherwise expressly provided herein, such consent or approval shall not be unreasonably withheld or delayed. Any request for consent or approval shall: (a) be in writing; (b) specify the section hereof which requires that such notice be given or that such consent or approval be obtained; and (c) be accompanied by such background data as is reasonably necessary to make an informed decision thereon. The consent of an Owner under this Agreement, to be effective, must be given, denied or conditioned expressly and in writing.

(d) Whenever a transfer of ownership of either or any portion of a Parcel of real estate described herein takes place, the transferor's liability hereunder for a breach of covenant herein, occurring after such transfer, shall automatically terminate and cease and the injured party shall look only to the transferee for remedy thereof.

(e) No waiver of any default of any obligation by any party hereto shall be implied from any omission by the other party to take any action with respect to such default.

(f) Nothing in this Agreement shall be deemed or construed by either party or by any third person to create the relationship of principal and agent or of limited or general partners or of joint venturers or of any other association between the parties.

(g) It is intended that each of the easements, covenants, conditions, restrictions, rights and obligations set forth herein shall run with the land and create equitable servitudes in favor of the real property benefited thereby, shall bind every person having any fee, leasehold or other interest therein and shall inure to the benefit of the respective parties and their successors, assigns, heirs, and personal representatives.

(h) The grantee of any Parcel or any portion thereof, by acceptance of a deed conveying title thereto or the execution of a contract for the purchase thereof, whether from an original party or from a subsequent owner of such Parcel, shall accept such deed or contract upon and subject to each and all of the easements, covenants, conditions, restrictions and obligations contained herein. By such acceptance, any such grantee shall for himself and his successors, assigns, heirs, and personal representatives, covenant, consent, and agree to and with the other party, to keep, observe, comply with, and perform the obligations and agreements set forth herein with respect to the property so acquired by such grantee.

(i) Each provision of this Agreement and the application thereof to the Parcels are hereby declared to be independent of and severable from the remainder of this Agreement. If any provision contained herein shall be held to be invalid or to be unenforceable or not to run with the land, such holding shall not affect the validity or enforceability of the remainder of this Agreement. In the event the validity or enforceability of any provision of this Agreement is held to be dependent upon the existence of a specific legal description, the parties agree to promptly cause such legal description to be prepared. Ownership of the Parcels by the same person or entity shall not terminate this Agreement nor in any manner affect or impair the validity or enforceability of this Agreement.

(j) Neither Owner shall encumber, or allow to be encumbered, by any lien, mechanics or materialmen's lien, mortgage, trust deed, or other encumbrance, the Parcel of the other Owner at any time during the term of this Agreement.

(k) Time is of the essence of this Agreement.

(l) This Agreement contains the complete understanding and agreement of the parties hereto with respect to all matters referred to herein, and all prior representations, negotiations, and understandings are superseded hereby.

(m) Notices or other communication hereunder shall be in writing and shall be sent by nationally recognized overnight courier company or personal delivery. Notice shall be deemed given upon receipt or refusal to accept delivery. Each party may change from time to time their respective address for notice hereunder by like notice to the other party. The notice addresses of the Parcel Owners as of the date hereof are as follows:

Shopping Center Owner: c/o Leklen Realty  
One Northfield Plaza  
Ste. 300  
Northfield, IL 60093

Western Parcel Owner: Mr. Steven Hynek  
2001 Black Swan Court  
Darien, Il 60561

With a courtesy copy of all notices to: Village of Willowbrook  
Mr. Tim Halik, Village Administrator  
7760 Quincy Street  
Willowbrook, IL 60527

In the event any mortgagee of a fee interest in a Parcel wishes to receive notices from the other Owners that is served upon the Owner of the Parcel so encumbered by its mortgage, the mortgagee may serve a written request for copies of such notices and such other Owners shall use their best efforts to deliver copies of such notices to said mortgagee.

(n) Upon the sale, transfer, conveyance or assignment by any Owner of fee title in such Owner's Parcel, the transferring Owner shall give written notice of the sale, transfer, conveyance or assignment to the last known address of all of the other Owners concurrently with (or as soon as practicable after) the recording the instrument effecting same. Notwithstanding the foregoing, the failure to deliver any such written statement shall not affect the running of any easements, covenants, conditions, restrictions, reservations, servitudes, assessments, liens and charges contained herein, nor shall any such failure negate, modify or otherwise affect the liability of any Owner or its transferee pursuant to this Agreement. The laws of the State in which the Parcels are located shall govern the interpretation, validity, performance, and enforcement of this Agreement.

(o) Each Owner, within twenty (20) day of its receipt of a written request from the other Owner(s), shall from time to time provide the requesting Owner, a certificate binding upon such Owner stating: (i) to the best of such Owner's knowledge, whether any party to this Agreement is in default or violation of this Agreement and if so identifying such default or violation; (ii) that this Agreement is in full force and effect and identifying any amendments to the Agreement as of the date of such certificate; and (iii) such other factual matters relating to this Agreement or any Parcel as may be true and reasonably requested.

(p) In the event of any bankruptcy affecting any Owner or occupant of any Parcel, the parties agree that this Agreement shall, to the maximum extent permitted by law, be considered an agreement that runs with the land and that is not rejectable, in whole or in part, by the bankrupt person or entity.

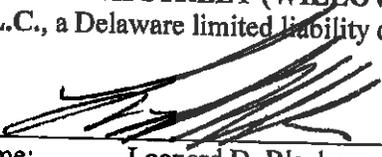
(q) If any Parcel shall at any time be owned by more than one person or entity, the obligations hereunder of such multiple owners shall be joint and several.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**SHOPPING CENTER OWNER:**

**305-341 75TH STREET (WILLOWBROOK),  
L.L.C., a Delaware limited liability company**

By:   
Name: Leonard D. Blackman  
Title: Manager

**WESTERN PARCEL OWNER:**

**THE CHICAGO TITLE LAND TRUST  
COMPANY, SUCCESSOR TRUSTEE, AS  
TRUSTEE UNDER TRUST AGREEMENT  
DATED AUGUST 2, 1988 AND KNOWN AS  
TRUST NUMBER 362**

By:  7/9/12  
Name: MAUREEN PAIGE  
Title: Trust Officer

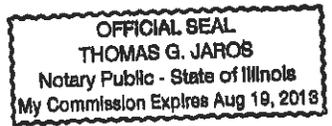
This instrument is executed by the undersigned Land Trustee, not personally but solely as Trustee in the exercise of the power and authority conferred upon and vested in it as such Trustee. It is expressly understood and agreed that all the warranties, indemnities, representations, covenants, undertakings and agreements herein made on the part of the Trustee are undertaken by it solely in its capacity as Trustee and are not personally. No personal liability or personal responsibility is assumed by or shall at any time be asserted or enforceable against the Trustee on account of any warranty, indemnity, representation, covenant, undertaking or agreement of the Trustee in this instrument.

STATE OF ILLINOIS )  
 )ss.  
COUNTY OF DuPage )

On this the 11<sup>th</sup> day of July, 2012, before me, the undersigned Notary Public in and for said County and State, personally appeared Leonard D. Blackman, the Manager of **305-341 75TH STREET (WILLOWBROOK), L.L.C.**, a Delaware limited liability company, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the entity on behalf of which he acted, executed the instrument.

WITNESS my hand and official seal.

  
\_\_\_\_\_  
Notary Public

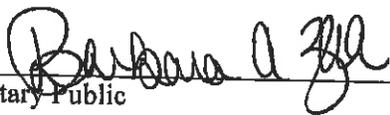


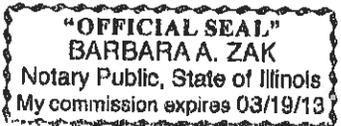
[SEAL]

STATE OF ILLINOIS )  
 )ss.  
COUNTY OF DuPage )

On this the 9<sup>th</sup> day of July, 2012, before me, the undersigned Notary Public in and for said County and State, personally appeared **MAUREEN PAIGE**, the **Trust Officer** of **THE CHICAGO TITLE LAND TRUST COMPANY, SUCCESSOR TRUSTEE, AS TRUSTEE UNDER TRUST AGREEMENT DATED AUGUST 2, 1988 AND KNOWN AS TRUST NUMBER 362**, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in his authorized capacity, and that by his signature on the instrument the entity on behalf of which she acted, executed the instrument.

WITNESS my hand and official seal.

  
\_\_\_\_\_  
Notary Public



[SEAL]

EXHIBIT A

Legal Description of Shopping Center Parcel

LOT 1 IN WILLOWBROOK COMMONS SUBDIVISION, BEING IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 23, 1974 AS DOCUMENT R74-54447 IN DUPAGE COUNTY, ILLINOIS

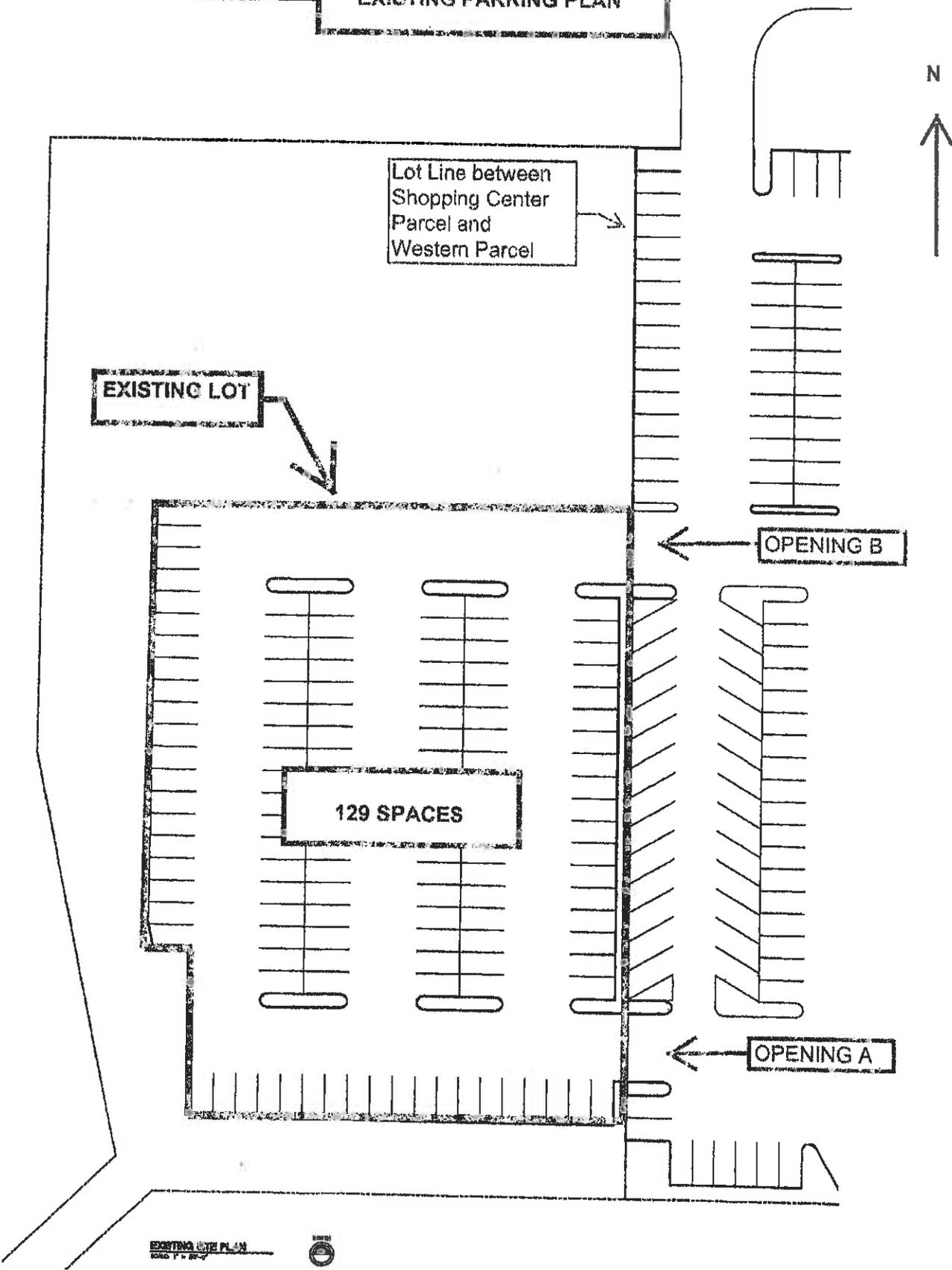
PIN: 09-27-402-008-000

**EXHIBIT C**

**Existing Parking Plan**

[See Attached]

**EXHIBIT C  
EXISTING PARKING PLAN**



Lot Line between  
Shopping Center  
Parcel and  
Western Parcel

**EXISTING LOT**

**129 SPACES**

**OPENING B**

**OPENING A**



**EXHIBIT D**

**Revised Parking Plan**

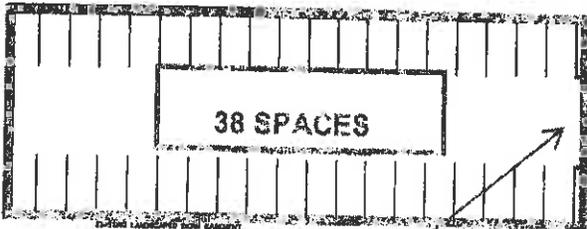
[See Attached]

**EXHIBIT D  
REVISED PARKING PLAN**

Lot Line between  
Shopping Center  
Parcel and  
Western Parcel

Note: In connection  
with Parking  
Modifications,  
Opening B will be  
closed.

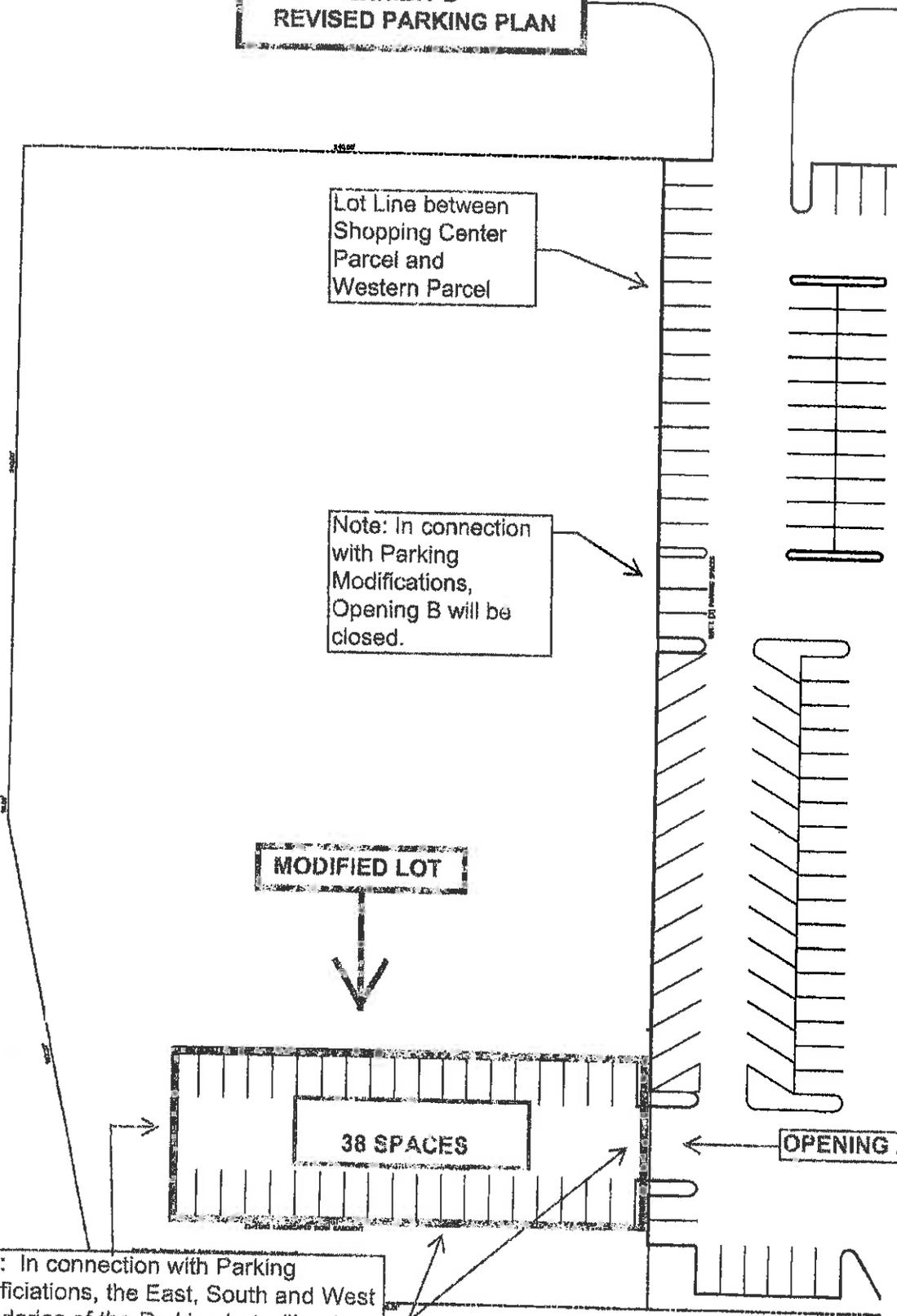
**MODIFIED LOT**



**38 SPACES**

**OPENING A**

Note: In connection with Parking  
Modifications, the East, South and West  
boundaries of the Parking Lot will not  
change



**EXHIBIT E**

**Maintenance Easement Area**

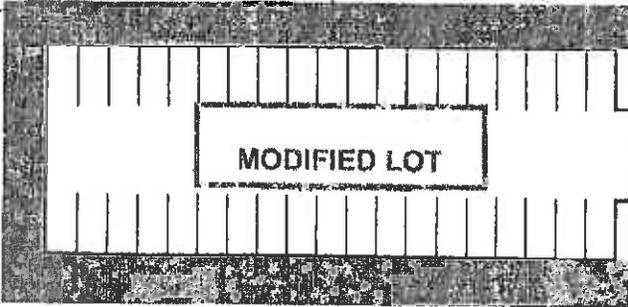
[See Attached]

**EXHIBIT E  
MAINTENANCE EASEMENT AREA**

Lot Line between  
Shopping Center  
Parcel and  
Western Parcel

Note: In connection with  
Parking Modifications, the  
Parking Lot remaining on the  
Western Parcel shall be cut  
parallel to the Modified Lot  
approximately 10 feet north  
of the northern boundary of  
the Modified Lot

10 foot Maintenance  
Easement Area



**MODIFIED LOT**

**OPENING A**





EST. 1960

# Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

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

## MEMORANDUM

**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

MEMO TO: Frank Trilla, Mayor  
Board of Trustees

MEMO FROM: Daniel Kopp, Plan Commission Chairman

DATE: December 5, 2013

SUBJECT: Zoning Hearing Case 13-06: Special Use/Beyond the Stars Performing Arts Academy; Willow Commons Shopping Center, 305-341 75<sup>th</sup> Street

At the meeting of the Plan Commission held on December 4, 2013, the above was discussed and the following motion **was** made:

MOTION: Made by Vice-Chairman Wagner, seconded by Commissioner Soukup that based on the submitted petition and testimony presented, the special use for a 4,024 square foot commercial school in space 327 in the Willow Commons Shopping Center for Beyond the Stars Performing Arts Academy meets the standards for a special use as outlined in the staff report prepared for the December 4, 2013 Plan Commission meeting and deliberated by the Plan Commission; therefore I move that the Plan Commission recommend approval of PC 13-06 subject to the following conditions:

1. The special use granted herein only applies to the 4,024 square foot space in Space 327.
2. A "Fire Lane/No Waiting or Parking" sign shall be posted along the curb immediately in front of the Beyond the Stars school in a location recommended by the Village of Willowbrook.
3. The special use shall be null and void if construction of the proposed use is not commenced and a certificate of occupancy is not granted within eighteen (18) months of the date of any approval of the special use by the Village Board.

ROLL CALL: AYES: Commissioners Lacayo, Soukup, Baker, Vice Chairman Wagner and Chairman Kopp. NAYS: None. ABSENT: Commissioners Buckley and Remkus.

MOTION DECLARED CARRIED

DK/jp



Proud Member of the  
Illinois Route 66 Scenic Byway

# VILLAGE OF WILLOWBROOK

## STAFF REPORT TO THE PLAN COMMISSION

**Meeting Date:** December 4, 2013

**Prepared By:** Jo Ellen Charlton, Planning Consultant

**Case Number and Title:** PC 13-06: Special Use/Beyond the Stars Performing Arts Academy; Willow Commons Shopping Center, 305-341 75<sup>th</sup> Street

**Petitioner:** Elizabeth Bender, Beyond the Stars Performing Arts Academy Inc., with permission from the property owner 305-341 75<sup>th</sup> Street (Willowbrook), L.L.C

**Action Requested:** Special use for a Commercial School pursuant to 9-6B-2.

This special use request is being made concurrently with a request by the owner of the shopping center to for waivers from 9-10-5(B) of the Zoning Ordinance and authorization of an easement for off-site parking, which will be considered by the Plan Commission and Village Board before taking action on this special use request. The Village's approval of the off-site parking easement is required prior to consideration of this special use, because without it, adequate parking does not exist.

**Location:** 305-341 75<sup>th</sup> (Southwest corner of 75<sup>th</sup> and Clarendon Hills Road, excluding the former Kentucky Fried Chicken site)

**PINs:** 09-27-402-008

**Existing Zoning:** B-2

**Existing Land Use:** Mixed Use Retail

**Property Size:** 5.4 acres

<b>Surrounding Land Use:</b>	<i>Use</i>	<i>Zoning</i>
<i>North</i>	Hinsdale South Football Stadium.	Darien
<i>South</i>	Multiple Family	R-5
<i>East</i>	Single-Family Residential	R-2
<i>West</i>	Parking and Vacant Land	B-2

**Documents Attached:**

1. Application
2. Willow Commons Tenant/Square Footage List and Layout

**Necessary Action by Plan Commission:** Make a recommendation to the Mayor and Village Board. A sample motion can be found on Pages 5 and 6 of this report.

**Site Description:** The Willow Commons shopping center is located on the southwest corner of 75<sup>th</sup> and Clarendon Hills road on property containing about 5.4 acres. It is shown in the picture below enclosed in a solid black line. The former Kentucky Fried Chicken site is NOT is not owned by the shopping center and is not part of the development. There is 58,497 square feet of gross leasable space within the shopping center building, and the site contains 371 parking spaces, which is not adequate to meet the requirements of the Zoning Ordinance. There are 129 parking spaces in an adjoining lot to the west on property that is not owned by the shopping center. This property is shown in dashed line in the illustration below.



**History and Proposal:**

The applicant, with the property owner's permission, is requesting approval of the following zoning item:

Approval of a special use to allow a 4,024 square foot commercial school business (Beyond the Stars Performing Arts Academy, Inc) to operate in tenant space 327 (approximate location marked with a ▼ in the picture above) in the Willow Commons Shopping Center.

Beyond the Stars Performing Arts Academy, Inc. is a new performing arts school that will be opening in the summer of 2013 in Willowbrook. The academy will be offering lessons in dance, theater and voice to individuals ranging in age from two through adult. The academy will hold classes and camps Monday through Saturday with extra rehearsals sometimes held on Sundays. There will be approximately 6 to 8 part-time staff members when the business opens in May. The first summer of operation, the number of students is expected to start between 40 and 60. They all will be attending classes at different times during the week so class size are expected to be around 5 to 10 students. With the size of the proposed space in the Willow Commons shopping center, there will be plenty of space for future growth. Website development is under way and more information will be available at [www.BeyondTheStarsAcademy.com](http://www.BeyondTheStarsAcademy.com)

**Staff Analysis**

Tenant Location:

The 4,024 square foot space number 327 is located between Malahini Restaurant and Accelerated Rehab fairly central within the shopping center. While the space has a considerable amount of square footage, it is relatively narrow with only 25' of width at the sidewalk entrance. A dance studio is a good fit for this location and the studio is being designed to take advantage of the depth provided in the space.

Parking

The facility will accommodate three "studios" and one voice room. Since parking for this use is based on the numbers of students and employees, staff compares numbers estimated by the applicant with the maximum design capacity based on building code requirements. The applicant estimated 37 students and 5 employees, while the studios will accommodate 43 students according to the building code design capacity. The higher student number was utilized which generates a parking requirement of 17 parking spaces, which is inserted into the parking table below.

Tenant	Space	Sqft	Parking Mult	Required Parking
Dr. Schuberth		305		7
Famous Nails		311	250	6.24
Top Driver		313		11
Sunny Side Up Tan Spa		317	250	6.56
Malahini Restaurant		321	100	38.95
PROPOSED (Dance School)		327		17
Accelerated Rehab Centers		329	250	15.812
Get Fast		337	250	34.32
Ashton Place		341	100	268.73
Quick Mart		7518	200	4.85
Center Cleaners	7520/7524	2068	250	8.272
Dairy Queen	7528	1092	100	10.92
		58497		
Required Parking Total				429.654
Parking Provided on Lot				371
Parking Provided on Adjoining Lot to West				129
Total Parking for Shopping Center				500
				-
Surplus/(Deficit) on Lot				(58.654)
Surplus/(Deficit) on Both Lots				70.346

Given that adequate parking is not available on the shopping center lot, staff recommends consideration of this special use only if the shopping center's request to waive certain covenant requirement and consider an existing easement as satisfying the parking requirement is approved. This request and the Plan Commission's consideration is scheduled just prior to consideration of this item.

The dropping off and picking up of children is always a concern with any commercial school in a retail shopping center. Given that very young children will be utilizing this facility, it will be important that parents or responsible adults parking before escorting young children into the school. Furthermore, because these uses sometimes create problems when students are picked up after class if parents decide to park or wait in their cars along the curb in front of the storefront, staff recommends that any special use approval for this use be conditioned up the required installation of "No Parking/No Waiting" signs along the drive aisle immediately in front of the storefront.

Appropriateness of Use:

The shopping center is zoned B-2, Community Shopping District. While this zoning district includes sixty-two (62) listed "Permitted Uses", only ten (10) of them are for non-retail types of uses. In other words, the B-2 District is intended primarily to provide retail shopping opportunities for the community. As seen from the list of tenants on the previous page, with the exception of the restaurants and convenience store, the shopping center has become a service oriented commercial center. While these uses do not help support the local sales tax which Willowbrook relies on, it is probably unrealistic at this point to assume any retailers would find the space suitable.

Utilities:

The proposed use will not alter the approved utility service plan.

Landscaping:

The proposed use will not alter the approved landscape plan

Wetland/Stormwater Management: The proposed use will not alter the approved stormwater management plan.

Standards:

Section 9-14-5.2 of the Willowbrook Zoning Ordinance establishes seven standards that must be evaluated by the Plan Commission and Village Board. Recommendations may include conditions of approval if appropriate to mitigate any negative impacts created by the special use. A list of the special use standards is provided below, along with the proposed findings to be incorporated in the Plan Commission's recommendation and the Village Board's ordinance if approved.

(A) That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Finding: A 4,024 square foot commercial school in space number 327 will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare if approved with recommended conditions.

(B) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Finding: While staff has always expressed concern about the loss of retail space to non-retail users, traditional retailers are not currently part of this center. Additionally, this relatively large space is very narrow, and likely not suited for traditional retail uses.

- (C) That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

Finding: While retail is preferred, certain non-retail uses are "permitted" in the zoning district. The proposed special uses will therefore not impede development of the surrounding area.

- (D) That adequate utilities, access roads, drainage and/or other necessary facilities have been or are being provided.

Finding: The shopping center is already provided with existing utilities, access roads, drainage and other facilities. Proper maintenance of these facilities will be handled through code enforcement when necessary.

- (E) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Finding: A condition that patrons of this business not be allowed to park or wait in the drive aisle immediately in front of the store is being made to mitigate any possible circulation problems within the center.

- (F) That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission.

Finding: The proposed special use itself conforms to all other applicable regulations of the district in which it is located.

- (G) Conditions in the area have substantially changed, and at least one year has elapsed since any denial by the Village Board of any prior application for a special use permit that would have authorized substantially the same use of all or part of the site. (Ord. 97-O-05, 1-27-1997)

Finding: This applicant has not requested approval in the past to locate in this shopping center.

**Staff Recommendation:**

The requested special use cannot be considered unless the Village Board approves the easement that is being considered as a condition precedent to this action because without it, the shopping center does not have enough parking to satisfy the zoning ordinance requirements and no variation was requested. Therefore, this condition is added to the sample motion. A condition restricting parking and waiting in front of the school in the drive aisle is also included to minimize traffic circulation problems and provide for the improved safety of the children who will be utilizing the space.

If the Plan Commission wishes to support this use, staff has prepared the following sample motion:

**Based on the submitted petition and testimony presented, the special use for a 4,024 square foot commercial school in space 327 in the Willow Commons Shopping Center for Beyond the Stars Performing Arts Academy meets the standards for a special use as outlined in the staff report prepared for the December 4, 2013 Plan Commission**

meeting and deliberated by the Plan Commission; therefore I move that the Plan Commission recommend approval of PC 13-06 subject to the following conditions:

1. The special use granted herein only applies to the 4,024 square foot space in Space 327.
2. A "Fire Lane/No Waiting or Parking" sign shall be posted along the curb immediately in front of the Beyond the Stars school in a location recommended by the Village of Willowbrook.
3. The special use shall be null and void if construction of the proposed use is not commenced and a certificate of occupancy is not granted within eighteen (18) months of the date of any approval of the special use by the Village Board.



# Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

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

## APPLICATION FOR PLANNING REVIEW

**NAME OF PROJECT:** Performing Arts Studio: Beyond the Stars Performing Arts Academy, Inc.

**NAME OF APPLICANT(S):** Elizabeth Bender

**ADDRESS:** 511 W. Benton Ave.

**CITY, STATE, ZIP:** Naperville, IL 60540 **TELEPHONE:** 630-631-8201 **FAX:** 630-527-1892

**NAME OF PROPERTY OWNER(S):** 305-341 75th Street, Willowbrook, LLC

**ADDRESS:** One Northfield Plaza, Suite 300

**CITY, STATE, ZIP:** Northfield, IL 60093 **TELEPHONE:** 847-833-5707 **FAX:** 847-441-1885

**APPLICATION SUBMITTED FOR: (check all that apply)**

- |                                 |                          |                          |                                     |
|---------------------------------|--------------------------|--------------------------|-------------------------------------|
| Site Plan Review                | <input type="checkbox"/> | Annexation               | <input type="checkbox"/>            |
| Preliminary Plat of Subdivision | <input type="checkbox"/> | Annexation Agreement     | <input type="checkbox"/>            |
| Final Plat Subdivision          | <input type="checkbox"/> | Special Use Permit       | <input checked="" type="checkbox"/> |
| Preliminary PUD                 | <input type="checkbox"/> | Map Amendment (Rezoning) | <input type="checkbox"/>            |
| Final PUD                       | <input type="checkbox"/> | Text Amendment           | <input type="checkbox"/>            |
|                                 |                          | Variation                | <input type="checkbox"/>            |

**SITE INFORMATION:**

**COMMON ADDRESS OR DISTANCE IN FEET & DIRECTION OF SUBJECT PROPERTY FROM CLOSEST STREET INTERSECTION:**

327 75th Street, Willowbrook, IL 60527

**PERMANENT INDEX NUMBER(S) (PIN #) OF SUBJECT PROPERTY:** 09-27-402-008-000

**LEGAL DESCRIPTION: ATTACH LEGAL DESCRIPTION TYPED ON SEPARATE 8.5 X 11" PAGE(S) AND SUBMIT A DIGITAL COPY.**

**AREA OF SUBJECT PROPERTY IN ACRES:** 4024 Square Feet

**CURRENT ZONING CLASSIFICATION OF SUBJECT PROPERTY:** B2-Community Shopping District

**CURRENT USE OF SUBJECT PROPERTY:** Vacant, prior beauty salon and spa

**PROPOSED ZONING CLASSIFICATION OF SUBJECT PROPERTY:** B2- Community Shopping District

**PROPOSED USE OF SUBJECT PROPERTY:** Performing Arts Studio

**PROPOSED IMPROVEMENTS TO SUBJECT PROPERTY:** Interior partition walls, drop ceiling, interior doors, mirrors, lighting, painting and flooring.

**ADJACENT PROPERTIES**

	<b>CURRENT ZONING</b>	<b>LAND USE</b>
NORTH OF SITE	Hinsdale South High School	Athlete field and parking lot
SOUTH OF SITE	Condominiums	housing
EAST OF SITE	Single family homes	housing
WEST OF SITE	Condominiums	housing

**UTILITIES - PROVIDE INFORMATION ON LOCATION, SIZE AND OWNERSHIP OF UTILITIES**

**WATER**

LOCATION: N/A SIZE: \_\_\_\_\_  
OWNERSHIP: \_\_\_\_\_

**SANITARY SEWER**

LOCATION: N/A SIZE: \_\_\_\_\_  
OWNERSHIP: \_\_\_\_\_

**STORM SEWER**

LOCATION: N/A SIZE: \_\_\_\_\_

**SCHOOL DISTRICT - INDICATE WHICH SCHOOL DISTRICT SERVES THE SUBJECT REALTY**

ELEMENTARY SCHOOL DISTRICT: 62  
JUNIOR HIGH SCHOOL DISTRICT: 62  
HIGH SCHOOL DISTRICT: 86

**FIRE DISTRICT - INDICATE WHICH FIRE DISTRICT SERVES THE SUBJECT REALTY**

FIRE DISTRICT: Tri-state  
DISTANCE TO FIRE STATION: less than a mile

**CONSULTANTS**

NAME OF ATTORNEY OR AGENT: Mary Nicholson  
ADDRESS: 2705 Midland Drive  
CITY, STATE, ZIP: Naperville, IL 60564 TELEPHONE: 630-848-0462 FAX: 630-544-8882

NAME OF ENGINEER: Martin Garcia  
ADDRESS: 1730 Blackberry Road  
CITY, STATE, ZIP: Aurora, IL 60506 TELEPHONE: 630-546-2314 FAX: 630-340-5291

NAME OF ARCHITECT: Ben Mamma  
ADDRESS: 80 Main Street  
CITY, STATE, ZIP: Lemont, IL 60439 TELEPHONE: 630-968-6680 FAX: \_\_\_\_\_

NAME OF LANDSCAPE ARCHITECT: N/A  
ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

With the submittal of this application, I hereby request that the President and Board of Trustees of the Village of Willowbrook grant approval of this application and/or development as described in the attached documents and specifications, and do hereby certify that all information contained in this application and accompanying documents is true and correct to the best of my knowledge. I also permit entrance on the Subject Property by Village officials for the purpose of inspections related to this request.

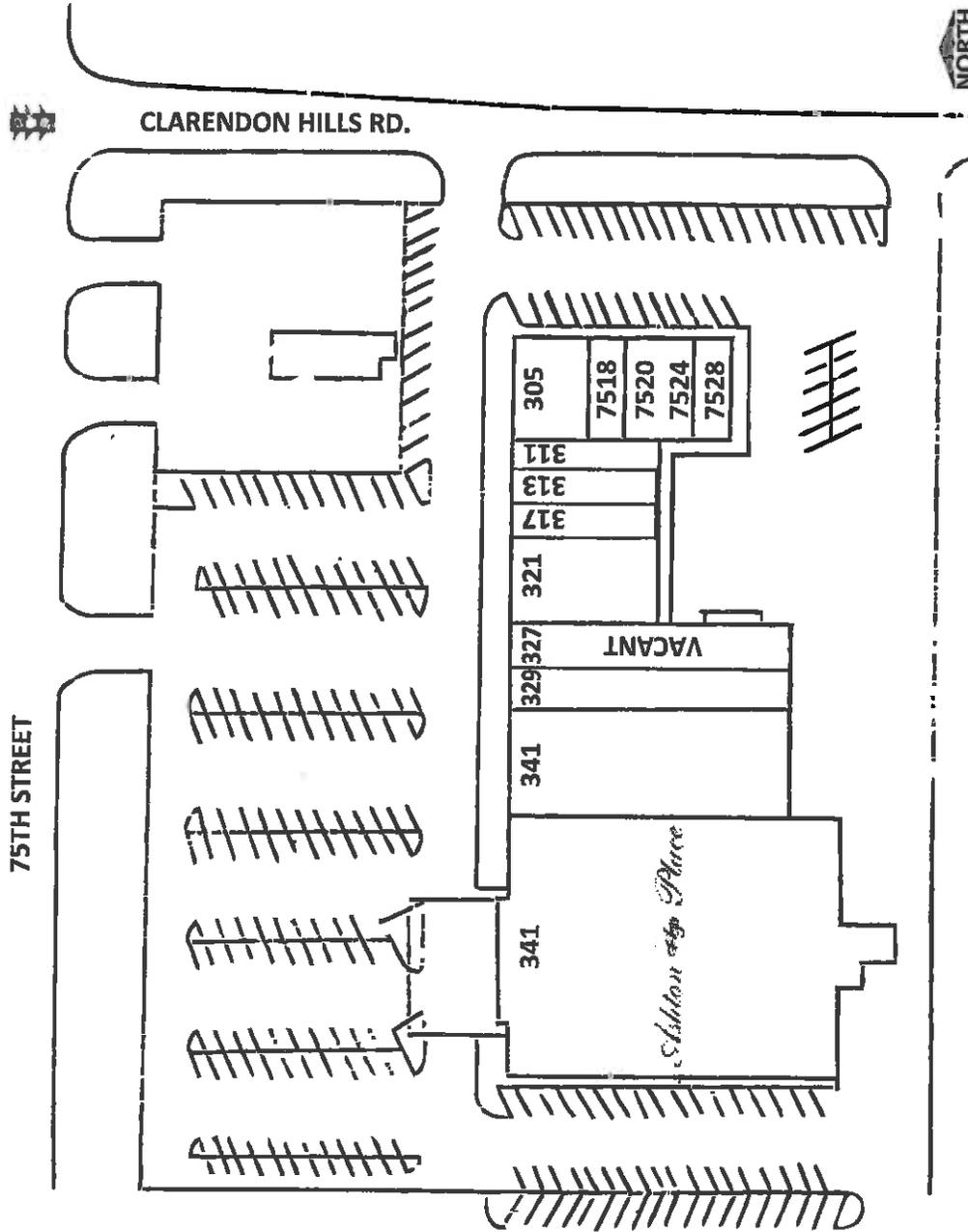
Signature of Property Owner(s): [Signature] Date: 9/24/13

305.341 75th ST  
Willowbrook, IL

# WILLOW COMMONS



75TH STREET & CLARENDON HILLS ROAD - WILLOWBROOK, IL



Tenant	#	Area
Dr. Schubert	305	2,202
Famous Nails	311	1,560
Top Driver	313	1,640
Sunny Side Up Tan Spa	317	1,640
Malahini Restaurant	321	3,895
Vacant	327	4,024
Accelerated Rehab Centers	329	3,953
Get Fast	337	8,580
Ashton Place	341	26,873
Quick Mart	7518	970
Center Cleaners	7520 & 7524	2,068
Dairy Queen	7528	1,092
<b>Total Leased</b>		<b>54,473</b>
<b>Total Vacant</b>		<b>4,024</b>
<b>Total GLA</b>		<b>58,497</b>

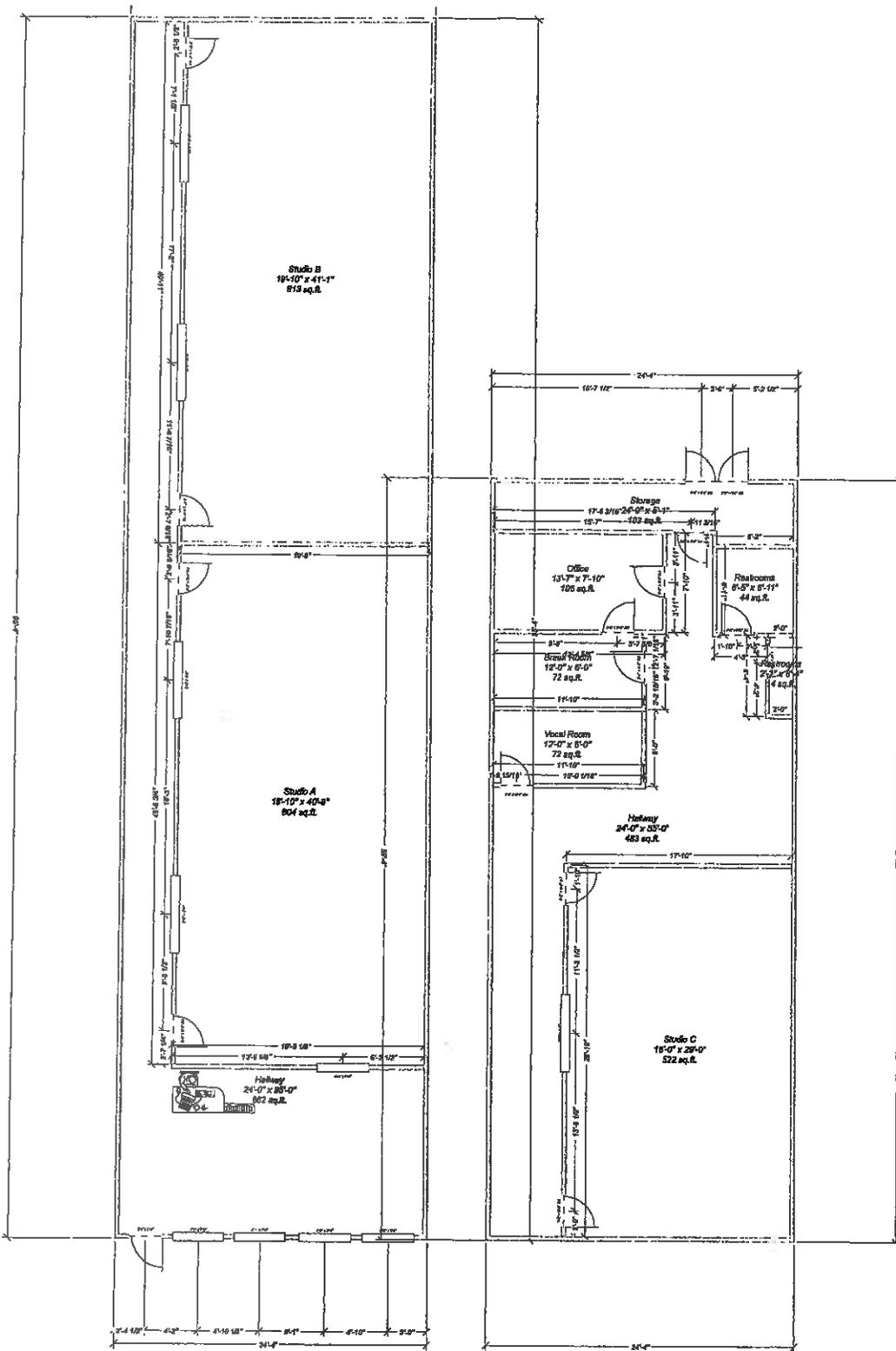
The information contained herein has either been given to us by the owner of the property or obtained from sources that we deem reliable. We have no reason to doubt its accuracy, but we do not guarantee it.



Your retail future  
is our business

1 PARKVIEW PLAZA, 9th FLOOR, OAKBROOK TERRACE, IL 60181  
www.midamericagrp.com

**CONTACT INFORMATION**  
Ken Smallwood  
T: 630-954-7371 F: 630-954-7306  
ksmallwood@midamericagrp.com



STUDIO "A"  
 STUDIO "B"  
 STUDIO "C"  
 VOICE ROOM

12 STUDENTS  
 12 STUDENTS  
 12 STUDENTS  
 1 STUDENT

---

37 STUDENTS

4 TEACHERS & 1 RECEPTIONIST WILL BE PARKING IN THE REAR LOT.



To whom it may concern,

MAG Finishing Inc. will be starting interior construction for Beyond the Stars Performing Arts Academy Inc. located at 327 75<sup>th</sup> Street, Willowbrook, IL 60527. In January 2014 with completion expected April 30<sup>th</sup> 2014.

Sincerely,

Martin Garcia  
Owner

630-546-2314  
mgarcia6241@yahoo.com

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A MOTION TO APPROVE APPLICATION FOR A LICENSE TO HOLD A RAFFLE – WILLOWBROOK/BURR RIDGE CHAMBER OF COMMERCE

**AGENDA NO.****5k****AGENDA DATE:** 12/16/13**STAFF REVIEW:** Cindy Stuchl**SIGNATURE:** Cindy Stuchl**LEGAL REVIEW:** Thomas Bastian**SIGNATURE:** THOMAS BASTIAN TH.**RECOMMENDED BY VILLAGE ADMIN.:****SIGNATURE:** T. Hold**REVIEWED & APPROVED BY COMMITTEE:** YES  N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The Willowbrook/Burr Ridge Chamber of Commerce submitted an application to hold a raffle at their fund raising event that occasionally gets held at their monthly Chamber meetings. These events are held throughout the year at either Ashton Place, 341 W. 75<sup>th</sup> Street or Willowbrook Inn, 7800 Kingery Highway.

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

This is the third application for this organization.

**ACTION PROPOSED:** Approve Application to hold a Raffle.



EST. 1960

# Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

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

## LICENSE TO HOLD A RAFFLE

### 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

1. The name of the Licensee:  
Willowbrook/Burr Ridge Chamber of Commerce
2. The aggregate retail value of all prizes or merchandise awarded by the licensee in a single raffle.  
Split the Pot Raffle & various donated items
3. The maximum retail value of each prize awarded by the licensee in a single raffle.  
\$500.00
4. The maximum price which may be charged for each raffle chance issued or sold.  
1 for \$5.00, 3 for \$10.00, 7 for \$20.00
5. The maximum number of days during which chances may be issued or sold.  
DNA
6. The date on which the drawing is to be held.  
2014 Chamber monthly luncheons held in Willowbrook
7. The place at which the drawing is to be held.  
Ashton Place, 341 W. 75<sup>th</sup> Street  
Willowbrook Inn, 7800 Kingery Highway

APPROVED BY THE MAYOR AND BOARD OF TRUSTEES AT THEIR SPECIAL MEETING HELD ON THE 16<sup>th</sup> DAY OF December, 2013.

Leroy R. Hansen  
Village Clerk



Proud Member of the  
Illinois Route 66 Scenic Byway



**2013 OFFICERS  
AND BOARD  
OF DIRECTORS**

**PRESIDENT**

Rita Farrell  
Law Office of  
Rita A. Farrell

**VICE PRESIDENT**

Debbie Jackson  
CoolerSmart

**SECRETARY**

Christopher P. Lyons  
Peters & Lyons, Ltd

**TREASURER**

Joseph J. Stastny  
Mulcahy, Pauritsch,  
Salvador & Co., LTD

**PAST PRESIDENT**

Lisa J. Shemroske  
Tri-S Recruiters

**BOARD MEMBERS:**

Nancy DeYoung  
DeYoung Insurance

Frank Fishella  
Unique Balloon  
Decorating

Debra Hamilton  
Rock Valley  
Publishing

Lindsey Polzin  
Stewart-Keator-  
Kessberger & Lederer

Diane Konicek  
Progressive Promotions

.Scott Rolston  
Burr Ridge Village  
Center

Mike Schultz  
Turtle Wax, Inc.

Mark Shelton  
Willowbrook Police  
Department

Russell Smith  
Edward Jones  
Investment Company

Zaklina Trpenovski  
RBS Charter One Bank

**LEGAL COUNSEL**

Leroy R. Hansen  
Attorney At Law

**WILLOWBROOK/BURR RIDGE  
CHAMBER OF COMMERCE AND INDUSTRY**  
8300 South Madison Street, Burr Ridge, Illinois 60527  
Tel 630.654.0909 Fax 630.654.0922  
[www.wbbrchamber.org](http://www.wbbrchamber.org)



November 20, 2013

Mr. Timothy Halik, Village Administrator  
Village of Willowbrook  
7760 South Quincy Street  
Willowbrook, IL 60527

Dear Tim:

The Willowbrook Burr Ridge Chamber of Commerce and Industry occasionally holds raffles, i.e. split the pot, at our business meeting luncheons and at different events throughout the year. In that we often have our meetings and different events within the Village of Willowbrook, we would like to request consideration of a Village of Willowbrook raffle license that would encompass the entire 2014 calendar year. Enclosed please find a completed Raffle License Application.

Thank you for your consideration of our request. As usual we are grateful for the continuing cooperation between the local businesses and the Village of Willowbrook. Please do not hesitate to call us with any questions.

Respectfully submitted,

Rita Farrell, President

mp



Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

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

**APPLICATION FOR LICENSE TO HOLD A RAFFLE**

**Mayor**

Frank A. Trilla

1. Name, age and address of the applicant in the case of an individual or in such other case of the duly authorized representative of the applicant, the date of incorporation of any corporation, the date of formation of any other organization, the object for which an organization or corporation was formed, the names and addresses of the officers and directors of any organization or corporation.

**Village Clerk**

Leroy R. Hansen

Name	Address	Age
RITA FARRELL	LAW OFFICE OF RITA FARRELL	PRESIDENT
DEBBIE JACKSON	COOLIDGE MART	V.P.
JOE STASTNY	MULCAHY PAULI TSCN, SALVADORI & CO LTD	TREASURER
CINCIS LYONS	POTOLS & LYONS	SEZU

Date of incorporation, if corporation: 1984  
Date of formation of organization: 1982  
Object for which organization or corporation was formed: CHAMBER OF COMMERCE

**Village Trustees**

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

2. The area or areas within the Village in which raffle chances will be sold or issued and the time period during which raffle chances will be sold or issued.  
ANTON PLACE FEB 5 LUNCHEON MAR 5 BREAKFAST - 2014  
WILLOWBROOK TOWN JUNE 4 + JULY 9 LUNCHEONS 2014

**Village Administrator**

Tim Halik

3. The date on which the drawing is to be held  
ABOVE

4. The place at which the drawing is to be held.  
ABOVE

**Chief of Police**

Mark Shelton

5. Has the applicant ever been convicted of a felony and been disqualified to receive a license by reason of any matter or thing contained in Chapter 3-17 of the Village of Willowbrook Code of Ordinances, laws of the State or of the United States of America.

Yes: \_\_\_\_\_ No: X

If yes, explain: \_\_\_\_\_



Proud Member of the  
Illinois Route 66 Scenic Byway

6. The aggregate retail value of all prizes or merchandise awarded by the licensee in a single raffle.  
SPLIT THE POT RAFFLE & VARIOUS DONATION ITEMS

7. The maximum retail value of each prize awarded by the licensee in a single raffle.  
\$ 500.00

8. The maximum price which may be charged for each raffle chance issued or sold.  
1 for \$50, 3 for \$10, 7 for \$20

9. Has a previous license issued by any state or subdivision thereof or by the Federal government ever been revoked:  
Yes: \_\_\_\_\_ No: X

If yes, state reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Affirm that the applicant will not violate any of the laws of the State or of the United States or any ordinances of this Village in the conduct of raffles. Yes

11. Affirm that the applicant will not allow gambling devices or gambling on the premises where the drawing will be held. Yes

12. Attach a sworn statement attesting to the not-for-profit character of the prospective licensee organization signed by the presiding officer and secretary of that organization.

Signature: Pat A. Jurek  
Date 11-20-13

630-654-0909  
INFO @ WBBB CHAMBER . ORG

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

<b>ITEM TITLE:</b> AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK – TITLE 6, CHAPTER 8, SECTION 6-8-3 – WATER SYSTEM, RATES	<b>AGENDA NO.</b> <span style="float: right; font-size: 1.2em;">8</span>  <b>AGENDA DATE:</b> <u>12/16/13</u>
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<b>STAFF REVIEW:</b> Tim Halik, Village Administrator	<b>SIGNATURE:</b> <u>Tim Halik</u>
<b>LEGAL REVIEW:</b> Thomas Bastian, Village Attorney	<b>SIGNATURE:</b> <u>THOMAS BASTIAN TH.</u>
<b>RECOMMENDED BY:</b> Tim Halik, Village Administrator	<b>SIGNATURE:</b> <u>Tim Halik</u>
<b>REVIEWED &amp; APPROVED BY COMMITTEE:</b> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	

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

On January 1, 2014 the DuPage Water Commission (DWC) will impose an 18% rate increase in the cost of water charged to DuPage County member municipalities. The DWC rate increase became necessary partly due to the City of Chicago’s rate increase of 15%, which will also go into effect on January 1, 2014, along with other financial considerations of the DWC. This increase will mark the fifth occasion since 2010 that the DWC has increased its rates. During the same period of time, the Village has raised its local water rate three times and in 2012 also implemented a 6% discount program for minimum water users. The DWC will further raise their water rate on January 1<sup>st</sup> of 2015 in the amount of 17%.

The issue of the increased cost of purchasing water in addition to a review of the various water capital projects that the Village must complete in fiscal year 2014/15 was discussed during the Board Budget Preview Presentation held on November 25, 2013. As a result of these issues, an increase in our local water rate will be needed in order for the Water Fund to remain financially sustainable. Several elected officials have expressed a preference to have our local rate increase effective date coincide with that of the DWC/City of Chicago increase (i.e., January 1, 2014), rather than later in the year (i.e., May 1, 2014). This would enable the Village to pass on the increase incurred from the DWC as of the date of effective date of the increase, rather than subsidizing the amount of increase for the first four months of the year. To determine an appropriate rate increase amount, staff considered the pending DWC rate increase amount along with the costs of three (3) known larger water capital projects that must be completed this year.

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

Using the above mentioned methodology, it was determined that a 20% local water rate increase would be needed to cover the DWC rate increase and fund the identified items. The increase effective date will be January 1, 2014, to coincide with the DWC/City of Chicago planned rate increase. This would only be the Village’s 4th water rate increase in the past thirteen (13) years.

In anticipation of this rate increase, staff has already started drafting a public awareness program via a direct mailing notification to water account holders, and additional information will be posted on the Village website to provide ample notice to residents/businesses.

**ACTION PROPOSED:**  
 Pass the Ordinance.

Effect of 18% DWC Rate Increase to Village, January 1, 2014  
 (Recoup Cost of Rate Increase + Capital Fund Expenses)

	Current costs	DWC 18% increase 1/1/2014	Increased cost to V of WB
<u>DWC Current Annual Costs</u>			
Average Annual Water Purchase from DWC (gal)	395,000,000	395,000,000	
DWC rate (O&M + fixed costs) per 1,000 gal	\$ 3.59	\$ 4.24	
Amount paid annually to DWC	\$ 1,418,050	\$ 1,673,299	<b>\$ 255,249</b>

<u>Current Village Rate Structure Charged to Residents</u>				Current revenue	Add'l amount needed	Total annual revenue needed
Tier 1	\$ 7.19	68.53%	\$ 1,946,286	<div style="border: 1px solid red; padding: 2px;">DWC increase</div> ↓ <b>\$255,249</b>	<b>\$ 3,230,793</b>	
Tier 2	\$ 8.28	31.47%	\$ 1,029,258			
			\$ 2,975,544			
<u>Rate Needed to Cover Add'l Costs - 8.6% increase</u>				Est. Revenue Collected		
Tier 1	\$ 7.81	68.53%	\$ 2,113,667	↓ <b>\$320,000</b>	<b>\$3,550,793 (DWC inc. + capital)</b>	
Tier 2	\$ 8.99	31.47%	\$ 1,117,774			
			\$ 3,231,441			
						\$ 648 Overage

**FY 2014/15 Water Fund Capital Expenses:**  
 Replacement of 1,714 MTUs: \$285,000  
 Year 1 - Water Tank Coating: \$20,000  
 1/2 cost of replacement vehicle: \$15,000

Rate Options for Additional Increase:

Amount of increase: **20.00%**

	Est. Revenue Collected		
Tier 1	\$ 2,335,544		
Tier 2	\$ 1,235,109		
	\$ 3,570,653		\$ 19,860 Overage

ORDINANCE NO. 13-O-\_\_\_\_\_

AN ORDINANCE AMENDING THE VILLAGE CODE OF THE  
VILLAGE OF WILLOWBROOK – TITLE 6, CHAPTER 8, SECTION  
6-8-3 – WATER SYSTEM, RATES

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BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Code of the Village of Willowbrook be amended as follows:

SECTION ONE: That Title 6, Chapter 8, Section 6-8-3(A) of the Village Code of the Village of Willowbrook, entitled "Water Charges", is hereby amended by deleting all references to the term "\$7.19" in their entirety and in lieu thereof, the following term shall be substituted:

..."\$8.63" ...

SECTION TWO: That Title 6, Chapter 8, Section 6-8-3(A) of the Village Code of the Village of Willowbrook entitled "Water Charges" is hereby amended by deleting all references to the term "\$8.28" in their entirety and in lieu thereof, the following term shall be substituted:

..."\$9.94" ...

SECTION THREE: That Title 6, Chapter 8, Section 6-8-3(B)(1) of the Village Code of the Village of Willowbrook entitled "Residential Usage – Exception" is hereby amended by deleting all reference to the term "forty nine dollars twelve cents (\$58.45)" in its entirety and in lieu thereof, the following term shall be substituted:

..."fifty eight dollars forty-five cents (\$70.14)" ...

SECTION FOUR: That Title 6, Chapter 8, Section 6-8-3(B)(3) of the Village Code of the Village of Willowbrook entitled "Nonresidential Usage" is hereby deleted in its entirety and in lieu thereof, the following language shall be substituted:

“3. Nonresidential Usage: Minimum monthly charges shall be assessed in accordance with the following table:

<u>Meter Size</u>	<u>Monthly Minimum</u>
5/8 inch	\$111.49 per month
3/4 inch	111.49 per month
1 inch	138.01 per month
1 1/2 inch	222.95 per month
2 inch	278.71 per month
3 inch	347.30 per month
4 inch	557.44 per month
5 inch	695.45 per month
6 inch	836.14 per month”

SECTION FIVE: That Title 6, Chapter 8, Section 6-8-3(B)(4) of the Village Code of the Village of Willowbrook entitled “Hydrant Usage” is hereby amended by deleting all reference to the term “sixty six dollars twenty four cents (\$66.24)” in its entirety and in lieu thereof, the following term shall be substituted:

...”seventy nine dollars forty nine cents (\$79.49)”...

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

SECTION SEVEN: That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval and publication in pamphlet form as provided by law; provided, however, that the rates and charges established herein shall not become effective until January 1, 2014.

PASSED and APPROVED this 16<sup>th</sup> day of December, 2013.

APPROVED:

\_\_\_\_\_  
Mayor

**ATTEST:**

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

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

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

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

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

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

MOTION TO APPROVE THE CALENDAR YEAR 2014  
PAYMENT TO IRMA AND DISCUSSION OF THE  
DISTRIBUTION OF THE CREDIT AMOUNT TO  
ELIGIBLE EMPLOYEES

**AGENDA NO.**

9

**AGENDA DATE:** 12/16/2013

**STAFF REVIEW:** Garrett Hummel, Management Analyst

**SIGNATURE:**



**LEGAL REVIEW:** Tom Bastian, Village Attorney

**SIGNATURE:**



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

**SIGNATURE:**



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

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

Willowbrook is a member of the Intergovernmental Risk Management Agency (IRMA) which provides liability insurance to 70 municipal members. An annual premium notice is issued each year in December based upon each member's revenues and claims experience. In accordance with the Village's Personnel Manual, any premium credit amount earned is distributed to employees as a safety incentive upon approval by the Board of Trustees (The Safety Incentive Program is detailed in the attached Personnel Manual Addendum). The program was altered in 2008 by eliminating the award of a safety day.

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

The Board also annually considers approval of the annual premium to IRMA for continued liability insurance coverage. Staff is recommending payment of the 2014 calendar year premium of **\$208,040** from the Village's budget line item. The \$208,040 represents a decrease in the IMRA premium compared to last year's premium amount of \$215,291. The 2014 premium amount of \$208,040 is \$15,980 under the budgeted amount of \$224,020. Because of the decrease in contribution rate, the Village will not have to use its excess surplus fund (reserve fund held by IRMA) to fund its annual liability insurance premium.

The Village experienced an excellent loss history during calendar years 2010 and 2012, which enabled the Village to earn a credit on the premium for the 2014 calendar year. The estimated credit is in the amount of **\$7,346**. Prior to disbursement to eligible employees, and in accordance with the Safety Incentive Program, the Mayor and Board of Trustees must approve the credit being divided amongst the eligible employees. Based on the 29.5 eligible employees, each eligible employee full share would be \$249.

A summary of the premium, surplus fund and total payments is attached. A history of the Safety Incentive Program is also attached.

**ACTION PROPOSED:** DISCUSSION AND MOTION

**Village of Willowbrook**  
**2014 Estimated IRMA Contribution**

Revenue Base:	\$ 8,974,978
Rate per \$100 of Revenue:	\$ 2.318
Premium:	\$ 208,040
Credit (Safety Incentive Dividend):	\$ (7,346)
Amount from reserve:	\$ 0
<b>Payment to IRMA:</b>	<b><u>\$ 208,040</u></b>

If approved, safety dividend to Employees:	\$7,346 (about \$249 each)
If not approved, the Village would keep:	\$7,346



December 10, 2013

Village of Willowbrook

PRELIMINARY STATEMENT OF 2014 ANNUAL CONTRIBUTION\*

Contribution computed at a rate of \$2.318 per \$100 of five-year average Revenue Base	\$208,040
Plus or Minus the Experience Modifier	-7,346
Optional Deductible Credit	0
<b>2014 ANNUAL CONTRIBUTION</b>	<b>\$200,694</b>
Members Reserve	0
<b>2014 CONTRIBUTION DUE</b>	<b>\$200,694</b>
EXCESS SURPLUS CREDIT AVAILABLE	\$218,064

Members may enter into an Installment Payment Agreement, as described more fully below. Any Member interested in arranging an installment payment agreement should complete the request on the Statement of Payment form and fax it to IRMA at (708) 236-6336 or email to [ritab@irmarisk.org](mailto:ritab@irmarisk.org) by January 20<sup>th</sup>. Note that payments are due the first of each month. Even if an installment agreement is arranged, payment for January and February will be due February 3rd. The interest rate for the 2014 installment payments is 7% per year or 0.58% per month on unpaid balances.

The MEMBER may request in writing to enter into an Installment Payment Agreement. The Agreement shall provide for payment of the Annual Contribution in installments on a monthly basis, as agreed between the MEMBER and IRMA, with interest at the interest rate included in the budget for the fiscal year for which the contribution is due. Each installment shall be paid prior to the first day of the month for which the payment is due. If payment is not made as provided herein, the MEMBER shall be subject to all the conditions, provisions and penalties set forth in Section 4.01(i); except that any penalty incurred for failure to make the installment payment under this Section shall be assessed as of the first day of the month for which the payment is due and shall continue until the installment payment is paid in full; and, a notice of delinquency will be given the MEMBER within five (5) days after the due date.

Please make checks payable to Intergovernmental Risk Management Agency and enclose the completed Statement of Payment. If you prefer to make payment by wire transfer, wire to Fifth Third Bank, ABA #042000314, IRMA Account #7236229527 and email the statement of payment to [ritab@irmarisk.org](mailto:ritab@irmarisk.org).

Payment is due on or before January 31, 2014. According to By-Law Article IV Section 4.01, any payments which are more than fifteen days late shall incur an interest penalty fee equal to 1% per month or portion thereof.



PRELIMINARY STATEMENT OF PAYMENT  
2014 CONTRIBUTION\*

MEMBER: Village of Willowbrook

EXCESS SURPLUS CREDIT AVAILABLE: \$218,064

Members can choose to receive a combination of a credit/check up to a maximum of the annual contribution. Any remaining funds will be carried over for future years and earn investment income at the same rate as IRMA's investment portfolio. Total of surplus applied to payment and refund checks cannot exceed 2014 contribution. Refund checks will be issued quarterly in January, April, July and October.

-----

MEMBER'S 2014 ANNUAL CONTRIBUTION: \$200,694

AMOUNT OF CREDIT APPLIED TO PAYMENT: \_\_\_\_\_

NET PAYMENT FOR 2014 CONTRIBUTION: \_\_\_\_\_

AMOUNT OF CREDIT TO BE PAID VIA CHECK IN JANUARY: \_\_\_\_\_

-----

**Please Detail the Installment Payment Arrangement:**

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

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

If you have any questions, please contact Rita Boserup at (708) 236-6335 or ritab@irmarisk.org.

**Please return this copy with your payment for proper credit.**

December 10, 2013

Village of Willowbrook

Preliminary Statement of 2014 Annual contribution

**\* Please be aware that until IRMA's budget is approved at the December 18, 2013 Board of Directors meeting, that it is possible for the 2014 contribution amount to change.**



**L: EMPLOYEE SAFETY INCENTIVE PROGRAM**

APPENDIX L

VILLAGE OF WILLOWBROOK

EMPLOYEE SAFETY INCENTIVE PROGRAM



I. GOALS AND OBJECTIVES

The Goals and Objectives of the Employee Safety Incentive Program are:

- A. To instill in the minds of each and every employee a concept that the safe way to perform a task is the most efficient and the only acceptable way.
- B. To compensate the employees when they collectively demonstrate a concern for their safety and the safety of others.

II. JURISDICTION

This Employee Safety Incentive Program shall apply to all Regular Full-Time Employees, as defined in the Personnel Manual, employed during the entire most recent claim year used in the calculation of the Debit/Credit to be applied in the forthcoming premium year. Further, this plan shall apply only to employees who are employed by the Village at the time of the approval by the Board of any and all distributions under this plan.

The Village recognizes the value of the Community of long-term part-time employees. For the purpose of this plan, part-time employees working in excess of 1,000 hours per year for each of the three claim years used in the calculation of the Debit/Credit shall be eligible for a full share.

The inclusion of long-term part-time employees in the Safety Incentive Program shall allow part-time employees with five years or more of service to receive, without petitioning, a 50% share of the Safety Incentive Dividend. In addition, these same part-time employees may petition for a 100% share of the Safety Incentive Dividend with a written request. The distribution of the dividends to these same part-time employees shall be approved by the affirmative vote of a majority of the Eligible Employees.

III. METHODOLOGY

The Village of Willowbrook is a member of the Intergovernmental Risk Management Agency (IRMA). IRMA calculates the annual premium to be paid by the Village of Willowbrook based on two criteria:

- A. Total Revenues of Willowbrook for the fiscal year ending April 30, twenty months preceding the upcoming Premium Year.
- B. Loss experience of Willowbrook as compared with similar IRMA member's loss history in accordance with IRMA rules and regulations as amended from time to time. IRMA refers to this factor as the Debit/Credit Computation.



On or about December 15 of each year, IRMA will have notified the Village of Willowbrook of the premium to be paid by the Village for the upcoming Premium Year beginning on the following January 1.

Additional compensation shall be awarded to each eligible employee as described in II above, as follows:

<u>Debit/Credit Computation</u>	<u>Safety Incentive Dividend</u>
FROM: Maximum Debit	
TO: Premium based on Revenue with no debit	\$0
FROM: Premium based on Revenue with no debit	
TO: Maximum Credit	Total Credit Divided Amongst Eligible Employees

**IV. DISTRIBUTION OF SAFETY INCENTIVE DIVIDENDS TO NON-ELIGIBLE EMPLOYEES**

Upon the written request by any non-eligible employee who is not eligible as described in Section II (a "Non-eligible employee), such non-eligible employee may be considered for a full-share or partial-share (50%) of Safety Incentive Dividends. The distribution of the dividends to Non-Eligible Employees shall be approved by the affirmative vote of a majority of the eligible employees who vote.

The written request as mentioned above shall further contain a statement by the Non-Eligible Employee as to how he/she has demonstrated an acute sense of Safety Awareness leading to the accomplishment of the Village's Loss Prevention Goals and Objectives.



V. GENERAL RULES OF APPLICATION

- A. The IRMA Debit/Credit Formula as modified from time to time shall be the sole governing factor in determining the Debit/Credit Calculation as described in III, above.
- B. The position, job classification, or compensation of Eligible Employees shall not affect the allocation of the Safety Incentive Dividend.
- C. There shall be no additional consideration of loss issues, such as at-fault accidents, no-fault accidents, subrogated claims or non-subrogated claims above and beyond the IRMA Debit/Credit Computation.
- D. Every effort will be made by the Village of Willowbrook to distribute any dividends due employees herein prior to December 24 of each calendar year.
- E. Prior to the allocation of a Safety Incentive Dividend, the approval of the Mayor and Board of Trustees must be obtained by the Village Administrator.
- F. All Eligible employees shall receive compensation of the Safety Incentive Dividends in the same manner as routine payroll is distributed.

History of Willowbrook Safety Incentive Program

Year	\$ Amount	# of Employees	Per Empl
1985	\$2,208	21.0	\$105
1986	\$22,691	19.0	\$1,194
1987	\$19,773	24.0	\$824
1988	\$4,115	25.0	\$165
1989	\$0		\$0
1990	\$0		\$0
1991	\$0		\$0
1992	\$0		\$0
1993	\$0		\$0
1994	\$0		\$0
1995	\$0		\$0
1996	\$16,254	37.0	\$439
1997	\$22,183	39.0	\$569
1998	\$3,174	38.0	\$84
1999	\$58,561	38.0	\$1,541
2000	\$3,534	39.0	\$91
2001	\$27,463	38.0	\$723
2002	\$8,588	39.0	\$220
2003	\$5,150	39.0	\$132
2004	\$0		\$0
2005	\$11,578	41.0	\$282
2006	\$2,904	42.0	\$69
2007	\$33,888	39.0	\$869
<sup>1</sup> 2008	\$37,969	39.0	\$974
2009	\$37,538	40.0	\$938
2010	\$9,168	41.0	\$224
2011	\$2,705	38.0	\$71
2012	\$5,646	32.5	\$174
2013	\$0		\$0
2014 (Estimate)	\$7,346	29.5	\$249

<sup>2</sup> Total                                    \$342,436                                    \$9,936

<sup>1</sup> Elimination of the safety day

<sup>2</sup> Breaking down the total of \$342,436 on an annual basis for 30 years the total payout per year would be \$11,415. With an average number of employees of 35, the payout per employee each year for 30 years would have been \$331.