

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JANUARY 27, 2014, 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 - January 13, 2014 (APPROVE)
 - c. Minutes - Executive Session - December 16, 2013 (APPROVE)
 - d. Warrants - \$342,224.84 (APPROVE)
 - e. Ordinance - An Ordinance Amending Title 3, Chapter 12, Section 3-12-5(E) of the Village Code - Classifications: Class E License (PASS)
 - f. Ordinance - An Ordinance Amending Title 3, Chapter 1A, Section 3-1A-1(7) of the Village Code - Fees Enumerated - Barbershops (PASS)

NEW BUSINESS

6. DELINQUENT WATER BILLS
7. ORDINANCE - AN ORDINANCE AMENDING TITLE 3, CHAPTER 12, SECTION 3-12-5(B) OF THE VILLAGE CODE - CLASSIFICATIONS: CLASS B LICENSE
8. ORDINANCE - AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR AND THE ISSUANCE OF ZONING APPROVALS FOR LICENSED MARIJUANA CULTIVATION CENTERS AND LICENSED MEDICAL MARIJUANA DISPENSARIES IN THE ZONING DISTRICTS OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT AND EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD.

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 2014 MINUTES - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings that were Lawfully Closed Under the Open Meetings Act
 - b) DISCUSSION - Pursuant to 5ILCS 120/2(c)(21) Regarding the Destruction of Audio or Video Recordings of Closed Meetings Under the Open Meetings Act For the Purpose of a Semi-Annual Review of Said Recordings As Mandated by 5ILCS 120/2.06(3)(c)(1)
 - c) DISCUSSION - Pursuant to 5ILCS 120/2(c)(21) Regarding Previously Approved Minutes of Meetings That Were Lawfully Closed Under the Open Meetings Act For the Purpose of a Semi-Annual Review of Said Minutes As Mandated by 5ILCS 120/2.06(d), For Purposes of Possible Release
16. RESOLUTION - A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS
17. RESOLUTION - A RESOLUTION MAKING A DETERMINATION RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT
18. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JANUARY 13, 2014 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 6:34 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 Attorney Thomas Bastian, Village Attorney Michael Durkin, Village Administrator Timothy Halik, Chief Mark Shelton, Deputy Chief Mark Altobella, Planning Consultant JoEllen Charlton, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Chief Shelton 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 - Special Board Meeting - December 16, 2013 (APPROVE)
- c. Minutes - Executive Session - November 25, 2013 (APPROVE)
- d. Warrants - \$448,408.44 (APPROVE)
- e. Monthly Financial Report - December 31, 2013 (APPROVE)
- f. Ordinance - An Ordinance Amending Section 3-19-5, Entitled "Prohibitions:" and Section 3-19-6, Entitled "Gambling Prohibited:" of Chapter 19, Entitled "Amusement Devised" of Title 3, Entitled "Business" of the Village Code of Ordinances to Authorize and License Video Gaming - Ordinance No. 14-O-01 (PASS)

- g. Ordinance - An Ordinance Amending the Village Code of the Village of Willowbrook - Title 2, Chapter 4, Section 2-4-10 - Board of Police Commissioners, Attorney for Board - Ordinance No. 14-0-02 (ADOPT)
- h. 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 that Item 5h be removed from Consent and placed under New Business.

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

MOTION: Made by Trustee Mistele and seconded by Trustee Kelly to approve the Omnibus Vote Agenda, Items 5a-5g, as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 5h. MOTION - BOARD ADVICE AND CONSENT TO MAYOR'S APPOINTMENT OF CAROLINE A. DITTMAN TO FILL A VACANCY ON THE POLICE PENSION FUND BOARD

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino to approve the appointment of Caroline A. Dittman to the Police Pension Board.

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

MOTION DECLARED CARRIED

6. DELINQUENT WATER BILLS

Administrator Halik advised that there was one (1) delinquent water bill in the amount of \$201.95. Staff requested authorization to proceed in accordance with past practices, which was approved.

7. ORDINANCE - AN ORDINANCE WAIVING CERTAIN REQUIREMENTS OF SECTION 9-10-5(B) AND ACCEPTANCE OF EASEMENT TO SATISFY CERTAIN OFF-STREET PARKING REQUIREMENTS FOR THE WILLOW COMMONS SHOPPING CENTER, 305-341 75TH STREET, WILLOWBROOK, ILLINOIS

Planning Consultant Charlton stated that the Willow Commons Shopping Center does not have enough on-site parking to satisfy the parking requirement for the entire shopping center. There is additional parking on the west side of the property that is owned by the previous owner of Ashton Place. With the sale of Ashton Place a couple of years ago, it makes it necessary to ensure that there is ample parking for the center.

This ordinance will ensure that tenants and process special uses into the shopping center and validates the parking requirements. The Plan Commission has reviewed and recommended support of this ordinance to the Village Board.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to pass Ordinance No. 14-O-03.

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

MOTION DECLARED CARRIED

8. ORDINANCE - AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A 4,024 SQUARE FOOT COMMERCIAL SCHOOL IN UNIT 327 IN THE WILLOW COMMONS SHOPPING CENTER - BEYOND THE STARS PERFORMING ARTS ACADEMY, INC. WILLOW COMMONS CENTER, 305-341 75TH STREET, WILLOWBROOK, ILLINOIS

Planning Consultant Charlton stated that this unit has been vacant for a long time. This unit is long and narrow and not attractive for a retail user. The Beyond the Stars Performing Arts Academy is able to utilize this space as is.

The Plan Commission has reviewed and recommended this special use ordinance to the Village Board.

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino to pass Ordinance No. 14-O-04.

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

MOTION DECLARED CARRIED

9. PRESENTATION/DISCUSSION - MASTER FACILITIES PLAN, PHASE I -
CONCEPTUAL INTERIOR RENOVATION PLAN, VILLAGE HALL OFFICES,
835 MIDWAY DRIVE & PROPOSED SITE PLAN, WILLOWBROOK
MUNICIPAL COMPLEX - MARK BUSHHOUSE, WILLIAMS ARCHITECTS

Administrator Halik stated that the development phasing will be broken down into three individual phases which will allow for project funding to be drawn from multiple budget years. Phase 1 will include the renovation of the 835 Midway Drive building to serve as the new Village Hall offices along with necessary alterations to link the parking facilities of the three buildings. Phase 2 will be the renovation of the existing Village Hall to serve entirely as the Village Police Station. Phase 3 will include the renovation of the 825 Midway Drive building to serve as a recreation center and possible Board Room.

The initial designs have been reviewed by Staff; Trustee Mistele, Chairman for the Municipal Services Committee; Mayor Trilla; and Mr. Mark Bushhouse; Williams Architects.

Mr. Bushhouse then presented the latest conceptual designs and estimated budget amounts for the Board's consideration. Mr. Bushhouse stated that the properties will meet future space needs of the Village. Mr. Bushhouse stated this renovation plan is cost effective and the overall budget for the project would be between \$1.2 - \$1.5 million.

Trustee Mistele stated that this expansion answers the question that the Village will be able to grow in the new facility. Trustee Mistele stated that the Municipal Services Committee has requested that the current electric baseboard heating in the building should be reviewed and to take a look at the costs of adding a boiler and using hydronic baseboards. The Village could see savings in energy costs with the change.

Trustee Mistele also questioned how these buildings will meet current storm water management codes for DuPage County.

Administrator Halik stated that if the Board has no objections to the concept plan, Staff would like a consensus to move forward to the next phase which would be a professional services agreement with Mr. Bushhouse to develop final construction drawings that can be used for bidding purposes.

Mr. Bushhouse stated that the drawings could be completed in the next couple of months and out to bid in the Spring. Construction could then begin in June. The new Village facility could be operational by the end of the year.

The Board gave a consensus to proceed to the next phase.

PRIOR BUSINESS

10. 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.

11. ATTORNEY'S REPORT

Attorney Bastian had no report.

12. CLERK'S REPORT

Clerk Hansen had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halik advised the Board the Village received the GFOA Distinguished Budget Presentation Award for the 12th consecutive year.

14. MAYOR'S REPORT

Mayor Trilla stated that he gave the annual State of Village address at the Willowbrook/Burr Ridge Chamber of Commerce meeting on Wednesday, January 8, 2014. The address was well received.

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

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino
to recess into Executive Session at the hour of 7:02 p.m.

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
7:09 p.m.

16. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee
Berglund, to adjourn the Regular Meeting at the hour of
7:12 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

January 27, 2014.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

January 27, 2014

GENERAL CORPORATE FUND	-----	\$173,265.11
WATER FUND	-----	162,777.20
WATER CAPITAL IMPROVEMENTS FUND	-----	4,202.90
L.A.F.E. AND R. FUND	-----	1,979.63
TOTAL WARRANTS	-----	\$342,224.84



Tim Halik, Village Administrator

APPROVED:

Frank A. Trilla, Mayor

VILLAGE OF WILLOWBROOK

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BILLS PAID REPORT FOR JANUARY, 2014

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AFLAC (46)	01/22 CK# 83574	\$2,179.28
D7088/JAN 2014 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	453.87
D7088/JAN 2014 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,725.41
AIRGAS USA LLLC (2600)	01/22 CK# 83575	\$581.01
9023487797 MAINTENANCE - EQUIPMENT 01-520-411	01-35-735-411	581.01
AL WARREN OIL CO (2205)	01/22 CK# 83576	\$4,567.36
I0822497 GASOLINE INVENTORY 01-190-126	01-190-126	4,567.36
ALL AMERICAN PAPER COMPANY (68)	01/22 CK# 83577	\$920.13
82483 MAINTENANCE - PW BUILDING	01-35-725-418	920.13
AMERICAN FIRST AID SERVICE INC (77)	01/22 CK# 83578	\$101.80
146250 OPERATING EQUIPMENT 01-451-401	01-30-630-401	19.60
146251 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	82.20
AUTO TRUCK GROUP (153)	01/22 CK# 83580	\$1,656.93
1191030 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	1,256.19
1191561 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	400.74
BOB RIDINGS, INC. (210)	01/22 CK# 83581	\$33,724.50
F3077 VEHICLES - NEW & OTHER 01-545-625	01-35-765-625	33,724.50
CHICAGO BADGE & INSIGNIA CO (334)	01/22 CK# 83582	\$244.79
12666 UNIFORMS 01-451-345	01-30-630-345	109.83
12678 UNIFORMS 01-451-345	01-30-630-345	134.96
CHRISTINA SHENOUDA (2084)	01/22 CK# 83583	\$72.00
REFUND 142AW WINTER RECREATION FEES 01-310-816	01-310-816	72.00
CHRISTOPHER B. BURKE (333)	01/22 CK# 83584	\$5,914.89
114407 REIMB.	01-40-820-259	474.50
114408 PLAN REVIEW - DRAINAGE ENGINEER 01-555-259	01-40-820-259	254.50
114409 FEES - ENGINEERING 01-505-245	01-35-720-245	482.25
114410 REIMB.	01-40-820-245	220.00
114411 PLAN REVIEW - PLANNER 01-15-520-257	01-15-520-257	4,483.64
CLARA MAZZEI (1843)	01/22 CK# 83585	\$17.50
7 COUPONS TAXI CAB VOUCHERS - PREPAID 01-190-103	01-190-103	17.50
COMMONWEALTH EDISON (370)	01/22 CK# 83586	\$4,927.38
0423085170JN14 RED LIGHT - COM ED	01-30-630-248	65.68
0719026027JN14 RED LIGHT - COM ED	01-30-630-248	46.94
1024813000JN14 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	1.26
4403140110JN14 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	86.83
6863089003JN14 RED LIGHT - COM ED	01-30-630-248	66.37
7432089030JN14 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	434.37
749429014JN14 ENERGY-VILLAGE HALL	01-10-466-240	4,225.93
DECISION SYSTEMS COMPANY (454)	01/22 CK# 83587	\$172.50
201419 E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	172.50
DELTA DENTAL PLAN OF ILLINOIS (468)	01/22 CK# 83588	\$3,643.68
FEBRUARY 14 EMP DED PAY-INS 01-210-204	01-210-204	734.17
FEBRUARY 14 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	188.56
FEBRUARY 14 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	53.07
FEBRUARY 14 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	106.14
FEBRUARY 14 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	2,287.64
FEBRUARY 14 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	114.89
FEBRUARY 14 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	159.21

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE COUNTY TREASURER (497)	01/22 CK# 83589	\$250.00
27597/DEC 13 EDP-SOFTWARE 01-457-212	01-30-640-212	250.00
DUPAGE CNTY CHIEFS OF POL.ASSN. (504)	01/22 CK# 83590	\$50.00
2014 - SHELTON FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	50.00
ECO CLEAN MAINTENANCE INC (2385)	01/22 CK# 83592	\$1,449.00
3687/AUG 13 RPC MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,449.00
SCOTT EISENBEIS (547)	01/22 CK# 83593	\$750.00
13 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	750.00
ROY GIUNTOLI (690)	01/22 CK# 83595	\$50.00
2014 ICC DUES FEES DUES SUBSCRIPTIONS 01-551-307	01-40-810-307	50.00
H AND R CONSTRUCTION INC. (742)	01/22 CK# 83596	\$11,302.50
14695 SNOW REMOVAL CONTRACT 01-525-287	01-35-740-287	11,302.50
GARRETT HUMMEL (2167)	01/22 CK# 83598	\$249.90
PRIVATE REGISTR E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	64.95
WBSITE DOMAIN E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	184.95
ILLINOIS DIRECTOR OF (475)	01/22 CK# 83599	\$1,749.21
2013 4TH QTR EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-10-455-144	1.36
2013 4TH QTR EMPLOYEE BENEFITS - UNEMPLOYMENT 01-601-144	01-20-550-144	72.94
2013 4TH QTR EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-25-610-144	194.52
2013 4TH QTR EMPLOYEE BENEFIT - UNEMPLOYMENT INS	01-30-630-144	1,021.80
2013 4TH QTR EMPLOYEE BENEFITS - UNEMPLOYMENT 01-501-144	01-35-710-144	458.59
ILLINOIS PROSECUTOR SERVICES LLC (2598)	01/22 CK# 83600	\$250.00
2014 GUIDE OFFICE SUPPLIES 01-451-301	01-30-630-301	250.00
IL PUBLIC WORKS MUTUAL AID NETWORK (2530)	01/22 CK# 83601	\$100.00
1694 FEES DUES SUBSCRIPTIONS 01-501-307	01-35-710-307	100.00
ISP BUREAU OF CRIMINAL IDNTFCATION (243)	01/22 CK# 83602	\$36.50
4554/13-8263 OPERATING EQUIPMENT 01-451-401	01-30-630-401	36.50
J & H DECOR (2451)	01/22 CK# 83603	\$120.00
1/9/14 DURKIN PUBLIC RELATIONS 01-435-365	01-10-475-365	120.00
JULIE, INC. (1018)	01/22 CK# 83604	\$727.50
2014-1728 1STPY J.U.L.I.E. 01-540-332	01-35-755-332	727.50
JUST TIRES (1022)	01/22 CK# 83605	\$527.12
160959 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	527.12
KING CAR WASH (1057)	01/22 CK# 83607	\$325.00
DECEMBER 2013 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	325.00
TIMOTHY KOBLER (1072)	01/22 CK# 83608	\$216.03
2013 UNFRMS UNIFORMS 01-451-345	01-30-630-345	93.89
2014 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	122.14
KONICA MINOLTA BUSINESS SOLUTIONS (2319)	01/22 CK# 83609	\$371.91
227402472 COPY SERVICE 01-451-315	01-30-630-315	88.58
227433753 COPY SERVICE 01-420-315	01-10-455-315	283.33
LASERCRAFT INC (2300)	01/22 CK# 83612	\$24,072.50
14544/DEC 13 RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	22,475.00
14544/DEC 13 RED LIGHT - MISC FEE	01-30-630-249	1,597.50
LEXIS (21)	01/22 CK# 83613	\$30.00
1009686/DEC 13 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	30.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
LOGSDON OFFICE SUPPLY (2452)	01/22 CK# 83614	\$154.83
898805-001 OFFICE SUPPLIES 01-420-301	01-10-455-301	111.16
898805-001 COMMISSARY PROVISION 01-420-355	01-10-455-355	43.67
MIDCO (1268)	01/22 CK# 83616	\$412.50
277801 PHONE - TELEPHONES 01-451-201	01-30-630-201	412.50
MORTON SALT INC (2522)	01/22 CK# 83618	\$3,365.50
5400343481 OPERATING SUPPLIES 01-540-331	01-35-755-331	1,223.17
5400345194 OPERATING SUPPLIES 01-540-331	01-35-755-331	2,142.33
MOTOROLA INC. (1312)	01/22 CK# 83619	\$258.75
91459217 MAINTENANCE - RADIO EQUIPMENT 01-451-421	01-30-630-421	258.75
MUNICIPAL CLERKS OF DUPAGE CNTY (1318)	01/22 CK# 83620	\$56.00
FEB 14 MTG SCHOOLS-CONFERENCE TRAVEL 01-05-410-304	01-05-410-304	56.00
NAPWDA (1333)	01/22 CK# 83621	\$70.00
2014 RENEWAL FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	70.00
NORTH AMERICAN SALT CO (1372)	01/22 CK# 83622	\$11,173.40
71100955 OPERATING SUPPLIES 01-540-331	01-35-755-331	11,173.40
OCCUPATIONAL HEALTH CENTERS (2413)	01/22 CK# 83623	\$93.50
1007891205 WELLNESS 01-440-276	01-10-480-276	93.50
PARTNERS AND PAWS VETERINARY SERVICES (2548)	01/22 CK# 83624	\$279.30
20000118 OPERATING EQUIPMENT 01-451-401	01-30-630-401	279.30
ANDREW C PASSERO (2492)	01/22 CK# 83625	\$417.89
TRUCK REPAIRS MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	417.89
PELLICCIONI ANDREW (1473)	01/22 CK# 83626	\$737.75
2014 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	737.75
PEPSI COLA GEN BOT (1479)	01/22 CK# 83627	\$238.00
98546257 COMMISSARY PROVISION 01-420-355	01-10-455-355	52.62
98592011 COMMISSARY PROVISION 01-420-355	01-10-455-355	185.38
PETTY CASH C/O TIM HALIK (1492)	01/22 CK# 83628	\$52.22
1/22/14 PUBLIC RELATIONS 01-435-365	01-10-475-365	20.00
1/22/14 OPERATING EQUIPMENT 01-451-401	01-30-630-401	6.45
1/22/14 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	25.77
THE PILATES BODY INC (2297)	01/22 CK# 83629	\$1,422.00
19551 FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	1,422.00
RAGS ELECTRIC, INC (1585)	01/22 CK# 83630	\$212.00
15065 MAINTENANCE - STREET LIGHTS 01-530-223	01-35-745-223	212.00
RAY O'HERRON CO., INC. (1594)	01/22 CK# 83631	\$65.85
1400342 UNIFORMS 01-451-345	01-30-630-345	65.85
RED WING SHOE STORE (1605)	01/22 CK# 83632	\$458.00
45000000660 UNIFORMS 01-501-345	01-35-710-345	458.00
REGIONAL TRUCK EQUIPMENT CO (2211)	01/22 CK# 83633	\$41.56
184215 MAINTENANCE - EQUIPMENT 01-520-411	01-35-735-411	15.30
184670 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	26.26
RELADYNE (2599)	01/22 CK# 83634	\$362.41
787148 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	362.41
RIGHT FIT SPORT FITNESS WELLNESS (2298)	01/22 CK# 83635	\$519.00
6684 WINTER PROGRAM MATERIALS & SERVICES	01-20-585-121	519.00

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ROBERT WHITE CONSTRUCTION (2579)	01/22 CK# 83636	\$12,251.25
1018 SNOW REMOVAL CONTRACT 01-525-287	01-35-740-287	2,851.25
1029 SNOW REMOVAL CONTRACT 01-525-287	01-35-740-287	2,280.00
1030 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,275.00
1031 SNOW REMOVAL CONTRACT 01-525-287	01-35-740-287	5,845.00
ROBERT SCHALLER (1671)	01/22 CK# 83637	\$359.50
2013 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	359.50
SOUTHWEST CENTRAL DISPATCH (1751)	01/22 CK# 83638	\$18,379.04
FEBRUARY 2014 RADIO DISPATCHING 01-483-235	01-30-675-235	18,379.04
LAW OFFICES STORINO RAMELLO & DURKIN (2545)	01/22 CK# 83639	\$4,623.60
63156/ DEC 13 FEES - VILLAGE ATTORNEY 01-425-239	01-10-470-239	4,544.85
63168/ DEC 13 FEES - VILLAGE ATTORNEY 01-425-239	01-10-470-239	78.75
T.P.I. (1886)	01/22 CK# 83641	\$5,847.70
7020/DEC 13 REIMB.	01-40-820-258	2,064.70
7020/DEC 13 PART TIME INSPECTOR 01-565-109	01-40-830-109	3,108.00
7020/DEC 13 REIMB.	01-40-830-115	675.00
THOMPSON ELEV. INSPECT. SERVICE (1873)	01/22 CK# 83642	\$1,419.00
14-0043 ELEVATOR INSPECTION 01-565-117	01-40-830-117	1,419.00
TOM & JERRY'S SHELL SERVICES (1883)	01/22 CK# 83643	\$2,855.64
49017 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	355.30
49022 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	960.97
49029 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	464.54
49040 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	429.72
49048 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
49081 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	244.01
49116 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
491161 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
49117 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
49128 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	20.40
49152 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
49157 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	202.55
49160 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
49205 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
UNIFIRST (1926)	01/22 CK# 83644	\$386.67
0610814356 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	167.81
0610814439 MAINTENANCE - PW BUILDING	01-35-725-418	51.05
0610816930 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	167.81
VERIZON WIRELESS (1972)	01/22 CK# 83645	\$1,208.14
9717623320EQUIP PHONE - TELEPHONES 01-420-201	01-10-455-201	307.45
9717623320EQUIP PHONE - TELEPHONES 01-451-201	01-30-630-201	247.48
9717623320JN14 PHONE - TELEPHONES 01-05-410-201	01-05-410-201	61.42
9717623320JN14 PHONE - TELEPHONES 01-420-201	01-10-455-201	26.86
9717623320JN14 PHONE - TELEPHONES 01-451-201	01-30-630-201	318.64
9717623320JN14 TELEPHONES 01-501-201	01-35-710-201	148.38
9717623320JN14 TELEPHONES 01-551-201	01-40-810-201	97.91
WAREHOUSE DIRECT (2002)	01/22 CK# 83646	\$520.61
2190506-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	563.79
C2190506-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	-43.18
WESTOWN AUTO SUPPLY COMPANY (2026)	01/22 CK# 83647	\$42.58
55137 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	36.38

VILLAGE OF WILLOWBROOK

RUN DATE: 01/22/14

BILLS PAID REPORT FOR JANUARY, 2014

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RUN TIME: 11:40AM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
55189 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	6.20
WINGREN LANDSCAPE INC. (2080)	01/22 CK# 83649	\$2,499.00
17097 CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	2,499.00
THE YOGA TEACHERS' GROUP INC (2109)	01/22 CK# 83650	\$1,131.00
12/16-1/20/14 FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	1,131.00
TOTAL GENERAL CORPORATE FUND		\$173,265.11

VILLAGE OF WILLOWBROOK
 BILLS PAID REPORT FOR JANUARY, 2014

RUN DATE: 01/22/14

PAGE: 6

RUN TIME: 11:40AM

WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ASSOCIATED TECHNICAL SERV. LTD. (126) 24355 LEAK SURVEYS 02-430-276	01/22 CK# 83579 02-50-430-276	\$738.50 738.50
BOB RIDINGS, INC. (210) F3077 VEHICLES - NEW AND OTHER 02-440-626	01/22 CK# 83581 02-50-440-626	\$33,724.50 33,724.50
COMMONWEALTH EDISON (370) 4651111049JN14 ENERGY - ELECTRIC PUMP 02-420-206 5071072061DC13 ENERGY - ELECTRIC PUMP 02-420-206	01/22 CK# 83586 02-50-420-206 02-50-420-206	\$2,111.99 1,175.87 936.12
DELTA DENTAL PLAN OF ILLINOIS (468) FEBRUARY 14 EMPLOYEE BENEFITS - MEDICAL	01/22 CK# 83588 02-50-401-141	\$114.89 114.89
DUPAGE WATER COMMISSION (521) 10318/DEC 13 PURCHASE OF WATER 02-420-575	01/22 CK# 83591 02-50-420-575	\$106,283.73 106,283.73
ENVIRO TEST INC (555) 13-130021 SAMPLING ANALYSIS 02-420-362	01/22 CK# 83594 02-50-420-362	\$87.50 87.50
HACH CHEMICAL COMPANY (745) 8640034 MATERIALS, SUPPLIES, STANDPIPE, PUM	01/22 CK# 83597 02-50-425-475	\$1,699.00 1,699.00
ILLINOIS DIRECTOR OF (475) 2013 4TH QTR EMPLOYEE BENEFITS - UNEMPLOYMENT	01/22 CK# 83599 02-50-401-144	\$458.58 458.58
KATHLEEN O'TOOLE (2009) WR 01/17/14 OVER PAYMENT SENT TO CUSTOMER-DM O'TOOLE, KATHLEEN UT# 350055.005	01/22 CK# 83606 02-280-133	\$22.64 22.64
LAKE HINSDALE VILLAGE (1243) WR 01/15/14 DEPOSITS SENT TO CUSTOMER-DM LAKE HINSDALE VILLAGE UT# 700850.000 DEPOSIT SENT TO CUSTOMER WR 01/15/14 DEPOSITS SENT TO CUSTOMER-DM LAKE HINSDALE VILLAGE UT# 700885.000 DEPOSIT SENT TO CUSTOMER WR 01/15/14 DEPOSITS SENT TO CUSTOMER-DM LAKE HINSDALE VILLAGE UT# 700890.000 DEPOSIT SENT TO CUSTOMER	01/22 CK# 83610 02-280-130 02-280-130 02-280-130	\$330.00 110.00 110.00 110.00
LAKE HINSDALE VILLAGE (2009) WR 01/15/14 OVER PAYMENT SENT TO CUSTOMER-DM LAKE HINSDALE VILLAGE UT# 700885.000 WR 01/15/14 OVER PAYMENT SENT TO CUSTOMER-DM LAKE HINSDALE VILLAGE UT# 700890.000	01/22 CK# 83611 02-280-133 02-280-133	\$63.00 31.50 31.50
MENAD & BILJANA RADONJIC (2009) WR 01/17/14 OVER PAYMENT SENT TO CUSTOMER-DM RADONJIC, MENAD & BILJANA UT# 253670.001	01/22 CK# 83615 02-280-133	\$52.63 52.63
SUNSET SEWER & WATER (2276) 2014-015 WATER DISTRIBUTION REPAIR-MAINTENAN 2014-016 WATER DISTRIBUTION REPAIR-MAINTENAN 2014-017 WATER DISTRIBUTION REPAIR-MAINTENAN	01/22 CK# 83640 02-50-430-277 02-50-430-277 02-50-430-277	\$16,941.86 8,444.98 2,808.75 5,688.13
VERIZON WIRELESS (1972) 9717623320JN14 PHONE - TELEPHONES 02-401-201	01/22 CK# 83645 02-50-401-201	\$148.38 148.38
TOTAL WATER FUND		\$162,777.20

VILLAGE OF WILLOWBROOK

RUN DATE: 01/22/14

BILLS PAID REPORT FOR JANUARY, 2014

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RUN TIME: 11:40AM

WATER CAPITAL IMPROVEMENTS FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MIDWEST METER INC (1279)	01/22 CK# 83617	\$4,202.90
51622 MTU REPLACEMENT	09-65-440-602	4,202.90
TOTAL WATER CAPITAL IMPROVEMENTS FUND		\$4,202.90

VILLAGE OF WILLOWBROOK

RUN DATE: 01/22/14

BILLS PAID REPORT FOR JANUARY, 2014

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RUN TIME: 11:40AM

LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
WILLIAMS ARCHITECTS (2051)	01/22 CK# 83648	\$1,979.63
15630 FACILITIES	14-75-930-415	1,979.63
TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUN		\$1,979.63

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR JANUARY, 2014

RUN DATE: 01/22/14

SUMMARY ALL FUNDS

RUN TIME: 11:40AM

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	173,265.11	*
02-110-105	WATER FUND-CHECKING 0010330283	162,777.20	*
09-110-105	WATER CAPITAL IMPROVEMENTS FUND-CHECKING - 100564-4	4,202.90	*
14-110-105	LAND ACQUISITION, FACILITY EXPANSION & RENOVATION-CHEC	1,979.63	*
TOTAL ALL FUNDS		342,224.84	**

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

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

AGENDA NO.

5e

AGENDA DATE: 1/27/14

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 Dominick's Store was previously issued a Class E Liquor License which enabled the sale of packaged alcoholic beverages to be consumed off-site. With the closing of the Willowbrook Dominick's Store effective December 28, 2013, it is now necessary to eliminate the Class E License.

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 E liquor licenses from two (2) to one (1). 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.

ORDINANCE NO. 14-O-_____

AN ORDINANCE AMENDING TITLE 3, CHAPTER 12, SECTION
3-12-5(E) OF THE VILLAGE CODE – CLASSIFICATIONS: CLASS E 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(E) of the Village Code of the Village of Willowbrook, entitled "Class E 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 one (1) class E license 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 27th day of January, 2014.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE AMENDING TITLE 3, CHAPTER 1A, SECTION 3-1A-1(7) OF THE VILLAGE CODE – FEES ENUMERATED: BARBERSHOPS

AGENDA NO. **5f**

AGENDA DATE: 1/27/14

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 on January 13, 2014 NO N/A

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

The current annual business license fee structure applied to both barbershops and hair salons includes a business license fee of \$55.00 per year per chair. A per-chair fee is used due to the typical practice, especially at hair salons, for each separate chair (or "station") within the location to be operated by a separate stylist under a rental scenario. This chair, or station, really represents a stand-alone business. This same "station" practice is also used within nail salon uses. However, our current business license fee ordinance treats nail salons differently from barbershops and hair salons, and only requires a flat \$100 per year fee per location regardless how many nail salon "stations" are operated at that particular location. This item was recently brought to the mayor's attention upon speaking with several local businesses. These businesses felt that the Village's current fee structure is unfair, since hair salon and barbershop uses pay more for an annual Village business license, but nail salons are structured similarly.

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

At the mayor's request, staff further reviewed this matter and determined that a more equitable approach would be to set annual business license fees for barbershops, hair salons, and nail salons using the same methodology – that is, on a per chair ("station") basis for all three. There will be no change in the current annual fee amount (i.e., \$55.00 per chair), just that nail salons will be included along with barbershops and hair salons.

The Finance and Administration Committee discussed this item at their regular meeting on January 13, 2014. At that time, the Committee concurred with the staff recommendation that nail salon uses should be charged an annual business license fee under the same method that barbershops and hair salons are charged.

ACTION PROPOSED:

Pass the Ordinance.

ORDINANCE NO. 14-O-_____

AN ORDINANCE AMENDING TITLE 3, CHAPTER 1A, SECTION 3-1A-1(7)
OF THE VILLAGE CODE – FEES ENUMERATED: BARBERSHOPS

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 1A, Section 3-1A-1(7) of the Village Code of the Village of Willowbrook, entitled "Fees Enumerated: Barbershops ", is hereby amended by deleting Item #7 contained therein in its entirety and in lieu thereof, the following language shall be substituted:

...“7. Barbershops, Hair Salons, Nail Salons \$55.00 per chair per year.”

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 27th day of January, 2014.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

November 26, 2013

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Brown, Annie L.
320 W 79th St
Willowbrook Il 60527

Re: Account No. 110050.000

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$92.22. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 13, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Hauppa, Paul/Labianco, Diana
528 Ridgemoor Dr
Willowbrook Il 60527

Re: Account No. 253390.006
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$258.18. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Keogh, Terry
129 Sunset Ridge Rd
Willowbrook Il 60527

Re: Account No. 252170.000
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$154.79. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Romeo, Laura
541 - 68th St
Willowbrook II 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 213535.002
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$58.38. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

TJH:vs



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Rudman, Robert
729 73rd Ct
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 211905.006
Delinquent Water Bill

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$377.89. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014 , will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton



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TJH:vs



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Schwertfeger, George
6306 Martin Dr
Willowbrook II 60527

Re: Account No. 250075.000
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$254.04. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

December 27, 2013

Mayor

Frank A. Trilla

Zenner, Richard
125 Waterford Dr
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 250850.001
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$399.51. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before January 27, 2014, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

TJH:vs

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

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

AGENDA NO.

7

AGENDA DATE: 1/27/14

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 PERTINENT HISTORY)

The Village Code of Ordinances provides for the number of liquor licenses that are currently issued to qualified business establishments within the community. It is the policy of the Deputy Liquor Control Commissioner and the Village Board not to maintain any unassigned liquor licenses. The Village's Deputy Liquor Control Commissioner is the authority that may grant local licenses to persons or entities for premises within the Village. The Village Board has the authority to amend the Village Code, upon the recommendation of the Deputy Liquor Control Commissioner, to reflect an increase or decrease in the number of liquor licenses that exist within each class of license.

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

Historically, the Deputy Liquor Control Commissioner issues liquor licenses and recommends to the Village Board the amendment to the Village Code with regard to the number of liquor licenses within each class of license after an application is received, reviewed, and the required background report is favorable returned. At this time, the Village Board is requested to approve the attached Ordinance, which would amend the Village Code to reflect an additional liquor license in the Class B license category to be issued to the new Stats Sports Bar & Grill located at 7201A Kingery Highway, within the Woodland Plaza Shopping Center. Stats is currently under construction and has a tentative opening date of April 15, 2014. The actual issuance of the liquor license would occur just before the actual opening date, to ensure the business receives all required occupancy permits from all governmental agencies (e.g., the Village, Tri-State Fire Protection District, DuPage County Health Department).

It is recommended that the Village Board approve the attached Ordinance amending the Village Code to increase the number of Class B liquor licenses from thirteen (13) to fourteen (14).

ACTION PROPOSED:

Pass the Ordinance.

ORDINANCE NO. 14-O-_____

AN ORDINANCE AMENDING TITLE 3, SECTION 3-12-5(B) OF
THE VILLAGE CODE – LIQUOR CONTROL, 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, 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 fourteen (14) 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 27th day of January, 2014.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR AND THE ISSUANCE OF ZONING APPROVALS FOR LICENSED MARIJUANA CULTIVATION CENTERS AND LICENSED MEDICAL MARIJUANA DISPENSARIES IN THE ZONING DISTRICTS OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

AGENDA NO. 8

AGENDA DATE: 1/27/14

STAFF REVIEW: Jo Ellen Charlton, Planning Consultant

SIGNATURE: Jo Ellen Charlton / es

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN JR.

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: T. Halik

REVIEWED & APPROVED BY COMMITTEE:

YES

NO

N/A

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

Illinois Public Act 098-0122, entitled the "Compassionate Use of Medical Cannabis Pilot Program Act" was approved by the State of Illinois last year and became effective on January 1, 2014. This Act provides for the lawful use of marijuana by qualifying state residents and establishes a process for the licensing and operation of cultivation centers (where marijuana may be grown) and dispensaries (where marijuana may be sold). The Illinois Department of Agriculture, the Illinois Department of Financial and Professional Regulations, and the Illinois Department of Public Health all have until the end of April to develop administrative rules needed to implement the Act. The rules must then be reviewed and approved by the Joint Commission on Administrative Rules sometime later this year.

The Act allows local government to enact reasonable zoning regulations that are not in conflict with the Act or Department of Public Health regulations. Staff anticipates text amendments to the Zoning Ordinance will be necessary to appropriately regulate these new uses, which are not currently defined. Finalizing any amendments, however, may not be possible given that the named state agencies have not yet completed their work. As a result, a temporary moratorium on the processing of any application for these uses is recommended until after the State has finished their work and Village staff has had up to 120 days to finalize possible text amendments.

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

As discussed in more detail above, the attached ordinance establishes a temporary moratorium on the acceptance and processing of applications for uses involving the cultivation and distribution of marijuana until the earlier of the date a new text amendment is approved, or 120 days after the State of Illinois Joint Commission on Administrative Rules approves the administrative rules established by the Illinois Department of Agriculture, the Illinois Department of Financial and Professional Regulations, and the Illinois Department of Public Health. This will give Village staff enough time to finalize text amendments and process them through the required public hearings before the Plan Commission and Village Board.

ACTION PROPOSED:

Staff recommends the Village Board pass the attached ordinance approving a temporary moratorium until such time as the state approves the final administrative rules implementing the Compassionate Use of Medical Cannabis Pilot Program Act, and the Village has had an opportunity to consider appropriate ordinance amendments to properly regulate such uses within the community.

ORDINANCE NO. 14-O-____

AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR AND THE ISSUANCE OF ZONING APPROVALS FOR LICENSED MARIJUANA CULTIVATION CENTERS AND LICENSED MEDICAL MARIJUANA DISPENSARIES IN THE ZONING DISTRICTS OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

WHEREAS, Public Act 098-0122, entitled the "Compassionate Use of Medical Cannabis Pilot Program Act" (the "Act"), enacted by the State of Illinois (the "State"), became effective on January 1, 2014; and

WHEREAS, the Act provides for the lawful use of marijuana by qualifying state residents and establishes a process for the licensing and operation of cultivations centers (where marijuana may be grown) and dispensaries (where marijuana may be sold) throughout the State; and

WHEREAS, the Act provides the Illinois Department of Agriculture, the Illinois Department of Financial and Professional Regulation, and the Illinois Department of Public Health shall within 120 days from the effective date of the Act develop administrative rules needed to implement the Act, and to submit said rules to the Joint Commission on Administrative Rules; and

WHEREAS, the review and approval process followed by the Joint Commission on Administrative Rules as defined by State law can take three to four months; and

WHEREAS, the Act allows units of local government to enact reasonable zoning regulations that are not in conflict with the Act or Department of Public Health regulations; and

WHEREAS, the corporate authorities of the Village of Willowbrook, (the "Village") have the authority to legislate to further promote the public health, safety and welfare of the citizens of the Village of Willowbrook; and

WHEREAS, the Village desires to preserve the character of the zoning districts within the Village by encouraging proper and compatible zoning district(s) for the location and operation of licensed marijuana cultivation centers and licensed medical marijuana dispensaries in the Village; and

WHEREAS, the acceptance and processing of applications for zoning approval or zoning relief of such uses may frustrate the sound consideration and implementation of potential amendments to the comprehensive plan of the Village and/or Village Code, including but not limited to the Village zoning ordinance if done prior to the implementation of administrative rules required to implement the Act; and

WHEREAS, the purpose of this Ordinance is to provide, during the moratorium period, adequate time for the State to finalize their procedures, and for Village staff to study and provide notice of public hearings and/or meetings of the Plan Commission and the corporate authorities of the Village to

consider amendments to the Comprehensive Plan of the Village and/or the Village Code, including but not limited to the Village Zoning Ordinance; and

WHEREAS, the status quo must be maintained so that the Plan Commission and the corporate authorities of the Village are afforded the opportunity to consider potential amendments to the comprehensive plan of the Village and/or Village Code, including but not limited to the Village Zoning Ordinance in order to promote, preserve and facilitate compatible uses in the various zoning districts and to further promote the public health, safety and welfare of the citizens of the Village.

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

Section 1. The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby incorporated as if fully set forth herein.

Section 2. There is hereby imposed a temporary moratorium on the acceptance and processing of applications for zoning approval or zoning relief for uses related to licensed marijuana cultivation centers and licensed medical marijuana dispensaries.

Section 3. This temporary moratorium shall not apply to any matters currently pending before the Village as a result of

a completed application filed with the Village prior to the date of adoption of this Ordinance.

Section 4. This temporary moratorium, as provided in Section 2 above, shall remain in effect until the earlier of the expiration of one hundred eight (120) days from the date the Illinois Joint Commission on Administrative Rules approves the rules proposed by the Illinois Department of Agriculture, the Illinois Department of Financial and Professional Regulation; and the Illinois Department of Public Health; or the adoption by the corporate authorities of the Village of Willowbrook of amendment(s) to the comprehensive plan of the Village and/or Village Code, including but not limited to the Village Zoning Ordinance, that are currently being or will be studied.

Section 5. For purposes of judicial review, any application for zoning approval or zoning relief that is submitted to the village during the period of this temporary moratorium and that is not voluntarily withdrawn until after this temporary moratorium expires can, by the applicant, shall be considered to have been deemed denied by the Village Administrator. The denial by the Village Administrator may be immediately appealed to the Village Board at its next regularly scheduled meeting by the delivery of a written notice of appeal to the Village Administrator not later than 72 hours prior to the convening of said meeting. Any denial of the acceptance of

any application or issuance of any zoning approval or zoning relief by the Village Board shall be a final administrative decision subject to review under the provisions of the Illinois Administrative Review Law(735 ILCS 5/3-101 et seq.).

Section 6. This Ordinance shall be in full force and effect upon its passage an approval as provided by law.

PASSED and APPROVED this 27th day of January, 2014.

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 ACCEPT AND EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD.	AGENDA NO. 9 AGENDA DATE: <u>1/27/14</u>
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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)
Phase I of the newly considered Village Master Facilities Plan includes the renovation of the 835 Midway building to serve as new Village Hall offices, along with the necessary site alterations to link the parking facilities of all three (3) properties. The architectural portion of the Phase I work is planned to be completed by Williams Architects. A proposal for professional services including this scope of work was submitted by Williams Architects and will be considered by the Village Board separately. As part of this proposal, the civil engineering portion of the Phase I work is intended to be completed separately by a civil engineering firm. The civil engineer would be responsible for developing the site alteration plan which would then be included within the bid documents developed by the architect.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)
The site topographic survey for all three (3) properties used in the development of the conceptual master plan was completed by the Village's civil and stormwater engineer, Christopher B. Burke Engineering, Ltd. (CBBEL). This survey would form the base plan for the site alteration plan to be used to complete the Phase I work. Therefore, a proposal for professional services (attached) to develop the site alteration plan was solicited from CBBEL. The proposal includes the following scope of work:

- 1) The development of site engineering plans to be incorporated into the architect's bid packet.
- 2) The completion of a stormwater permit report.
- 3) Attendance at meetings between the Village, architect and others to coordinate the civil plan into the bidding documents.

The CBBEL proposal includes the completion of the above items at a not-to-exceed cost of \$4,550, which includes a \$1,000 budget allowance for attendance at necessary meetings. Funds for this item will be expended from the engineering line within the FY 2013/14 L.A.F.E.R. Fund budget.

ACTION PROPOSED:
Adopt Resolution.

RESOLUTION NO. 14-R-_____

A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT AND EXECUTE A
PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF
WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD.

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Mayor be and the same is hereby authorized to accept and execute a proposal for professional services between the Village of Willowbrook and Christopher B. Burke Engineering, Ltd. relating to the civil engineering design work for the Phase I portion of the Village Master Facilities Plan, a copy of which is attached hereto as "Exhibit A", which is by this reference expressly incorporated herein.

ADOPTED and APPROVED this 27th day of January 2014.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

January 22, 2014

Village of Willowbrook
7760 Quincy Street
Willowbrook, IL 60527

Attention: Tim Halik, Village Administrator

Subject: Proposal for Professional Services-Village Hall Campus Phase I

Dear Tim:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal for professional engineering services related to site improvements at the Village Hall Campuses. The Village has acquired two buildings (825 and 835 Midway Drive) and the Phase I Improvements include linking the parking lots of the three building and modifications to create a new main entrance on the south side of 835 Midway. Included in this proposal are our Understanding of Assignment, Scope of Services, and Estimate of Fees.

UNDERSTANDING OF ASSIGNMENT

Using the topographic data we previously prepared, and the Municipal Campus Site Plan prepared by Williams Architects we will prepare a grading and paving plan for the proposed site improvements. A sheet with pertinent construction detail will also be prepared. These sheets will be incorporated into a larger bid package to be issued by Williams Architects. We will also prepare a stormwater permit report for the project. Based on the concept site plan, the proposed improvements will be below the threshold for stormwater detention and Best Management Practices as required by Village and DuPage County Codes. Although not included in this proposal, we can provide site lighting and landscaping plans through a separate agreement.

SCOPE OF SERVICES

We anticipate the following tasks to be complete as part of this project:

Task 1: Coordination Meetings - We will attend coordination meetings with Village Staff and Williams Architects to finalize the site plans. It is presumed that there will be two coordination meetings and we will bill hourly for this task.

Task 2: Plan Preparation - We will prepare a grading and paving plan for the proposed parking lot improvements. A plan sheet of details will also be prepared. It is anticipated that the improvements will consist of removing sections of landscape medians and replacement with bituminous pavement, new curb and gutter islands, and new concrete sidewalks.

Task 3: Stormwater Permit Report - We will prepare a stormwater permit report to document compliance with Village and DuPage County stormwater ordinances. It is presumed that no new detention or BMPs will be required based on the scope of work.

ESTIMATE OF FEES

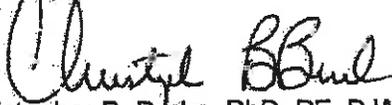
We will complete the above tasks for the fees noted below plus applicable direct costs. Please note that coordination meetings (Task 1) will be billed hourly for actual time spent and plan preparation and stormwater report (Task 2 and 3) are "Not to Exceed" costs. We have not included any costs for additional surveying, landscaping, parking lot lighting, or services during construction.

Task 1 Coordination Meetings	\$1,000	(Budget)
Task 2 Plan Preparation	\$2,750	
Task 3 Stormwater Report	\$800	
Total	\$4,550	

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the General Terms and Conditions incorporated into our on-going agreement. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the fee estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

Encl. Schedule of Charges

THIS PROPOSAL AND SCHEDULE OF CHARGES ACCEPTED FOR VILLAGE OF WILLOWBROOK

BY: _____
TITLE: _____
DATE: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2014

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	248
Engineer VI	217
Engineer V	179
Engineer IV	143
Engineer III	129
Engineer I/II	102
Survey V	200
Survey IV	169
Survey III	144
Survey II	104
Survey I	81
Resource Planner V	112
Resource Planner IV	108
Resource Planner III	100
Resource Planner I/II	88
Engineering Technician V	169
Engineering Technician IV	137
Engineering Technician III	123
Engineering Technician I/II	100
CAD Manager	149
Assistant CAD Manager	130
CAD II	129
CAD I	101
GIS Specialist III	124
GIS Specialist I/II	69
Landscape Architect	143
Environmental Resource Specialist V	183
Environmental Resource Specialist IV	141
Environmental Resource Specialist III	118
Environmental Resource Specialist I/II	97
Environmental Resource Technician	93
Administrative	92
Engineering Intern	55
Survey Intern	53
Information Technician III	109
Information Technician I/II	100

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2014.

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

AGENDA NO. 16

AGENDA DATE: 1/27/14

STAFF REVIEW: Cindy Stuchl

SIGNATURE: Cindy Stuchl

LEGAL REVIEW: Thomas Bastian

SIGNATURE: THOMAS BASTIAN III.

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: T. Held

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

Effective January 2004, the Illinois Open Meetings Act, Illinois Compiled Statutes required governmental bodies to audio or video record closed meetings. The Illinois Open Meetings Act permits the destruction of verbatim records of closed meetings without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act not less than 18 months after the completion of the meeting recorded. The destruction of these verbatim records are allowed after: 1) It (governmental body) approves the destruction of a particular recording; and 2) It (governmental body) approves written minutes of the closed meeting.

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

The Village Administrator and Deputy Clerk have reviewed the list of verbatim record by tape to be destroyed of the closed meetings itemized in the Resolution. It was determined that at least 18 months have passed since the completion of each of the closed meetings and the governmental body has approved the written minutes for each of the meetings set forth in Section Two of the Resolution. The Village Staff recommend the adoption of the Resolution authorizing the destruction of the verbatim record of the closed meetings pursuant to the Illinois Open Meetings Act as listed in Section Two of the Resolution.

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 14-R-_____

A RESOLUTION AUTHORIZING THE DESTRUCTION OF
AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

WHEREAS, the Open Meetings Act requires governmental bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, the Open Meetings Act permits governmental bodies to destroy the verbatim record of closed meetings without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act not less than eighteen (18) months after the completion of the meeting recorded, but only after:

1. It approves the destruction of a particular recording; and

2. It approves written minutes of the closed meeting; and

WHEREAS, for the verbatim record by audio tape of the meeting(s) set forth in Section Two of this Resolution, at least eighteen (18) months have passed since the completion of each of those meetings, and this governmental body has approved written minutes for each of the meetings set forth in Section Two; and

WHEREAS, this governmental body may order the destruction of the verbatim record even if it continues to

withhold the approved minutes of the closed meeting until some later period of time;

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

SECTION ONE: The Whereas clauses set forth above are incorporated herein by reference as if set out in full.

SECTION TWO: The Mayor and Board of Trustees of the Village of Willowbrook hereby orders the destruction of the verbatim record being an audio tape of the following closed meetings:

2012

- January 9
- January 23
- February 13
- February 27
- March 12
- March 19 = Budget Workshop
- March 26
- April 9
- April 23
- May 14
- May 29
- June 11
- June 25

SECTION THREE: That all other prior Resolutions of the Village of Willowbrook in conflict with the provisions of this Resolution are hereby repealed.

SECTION FOUR: This Resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED AND APPROVED this 27th day of January, 2014.

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 MAKING A DETERMINATION
RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES
PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

AGENDA NO.

17

AGENDA DATE: 1/27/14

STAFF REVIEW: Cindy Stuchl

SIGNATURE:

Cindy Stuchl

LEGAL REVIEW: Thomas Bastian

SIGNATURE:

THOMAS BASTIAN

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:

TE Hald

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

In compliance with the Illinois Open Meetings Act, Illinois Compiled Statutes requires that minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential. Each public body shall review closed session minutes no less than semi-annually.

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

The Village Administrator and Deputy Clerk have reviewed the closed session minutes itemized on Schedules A & B of the Resolution. The Village Staff recommend the adoption of the Resolution making a determination relative to the release of the closed session minutes pursuant to the Illinois Open Meetings Act as listed on the attached Schedules A & B.

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 14-R-_____

A RESOLUTION MAKING A DETERMINATION RELATIVE
TO THE RELEASE OF EXECUTIVE SESSION MINUTES
PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook have met from time to time in executive session for the purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to the requirements of the Open Meetings Act, the Mayor and Board of Trustees have met in executive session to review all executive session minutes; and

WHEREAS, they have determined that a need for confidentiality still exists as to the executive session minutes from the meetings set forth on Schedule "A" attached hereto; and

WHEREAS, they have further determined that the minutes of the meetings listed on Schedule "B" attached hereto no longer require confidential treatment and should be made available for public inspection.

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

SECTION ONE: The Executive Session minutes from those meetings set forth on Schedule "B" attached hereto are hereby released for public inspection.

SECTION TWO: The Village Clerk is hereby authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the Clerk's office.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED and APPROVED this 27th day of January, 2014.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

SCHEDULE "A"

EXECUTIVE SESSION MINUTES FOR WHICH THE NEED FOR CONFIDENTIALITY STILL EXISTS

1985

September 23

1991

March 25

August 12-Items 3 & 4

1992

February 24-Items 3 & 4

April 27-Item 3

June 8

1996

June 10

June 24

1998

July 13-Item 6

2002

July 8-Item 4

July 22

August 12

September 9

October 9

November 11-Items 3 & 4

November 25

December 9

2003

January 13

April 28-Items 3 & 4

2004

May 10

May 24

June 14-Items 3 & 4

2005

February 28-Item 3

April 11

June 13

June 27-Items 3 & 4

2006

January 23

December 11

2007

May 29

July 9

2008

January 14

January 28

April 14

May 12

August 19

September 8

October 27

November 10

2009

January 12

February 9

February 23

March 9

May 26

June 8

2009 cont.

June 22

July 13

July 27

August 10

August 24

September 14

November 19

November 23

December 14

December 21

2010

February 22

March 8

April 26-Item 5

May 10

June 28

July 26-Item 4

August 9

2011

January 24

March 21

May 9

May 23

June 13

June 27

July 11

July 25

August 8

August 22

September 12

September 26

October 10

October 24

November 14

SCHEDULE "A"

EXECUTIVE SESSION MINUTES FOR WHICH THE NEED FOR CONFIDENTIALITY STILL EXISTS

2011 cont.

November 28

December 12

2012

January 9

January 23

March 12

March 19

March 26

April 9

April 23

May 14

May 29

June 11

June 25

July 9

July 23

August 13

September 10

October 8

November 12

2013

February 11

February 25

March 11

March 25

April 8

May 13

June 10

June 24

July 22

September 23

October 14

November 11

SCHEDULE "B"

**EXECUTIVE SESSION MINUTES
WHICH NO LONGER REQUIRE CONFIDENTIAL TREATMENT
AND ARE AVAILABLE FOR PUBLIC INSPECTION**

2004

July 12 – Item 5

2005

October 22

2007

March 26

April 23

June 11

June 25

August 13

September 24

October 8

October 22

November 12

December 10

2008

February 19

2009

November 9

2010

March 1

May 17

September 13

2011

July 18

2013

August 12

August 26

September 9

October 28