

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, NOVEMBER 9, 2015, AT 6:30 P.M. AT THE VILLAGE POLICE STATION BUILDING, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - October 26, 2015 (APPROVE)
 - c. Warrants - \$447,003.64 (APPROVE)
 - d. Monthly Financial Report - October 31, 2015 (APPROVE)
 - e. Ordinance - An Ordinance Approving and Authorizing A Parking and Traffic Enforcement Agreement by and Between the Village of Willowbrook and Werk Management, Nantucket Townhomes (PASS)
 - f. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Accept Online Payments - Official Payments Corporation (ADOPT)
 - g. Resolution - A Resolution Approving a Plat of Easement - 7635 Eleanor Place (ADOPT)
 - h. Plan Commission Recommendation - Special Use Permit to Allow a Commercial School - Elite Tutoring Place of Willowbrook, 870 75th Street, Willowbrook Plaza Shopping Center (RECEIVE)

NEW BUSINESS

6. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR CONSULTING SERVICES RELATING TO THE RENOVATION OF THE VILLAGE POLICE DEPARTMENT BUILDING - SENTINEL TECHNOLOGIES, INC.

7. REPORT - UPDATE ON THE STATUS OF THE POLICE DEPARTMENT BUILDING RENOVATION PROJECT (PHASE II OF THE VILLAGE MASTER FACILITIES PLAN)

PRIOR BUSINESS

8. COMMITTEE REPORTS
9. ATTORNEY'S REPORT
10. CLERK'S REPORT
11. ADMINISTRATOR'S REPORT
12. MAYOR'S REPORT
13. EXECUTIVE SESSION
14. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 26, 2015 AT THE VILLAGE POLICE STATION BUILDING, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Gayle Neal, and Paul Oggerino.

ABSENT: Trustee Michael Mistele

Also present were Village Attorney Thomas Bastian, Village Attorney Michael R. Durkin, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Mark Altobella, Assistant to the Village Administrator Garrett Hummel, Deputy Clerk Cindy Stuchl, and Administrative Intern Tiffany Kolodziej.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Davi's wife, Jan, to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

Attorney Bastian advised that it was requested to commence the discussion on Item #8 at this time.

8. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL TO COMPLETE A LANDSCAPE RESTORATION PROJECT, 67TH STREET WATER TANK SITE - HINSDALE NURSERIES

Administrator Halik advised that during the repainting of the water tower at 67th Street and Route 83, numerous shrubs and trees were removed. Prior to the removing of the plants, staff

met with the members of the Lake Hinsdale Village Homeowners Association to review the project.

The proposal submitted by Hinsdale Nurseries includes the delivery and installation of new evergreen screening along 67th Street and foundation plantings.

MOTION: Made by Trustee Berglund and seconded by Trustee Oggerino to adopt Resolution No. 15-R-68 as presented.

ROLL CALL VOTE: AYES: Mayor Trilla, Trustees Berlund, Davi, and Oggerino. NAYS: None. ABSTENTIONS: Trustees Kelly and Neal. ABSENT: Trustee Mistele.

MOTION DECLARED CARRIED

***NOTE: Trustee Davi exited the meeting at 6:34 p.m.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - October 12, 2015 (APPROVE)
- c. Warrants - \$391,693.02 (APPROVE)
- d. Ordinance - An Ordinance Declaring Surplus Property and Authorizing the Sale of the Same - Ordinance No. 15-O-31 (PASS)
- e. Motion - A Motion to Approve Application for a License to Hold a Raffle - Darien Historical Society (PASS)
- f. Motion - A Motion to Approve Application for a License to Hold a Raffle - DuPage Juvenile Officers Association (PASS)
- g. Motion - A Motion to Approve Application for a License to Hold a Raffle - Our Lady of Peace School (PASS)
- h. Report - Annual Police Pension Board Pension Fund Report (RECEIVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik reported that there were two (2) delinquent water bills in the amounts of \$192.13 and \$954.18. Staff requested authorization to proceed in accordance with past practices, which was granted.

7. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT FOR SCAVENGER SERVICES WITH REPUBLIC SERVICES

Assistant to the Village Administrator Hummel related that the Village currently has an exclusive agreement with Republic Services to provide a toter-based garbage collection service for approximately 1,300 single family homes. The current agreement is scheduled to expire on December 31, 2015.

The new four-year contract includes no price increase for the first year, and 2.5% increase each year after. Also included is an increased discount for seniors; from 10% to 20%.

MOTION: Made by Trustee Oggerino and seconded by Trustee Neal to adopt Resolution No. 15-R-67 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL TO COMPLETE A LANDSCAPE RESTORATION PROJECT, 67TH STREET WATER TANK SITE - HINSDALE NURSERIES

See discussion above.

9. DISCUSSION - PROPOSAL TO ACCEPT ONLINE PAYMENTS - OFFICIAL PAYMENTS CORPORATION

Director Dittman advised that during the implementation of the new financial software, staff evaluated what changes should be made in the cash receipt process. On line bill payment has been requested by residents for a long period of time. There are two (2) credit card providers whose services will directly integrate

with the new Village software. Official Payments Corporation is one of the two. The other integrated provider, Point and Pay, was also evaluated; as well as CourtMoney.com and Illinois E-Pay.

Director Dittman reviewed the options of having the Village pay the service fees charged for the credit card fees or have the resident pay for the convenience. Currently, the Village pays the service charge fees. Director Dittman also noted that the Village could offer e-checks as a payment option through Official Payments.

Trustee Neal stated that during discussions at the Finance and Administration Committee meeting, the consensus was that all costs should be absorbed by the person using the credit/debit card and not by the Village.

Director Dittman advised that residents may continue to pay by cash, check, direct debit, or through their personal on-line banking service with no additional fees imposed by the Village.

The consensus of the Board was to have the residents pay the convenience fee and to eliminate the e-check option. Administrator Halik advised that the revised contract will be placed on the next meeting agenda for approval.

PRIOR BUSINESS

10. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Berglund 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

Assistant to the Village Administrator Hummel related that heart scans had been approved in the budget for all elected officials and distributed information on how to schedule the test.

14. MAYOR'S REPORT

Mayor Trilla stated that he had attended a conference in Washington DC and was present during a presentation for Village Attorney Bastian in front of the United States Supreme Court.

15. EXECUTIVE SESSION

Mayor Trilla stated that there was no need for Executive Session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Neal and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 6:52 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

November 9, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

November 9, 2015

GENERAL CORPORATE FUND	-----	\$412,109.67
WATER FUND	-----	27,344.75
HOTEL/MOTEL TAX FUND	-----	3,149.22
POLICE PENSION FUND	-----	4,400.00
TOTAL WARRANTS	-----	\$447,003.64



Carrie Dittman, Director of Finance

APPROVED:

Frank A. Trilla, Mayor

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AMERICAN ALUMINIUM ACC INC (2490) 75707 DRUG FORFEITURE EXP. - FEDERAL 01-465-349	11/10 CK# 87590 01-30-650-349	\$1,105.68 1,105.68
AMERICAN PUB.WKS.ASSN. (92) 738121 PRINTING & PUBLISHING 01-501-302	11/10 CK# 87591 01-35-710-302	\$345.00 345.00
ARAMARK UNIFORMS SERVICES (2564) 16490048 UNIFORMS 01-501-345	11/10 CK# 87592 01-35-710-345	\$135.98 135.98
BKD, LLP (2709) BK00515477/FNL AUDIT SERVICES 01-25-620-251	11/10 CK# 87593 01-25-620-251	\$4,000.00 4,000.00
BLACK GOLD SEPTIC (208) 8303/NOV 15 MAINTENANCE - PW BUILDING	11/10 CK# 87594 01-35-725-418	\$310.00 310.00
BOOMERANGE LEASING (1862) WL07798P TRAFFIC FINES 01-310-502	11/10 CK# 87595 01-310-502	\$150.00 150.00
BRON MADRIGAN (1862) WL077084P TRAFFIC FINES 01-310-502	11/10 CK# 87596 01-310-502	\$25.00 25.00
BROWNELLS, INC. (230) 11742995.00 FIRING RANGE 01-451-245	11/10 CK# 87597 01-30-630-245	\$98.74 98.74
BS & A SOFTWARE (2693) 104534 EDP EQUIPMENT 01-25-625-641	11/10 CK# 87598 01-25-625-641	\$250.00 250.00
CAROLINE DITTMAN (2703) IRMA 10/15/15 GAS OIL - WASH-MILEAGE -	11/10 CK# 87599 01-25-610-303	\$28.44 28.44
COMCAST CABLE (365) PW - OCT 15 EQUIPMENT MAINTENANCE 01-503-263 VH - OCT 15 E.D.P. SOFTWARE 01-410-212	11/10 CK# 87600 01-35-715-263 01-10-460-212	\$230.70 102.85 127.85
COMMONWEALTH EDISON (370) 184410006OCT15 ENERGY - STREET LIGHT 01-530-207	11/10 CK# 87601 01-35-745-207	\$686.17 686.17
DELUXE BUSINESS FORMS & SUPPLIES (459) 2035414035 PRINTING & PUBLISHING 01-25-610-302	11/10 CK# 87604 01-25-610-302	\$298.24 298.24
DUPAGE COUNTY TREASURER (497) 96#20153RD QTR EDP-SOFTWARE 01-457-212	11/10 CK# 87605 01-30-640-212	\$750.00 750.00
DUPAGE COUNTY E.T.S.B. 911 (513) ETS0301511OCT15 PHONE - TELEPHONES 01-451-201	11/10 CK# 87607 01-30-630-201	\$468.37 468.37
DUPAGE COUNTY RECORDER (518) 201510230001LEN REIMB.	11/10 CK# 87608 01-10-455-307	\$10.00 10.00
EXXON MOBIL (571) 9613362510 GAS-OIL-WASH-MILEAGE 01-501-303	11/10 CK# 87610 01-35-710-303	\$403.27 403.27
FALCO'S LANDSCAPING INC (581) 3286#5 CONTRACTED MAINTENANCE 01-615-281 3286#5 ROUTE 83 BEAUTIFICATION 01-540-281	11/10 CK# 87611 01-20-570-281 01-35-755-281	\$8,250.00 3,904.88 4,345.12
ROY GIUNTOLI (690) 2015 CDL LICENS FEES DUES SUBSCRIPTIONS 01-501-307	11/10 CK# 87612 01-35-710-307	\$66.53 66.53
W.W. GRAINGER (1999) 9875928385 OPERATING SUPPLIES & EQUIPMENT 01-503-401	11/10 CK# 87613 01-35-715-401	\$54.05 54.05
HOME DEPOT CREDIT SERVICES (808) 6060627 MAINTENANCE - BUILDING 01-405-228	11/10 CK# 87615 01-10-466-228	\$31.94 31.94
ILLINOIS PAPER COMPANY (898) IN190958 OFFICE SUPPLIES 01-420-301	11/10 CK# 87616 01-10-455-301	\$741.60 406.80

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GENERAL CORPORATE FUND

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
IN90957 OFFICE SUPPLIES 01-451-301	01-30-630-301	334.80
INTERGOVERNMENTAL PERSONNEL (934)	11/10 CK# 87617	\$41,328.26
NOV 2015 EMP DED PAY-INS 01-210-204	01-210-204	10,462.85
NOV 2015 LIFE INS BENEFIT -APPOINTED/ELECTED	01-05-410-141	78.21
NOV 2015 LIFE INS BENEFIT -APPOINTED/ELECTED	01-07-435-148	29.20
NOV 2015 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	570.75
NOV 2015 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	695.48
NOV 2015 PLAN COMMISSION COMPENSATION	01-15-510-340	58.39
NOV 2015 LIFE INS BENEFIT -APPOINTED/ELECTED	01-20-550-148	84.10
NOV 2015 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	1,965.19
NOV 2015 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	24,305.71
NOV 2015 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	967.95
NOV 2015 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	2,110.43
MIDWEST LASER SPECIALISTS, INC (1276)	11/10 CK# 87620	\$59.13
1095734 OPERATING SUPPLIES 01-451-331	01-30-630-331	59.13
MILAN KRSTIC (1862)	11/10 CK# 87621	\$50.00
WL077318P TRAFFIC FINES 01-310-502	01-310-502	50.00
NEOPOST USA INC (1359)	11/10 CK# 87622	\$55.00
14718018 POSTAGE & METER RENT 01-420-311	01-10-455-311	55.00
NICOR GAS (1370)	11/10 CK# 87623	\$392.60
700 WB PKWOCT15 NICOR GAS	01-35-725-415	45.99
7760QUNCY OCT15 NICOR GAS (7760) 01-405-235	01-10-466-235	193.27
825 MDWAY OCT15 NICOR GAS (825)	01-10-466-237	40.61
835 MDWAY OCT15 NICOR GAS (835)	01-10-466-236	112.73
NORTH EAST MULTI REGIONAL TRNG. (1371)	11/10 CK# 87624	\$350.98
200491 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	250.00
200694 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	100.98
ILL. NOTARY DISCOUNT BONDING (861)	11/10 CK# 87625	\$44.90
#523 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	44.90
NOVOTNY FRANK & ASSOC. INC. (1394)	11/10 CK# 87626	\$80.00
OCT 2015 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	80.00
OCCUPATIONAL HEALTH CENTERS (2413)	11/10 CK# 87627	\$30.00
1009116959 WELLNESS 01-440-276	01-10-480-276	30.00
P.F. PETTIBONE & CO. (1491)	11/10 CK# 87628	\$27.80
34272 OPERATING EQUIPMENT 01-451-401	01-30-630-401	27.80
PACIFIC TELEMANAGEMENT SERVICES (2197)	11/10 CK# 87629	\$78.00
788152/NOV 15 PHONE - TELEPHONES 01-420-201	01-10-455-201	78.00
PCS INDUSTRIES (2676)	11/10 CK# 87630	\$532.24
217099 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	532.24
PESSINA TREE SERVICE LLC (2587)	11/10 CK# 87632	\$600.00
1812-211 REIMB. EXP - BRUSH PICKUP 01-540-284	01-35-755-284	600.00
PETTY CASH C/O TIM HALIK (1492)	11/10 CK# 87633	\$190.17
11/4/15 GAS-OIL-WASH-MILEAGE 01-601-303	01-20-550-303	6.40
11/4/15 PHONE - TELEPHONES 01-451-201	01-30-630-201	40.57
11/4/15 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	63.20
11/4/15 OPERATING EQUIPMENT 01-451-401	01-30-630-401	60.00
11/4/15 SCHOOLS CONFERENCE TRAVEL 01-551-304	01-40-810-304	20.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
PUBLIC SAFETY DIRECT INC (2309)	11/10 CK# 87634	\$8,706.66
28087 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	8,706.66
R.C.H. ROOFING CONSTRUCTION (2732)	11/10 CK# 87635	\$4,200.00
9801 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	4,200.00
RAGS ELECTRIC, INC (1585)	11/10 CK# 87636	\$834.60
20307 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	444.36
20308 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	390.24
RED WING SHOE STORE (1605)	11/10 CK# 87637	\$188.99
450000009161/AJ UNIFORMS 01-501-345	01-35-710-345	188.99
ROBERT WHITE CONSTRUCTION (2579)	11/10 CK# 87638	\$26,035.08
1145 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	2,600.00
1148 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	2,700.00
1149 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,435.08
1150 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	16,500.00
1151 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	2,800.00
RUSH TRUCK CENTER -CHICAGO (2602)	11/10 CK# 87639	\$1,924.27
3000443781 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	1,611.06
3000460970 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	313.21
SCHERMER ASPHALT PAVING (2636)	11/10 CK# 87640	\$7,083.50
9457 MAINTENANCE - PW BUILDING	01-35-725-418	2,733.50
9462 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	4,350.00
SERVICE SANITATION INC (1697)	11/10 CK# 87641	\$27.20
12824 RENT - EQUIPMENT 01-615-234	01-20-570-234	27.20
SHELL OIL COMPANY (1706)	11/10 CK# 87642	\$5,638.18
79373585510 GAS-OIL-WASH-MILEAGE 01-420-303	01-10-455-303	143.25
79373585510 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	4,774.62
79373585510 GAS-OIL-WASH-MILEAGE 01-501-303	01-35-710-303	664.53
79373585510 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	10.00
79373585510 GAS-OIL-WASH-MILEAGE 01-551-303	01-40-810-303	45.78
SPRINT (1357)	11/10 CK# 87643	\$37.99
952377363-057 PHONE - TELEPHONES 01-451-201	01-30-630-201	37.99
TAMELING INDUSTRIES (1844)	11/10 CK# 87645	\$1,234.84
105891 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	399.60
105891 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	463.00
105891 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	33.30
106140 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	338.94
THYSSENKRUPP ELEVATOR CORP (2730)	11/10 CK# 87647	\$3,120.00
3002172557 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	3,120.00
TRAFFIC CONTROL & PROTECTIONS (2337)	11/10 CK# 87649	\$1,675.00
84897 ROAD SIGNS 01-540-333	01-35-755-333	1,675.00
TRUGREEN (2542)	11/10 CK# 87650	\$1,653.00
40181246 ROUTE 83 BEAUTIFICATION 01-540-281	01-35-755-281	55.00
40500235 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	952.00
40508186 ROUTE 83 BEAUTIFICATION 01-540-281	01-35-755-281	646.00
U.S. POSTMASTER (1948)	11/10 CK# 87651	\$225.00
2015 PERMIT 45 POSTAGE & METER RENT 01-420-311	01-10-455-311	225.00
THE UNDERGROUND OASIS IRRIGATION (1419)	11/10 CK# 87652	\$150.00
110783 LANDSCAPE - VILLAGE HALL 01-405-293	01-10-466-293	150.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
UNIFIRST (1926)	11/10 CK# 87654	\$271.20
0610934910 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	206.55
0610934956 OPERATING EQUIPMENT 01-451-401	01-30-630-401	64.65
WAREHOUSE DIRECT (2002)	11/10 CK# 87656	\$248.24
2859533- OFFICE SUPPLIES 01-451-301	01-30-630-301	96.46
2859585-0 OPERATING EQUIPMENT 01-451-401	01-30-630-401	26.80
2861437-0 OPERATING EQUIPMENT 01-451-401	01-30-630-401	124.98
WEST SIDE TRACTOR SALES (2031)	11/10 CK# 87657	\$1,243.70
V83399 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	1,243.70
WILL COUNTY CLERK (2049)	11/10 CK# 87658	\$10.00
RINELLA #539 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	10.00
WILLOWBROOK TOWN CENTER LLC (2069)	11/10 CK# 87659	\$285,167.44
FINAL 12/31/15 SALES TAX REBATE- TOWN CENTER 01-420-513	01-10-455-513	285,167.44
YOUTH ELITE SOCCER (2731)	11/10 CK# 87660	\$108.00
2816 SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	108.00
ZOEY'S EATZ & TREATZ (2727)	11/10 CK# 87661	\$67.99
127771 OPERATING EQUIPMENT 01-451-401	01-30-630-401	67.99
TOTAL GENERAL CORPORATE FUND		\$412,109.67

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WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
COMMONWEALTH EDISON (370) 5071072051OCT2 ENERGY - ELECTRIC PUMP 02-420-206	11/10 CK# 87601 02-50-420-206	\$374.98 374.98
DECISION SYSTEMS COMPANY (454) 2015122##2EXPT EDP SOFTWARE 02-417-212	11/10 CK# 87602 02-50-417-212	\$2,500.00 2,500.00
BRIAN DECKER (2647) EPA TESTING SCHOOLS CONFERENCE TRAVEL 02-401-304	11/10 CK# 87603 02-50-401-304	\$10.00 10.00
ENVIRO TEST INC (555) 15131338OCT15 SAMPLING ANALYSIS 02-420-362	11/10 CK# 87609 02-50-420-362	\$87.50 87.50
INTERGOVERNMENTAL PERSONNEL (934) NOV 2015 EMPLOYEE BENEFITS - MEDICAL	11/10 CK# 87617 02-50-401-141	\$1,023.28 1,023.28
KIEFT BROTHERS INC (1051) 214496 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	11/10 CK# 87618 02-50-430-476	\$666.19 666.19
MARQUARDT PRINTING CO. (2543) 27711 OFFICE SUPPLIES 02-401-301	11/10 CK# 87619 02-50-401-301	\$259.00 259.00
PDC LABORATORIES INC (1477) 261769 SAMPLING ANALYSIS 02-420-362	11/10 CK# 87631 02-50-420-362	\$45.00 45.00
PETTY CASH C/O TIM HALIK (1492) 11/4/15 POSTAGE & METER RENT 02-401-311	11/10 CK# 87633 02-50-401-311	\$6.74 6.74
SUNSET SEWER & WATER (2276) 2015-268 WATER DISTRIBUTION REPAIR-MAINTENAN 2015-273 WATER DISTRIBUTION REPAIR-MAINTENAN 2015-274 WATER DISTRIBUTION REPAIR-MAINTENAN 2015-275 WATER DISTRIBUTION REPAIR-MAINTENAN 2015-278 WATER DISTRIBUTION REPAIR-MAINTENAN	11/10 CK# 87644 02-50-430-277 02-50-430-277 02-50-430-277 02-50-430-277 02-50-430-277	\$20,669.00 4,617.60 7,112.26 4,380.45 2,254.28 2,304.41
TAMELING INDUSTRIES (1844) 105891 WATER DISTRIBUTION REPAIR-MAINTENAN 106011 WATER DISTRIBUTION REPAIR-MAINTENAN	11/10 CK# 87645 02-50-430-277 02-50-430-277	\$1,145.00 150.00 995.00
TOM & JERRY'S SHELL SERVICES (1883) 56124 WATER DISTRIBUTION REPAIR-MAINTENAN	11/10 CK# 87648 02-50-430-277	\$185.00 185.00
UNDERGROUND PIPE & VALVE, CO. (1923) 11769 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	11/10 CK# 87653 02-50-430-476	\$298.00 298.00
VERIZON WIRELESS (1972) 9754208005 PHONE - TELEPHONES 02-401-201	11/10 CK# 87655 02-50-401-201	\$75.06 75.06
TOTAL WATER FUND		\$27,344.75

VILLAGE OF WILLOWBROOK

RUN DATE: 11/04/15

BILLS PAID REPORT FOR NOVEMBER, 2015

PAGE: 6

RUN TIME: 02:01PM

HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE CONVENTION (494)	11/10 CK# 87606	\$3,000.00
AUGUST 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	1,000.00
OCTOBER 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	1,000.00
SEPTEMBER 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	1,000.00
HINSDALE NURSERIES, INC. (793)	11/10 CK# 87614	\$62.10
1519785 LANDSCAPE BEAUTIFICATION 03-435-316	03-53-435-316	62.10
PETTY CASH C/O TIM HALIK (1492)	11/10 CK# 87633	\$87.12
11/4/15 WINE & DINE INTELLIGENTLY 03-436-378	03-53-436-378	87.12
TOTAL HOTEL/MOTEL TAX FUND		\$3,149.22

RUN DATE: 11/04/15

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2015

PAGE: 7

RUN TIME: 02:01PM

POLICE PENSION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
TEPFER CONSULTING GROUP LTD. (1856)	11/10 CK# 87646	\$4,400.00
16409 ACTUARY SERVICES 07-401-252	07-62-401-252	4,400.00
TOTAL POLICE PENSION FUND		\$4,400.00

RUN DATE: 11/04/15

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2015

PAGE: 8

RUN TIME: 02:01PM

SUMMARY ALL FUNDS

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	412,109.67	*
02-110-105	WATER FUND-CHECKING 0010330283	27,344.75	*
03-110-105	HOTEL/MOTEL TAX FUND-CHECKING 0010330283	3,149.22	*
07-110-105	POLICE PENSION FUND-CHECKING 0010330283	4,400.00	*
	TOTAL ALL FUNDS	447,003.64	**

VILLAGE OF WILLOWBROOK
MONTHLY FINANCIAL REPORT

5d

RUN: 11/03/15 2:44PM

SUMMARY OF FUNDS AS OF OCTOBER 31, 2015

PAGE: 1

FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		\$4,749,066.61
MONEY MARKET	\$4,610,613.20	
PETTY CASH	1,230.00	
SAVINGS	137,223.41	
TOTAL	\$4,749,066.61	
WATER FUND		\$1,147,317.65
MONEY MARKET	\$1,147,317.65	
HOTEL/MOTEL TAX FUND		\$76,583.96
MONEY MARKET	\$76,583.96	
MOTOR FUEL TAX FUND		\$262,692.67
MONEY MARKET	\$262,692.67	
SSA ONE BOND & INTEREST FUND		\$233,733.26
MONEY MARKET	\$233,733.26	
POLICE PENSION FUND		\$18,344,763.62
AGENCY CERTIFICATES	\$2,823,412.27	
CORPORATE BONDS	3,478,373.93	
EQUITIES	4,369,761.28	
MUNICIPAL BONDS	759,501.52	
MUTUAL FUNDS	5,716,654.90	
MONEY MARKET	429,794.69	
MARKET VALUE	574,194.49	
TREASURY NOTES	193,070.54	
TOTAL	\$18,344,763.62	
WATER CAPITAL IMPROVEMENTS FUND		\$391,127.91
MONEY MARKET	\$391,127.91	
CAPITAL PROJECT FUND		\$96,697.99
MONEY MARKET	\$96,697.99	
DEBT SERVICE FUND		\$321.88
MONEY MARKET	\$321.88	
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND		\$3,140,576.96
MONEY MARKET	\$3,140,576.96	
TOTAL MONIES		\$28,442,882.51

RESPECTFULLY SUBMITTED THIS 31ST DAY OF OCTOBER, 2015



CARRIE DITTMAN, DIRECTOR OF FINANCE

FRANK A. TRILLA, MAYOR

VILLAGE OF WILLOWBROOK
MONTHLY FINANCIAL REPORT

RUN: 11/03/15 2:44PM

DETAILED SUMMARY OF FUNDS AS OF OCTOBER 31, 2015

PAGE: 2

FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		
AS PER SUMMARY, OCTOBER, 2015	\$4,749,066.61	\$5,194,614.99
DUE TO/FROM WATER FUND	274,124.68	
DUE TO/FROM HOTEL/MOTEL TAX FUND	-7,122.04	
DUE TO/FROM POLICE PENSION FUND	76,085.93	
DUE TO/FROM WATER CAPITAL	12,745.24	
DUE TO/FROM LAND ACQUISITION	89,714.57	
	\$5,194,614.99	
WATER FUND		
AS PER SUMMARY, OCTOBER, 2015	\$1,147,317.65	\$873,192.97
DUE TO/FROM GENERAL FUND	-274,124.68	
	\$873,192.97	
HOTEL/MOTEL TAX FUND		
AS PER SUMMARY, OCTOBER, 2015	\$76,583.96	\$83,706.00
DUE TO/FROM GENERAL FUND	7,122.04	
	\$83,706.00	
MOTOR FUEL TAX FUND		
AS PER SUMMARY, OCTOBER, 2015	\$262,692.67	\$262,692.67
SSA ONE BOND & INTEREST FUND		
AS PER SUMMARY, OCTOBER, 2015	\$233,733.26	\$233,733.26
POLICE PENSION FUND		
AS PER SUMMARY, OCTOBER, 2015	\$18,344,763.62	\$18,268,677.69
DUE TO/FROM GENERAL FUND	-76,085.93	
	\$18,268,677.69	
WATER CAPITAL IMPROVEMENTS FUND		
AS PER SUMMARY, OCTOBER, 2015	\$391,127.91	\$378,382.67
DUE TO/FROM GENERAL FUND	-12,745.24	
	\$378,382.67	
CAPITAL PROJECT FUND		
AS PER SUMMARY, OCTOBER, 2015	\$96,697.99	\$96,697.99
DEBT SERVICE FUND		
AS PER SUMMARY, OCTOBER, 2015	\$321.88	\$321.88
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND		
AS PER SUMMARY, OCTOBER, 2015	\$3,140,576.96	\$3,050,862.39
DUE TO/FROM GENERAL FUND	-89,714.57	
	\$3,050,862.39	
TOTAL MONIES		\$28,442,882.51

\$232,832.49 INTEREST POSTED THIS FISCAL YEAR

VILLAGE OF WILLOWBROOK

RUN: 11/03/15 2:44PM

INVESTMENTS BY FUND AND MATURITY DATE AS OF OCTOBER 31, 2015

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
GENERAL CORPORATE FUND								
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	3,517.34	MM	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	301,390.09	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	181,728.58	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	4,123,948.50	MM	N/A
01-120-155		IMET	20321-101		0.33%	28.69	MM	N/A
TOTAL MONEY MARKET						\$4,610,613.20		
01-110-913		POLICE CADETS	PETTY CASH			280.00	PC	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
TOTAL PETTY CASH						\$1,230.00		
01-110-332		COMMUNITY BANK OF WB	SAVINGS			14,340.37	SV	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			120,118.44	SV	N/A
01-110-385		COMMUNITY BANK OF WB	SAVINGS		0.25%	254.60	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			2,510.00	SV	N/A
TOTAL SAVINGS						\$137,223.41		
TOTAL GENERAL CORPORATE FUND						\$4,749,066.61		
AVERAGE ANNUAL YIELD						0.03%		
WATER FUND								
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	643,391.55	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	503,926.10	MM	N/A
TOTAL MONEY MARKET						\$1,147,317.65		
TOTAL WATER FUND						\$1,147,317.65		
AVERAGE ANNUAL YIELD						0.14%		
HOTEL/MOTEL TAX FUND								
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	76,583.96	MM	N/A
TOTAL MONEY MARKET						\$76,583.96		
TOTAL HOTEL/MOTEL TAX FUND						\$76,583.96		
AVERAGE ANNUAL YIELD						0.01%		
MOTOR FUEL TAX FUND								
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	262,692.67	MM	N/A
TOTAL MONEY MARKET						\$262,692.67		
TOTAL MOTOR FUEL TAX FUND						\$262,692.67		
AVERAGE ANNUAL YIELD						0.01%		
SSA ONE BOND & INTEREST FUND								
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	233,733.26	MM	N/A
TOTAL MONEY MARKET						\$233,733.26		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY FUND AND MATURITY DATE AS OF OCTOBER 31, 2015

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
TOTAL SSA ONE BOND & INTEREST FUND						\$233,733.26		
AVERAGE ANNUAL YIELD						0.01%		
POLICE PENSION FUND								
07-120-260		MBFINANCIAL BANK	FMNA, GNMA FHLI			2,823,412.27	AC	N/A
TOTAL AGENCY CERTIFICATES						\$2,823,412.27		
07-120-288		MBFINANCIAL BANK	CORP BONDS			3,478,373.93	CB	N/A
TOTAL CORPORATE BONDS						\$3,478,373.93		
07-120-289		MBFINANCIAL BANK	EQUITIES			4,369,761.28	EQ	N/A
TOTAL EQUITIES						\$4,369,761.28		
07-120-270		MBFINANCIAL BANK	MUNICIPAL BOND:			759,501.52	MB	N/A
TOTAL MUNICIPAL BONDS						\$759,501.52		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,716,654.90	MF	N/A
TOTAL MUTUAL FUNDS						\$5,716,654.90		
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	137,033.64	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	292,761.05	MM	N/A
TOTAL MONEY MARKET						\$429,794.69		
07-120-900		MARKET VALUE CONTRA	MARKET VALUE			574,194.49	MV	N/A
TOTAL MARKET VALUE						\$574,194.49		
07-120-250		MBFINANCIAL BANK	NOTES, STRIPS E			193,070.54	TN	N/A
TOTAL TREASURY NOTES						\$193,070.54		
TOTAL POLICE PENSION FUND						\$18,344,763.62		
AVERAGE ANNUAL YIELD						0.15%		
WATER CAPITAL IMPROVEMENTS FUND								
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	391,127.91	MM	N/A
TOTAL MONEY MARKET						\$391,127.91		
TOTAL WATER CAPITAL IMPROVEMENTS FUND						\$391,127.91		
AVERAGE ANNUAL YIELD						0.03%		
CAPITAL PROJECT FUND								
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	96,697.99	MM	N/A
TOTAL MONEY MARKET						\$96,697.99		
TOTAL CAPITAL PROJECT FUND						\$96,697.99		
AVERAGE ANNUAL YIELD						0.01%		

VILLAGE OF WILLOWBROOK

RUN: 11/03/15 2:44PM

INVESTMENTS BY FUND AND MATURITY DATE AS OF OCTOBER 31, 2015

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
DEBT SERVICE FUND								
11-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	321.88	MM	N/A
			TOTAL MONEY MARKET			\$321.88		
			TOTAL DEBT SERVICE FUND			\$321.88		
			AVERAGE ANNUAL YIELD			0.01%		
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND								
14-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	3,140,576.96	MM	N/A
			TOTAL MONEY MARKET			\$3,140,576.96		
			TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND			\$3,140,576.96		
			AVERAGE ANNUAL YIELD			0.01%		

GRAND TOTAL INVESTED \$28,442,882.51

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) OCTOBER 31, 2015

RUN: 11/03/15 2:44PM

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FUND	INVESTMENTS
GENERAL CORPORATE FUND	4,749,066.61
WATER FUND	1,147,317.65
HOTEL/MOTEL TAX FUND	76,583.96
MOTOR FUEL TAX FUND	262,692.67
SSA ONE BOND & INTEREST FUND	233,733.26
POLICE PENSION FUND	18,344,763.62
WATER CAPITAL IMPROVEMENTS FUND	391,127.91
CAPITAL PROJECT FUND	96,697.99
DEBT SERVICE FUND	321.88
LAND FUND	3,140,576.96
TOTAL INVESTED (ALL FUNDS):	\$28,442,882.51

VILLAGE OF WILLOWBROOK
 INVESTMENTS BY TYPE (SUMMARY) OCTOBER 31, 2015

RUN: 11/03/15 2:44PM

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TYPE	AMOUNT	YIELD	NON-INTEREST	TOTAL INV.
AGENCY CERTIFICATES			2,823,412.27	2,823,412.27
CORPORATE BONDS			3,478,373.93	3,478,373.93
EQUITIES			4,369,761.28	4,369,761.28
MUNICIPAL BONDS			759,501.52	759,501.52
MUTUAL FUNDS			5,716,654.90	5,716,654.90
MONEY MARKET	10,389,460.17	0.04 %		10,389,460.17
MARKET VALUE			574,194.49	574,194.49
PETTY CASH			1,230.00	1,230.00
SAVINGS	254.60	0.25 %	136,968.81	137,223.41
TREASURY NOTES			193,070.54	193,070.54
TOTAL ALL FUNDS	\$10,389,714.77		\$18,053,167.74	\$28,442,882.51

VILLAGE OF WILLOWBROOK

RUN: 11/03/15 2:44PM

INVESTMENT SUMMARY BY INSTITUTION AS OF OCTOBER 31, 2015

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INSTITUTION	VILLAGE FUNDS	PENSION FUNDS	TOTAL FUNDS
COMMUNITY BANK OF WB	1,264,740.97	137,033.64	1,401,774.61
ILLINOIS FUNDS	8,829,609.23		8,829,609.23
IMET	28.69		28.69
MARKET VALUE CONTRA		574,194.49	574,194.49
MBFINANCIAL BANK		17,633,535.49	17,633,535.49
POLICE CADETS	280.00		280.00
U.S. BANK	2,510.00		2,510.00
VILLAGE OF WILLOWBROOK	950.00		950.00
TOTALS	\$10,098,118.89	\$18,344,763.62	\$28,442,882.51

VILLAGE OF WILLOWBROOK

RUN: 11/03/15 2:44PM

INVESTMENTS BY INSTITUTION AS OF OCTOBER 31, 2015

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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		0.15%	301,390.09	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	3,517.34	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	181,728.58	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	643,391.55	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	137,033.64	MM	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			120,118.44	SV	N/A
01-110-332		COMMUNITY BANK OF WB	SAVINGS			14,340.37	SV	N/A
01-110-385		COMMUNITY BANK OF WB	SAVINGS		0.25%	254.60	SV	N/A
		TOTAL INVESTED				\$1,401,774.61		
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	4,123,948.50	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	503,926.10	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	76,583.96	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	262,692.67	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	233,733.26	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	391,127.91	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	96,697.99	MM	N/A
11-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	321.88	MM	N/A
14-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	3,140,576.96	MM	N/A
		TOTAL INVESTED				\$8,829,609.23		
01-120-155		IMET	20321-101		0.33%	28.69	MM	N/A
07-120-900		MARKET VALUE CONTRA	MARKET VALUE			574,194.49	MV	N/A
07-120-260		MBFINANCIAL BANK	FMNA, GNMA FHLI			2,823,412.27	AC	N/A
07-120-288		MBFINANCIAL BANK	CORP BONDS			3,478,373.93	CB	N/A
07-120-289		MBFINANCIAL BANK	EQUITIES			4,369,761.28	EQ	N/A
07-120-270		MBFINANCIAL BANK	MUNICIPAL BOND:			759,501.52	MB	N/A
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,716,654.90	MF	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	292,761.05	MM	N/A
07-120-250		MBFINANCIAL BANK	NOTES, STRIPS E			193,070.54	TN	N/A
		TOTAL INVESTED				\$17,633,535.49		
01-110-913		POLICE CADETS	PETTY CASH			280.00	PC	N/A
01-110-335		U.S. BANK	LOCKBOX			2,510.00	SV	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
		GRAND TOTAL INVESTED				\$28,442,882.51		

VILLAGE OF WILLOWBROOK

RUN: 11/03/15 2:44PM

INVESTMENTS BY TYPE AND MATURITY DATE AS OF OCTOBER 31, 2015

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-260	MBFINANCIAL BANK	FMNA, GNMA FHLI			2,823,412.27	AC	N/A
	TOTAL INVESTED				\$2,823,412.27		
07-120-288	MBFINANCIAL BANK	CORP BONDS			3,478,373.93	CB	N/A
07-120-289	MBFINANCIAL BANK	EQUITIES			4,369,761.28	EQ	N/A
07-120-270	MBFINANCIAL BANK	MUNICIPAL BONDS			759,501.52	MB	N/A
07-120-290	MBFINANCIAL BANK	MUTUAL FUND			5,716,654.90	MF	N/A
01-110-323	COMMUNITY BANK OF WB	MONEY MARKET		0.15%	301,390.09	MM	N/A
01-110-325	COMMUNITY BANK OF WB	MONEY MARKET		0.10%	3,517.34	MM	N/A
01-110-380	COMMUNITY BANK OF WB	MONEY MARKET		0.25%	181,728.58	MM	N/A
02-110-209	COMMUNITY BANK OF WB	MONEY MARKET		0.25%	643,391.55	MM	N/A
07-110-202	COMMUNITY BANK OF WB	MONEY MARKET		0.15%	137,033.64	MM	N/A
01-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	4,123,948.50	MM	N/A
02-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	503,926.10	MM	N/A
03-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	76,583.96	MM	N/A
04-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	262,692.67	MM	N/A
06-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	233,733.26	MM	N/A
09-110-322	ILLINOIS FUNDS	MONEY MARKET		0.03%	391,127.91	MM	N/A
10-110-322	ILLINOIS FUNDS	MONEY MARKET		0.01%	96,697.99	MM	N/A
11-110-110	ILLINOIS FUNDS	MONEY MARKET		0.01%	321.88	MM	N/A
14-110-110	ILLINOIS FUNDS	MONEY MARKET		0.01%	3,140,576.96	MM	N/A
01-120-155	IMET	20321-101		0.33%	28.69	MM	N/A
07-110-335	MBFINANCIAL BANK	MONEY MARKET		0.15%	292,761.05	MM	N/A
	TOTAL INVESTED				\$10,389,460.17		
07-120-900	MARKET VALUE CONTRA	MARKET VALUE			574,194.49	MV	N/A
01-110-913	POLICE CADETS	PETTY CASH			280.00	PC	N/A
01-110-911	VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
	TOTAL INVESTED				\$1,230.00		
01-110-257	COMMUNITY BANK OF WB	SAVINGS			120,118.44	SV	N/A
01-110-332	COMMUNITY BANK OF WB	SAVINGS			14,340.37	SV	N/A
01-110-385	COMMUNITY BANK OF WB	SAVINGS		0.25%	254.60	SV	N/A
01-110-335	U.S. BANK	LOCKBOX			2,510.00	SV	N/A
	TOTAL INVESTED				\$137,223.41		
07-120-250	MBFINANCIAL BANK	NOTES, STRIPS E			193,070.54	TN	N/A
	GRAND TOTAL INVESTED				\$28,442,882.51		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF OCTOBER 31, 2015

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-260		MBFINANCIAL BANK	FMNA, GNMA FHLI			2,823,412.27	AC	N/A
07-120-288		MBFINANCIAL BANK	CORP BONDS			3,478,373.93	CB	N/A
07-120-289		MBFINANCIAL BANK	EQUITIES			4,369,761.28	EQ	N/A
07-120-270		MBFINANCIAL BANK	MUNICIPAL BOND:			759,501.52	MB	N/A
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,716,654.90	MF	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	301,390.09	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.10%	3,517.34	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	181,728.58	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.25%	643,391.55	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.15%	137,033.64	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	4,123,948.50	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	503,926.10	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	76,583.96	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	262,692.67	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	233,733.26	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.03%	391,127.91	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.01%	96,697.99	MM	N/A
11-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	321.88	MM	N/A
14-110-110		ILLINOIS FUNDS	MONEY MARKET		0.01%	3,140,576.96	MM	N/A
01-120-155		IMET	20321-101		0.33%	28.69	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	292,761.05	MM	N/A
07-120-900		MARKET VALUE CONTRA	MARKET VALUE			574,194.49	MV	N/A
01-110-913		POLICE CADETS	PETTY CASH			280.00	PC	N/A
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			120,118.44	SV	N/A
01-110-332		COMMUNITY BANK OF WB	SAVINGS			14,340.37	SV	N/A
01-110-385		COMMUNITY BANK OF WB	SAVINGS		0.25%	254.60	SV	N/A
01-110-335		U.S. BANK	LOCKBOX			2,510.00	SV	N/A
07-120-250		MBFINANCIAL BANK	NOTES, STRIPS E			193,070.54	TN	N/A
		TOTAL INVESTED				\$28,442,882.51		
		GRAND TOTAL INVESTED				\$28,442,882.51		

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR OCTOBER, 2015

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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	6,683.02	176,622.92	175,119.00	100.86	-1,503.92
01-1110	Other Taxes	451,077.07	3,160,322.76	6,007,099.00	52.61	2,846,776.24
01-1120	Licenses	17,053.00	24,865.50	150,500.00	16.52	125,634.50
01-1130	Permits	24,355.36	254,844.00	207,500.00	122.82	-47,344.00
01-1140	Fines	14,070.85	200,023.84	685,000.00	29.20	484,976.16
01-1150	Transfers-Other Funds	39,184.83	235,108.98	470,218.00	50.00	235,109.02
01-1160	Charges & Fees	3,920.00	18,023.12	49,550.00	36.37	31,526.88
01-1170	Park & Recreation Revenue	1,580.00	9,877.92	63,658.00	15.52	53,780.08
01-1180	Other Revenue	68,847.92	247,562.79	843,270.00	29.36	595,707.21
**TOTAL	Operating Revenue	626,772.05	4,327,251.83	8,651,914.00	50.01	4,324,662.17
<u>Non-Operating Revenue</u>						
01-3000	Non-Operating Revenue	203.49	959.23	750.00	127.90	-209.23
**TOTAL	Non-Operating Revenue	203.49	959.23	750.00	127.90	-209.23
***TOTAL	GENERAL CORPORATE FUND	626,975.54	4,328,211.06	8,652,664.00	50.02	4,324,452.94

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR OCTOBER, 2015

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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	236,826.65	1,700,432.59	3,326,190.00	51.12	1,625,757.41
**TOTAL	Operating Revenue	236,826.65	1,700,432.59	3,326,190.00	51.12	1,625,757.41
<u>Non-Operating Revenue</u>						
02-3100	Other Income	169.96	815.84	1,000.00	81.58	184.16
02-3200	Charges & Fees	0.00	7,800.00	3,000.00	260.00	-4,800.00
**TOTAL	Non-Operating Revenue	169.96	8,615.84	4,000.00	215.40	-4,615.84
***TOTAL	WATER FUND	236,996.61	1,709,048.43	3,330,190.00	51.32	1,621,141.57
<u>HOTEL/MOTEL TAX FUND</u>						
<u>Operating Revenue</u>						
03-1110	Other Taxes	22,458.36	113,858.98	210,000.00	54.22	96,141.02
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	22,458.36	113,858.98	210,000.00	54.22	96,141.02
<u>Non-Operating Revenue</u>						
03-3100	Other Income	1.11	1.72	0.00	0.00	-1.72
**TOTAL	Non-Operating Revenue	1.11	1.72	0.00	0.00	-1.72
<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	22,459.47	113,860.70	210,000.00	54.22	96,139.30
<u>MOTOR FUEL TAX FUND</u>						
<u>Operating Revenue</u>						
04-1110	Other Taxes	0.00	50,616.09	203,252.00	24.90	152,635.91
**TOTAL	Operating Revenue	0.00	50,616.09	203,252.00	24.90	152,635.91
<u>Non-Operating Revenue</u>						
04-3100	Other Income	16.73	73.43	45.00	163.18	-28.43
**TOTAL	Non-Operating Revenue	16.73	73.43	45.00	163.18	-28.43
***TOTAL	MOTOR FUEL TAX FUND	16.73	50,689.52	203,297.00	24.93	152,607.48

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR OCTOBER, 2015

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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	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>						
05-3100	Other Income	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	T I F SPECIAL REVENUE FUND	0.00	0.00	0.00	0.00	0.00
<u>SSA ONE BOND FUND</u>						
<u>Operating Revenue</u>						
06-1000	Operating Revenue	0.00	325,546.56	322,315.00	101.00	-3,231.56
**TOTAL	Operating Revenue	0.00	325,546.56	322,315.00	101.00	-3,231.56
<u>Non-Operating Revenue</u>						
06-3000	Non-Operating Revenue	6.27	14.20	5.00	284.00	-9.20
**TOTAL	Non-Operating Revenue	6.27	14.20	5.00	284.00	-9.20
***TOTAL	SSA ONE BOND FUND	6.27	325,560.76	322,320.00	101.01	-3,240.76
<u>POLICE PENSION FUND</u>						
<u>Operating Revenue</u>						
07-1150	Transfers-Other Funds	70,907.31	330,900.78	0.00	0.00	-330,900.78
07-1180	Other Revenue	21,402.75	108,240.06	0.00	0.00	-108,240.06
**TOTAL	Operating Revenue	92,310.06	439,140.84	0.00	0.00	-439,140.84
<u>Non-Operating Revenue</u>						
07-3100	Other Income	-177,882.37	-965,521.03	0.00	0.00	965,521.03
**TOTAL	Non-Operating Revenue	-177,882.37	-965,521.03	0.00	0.00	965,521.03
***TOTAL	POLICE PENSION FUND	-85,572.31	-526,380.19	0.00	0.00	526,380.19
<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: 50

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REVENUE REPORT FOR OCTOBER, 2015

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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	0.00	100,000.00	100,000.00	100.00	0.00
**TOTAL	Operating Revenue	0.00	100,000.00	100,000.00	100.00	0.00
	<u>Non-Operating Revenue</u>					
09-3000	Non-Operating Revenue	27.85	119.89	50.00	239.78	-69.89
**TOTAL	Non-Operating Revenue	27.85	119.89	50.00	239.78	-69.89
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	27.85	100,119.89	100,050.00	100.07	-69.89
	<u>CAPITAL PROJECT FUND</u>					
	<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	3.77	17.05	10.00	170.50	-7.05
**TOTAL	Non-Operating Revenue	3.77	17.05	10.00	170.50	-7.05
***TOTAL	CAPITAL PROJECT FUND	3.77	17.05	10.00	170.50	-7.05
	<u>DEBT SERVICE 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
	<u>Non-Operating Revenue</u>					
11-3000	Non-Operating Revenue	0.02	32,237.85	218,312.00	14.77	186,074.15
**TOTAL	Non-Operating Revenue	0.02	32,237.85	218,312.00	14.77	186,074.15
***TOTAL	DEBT SERVICE FUND	0.02	32,237.85	218,312.00	14.77	186,074.15

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR OCTOBER, 2015

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
LAND - FACILITY EXPANSION & RENOVATION F						
<u>Non-Operating Revenue</u>						
14-3000	Non-Operating Revenue	120.45	51,593.67	100.00	51,593.67	-51,493.67
**TOTAL	Non-Operating Revenue	120.45	51,593.67	100.00	51,593.67	-51,493.67
***TOTAL	LAND - FACILITY EXPANSION & RENOVATI	120.45	51,593.67	100.00	51,593.67	-51,493.67
FUND SUMMARY						
1	GENERAL CORPORATE	626,975.54	4,328,211.06	8,652,664.00	50.02	4,324,452.94
2	WATER	236,996.61	1,709,048.43	3,330,190.00	51.32	1,621,141.57
3	HOTEL/MOTEL TAX	22,459.47	113,860.70	210,000.00	54.22	96,139.30
4	MOTOR FUEL TAX	16.73	50,689.52	203,297.00	24.93	152,607.48
6	SSA ONE BOND & INTEREST	6.27	325,560.76	322,320.00	101.01	-3,240.76
7	POLICE PENSION	-85,572.31	-526,380.19	0.00	0.00	526,380.19
9	WATER CAPITAL IMPROVEMENTS	27.85	100,119.89	100,050.00	100.07	-69.89
10	CAPITAL PROJECT	3.77	17.05	10.00	170.50	-7.05
11	DEBT SERVICE	0.02	32,237.85	218,312.00	14.77	186,074.15
14	LAND ACQUISITION, FACILITY EXPANSION	120.45	51,593.67	100.00	51,593.67	-51,493.67
	TOTALS ALL FUNDS	801,034.40	6,184,958.74	13,036,943.00	47.44	6,851,984.26

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>VILLAGE BOARD & CLERK</u>								
01-05-410-3	GENERAL MANAGEMENT	4,537.00	30,995.88	49.86	62,163.30	31,167.42	24.93	124,327.00
01-05-420-3	COMMUNITY RELATIONS	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
01-05-425-6	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-430-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	VILLAGE BOARD & CLERK	4,537.00	30,995.88	49.46	62,663.30	31,667.42	24.73	125,327.00
<u>BOARD OF POLICE COMMISSIONERS</u>								
01-07-435-3	ADMINISTRATION	375.00	840.80	6.39	13,165.00	12,324.20	3.19	26,330.00
01-07-440-5	OTHER	0.00	2,100.00	23.33	9,000.00	6,900.00	11.67	18,000.00
01-07-445-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BOARD OF POLICE COMMISSIONERS	375.00	2,940.80	13.27	22,165.00	19,224.20	6.63	44,330.00
<u>ADMINISTRATION</u>								
01-10-455-5	GENERAL MANAGEMENT	38,273.84	272,271.38	32.85	828,708.00	556,436.62	16.43	1,657,416.00
01-10-460-3	DATA PROCESSING	115.50	5,213.55	45.64	11,423.00	6,209.45	22.82	22,846.00
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	5,670.55	38,301.69	40.82	93,823.00	55,521.31	20.41	187,646.00
01-10-470-2	LEGAL SERVICES	6,774.14	34,270.63	34.62	99,000.00	64,729.37	17.31	198,000.00
01-10-471-2	FINANCIAL AUDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-475-3	COMMUNITY RELATIONS	3.95	6,461.54	61.83	10,450.00	3,988.46	30.92	20,900.00
01-10-480-2	RISK MANAGEMENT	39.00	510.00	0.21	248,712.00	248,202.00	0.10	497,424.00
01-10-485-6	CAPITAL IMPROVEMENTS	0.00	20,275.00	32.98	61,469.00	41,194.00	16.49	122,938.00
01-10-490-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	ADMINISTRATION	50,876.98	377,303.79	27.87	1,353,585.00	976,281.21	13.94	2,707,170.00
<u>PLANNING & ECONOMIC DEVELOPMENT</u>								
01-15-510-4	GENERAL MANAGEMENT	3,949.50	23,915.65	29.69	80,551.96	56,636.31	14.84	161,103.92
01-15-515-4	DATA PROCESSING	0.00	0.00	0.00	2,000.00	2,000.00	0.00	4,000.00
01-15-520-2	ENGINEERING	7,717.93	53,663.96	57.03	94,100.00	40,436.04	28.51	188,200.00
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	0.00	0.00	2.00	2.00	0.00	4.00
01-15-544-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLANNING & ECONOMIC DEVELOPMENT	11,667.43	77,579.61	43.30	179,153.96	101,574.35	21.65	358,307.92
<u>PARKS & RECREATION DEPT</u>								
01-20-550-1	ADMINISTRATION	4,209.16	29,273.70	41.96	69,763.55	40,489.85	20.98	139,527.08
01-20-555-3	PARKS & RECREATION-ADMINISTRATION	7,500.00	7,500.00	3,750.00	200.00	-7,300.00	1,875.00	400.00
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	4,310.95	28,067.77	33.82	82,983.00	54,915.23	16.91	165,966.00
01-20-570-4	MAINTENANCE	12,523.20	39,133.95	71.38	54,824.00	15,690.05	35.69	109,648.00
01-20-575-5	SUMMER PROGRAM	264.60	12,196.02	58.79	20,744.00	8,547.98	29.40	41,488.00
01-20-580-5	FALL PROGRAM	0.00	684.00	6.81	10,046.00	9,362.00	3.40	20,092.00
01-20-585-5	WINTER PROGRAM	46.98	2,384.03	5.10	46,769.00	44,384.97	2.55	93,538.00
01-20-586-1	SPRING PROGRAM	0.00	0.00	0.00	5,178.00	5,178.00	0.00	10,356.00
01-20-590-5	SPECIAL RECREATION SERVICES	0.00	21,519.01	19.00	113,273.00	91,753.99	9.50	226,546.00
01-20-595-6	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	820,001.00	820,001.00	0.00	1,640,002.00
01-20-599-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PARKS & RECREATION DEPT	28,854.89	140,758.48	11.48	1,226,281.55	1,085,523.07	5.74	2,452,563.08
<u>FINANCE DEPARTMENT</u>								
01-25-610-4	GENERAL MANAGEMENT	34,069.04	148,128.99	93.79	157,938.50	9,809.51	46.89	315,877.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
01-45-849-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLAN COMMISSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	GENERAL CORPORATE FUND	688,715.62	4,250,359.43	43.36	9,802,441.08	5,552,081.65	21.68	19,604,882.54

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 WATER FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER DEPARTMENT</u>								
02-50-401-4	ADMINISTRATION	30,161.57	165,761.42	57.18	289,879.00	124,117.58	28.59	579,758.00
02-50-405-2	ENGINEERING	0.00	584.50	22.70	2,575.00	1,990.50	11.35	5,150.00
02-50-410-5	INTERFUND TRANSFERS	39,184.83	340,834.40	54.58	624,501.00	283,666.60	27.29	1,249,002.00
02-50-415-2	RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
02-50-417-4	EDP	0.00	6,526.88	35.95	18,154.00	11,627.12	17.98	36,308.00
02-50-420-5	WATER PRODUCTION	157,161.32	910,496.42	50.27	1,811,215.00	900,718.58	25.13	3,622,430.00
02-50-425-4	WATER STORAGE	450.00	4,376.88	46.15	9,485.00	5,108.12	23.07	18,970.00
02-50-430-4	TRANSPORTATION & DISTRIBUTION	15,673.04	81,584.66	68.99	118,250.00	36,665.34	34.50	236,500.00
02-50-435-4	METERS & BILLING	335.15	939.75	3.42	27,500.00	26,560.25	1.71	55,000.00
02-50-440-7	CAPITAL IMPROVEMENTS	0.00	2,128.86	8.19	26,000.00	23,871.14	4.09	52,000.00
02-50-449-7	CONTINGENCIES-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	WATER DEPARTMENT	242,965.91	1,513,233.77	51.69	2,927,559.00	1,414,325.23	25.84	5,855,118.00
***TOTAL	WATER FUND	242,965.91	1,513,233.77	51.69	2,927,559.00	1,414,325.23	25.84	5,855,118.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 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	0.00	2,625.00	28.77	9,125.00	6,500.00	14.38	18,250.00
03-53-435-3	PUBLIC RELATIONS & PROMOTION	14,836.32	33,017.07	47.71	69,200.00	36,182.93	23.86	138,400.00
03-53-436-3	SPECIAL EVENTS	0.00	2,500.00	55.56	4,500.00	2,000.00	27.78	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	14,836.32	38,142.07	46.05	82,825.00	44,682.93	23.03	165,650.00
***TOTAL	HOTEL/MOTEL TAX FUND	14,836.32	38,142.07	46.05	82,825.00	44,682.93	23.03	165,650.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 MOTOR FUEL TAX FUND

PRCT. OF YR: 50
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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	175,748.57	78.11	225,000.00	49,251.43	39.06	450,000.00
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	175,748.57	78.11	225,000.00	49,251.43	39.06	450,000.00
***TOTAL	MOTOR FUEL TAX FUND	0.00	175,748.57	78.11	225,000.00	49,251.43	39.06	450,000.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 SSA ONE BOND FUND

PRCT. OF YR: 50
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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	93,657.50	29.06	322,315.00	228,657.50	14.53	644,630.00
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	93,657.50	29.06	322,315.00	228,657.50	14.53	644,630.00
***TOTAL	SSA ONE BOND FUND	0.00	93,657.50	29.06	322,315.00	228,657.50	14.53	644,630.00

VILLAGE OF WILLOWBROOK
EXPENDITURE REPORT FOR OCTOBER, 2015
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	84,088.57	423,718.14	0.00	0.00	-423,718.14	0.00	0.00
***TOTAL	POLICE PENSION FUND	84,088.57	423,718.14	0.00	0.00	-423,718.14	0.00	0.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 WATER CAPITAL IMPROVEMENTS FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER CAPITAL IMPROVEMENTS</u>								
09-65-405-2	WATER CAPITAL IMPROV FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	372,808.29	422,269.76	102.15	413,400.00	-8,869.76	51.07	826,800.00
**TOTAL	WATER CAPITAL IMPROVEMENTS	372,808.29	422,269.76	102.15	413,400.00	-8,869.76	51.07	826,800.00
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	372,808.29	422,269.76	102.15	413,400.00	-8,869.76	51.07	826,800.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 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	84,698.00	84,698.00	0.00	169,396.00
10-68-545-4	75TH ST EXTENSION PROJECT	0.00	0.00	0.00	800.00	800.00	0.00	1,600.00
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	0.00	0.00	85,498.00	85,498.00	0.00	170,996.00
***TOTAL	CAPITAL PROJECT FUND	0.00	0.00	0.00	85,498.00	85,498.00	0.00	170,996.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 DEBT SERVICE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>2008 BOND FUND</u>							
**TOTAL	2008 BOND FUND	0.00	32,045.49	14.68	218,312.00	186,266.51	7.34	436,624.00
***TOTAL	DEBT SERVICE FUND	0.00	32,045.49	14.68	218,312.00	186,266.51	7.34	436,624.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR OCTOBER, 2015
 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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14-75-920-2	OTHER	0.00	0.00	0.00	20,000.00	20,000.00	0.00	40,000.00
14-75-930-4	LAND & FACILITY	740.88	439,842.55	13.86	3,172,500.00	2,732,657.45	6.93	6,345,000.00
14-75-940-5	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	LAND - FACILITY EXPANSION & RENOVATION F	740.88	439,842.55	13.78	3,192,500.00	2,752,657.45	6.89	6,385,000.00
FUND SUMMARY								
1	GENERAL CORPORATE	688,715.62	4,250,359.43	43.36	9,802,441.08	5,552,081.65	21.68	19,604,882.54
2	WATER	242,965.91	1,513,233.77	51.69	2,927,559.00	1,414,325.23	25.84	5,855,118.00
3	HOTEL/MOTEL TAX	14,836.32	38,142.07	46.05	82,825.00	44,682.93	23.03	165,650.00
4	MOTOR FUEL TAX	0.00	175,748.57	78.11	225,000.00	49,251.43	39.06	450,000.00
6	SSA ONE BOND & INTEREST	0.00	93,657.50	29.06	322,315.00	228,657.50	14.53	644,630.00
7	POLICE PENSION	84,088.57	423,718.14	0.00	0.00	-423,718.14	0.00	0.00
9	WATER CAPITAL IMPROVEMENTS	372,808.29	422,269.76	102.15	413,400.00	-8,869.76	51.07	826,800.00
10	CAPITAL PROJECT	0.00	0.00	0.00	85,498.00	85,498.00	0.00	170,996.00
11	DEBT SERVICE	0.00	32,045.49	14.68	218,312.00	186,266.51	7.34	436,624.00
14	LAND ACQUISITION, FACILITY EXPANSION & RENO	740.88	439,842.55	13.78	3,192,500.00	2,752,657.45	6.89	6,385,000.00
	TOTALS ALL FUNDS	1404155.59	7,389,017.28	42.79	17,269,850.08	9,880,832.80	21.39	34,539,700.54

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

MONTH	SALE		11-12	12-13	13-14	14-15	15-16
DIST	MADE						
MAY	FEB	\$	254,811	\$ 261,216	\$ 250,138	\$ 245,589	\$ 253,282
JUNE	MAR		296,840	308,159	304,370	293,285	301,469
JULY	APR		281,808	288,609	295,557	293,319	267,013
AUG	MAY		276,985	316,487	334,102	342,029	328,251
SEPT	JUNE		318,524	336,664	338,139	330,203	349,847
OCT	JULY		300,424	291,508	300,405	318,631	306,409
NOV	AUG		326,134	330,699	332,925	349,800	
DEC	SEPT		296,490	300,348	288,422	287,860	
JAN	OCT		272,291	282,374	283,164	303,324	
FEB	NOV		296,763	306,325	295,860	296,349	
MARCH	DEC		387,223	377,505	387,074	365,874	
APRIL	JAN		253,944	277,850	234,816	253,532	
TOTAL		\$	3,562,238	\$ 3,677,745	\$ 3,644,970	\$ 3,679,794	\$ 1,806,271
MTH AVG		\$	296,853	\$ 306,479	\$ 303,747	\$ 306,650	\$ 301,045
BUDGET		\$	3,217,250	\$ 3,493,374	\$ 3,447,000	\$ 3,450,000	\$ 3,600,000

YEAR TO DATE LAST YEAR : \$ 1,823,056
 YEAR TO DATE THIS YEAR : \$ 1,806,271
 DIFFERENCE : \$ (16,785)

PERCENTAGE CHANGE :

-0.92%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,600,000
 PERCENTAGE OF YEAR COMPLETED : 50.00%
 PERCENTAGE OF REVENUE TO DATE : 50.17%
 PROJECTION OF ANNUAL REVENUE : \$ 3,645,914
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 45,914
 EST. PERCENT DIFF ACTUAL TO BUDGET **1.3%**

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE APPROVING AND AUTHORIZING A PARKING AND TRAFFIC ENFORCEMENT AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND WERK MANAGEMENT, NANTUCKET TOWNHOMES

AGENDA NO.**5e****AGENDA DATE:** 11/09/15**STAFF REVIEW:** Mark Shelton, Chief of Police**SIGNATURE:** Mark Shelton / es**LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:** THOMAS BASTIAN TH.**RECOMMENDED BY:** Tim Halik, Village Administrator**SIGNATURE:** T. Halik**REVIEWED & APPROVED BY COMMITTEE:** YES On October 12, 2015 NO N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The Village of Willowbrook has entered into traffic agreements with various associations which provide regulations of traffic and access to private roads, streets, driveways and parking areas open to an used by tenants, owners, and employees.

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

Under this Agreement, the Police Department agrees to regulate all traffic control signs, including handicapped parking areas, and yield signs, monitor all posted one-way traffic areas and local fire lane ordinances, in addition, they will monitor all specified areas, which restrict or limit standing or parking of vehicles

ACTION PROPOSED:

Pass Ordinance.

ORDINANCE NO. 15-0-_____

AN ORDINANCE APPROVING AND AUTHORIZING A PARKING AND TRAFFIC ENFORCEMENT AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND WERK MANAGEMENT, NANTUCKET TOWNHOMES

WHEREAS, Werk Management, Nantucket Townhomes ("OWNER") has petitioned the Village of Willowbrook (the "VILLAGE") to enter into a Parking and Traffic Enforcement Agreement to enforce parking and traffic regulations at Nantucket Townhomes located at 200 through 260 Gull Island Drive, 255 through 284 Snug Harbor Drive, 6511 through 6679 Snug Harbor Drive, 250 through 269 Waverly Court, 6512 through 6530 Waverly Court, 231 through 273 Weather Hill Drive, and 6600 through 6666 Weather Hill Drive, Willowbrook, Illinois; and

WHEREAS, such agreements are expressly authorized by section 5/1-1-7 (65 ILCS 5/1-1-7) of the Illinois Municipal Code and sections 11-209 and 11-209.1 of the Illinois Motor Vehicle Code (625 ILCS 5/11-209; 5/11-209.1); and

WHEREAS, the corporate authority of the Village of Willowbrook finds that it is in the best interest of the Village and its residents to approve that certain Parking and Traffic Enforcement Agreement, attached hereto as Exhibit "A", and made a part hereof.

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

Section 1. That certain Parking and Traffic Enforcement Agreement, by and between the Village of Willowbrook and Werk Management, Nantucket Townhomes, by its management company and duly authorized agent, Werk Management, to enforce parking and traffic regulations at 200 through 260 Gull Island Drive, 255 through 284 Snug Harbor Drive, 6511 through 6679 Snug Harbor Drive, 250 through 269 Waverly Court, 6512 through 6530 Waverly Court, 231 through 273 Weather Hill Drive, and 6600 through 6666 Weather Hill Drive, Willowbrook, Illinois, be and is hereby approved.

Section 2. Upon execution of the Agreement by Werk Management, Nantucket Townhomes, by its management company and duly authorized agent, Werk Management, the Mayor is hereby directed to execute said Agreement on behalf of the Village of Willowbrook and the Village Clerk is directed to attest to said signature.

Section 3. The Village Clerk is further directed to record a copy of this ordinance and the Parking and Traffic Enforcement Agreement in the office of the DuPage County Recorder of Deeds.

[The rest of this page intentionally left blank]

Section 9. This Ordinance shall be in full force and effect upon and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 9th day of November, 2015, by a roll call vote as follows:

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____
 NAYS: _____
 ABSTENTIONS: _____
 ABSENT: _____

EXHIBIT "A"

A G R E E M E N T

AGREEMENT made and entered into this 9th day of November, 2015 by and between WERK MANAGEMENT, NANTUCKET TOWNHOMES, a residential complex containing in excess of ten (10) residential housing units, hereinafter referred to as the ("OWNER") and the VILLAGE OF WILLOWBROOK, an Illinois municipal corporation, hereinafter referred to as the ("VILLAGE"), collectively the Parties.

W I T N E S S E T H:

WHEREAS, VILLAGE and OWNER have heretofore entered into an Agreement to regulate and enforce traffic and parking regulations on and over the private roads, streets, driveways and parking areas of the property hereinafter described, which Agreement has expired by its own term; and,

WHEREAS, OWNER is desirous of entering into a new Agreement with the VILLAGE, pursuant to authority granted the VILLAGE by sections 11-209 and 11-209.1 of the Illinois Vehicle Code (625 ILCS 5/11-209; 5/11-209.1), and section 1-1-7 of the Illinois Municipal Code (65 ILCS 5/1-1-7), as amended, for the purpose of providing for the regulation of parking and traffic within the property legally described on Exhibit "A" attached

hereto which is, by this reference, made a part hereof (hereinafter referred to as the "PROPERTY").

WHEREAS, the OWNER desires to enter into this Agreement with the Village of Willowbrook in order to empower the Village of Willowbrook to regulate the parking of motor vehicles and the traffic within the parking area and roadways located at the Property, pursuant to the provisions of Section 1-1-7 of the Illinois Municipal Code (65 ILCS 5/1-1-7) and Sections 11-209 and 11-209.1 of the Illinois Vehicle Code (625 ILCS 5/11-209 and 5/11-209.1).

NOW, THEREFORE, in consideration of the mutual covenants and obligations herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, IT IS AGREED by and between OWNER and VILLAGE as follows:

1. Subject to the agreement of the parties, the VILLAGE is hereby authorized to provide for:

- A. The erection of traffic control lights, speed limit signs, stop signs, flashing signals, persons with disabilities parking area signs or yield signs, at specified locations in the parking areas or roadways located within the PROPERTY, and the adoption of appropriate regulations thereto pertaining, or the designation of any intersection as a stop intersection and the ordering of like signs or signals at one or more entrances to any such intersection;

- B. The prohibition or regulation of the turning of vehicles or specified types of vehicles at intersections or other designated locations within the PROPERTY;
- C. The regulation of a crossing of any roadway or parking area by pedestrians;
- D. The designation of any separate roadway within the PROPERTY for one-way traffic;
- E. The establishment and regulation of loading zones;
- F. The prohibition, regulation, restriction or limitation of the stopping, standing or parking of vehicles in specified areas within the PROPERTY;
- G. The designation of safety zones and fire lanes within the PROPERTY;
- H. The regulation by ordinance of motor vehicle speed limits on roadways within the PROPERTY; and
- I. Providing for the removal and storage of vehicles parked or abandoned during snowstorms, floods, fires or other public emergencies, or found unattended (1) where they constitute an obstruction to traffic or (2) where stopping, standing, or parking is prohibited, and for the payment of reasonable charges for such removal and storage by the OWNER or operator of any such vehicle (provided, however, that except for removal of vehicles parked in fire lanes or illegally parked in areas reserved for persons with disabilities, the VILLAGE shall obtain, in writing, the consent of the OWNER'S representative prior to such removal).

2. **Allocation for Resources; Prosecution and Collection of Fines.** The Village of Willowbrook shall determine, in its sole

discretion, the amount of time and resources to devote to the enforcement and prosecution of traffic and parking regulations within the PROPERTY. Once the parking and traffic regulations have been established at the PROPERTY or otherwise pursuant to this Agreement, any person who shall do any act forbidden or fail to perform any act required by such parking or traffic regulation shall, upon a finding of liability, be guilty of petty offense, except that if the violation is parking in a parking space reserved for persons with disabilities, by a person without special registration plates issued to a person with disabilities, as defined by Section 1-159.1 of the Illinois Vehicle Code (625 ILCS 5/1-159.1), pursuant to Section 3-616 of the Illinois Vehicle Code (625 ILCS 5/3-616), or to a disabled veteran pursuant to Section 3-609 of the Illinois Vehicle Code (625 5/3-609), the village police shall issue a parking citation to such parking violator and issue a fine in accordance with Section 11-1301.3 of the Illinois Vehicle Code (625 5/11-1301.3) or appropriate Village Code provision. The Village of Willowbrook shall retain as its general revenue all fines, charges, fees and penalties collected from the enforcement and prosecution of traffic and parking regulations on the PROPERTY. The OWNER shall have no right to vary or waive enforcement of any traffic and parking regulations in the parking area except as authorized by the VILLAGE.

3. The Chief of Police of the VILLAGE and the OWNER shall agree in writing and designate on Exhibit B, a copy of which shall be attached hereto and incorporated herein as Exhibit "B", the specific locations to be regulated as well as designating the exact regulations to be imposed thereon. The Chief of Police of the VILLAGE, or his designated representative, and the OWNER, or its designated representative(s), may, from time to time, agree to amend the regulations and locations to be enforced-provided that in each such case an amended plan, in writing, reflecting same shall be recorded in the Office of the Recorder of Deeds of DuPage County, Illinois, as required by statute.

4. **Reimbursement for Costs.** If OWNER, after being requested to do so by the VILLAGE, declines or fails to erect stop signs, person with disabilities parking area signs or yield signs or any other authorize traffic or parking regulation signs at required locations within the PROPERTY, the OWNER shall reimburse the VILLAGE for the cost of planning and installation erection of speed signs, stop signs, person with disabilities parking area signs, yield signs, loading zone signs, signs prohibiting, regulating, restricting or limiting the stopping, standing or parking of vehicles, safety zone signs and fire lane signs. In addition, the OWNER hereby authorizes the VILLAGE to collect from the vehicle owner or operator of any vehicle parked or abandoned in

the parking area during snowstorms, floods, fires or other public emergencies, or found unattended in the parking area (a) where they constitute an obstruction of traffic; or (b) where stopping, standing or parking is prohibited, the reasonable charges for the removal and storage of such vehicles.

5. Upon approval of the Village Chief of Police or his designated representative, OWNER agrees to erect appropriate signs, signals, and other markings, relating to the regulations provided for by this Agreement, at appropriate places on the PROPERTY, after consultation with Village Chief of Police and in accordance with all applicable regulations and specifications promulgated by the State of Illinois, all such signage shall comply with the manual on Uniform Traffic Control Devices.

6. OWNER shall bear the costs and expenses of obtaining, erecting and maintaining any and all signs or other signals, and other markings, necessary for enforcement of the regulations agreed to by the parties herein.

7. OWNER has named the VILLAGE OF WILLOWBROOK as an additional insured on its Comprehensive General Liability Insurance Policy and on its Excess Liability Insurance Policy and a copy of said Certificate of Insurance is attached to this Agreement. Such liability insurance shall provide that the VILLAGE, its officers, agents, agencies, employees, and departments shall be additional

insured under such insurance. Said insurance shall be in the minimum amount of two (2) million dollars (\$2,000,000) combined single limit or in such amounts acceptable to the VILLAGE OF WILLOWBROOK and shall be in such form and with such Company as shall be approved by the corporate authorities.

OWNER hereby agrees to keep said policies in full force and effect throughout the terms of this Agreement. A mandatory written notice must be provided upon the cancellation of any policy as outlined under the Certificate of Insurance evidencing the coverage provided for herein.

8. The sole remedy available to OWNER, upon any breach of this Agreement by the VILLAGE, shall be the cancellation of the Agreement as herein provided. It is of the essence of this Agreement that the VILLAGE shall not be liable in money damages for any breach of this Agreement.

9. Miscellaneous Provisions.

9.1. **Modifications.** This Agreement may only be modified in writing.

9.2. **Successors.** This Agreement shall bind and inure to the benefit of the parties hereto and to their respective legal representatives, successors and permitted assigns.

9.3. **Assignment.** Neither party shall assign, transfer or encumber, directly or indirectly, all or any portion of its rights or obligations under this Agreement without the written consent of the other party hereto.

9.4. **Governing Law.** This Agreement and the legal relations between the parties hereto shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to its conflicts of laws principles.

9.5. **Partial Invalidity.** The parties hereto intend and believe that each provision in this Agreement comports with all applicable laws, statutes, ordinances and judicial orders or rulings. However, if any provision or provisions, or if any portion of any provision or provisions, in this Agreement is found by a court of law to be in violation of any applicable local, state or federal ordinance, statute, law, administrative or judicial decision, or public policy, and if such court should declare such portion, provision or provisions of this Agreement to be illegal, invalid, unlawful, void or unenforceable as

written, then it is the intent of all parties hereto that such portion, provision or provisions shall be given force to the fullest possible extent that they are legal, valid and enforceable; that the remainder of this Agreement shall be construed as if such illegal, invalid, unlawful, void or unenforceable provision or provisions were not contained therein; and that the rights, obligations and interests of the parties hereto under the remainder of this Agreement shall continue in full force and effect. If, from any circumstances whatsoever, the fulfillment of any provision hereof, at the time performance of such provision shall be due, shall involve transcending the limit of validity prescribed by law which a court of competent jurisdiction may deem applicable hereto, then ipso facto, the obligation to be fulfilled shall be reduced to the limit of such validity.

10. **Fines.** The VILLAGE, in the sole discretion of its officers and officials, may issue citations and collect fines associated with traffic control devices or for violations of any traffic regulations, traffic control devices, Village Code or Ordinance, and the laws of the State of Illinois. It shall be the

sole responsibility of, and within the sole discretion of, the VILLAGE to prosecute such citations. All fines imposed and collected by the VILLAGE shall be the property of the VILLAGE.

11. **Authority Not Exclusive.** The authority granted to the VILLAGE herein shall be in addition to, and shall not be a limitation on, any other authority the VILLAGE may have under any federal, state or local code, ordinance or regulation.

12. **Exclusions.** This Agreement does not include, and shall not be construed or applied to require the performance by the VILLAGE of any of the following actions:

- (a) striping, painting, or otherwise performing maintenance work on the pavement of the private roads;
- (b) removing debris remaining from accidents within the PROPERTY; and
- (c) any other activity not expressly agreed to by the Village in this Agreement.

13. This Agreement shall be in full force and effect from and after the date of its execution by all parties and ten (10) days after a copy of this executed agreement is recorded in the Office of the Recorder of Deeds of DuPage County, Illinois and it shall be effective for a period of twenty (20) years of the date thereof, and may, by further agreement of the parties, be continued for additional periods of like duration. Notwithstanding any provision contained herein to the contrary, this Agreement may be

canceled upon the giving of thirty (30) days prior written notice by either party hereto.

14. **Notices.** Written notices between the VILLAGE OF WILLOWBROOK and the OWNER shall be in writing and shall be effective (a) when delivered personally, (b) when received by overnight courier service, or (c) three (3) days after being deposited into the United States mail (sent certified or registered, return receipt requested), in each case addressed as follows:

If to the Village of Willowbrook:

Village of Willowbrook
835 Midway Drive
Willowbrook, Illinois 60527
Attn: Village Administrator

If to the Owner:

Werk Management
6 s 670 Vandustrial Drive
Westmont, Illinois 60559

15. A fully executed copy of this Agreement, together with attachments, shall be recorded in the Office of the Recorder of Deeds of DuPage County, Illinois, and no regulations made pursuant to this Agreement shall be effective and enforceable until ten (10) days after the contract or any amendment thereto is recorded, and after the posting of signs or signals as may be required pursuant hereto.

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

ATTEST: VILLAGE OF WILLOWBROOK, an Illinois municipal corporation,

Village Clerk

BY: _____
Mayor

WERK MANAGEMENT,
NANTUCKET TOWNHOMES

BY: _____
Its duly authorized agent

STATE OF ILLINOIS)
)
COUNTY OF DU PAGE)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that _____ personally known to me to be the same person whose name is subscribed to the foregoing instrument as such appeared before me this date in person and acknowledged that he signed and delivered the said instrument as his free and voluntary act and as the free and voluntary act of said company, for the uses and purposes therein set forth.

GIVEN under my hand and Notary Seal this _____
day of _____, 2015.

Notary Public

SEAL

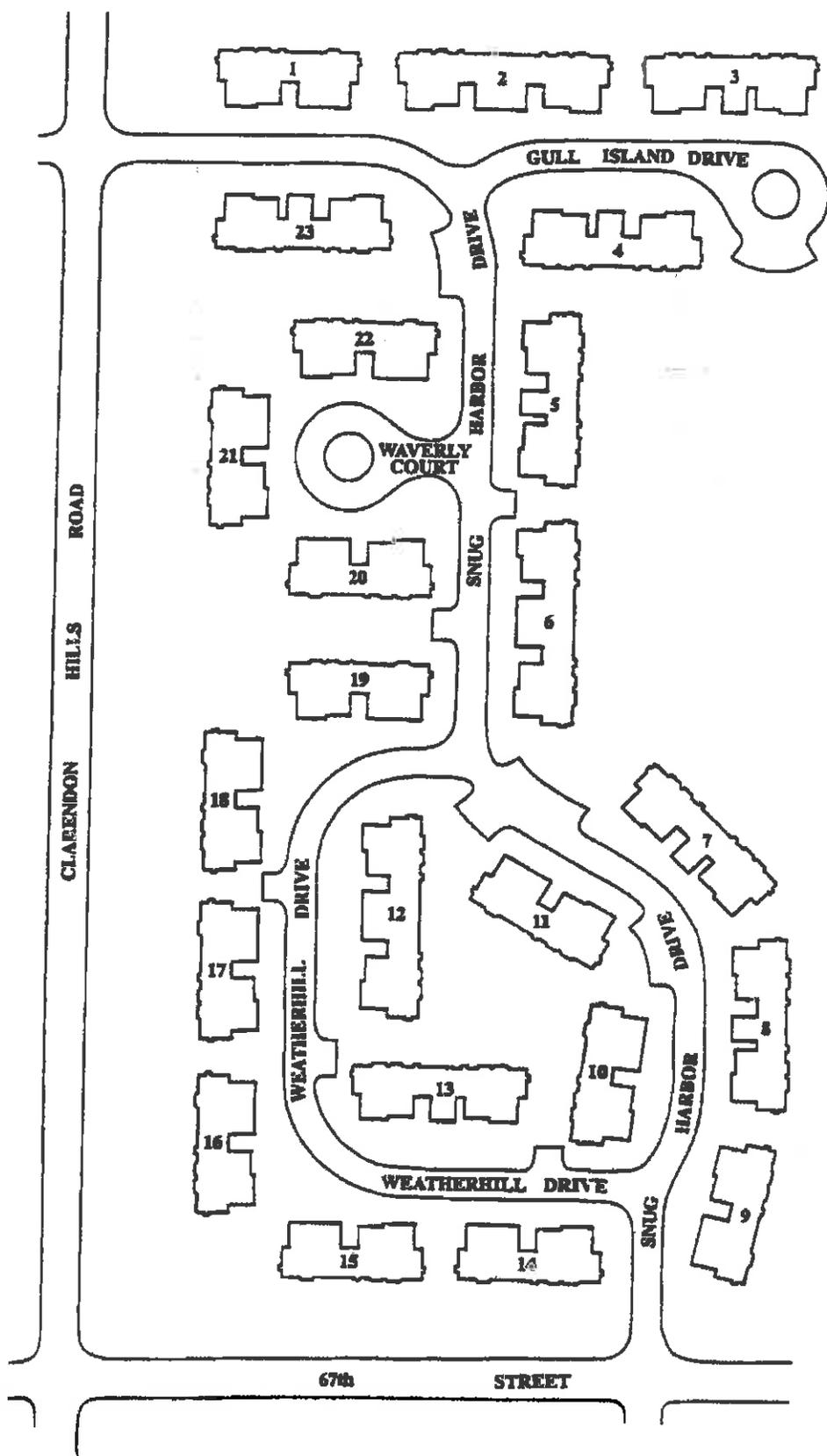
R95 22166

EXHIBIT A

The South 1,156.0 feet of the West 660.0 feet of the Northwest Quarter of Section 23, Township 38 North, Range 11 East of the Third Principal Meridian, in DuPage County, Illinois.

Common Addresses

- 200 THROUGH 260 GULL ISLAND DRIVE
 - 255 THROUGH 284 SNUG HARBOR DRIVE
 - 6511 THROUGH 6679 SNUG HARBOR DRIVE
 - 250 THROUGH 269 WAVERLY COURT
 - 6512 THROUGH 6530 WAVERLY COURT
 - 231 THROUGH 273 WEATHER MILL DRIVE
 - AND 6600 THROUGH 6666 WEATHER MILL DRIVE
- WILLOWBROOK, ILLINOIS



AVAILABLE	•
RESERVED	•
PURCHASED	•
CLOSED	•



EXHIBIT "B"

TRAFFIC REGULATION PLAN

Pursuant to the attached agreement, the Willowbrook Police Department agrees to enforce the following areas as designated on the traffic control plan attached hereto.

1. Traffic control signs including posted speed limit signs, stop signs, yield signs, and one-way signs.
2. No parking within 15 feet of hydrant locations as marked.
3. Handicap parking areas as marked with an official sign.
4. Prohibition of parking along all streets between 2:00 a.m. and 6:00 a.m.
5. Enforcement of yellow curb markings with adjacent "No Parking" signs indicating no parking areas.
6. Enforcement of posted, "No Trespassing" signs.
7. Posted "No Parking" zones.
8. Parking of vehicles for the purpose of being displayed for sale.
9. Enforcement of Village ordinance violations.
10. Prohibition of roller skating, bicycle riding, or skateboarding within the complex as posted.

Any future signs, crosswalks, and so forth may be agreed upon at a later date.

Owners' Representative

Chief of Police

[ATTACH PLAN]

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Accept Online Payments – Official Payments Corporation

AGENDA NO.**5f****AGENDA DATE:** 11/9/2015**STAFF REVIEW:** Carrie Dittman, Director of Finance**SIGNATURE:****LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:****RECOMMENDED BY:** Tim Halik, Village Administrator**SIGNATURE:****ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

As previously discussed at the 10/12/15 Finance & Administration Committee meeting and the 10/26/15 Village Board meeting, the Village has reviewed information from four (4) credit card processing agencies that would enable the Village to add online bill pay to its current forms of payment acceptance. Official Payments is one of two vendors that provides direct integration with the new financial software that is currently being implemented.

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

The Village board discussed the proposal from Official Payments Corporation to add online bill payment using a credit or debit card to the current Village payment offerings. The attached one year contract provides for this service with fees to be paid by the customer at \$3.95 for credit cards and \$1.95 for debit cards.

ACTION PROPOSED: Adopt Resolution.

RESOLUTION NO. 15-R-_____

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK
TO ACCEPT A PROPOSAL FOR ONLINE BILL PAYMENT SERVICES
WITH OFFICIAL PAYMENTS CORPORATION

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the proposal, attached hereto as Exhibit "A" and made a part hereof, for online bill payment services from Official Payments Corporation is hereby accepted. Further, the Mayor and Village Clerk, be and the same, are authorized to sign the proposal.

ADOPTED and APPROVED this 9th day of November, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



OFFICIAL PAYMENTS SERVICES AGREEMENT

THIS OFFICIAL PAYMENTS SERVICES AGREEMENT (this "Agreement") is entered into by Official Payments Corporation, a Delaware corporation ("Official Payments") and Village of Willowbrook, IL ("Client"). Client agrees to engage Official Payments, and Official Payments agrees to accept such engagement by Client, to perform the services (each a "Service" and collectively the "Services") in accordance with: (i) the Standard Terms and Conditions attached hereto as Schedule A, (ii) the Service Schedule for the Services selected which is attached hereto as Schedule B ("Service Schedule"), and (iii) the Fee Schedule which is attached hereto as Schedule C ("Fee Schedule"). Client will be provided with the Services as described in the attached Service Schedule on the terms set forth in Schedule A and in consideration of the fees set forth in the Fee Schedule. This Agreement is effective as of the date signed by Official Payments in the signature block below ("Effective Date").

Each party acknowledges that it has read and fully understands this Agreement and, by having its authorized representative sign below, agrees to its terms. This Agreement may be executed in counterparts, each of which shall be considered an original, but such counterparts shall together constitute one and the same document.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the Effective Date.

OFFICIAL PAYMENTS CORPORATION

CLIENT: Village of Willowbrook

By: _____

By: _____ / _____

Name: **Eric Labiak**

Name: **Frank A. Trilla / Leroy R. Hansen**

Title: **SVP Sales**

Title: **Mayor / Village Clerk**

Date:

Date: **November 9, 2015**

Address: **705 Westech Drive
Norcross, Georgia 30092**

Address: **835 Midway Drive
Willowbrook, IL 60527**

Email: **mbox-opay-clientservices@aciworldwide.com**

Email:

Telephone: **404-923-3500**

Telephone: **630-323-8215**

Fax: **404-923-6727**

Fax: **630-323-0787**

SCHEDULE A — TERMS AND CONDITIONS

These Terms and Conditions, together with the Signature Page, its attachments, exhibits, appendices, schedules, and/or Change Orders (collectively, this "Agreement"), are made and entered into by and between Official Payments and Client as of the Effective Date.

AGREEMENT

1. DEFINITIONS.

"*Absorbed Fee*" means the transaction fee, where applicable, charged to Client by Official Payments for a Customer making payment by use of the Services. The Absorbed Fees are set forth in Exhibit C, Fee Schedule.

"*ACH*" means the Automated Clearing House.

"*Change Order*" means the Change Order as defined in Section 14.2 below.

"*Client Designated Account*" means the credit/debit account(s) established and maintained by Client at an ACH receiving depository institution reasonably acceptable to Official Payments. Client Designated Account is further described in Section 4.2.

"*Client Marks*" means Client's logo, trademarks and other service marks.

"*Customer*" means the person, business or entity that initiates and makes payment through a Payment Transaction.

"*Delivered*" or "*Delivery*" means the date upon which Services are ready for testing by Customer.

"*NACHA*" means the National Automated Clearing House Association.

"*Official Payments Marks*" means Official Payments' logo, trademarks and other service marks.

"*Official Payments System*" means Official Payments' and its Suppliers' electronic payment processing system, including, without limitation, its technology, hardware, software and equipment.

"*Payment Transaction*" means an electronic payment transaction initiated by a Customer and processed by Official Payments and/or its Suppliers under this Agreement.

"*Production Use*" means any use of the Services resulting in actual data being processed in a live production environment.

"*Service*" or "*Services*" means the payment processing service or services selected on Service Schedule, as amended from time to time by written Change Order.

"*Service Fee*" means the transaction fee charged to a Customer by Official Payments for the convenience of Customer making payments by use of the Services. The Service Fees are set forth in Exhibit C, Fee Schedule.

"*Signature Page*" means the Signature Page with the signature of each party as entered into by and between Official Payments and Client, as of the Effective Date, whereby Official Payments has been engaged by Client to provide the Services.

"*Suppliers*" means Official Payments authorized vendors including, but not limited to, ACH processor(s).

2. PROVISION OF SERVICES. Official Payments will provide the Services in accordance with the Service Schedule(s) and Change Orders.

3. CLIENT OBLIGATIONS. With respect to each Service:

3.1 Client will take all reasonable security precautions within its system, hardware and software to prevent unauthorized or fraudulent use of the Official Payments System by Client, Client employees and agents, and Customers. Official Payments may, but will not be required to, assign to Client one or more identification numbers or passwords for Client's use in obtaining the Services. Once such identification

number(s) or password(s) have been delivered to Client by Official Payments, the use and confidentiality of such numbers and/or passwords will be the sole responsibility of Client.

3.2 Other than as provided in the Service Schedule(s), Client will not impose any surcharge or penalty on any of the Services.

3.3 If Client requests a customized reporting format, Client will provide Official Payments with its desired reporting format sufficiently in advance of the requested report delivery date. Customized reporting formats require Official Payments' prior written approval, and may result in the imposition of a fee by Official Payments to Client.

3.4 Client will not require, as a condition to initiating a Payment Transaction, that a Customer agree in any way to waive such Customer's rights to dispute the transaction with their banking institution for legitimate reasons.

3.5 Subject to Section 8, Client shall undertake reasonable efforts to market and promote the Services. Such marketing and promotion of the Services by Client will include publishing the relevant URL for the Official Payments website and relevant telephone number (as applicable) on all relevant marketing materials. Client will obtain Official Payments' prior consent for the use of any promotional or marketing materials that reference the Services or Official Payments, except as to the pre-approved marketing materials provided by Official Payments. Client agrees to incorporate all reasonable changes requested by Official Payments into any of the marketing materials it utilizes to ensure (i) the correct usage of the Official Payments trademarks and logos, (ii) the accuracy of the content, and (iii) acceptable graphics and presentation.

3.6 Client will be solely responsible, at its own expense, for acquiring, installing and maintaining all of its own equipment, software and data communication service, which is not a part of the Official Payments System.

3.7 If requested by Official Payments, Client will execute, and deliver to Official Payments, ACH authorization agreement(s), in the format provided by Official Payments, to authorize electronic credits/debits to/from the Client Designated Account, and any other certificates, instruments or documents as required by applicable laws and regulations in order to consummate the transactions contemplated by this Agreement.

3.8 Client will fully adhere to the rules, regulations and operating procedures of a credit card association with respect to a particular Service, including without limitation, the use of specific credit card logos and marks. If required by a credit card association, with respect to a Service, Client will enter into any applicable merchant credit card agreements.

3.9 Client shall (i) collect and verify all identification information as required by law or government regulation, and (ii) make such identifying information available to Official Payments if requested by a regulator, law enforcement officials, or judicial process.

4. FEES, TAXES, AND PAYMENTS.

4.1. Fees, Taxes and Payments. For each Service provided, Client and/or Customer, as designated on the Fee Schedule, will pay Official Payments fees for Services without set-off or deduction in accordance with the fees and charges set forth on the Fee Schedule. Except as otherwise specifically set forth on the Fee Schedule, fees owed by Client will be calculated on a monthly basis and will be debited from the Client Designated Account monthly in arrears by Official Payments or its Suppliers. Fees are subject to change by Official Payments upon delivery of a Change Order as described in Section 14.2 below. In the event that Official Payments incurs an increase in transaction processing fees, taxes or other increase in fees required by applicable law, an association regulation or other third party during the Term of this Agreement, Official Payments may pass through such charges with ten (10) days prior notice. During the Term of this Agreement, and for ninety (90) days thereafter, Official Payments (or its Suppliers) are authorized by Client to debit from the Client Designated Account, any fees and other amounts owed by Client under this Agreement, including, but not limited to, chargebacks, deposit charges, refunds, fines (inclusive of those imposed by NACHA), ACH debits that overdraw the Client Designated Account, and any other fines or liabilities incurred by Client. Official Payments may obtain and review Client's credit report solely related to the Services hereunder.

4.2 Client Designated Account. Prior to any Payment Transaction, Client will establish a Client Designated Account and will provide Official Payments with the electronic record specifications and permissions necessary for funds settlement. Client will maintain such account during the Term of this Agreement and for at least ninety (90) days after expiration or termination for any reason. Client agrees to maintain sufficient funds in the Client Designated Account to satisfy all fees and other obligations of Client. Client authorizes Official Payments, its assignee or its Suppliers to debit via ACH transfer, the Client Designated Account for any such amounts Client owes Official Payments. If the amount in the Client Designated Account does not contain sufficient funds to cover fees and obligations of Client, Client agrees to pay Official Payments the amount it owes under this Agreement upon demand, in readily available funds, together with all costs and expenses incurred to collect such amount, including, without limitation, reasonable attorneys' fees.

4.3 Review of Reports, Charges and Invoices. Client agrees that it shall review all reports, charges and invoices prepared by Official Payments and made available to Client. Client expressly agrees that Client's failure to reject any such report, charge or invoice within thirty (30) days from the date the report, charge, or invoice was made available to Client, shall constitute Client's acceptance of such report, charge, or invoice. In the event Client believes that any report, charge or invoice is in error, or Official Payments has failed in any way to provide the Services, Client agrees to provide Official Payments with written notice, specifically detailing any alleged failure, within 30 days of the date of the report, charge or invoice being made available to Client.

5. SUSPENSION; RESTRICTIONS. Official Payments may immediately suspend the Services or withhold Services or individual Payment Transactions in the event: (i) Official Payments has reason to believe there has been or may be a breach of security, fraud, or misrepresentation in connection with the Services, (ii) continued provision of the Services would violate any applicable law, government regulation, the NACHA rules and regulations or the rules and regulations of a credit card association, (iii) of a significant increase in Official Payments' and/or its Suppliers' cost of providing the Services, (iv) performance is delayed, impaired or rendered impossible as a result of a cause beyond Official Payments' or its Suppliers' control, (v) of breach of the terms of this Agreement by Client, its employees, or representatives, (vi) the financial status or credit quality of Client is substantially diminished in the reasonable discretion of Official Payments, or (vii) of non-payment of fees or other charges when they become due. In the event that Official Payments suspends the Services under this Section 5, for cause, Official Payments will provide Client with 14 days written notice and opportunity to cure the act or situation giving rise to the suspension. In the event of a suspension under this Section 5, Official Payments may require Client to establish a reserve account or institute other mutually agreed restrictions prior to Official Payments restoring Services. Official Payments will have no liability for any suspension in accordance with the terms of this Section 5. Additionally, the availability and use of specific types of credit cards, debit cards and other payment options for Payment Transactions is determined by Official Payments in accordance with Official Payments' relationships with card associations, and the applicable rules, regulations and laws, and Official Payments may terminate or suspend the use of any such card(s) or payment options at any time, in its sole discretion, without prior notice.

6. TERM AND TERMINATION.

6.1. Term. This Agreement will be effective on the Effective Date and thereafter will continue for a period of one (1) years (the "Initial Term"). Thereafter, this Agreement will automatically renew for successive one year periods (each a "Renewal Term"), unless either party provides written notification to the other party of its decision not to renew this Agreement no later than sixty (60) days prior to the end of the Initial Term or the then current Renewal Term (the Initial Term, collectively with any Renewal Term(s), constitutes the "Term").

6.2. Termination.

6.2.1 Termination for Cause. Either party may terminate this Agreement for cause if the other party: (i) fails to cure a material breach within thirty (30) days of receiving written notice detailing the breach; (ii) becomes subject to any voluntary or involuntary bankruptcy, insolvency, reorganization, or liquidation proceeding, a receiver, trustee, liquidator or similar agent or officer is appointed for that party, or a party makes an assignment for the benefit of

creditors, or admits its inability to pay its debts as they become due; or (iii) commits any act related to the Services with the intent to defraud the other party.

6.2.2 Termination by Official Payments. Official Payments may terminate this Agreement at any time upon written notice to the Client in the event the provision of the Services hereunder is determined by Official Payments, in its sole discretion, to violate any law, statute, regulation, rule, order or operating procedure enacted or promulgated by a governmental or judicial authority of competent jurisdiction, NACHA (or any similar industry organization with authority over the Services), or in the event that any law, regulation, rule, order or operating procedure is enacted or promulgated which effectively reduces or eliminates the fees charged by Official Payments.

7. ACCOUNT MONITORING; SECURITY. Official Payments and its Suppliers may monitor the use of Services or Payment Transaction activity and investigate unusual or suspicious activity, provided, that in no event does Official Payments assume any responsibility to discover any breach of Client's security or misuse of the Services. Client and Official Payments will immediately notify the other if either discovers any breach of security or misuse of the Service(s). Official Payments will have the right, at Official Payments' sole cost, to inspect Client's operation, system and web site to verify Client's compliance with its security obligations under this Agreement. Client will be responsible for failure to use reasonable security precautions and for any fraud committed by its employees, representatives or Customers.

8. INTELLECTUAL PROPERTY. In order that Client may promote the Services and Official Payments' role in providing the Services during the Term, Official Payments grants to Client a revocable, non-exclusive, non-transferable, royalty-free license to use Official Payments' Marks for such purpose only, in a form as approved by Official Payments. Client does not, and will not, have any other right, title, license or interest, express or implied, in and to any object code, software, hardware, Official Payments Marks, service mark, trade name, trade dress, formula, Official Payments System, know-how, telephone number, telephone line, domain name, URL, copyrighted image, text, script (including, without limitation, interactive voice response or the Official Payments website scripts) or other intellectual property right of Official Payments (collectively "Official Payments Intellectual Property"). All such Official Payments Intellectual Property, and all rights, title and interests therein (other than the license rights expressly granted in this Agreement) are owned exclusively by Official Payments. Client's license to use any Official Payments Marks will terminate upon the earlier of (a) the termination or expiration of this Agreement, (b) immediately, in the event of any breach of this section by Client, or (c) immediately, upon notice by Official Payments to the Client. Client will not utilize any Official Payments Intellectual Property in any manner that would diminish its value or harm the reputation of Official Payments. Client agrees that any use of the Official Payments Marks will conform to reasonable standards of acceptable use specified by Official Payments. All use of the Official Payments Marks will inure to the sole benefit of Official Payments. In connection with the provision of the Services, Client grants to Official Payments a revocable, non-exclusive, non-transferable, royalty-free license to use Client Marks. Official Payments' license will terminate upon the termination or expiration of this Agreement.

9. COMPLIANCE WITH LAWS, RULES AND REGULATIONS.

9.1 Each party will comply with all applicable federal and state laws, the rules and regulations of federal, state and local governmental authorities and governing industry associations, including without limitation, Federal Reserve Regulation E (12 C.F.R. Part 205), the rules of NACHA, the credit card association rules and regulations, Payment Card Industry Standards ("PCI") , and all applicable privacy laws and regulations, all of which are incorporated herein by reference and made a part of this Agreement as if set forth in full herein. Official Payments and its Suppliers may from time to time establish reasonable rules, regulations and operational guidelines with respect to use of the Services by Client, and Client agrees to be bound by and comply with such rules, regulations and guidelines thirty (30) days after delivery thereof to Client, unless earlier or immediate compliance is (i) required by law or regulation, (ii) determined by Official Payments, in its reasonable discretion, to be necessary, or (iii) otherwise agreed upon in writing by the parties.

9.2 PCI: PCI provides a set of requirements established by the Payment Card Industry to enhance cardholder data security and facilitate the adoption of consistent data security measures to protect cardholder and transaction data. These requirements apply to all entities involved in payment card

processing and transactions including Payment Card Industry members, merchants, processors, acquirers, issuers, vendors and service providers as well as other entities that store, process, or transmit cardholder data. The PCI Security Standards Council (<https://www.pcisecuritystandards.org>) is responsible for the development, management, education, and awareness of the PCI Standard, including the:

- Data Security Standard (PCI DSS)
- Payment Application Data Security Standard (PA-DSS)
- PIN Transaction Security (PTS) requirements

PCI requirements apply to all systems that store, process or transmit cardholder data as defined by PCI Security Standards.

9.3 Client compliance with PCI: Client and their vendors are responsible for compliance with all PCI requirements as defined by PCI Security Standards. Client shall ensure that all systems that store, process or transmit cardholder data managed internally or by a vendor meet the PCI requirements.

10. WARRANTY AND DISCLAIMER.

10.1 Warranty. Each party represents and warrants that it has the full legal right, authority and power to enter into this Agreement and perform its obligations hereunder and that the person who signs the Agreement for each party has full authorization to bind the respective party. Client will provide to Official Payments the forms that are necessary, as determined by Official Payments, to set up the Services within ten (10) days of full execution of this Agreement. Client represents and warrants to Official Payments that all information provided in such forms is current, correct and complete. Client agrees to notify Official Payments in writing of any changes to such Client information within ten (10) days of such change.

10.2. Disclaimer. Client acknowledges that electronic payment transactions and data processing involves the inherent risk of human and machine errors, omissions, delays and losses, including, without limitation, inadvertent loss or errors. Official Payments and its Suppliers do not, and cannot, control the flow of data to or from the Official Payments System, which depends in large part on the Internet and third parties, including, without limitation, connectivity/access providers. ACCORDINGLY, NEITHER OFFICIAL PAYMENTS NOR ITS SUPPLIERS WARRANT THAT THE SERVICES WILL BE ERROR FREE, UNINTERRUPTED, SECURE, OR VIRUS FREE, AND OFFICIAL PAYMENTS AND ITS SUPPLIERS DISCLAIM LIABILITY RESULTING FROM OR RELATED TO SUCH EVENTS. EXCEPT AS EXPRESSLY PROVIDED FOR HEREIN, THE SERVICES ARE PROVIDED "AS IS" AND "AS AVAILABLE", AND OFFICIAL PAYMENTS, ITS AFFILIATES AND SUPPLIERS MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND WHATSOEVER, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY, BY OPERATION OF LAW OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED OR STATUTORY WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, CONFORMITY TO ANY REPRESENTATION OR DESCRIPTION, NON-INTERFERENCE, TITLE, OR NON-INFRINGEMENT.

11. INDEMNIFICATION.

11.1 Indemnification of Official Payments. Client will indemnify, defend, and hold harmless Official Payments, and its officers, employees, directors, agents, affiliates and shareholders, in their individual capacities or otherwise, from and against any and all losses, claims, demands, penalties, actions, causes of action, suits, obligations, liabilities, damages, delays, costs or expenses, including, without limitation, reasonable attorney's fees (collectively, "Losses") asserted by a third party that result from, relate to, arise out of, or are incurred in connection with: (i) Client's negligence or willful misconduct resulting in personal injury or property damage; (ii) Client's negligent misuse of the Service or the Official Payments System; (iii) inaccurate or incomplete Client data or Customer data collected by Client; (iv) Client's failure to comply with applicable laws; (v) Client's failure to comply with any of the terms of this Agreement, inclusive of all fees, fines, assessments, penalties, or loss allocations assessed by card companies, networks, telecommunication companies, or other third parties resulting from such failure; or (vi) any

claim of libel, violation of privacy rights, unfair competition, misappropriation of trade secrets, or infringement of patents, trademarks, copyrights, or other intellectual property.

11.2 Indemnification of Client. Official Payments will indemnify, defend and hold harmless Client, and its officers, employees, directors, agents and shareholders, in their individual capacities or otherwise, from and against any and all Losses asserted by a third party that result from, relate to, arise out of, or are incurred in connection with: (i) Official Payments' negligence or willful misconduct resulting in personal injury or property damage; (ii) Official Payments' failure to comply with laws applicable to Official Payments as a provider of a Service; or (iii) a claim that a Service infringes a registered U.S trademark or copyright. However, Official Payments will not be liable for (and Client will indemnify Official Payments against) any infringement claim that results, in whole or in part, from: (a) Client's use of a Service in a manner or for a purpose not specifically described in the applicable Service Schedule, or (b) Client's products or services; or (c) Client's failure to implement corrections or changes provided by Official Payments. If a claim has been asserted that the Service infringes a registered U.S. trademark or copyright, or in Official Payments' opinion such a claim is about to be asserted, Official Payments may, at its option either: (1) procure for Client the right to continue using the Service; (2) replace or modify the Service so that it becomes non-infringing; or (3) terminate the applicable Service.

11.3 Contingencies to Indemnification. The obligation to provide indemnification under this section is contingent upon: (i) the indemnified party promptly notifying the indemnifying party in writing of any claim; (ii) the indemnifying party having sole control over the defense and settlement of the claim, provided, however, that the indemnifying party may not settle a claim, accept liability or incur obligations on behalf of the other party without the other party's written consent, which will not be unreasonably withheld or delayed; or (iii) the indemnified party reasonably cooperating during defense and settlement efforts at its own expense. Notice will be considered prompt so long as there is no material prejudice to the indemnifying party.

12. LIMITATION OF LIABILITY. NEITHER OFFICIAL PAYMENTS NOR ITS SUPPLIERS WILL BE LIABLE FOR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS, REVENUE, BUSINESS, DATA OR DAMAGES FROM LOSS OF USE OR DELAY, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, HOWEVER ARISING UNDER ANY THEORY (INCLUDING BUT NOT LIMITED TO NEGLIGENCE, TORT, CONTRACT, STRICT LIABILITY OR UNDER STATUTE), EVEN IF OFFICIAL PAYMENTS HAS BEEN INFORMED IN ADVANCE OF THE POSSIBILITY OF SUCH POTENTIAL CLAIM, LOSS OR DAMAGE. OFFICIAL PAYMENTS' TOTAL AGGREGATE LIABILITY FOR DAMAGES FOR ANY ACTION RELATED TO THIS AGREEMENT OR THE SERVICES PROVIDED WILL IN NO EVENT EXCEED THE AMOUNT OF THE FEES PAID TO OFFICIAL PAYMENTS IN CONNECTION WITH THE PARTICULAR TRANSACTION FOR THE SPECIFIC SERVICE GIVING RISE TO DAMAGES HEREUNDER. The foregoing limitation of liability and exclusion of certain damages will apply regardless of the success, sufficiency or effectiveness of other remedies. Client acknowledges that without its agreement to the limitations contained herein, Official Payments would be compensated differently, and would charge Client increased fees for the Services.

13. CONFIDENTIALITY. Each party that receives confidential information (as "Receiving Party") will treat information received from the other (as "Disclosing Party") (verbally, electronically, visually, or in a written or other tangible form) that (i) is designated as "confidential" at or prior to disclosure, or (ii) should be reasonably understood to be confidential or proprietary ("Confidential Information") as strictly confidential. Official Payments designates information relating to the Services and the terms of this Agreement as its Confidential Information. Non-public financial information that is personally identifiable to a Customer (referenced in the Gramm-Leach-Bliley Act of 1999 as "Non-public Personal Information" or "NPI") is designated as Confidential Information.

Each party will: (i) restrict disclosure of the other party's Confidential Information to only its own employees and agents solely on a "need to know" basis in accordance with the Agreement; (ii) advise its employees and agents of their confidentiality obligations; (iii) require agents to protect and restrict the use of the other party's Confidential Information; (iv) use the same degree of care to protect the other party's Confidential Information as it uses to safeguard its own Confidential Information of similar importance but in any event at least commercially reasonable care; (v) establish procedural, physical and electronic

safeguards, designed to prevent the compromise or unauthorized disclosure of Confidential Information; and (vi) notify the other party of any unauthorized possession or use of the other party's Confidential Information as soon as possible after learning of that unauthorized use or possession. Official Payments will promptly notify Client and, if requested by Client, each of its affected Customers, of any incident that has resulted or is likely to result in the misuse of NPI, and will comply with all laws regarding NPI that are applicable to it and the Services it provides.

Except as expressly provided for in this Agreement, Confidential Information will remain the property of the party from or through whom it was received. Except for NPI, neither party will be obligated to preserve the confidentiality of any information that: (a) Receiving Party can demonstrate was rightfully known by Receiving Party prior to disclosure by Disclosing Party; (b) is a matter of public knowledge without Receiving Party's violation of these terms; (c) Receiving Party can demonstrate was or is independently developed by Receiving Party without use of Disclosing Party's confidential information; (d) is released for disclosure to Receiving Party with written consent of Discloser; or (e) properly came into the possession of Receiving Party from a third party that has the right to disclose it without an obligation of confidentiality. Disclosure of Confidential Information will be permitted if it is: (1) required by law; (2) in connection with the tax treatment or tax structure of the Agreement; or (3) in response to a valid order of a U.S. court or other governmental body, provided the owner receives written notice and is afforded a reasonable opportunity to obtain a protective order and further provided that such disclosure is limited to the minimum extent required by law as determined by an attorney. Upon termination of a Service Schedule, each party will destroy the other party's Confidential Information relating to that Service Schedule in a manner designed to preserve its confidentiality, or, at the other party's written request and expense, return it to the disclosing party, except as otherwise required by law.

14. GENERAL PROVISIONS.

14.1 Notices. Except as expressly provided herein, all notices and other communications required or permitted hereunder will be given in writing and will be delivered personally, by nationally recognized overnight courier, by facsimile or by e-mail to the applicable address shown on the Signature Page. Such notice, regardless of the manner delivered, will be deemed to have been delivered the next business day after delivery to the applicable address set forth on the Signature Page. Additionally, a second copy of any notice to Official Payments shall be addressed to the General Counsel at the same address. Any party may change its address for notice hereunder by providing notice to all other parties as provided herein. Each party agrees that any notice delivered by email is hereby deemed to be notice delivered "in writing" and, for notices containing requests for new services, agreements to receive new services, and other offers or acceptances regarding modifications to this Agreement, such email constitutes such party's "electronic signature" to such writing (provided that such email is sent by an authorized representative of such party).

14.2 Modifications. This Agreement may not be amended except by a writing executed by authorized representatives of both parties, or by a Change Order issued by Official Payments as set forth in this Section 14.2. From time to time Official Payments may issue a written modification to this Agreement ("Change Order"), which Change Order may be (i) in response to a request for new Services by Client; or (ii) may contain an offer by Official Payments of new Services by Official Payments, a price change, or other modification to this Agreement. Such Change Orders will be delivered and responded to in the manner set forth in Section 14.1. Each such Change Order issued pursuant to subsection (i) of this Section 14.2 will be effective immediately upon issuance or such other mutually agreeable time as requested in writing by Client, as described in Section 14.1. Each such Change Order issued pursuant to subsection (ii) of this Section 14.2 will be effective thirty (30) days after delivery of the applicable Change Order, unless Client notifies Official Payments within such 30-day period that it does not agree to such Change Order. If Client disagrees, the parties will meet and confer regarding the Change Order. If, after such conference, Official Payments does not withdraw or modify the Change Order, Client may terminate this Agreement on thirty (30) days written notice. Client's continued use of the Services after such thirty-day period will constitute Client's agreement to the modifications in such Change Order, whereupon such Change Order will be effective and become part of this Agreement.

14.3 Entire Agreement; Severability; Waiver. This Agreement, together with the Signature Page, the Schedules, and any exhibits, as amended by any Change Orders, constitutes the entire agreement

between Client and Official Payments with respect to the subject matter hereof, and supersedes any prior agreement, oral or written, between Client and Official Payments and/or its representatives(s) in connection with this Agreement. The failure of either party to enforce any terms or conditions of this Agreement shall not be construed as a waiver of such or any other terms or conditions herein contained. If any provision herein is held to be invalid or unenforceable for any reason, the remaining provisions will continue in full force without being impaired or invalidated in any way. The parties agree to replace any invalid provision with a provision that most closely approximates the intent and economic effect of the invalid provision.

14.4 Remedies. Except as otherwise expressly provided in this Agreement, (i) all remedies available to either party are cumulative and not exclusive, and (ii) termination, expiration or suspension of this Agreement will not limit either party from pursuing other remedies available at law or in equity.

14.5 Assignment. This Agreement may not be assigned by either party (by operation of law or otherwise) without the prior written consent of the other party; provided, however, that the foregoing will not prohibit Official Payments from assigning this Agreement or its rights hereunder, nor require the consent of the Client, in connection with any change of control, corporate reorganization, merger or consolidation of Official Payments. Any purported assignment, transfer, or delegation in violation of this Section will be null and void. Subject to the foregoing, this Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties and their respective successors and assigns.

14.6 Status of the Parties; Suppliers. Official Payments is the agent of Client for the limited purpose of accepting payments from Customer and forwarding such payments to Client ("Official Payments Agency Role"). Except for the Official Payments Agency Role, the parties are independent contractors, and nothing herein will be construed to create a partnership, joint venture, franchise, or employer-employee relationship by or between Client and Official Payments. Except for Official Payments Agency Role, no party will have the authority to commit or bind any other party without such party's prior written consent. Client acknowledges and agrees that certain portions of the Services which enable Payment Transactions may be provided by Official Payments Suppliers, including, but not limited to, processing and formatting of Payment Transactions and the debiting and crediting of the Client Designated Account in accordance with the terms of this Agreement.

14.7 Headings. The headings that appear in this Agreement are inserted for convenience only and do not limit or extend its scope.

14.8 Construction. This Agreement will not be construed more strongly against either party, regardless of who is more responsible for its preparation.

14.9 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Illinois excluding its conflicts of law rules. Exclusive jurisdiction and venue for any claim or action arising out of or relating to this Agreement will be in the state courts located in DuPage County, Illinois, or the federal courts for the Northern District of Illinois.

14.10 No Third Party Rights. This Agreement is for the sole benefit of the parties hereto and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

14.11 Force Majeure. Official Payments will not be considered in breach of or in default of any of its obligations under this Agreement, and will in no way be liable to the Client hereunder, to the extent its performance hereunder is delayed, impaired or rendered impossible as a result of a cause beyond its control, including, without limitation, acts of God, natural disasters, acts of terror, war, riots, fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walkouts, extraordinary losses of utilities (including, but not limited to, telecommunications services), external computer "hacker" attacks, delays of common carriers or similar causes that are beyond Official Payments' reasonable control.

14.12 Enforcement. Each party acknowledges that the provisions of this Agreement regarding confidentiality and use of the other party's resources (including, without limitation, the Official Payments System and each party's intellectual property) are reasonable and necessary to protect the other party's legitimate business interests. Each party acknowledges that any breach of such provisions will result in irreparable injury to the other for which money damages could not adequately compensate. If there is a

breach of such provisions, then the injured party will be entitled, in addition to all other rights and remedies which it may have at law or in equity, to have a decree of specific performance or an injunction issued by any competent court, requiring the breach to be cured or enjoining all persons involved from continuing the breach. The existence of any claim or cause of action that a party (or any other person involved in the breach) may have against the other party will not constitute a defense or bar to the enforcement of such provisions.

14.13 Survival. Any provisions of this Agreement that are, by their nature continuing, will survive the expiration or termination of this Agreement, including, without limitation, Sections 1, 4, 8, 11,12,13, and 14.

SCHEDULE B - SERVICE SCHEDULE

The services provided by Official Payments are described in accordance with this Service Schedule and are subject to and governed by the terms and conditions of the Agreement. Attached to this Service Schedule and incorporated by reference into the Agreement is the **Fee Schedule**, which lists the fees to be paid to Official Payments by the Customer and/or Client for the Services. During the Term, Customer shall use OPAYs Bill Payment Services for all transactions in the channel contracted for.

- Electronic Check Services:** Official Payments accepts electronic payments from personal and business checking and savings accounts.
- Credit Card Services:** Official Payments accepts electronic payments from Customers using a major credit card, including VISA®, MasterCard®, American Express® and Discover®.
- Debit Card Services:** Official Payments accepts electronic payments from Customers using a debit card, which may include VISA and MasterCard.
- MoneyGram®:** Cash payments are accepted at remote walk-up locations through Official Payments' partnership with MoneyGram, a leading global remittance company and expedited cash payment provider. With a presence inside major retail locations in the United States as well as thousands of its own payments centers, MoneyGram is a convenient payment channel.
- Point-of-Sale (POS):** Official Payments offers over-the-counter payment capability through its virtual terminal application which can turn any Internet-enabled Client computer into a POS payment processing station. It provides Client staff a streamlined process for making payments on behalf of Customers.

In POS transactions, Client personnel act as an agent of Customer in making the payment and not as agent of Official Payments in processing the payment. Client personnel are responsible for providing all consumer disclosures and notices to Customer, including but not limited to the amount of the service fee and the right of the Customer to cancel the transaction before it is finalized.

- IVR (Interactive Voice Response):** Official Payments offers hosted payments by telephone either through its standard IVR entry point (800-2PAYTAX) or a customized IVR solution which requires custom development at a cost to the Client. IVR systems are backed by the same security and reliability built into the Internet model to protect Customers and their sensitive data. IVR-based payments are integrated with the same reports generated for Web-based payments providing a single source for all payment information. All text messages and prompts are user-friendly and designed to collect the necessary information to identify and reconcile the collected payments. The IVR script can be presented in both English and Spanish.

SCHEDULE C - FEE SCHEDULE

1. **Additional Payment Terms.** Any fees owed by Client and not debited by Official Payments in accordance with section 4 of the Agreement are due and payable in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1 et seq.). Official Payments may issue a Change Order from time to time which Change Order may contain changes to the Services, new Services, changes to the fees, and/or other modifications to this Agreement. Such Change Orders and the changes issued in the Change Order shall become effective as provided in section 14.2 of this Agreement.
2. **Implementation Fees.** Implementation Fees are due and payable within thirty (30) days of the Effective Date of this Agreement. When waived with fee reference, Implementation Fees will be due and payable if Client has not begun Production Use of the Official Payments Services within one hundred eighty (180) days of the Effective Date of this Agreement. When waived without fee reference, Official Payments will not bill for Implementations Fees.
3. **Minimum Fees.** Minimums apply to all recurring revenue from payments, including processing fees and additional items.
 - 3.1 Monthly Minimums. Monthly minimums will begin upon Production Use of Official Payments Services or sixty (60) days after Delivery of the Official Payments Services or one hundred eighty (180) days after Agreement Effective Date, whichever is sooner.
 - 3.2 Annual Minimums. Annual minimums will begin upon Production Use of the Official Payments Services or sixty (60) days after Delivery of the Official Payments Services or one hundred eighty (180) days after Agreement Effective Date, whichever is sooner. Annual minimums will be prorated the first year as specified on the Fee Schedule and payable January 31st of each calendar year.

A. Implementation Fees

Waived

B. Minimum Fees

Waived

C. Electronic Check ("eCheck") Fees

Service Fees to be charged to Customer by Official Payments:

\$ N/A less than or equal to \$N/A

\$N/A greater than \$N/A, per Payment Transaction for the following payment types:

N/A

Fees to be charged to Client by Official Payments:

Absorbed Fees:

\$ N/A less than or equal to \$N/A

\$ N/A greater than \$ N/A, per Payment Transaction for the following payment types:

N/A

Set-up Fee: \$ 0.00

Return Fee:

N/A

D. Credit/Debit Card Fee Schedule

Service Fees to be charged to Customer:

\$3.95 per Payment Transaction, when credit cards are used. Client selected fee does not include American Express usage for the following Payment Type:

Utility Payments

\$1.95 per Payment Transaction, when debit cards are used for the following Payment Type:

Utility Payments

Absorbed Fees to be charged to Client by Official Payments:

N/A

E. MoneyGram

N/A

F. Point-of-Sale (POS)

Service Fees:

\$3.95 per Payment Transaction, when credit cards are used. Client selected fee does not include American Express usage for the following Payment Type:

Utility Payments

\$1.95 per Payment Transaction, when debit cards are used for the following Payment Type:

Utility Payments

Absorbed Fees:

N/A

G. IVR (Interactive Voice Response)

N/A

An IVR service charge of \$ N/A to be paid by the Customer, regardless of whether the underlying fee is a Service Fee or an Absorbed fee. Customer will be advised of the additional IVR service charge before the transaction is finalized.

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

Resolution – A Resolution Approving a Plat of Easement – ~~7627 Virginia Court~~ **7635 ELEANOR PLACE**

AGENDA NO.

5g

AGENDA DATE: ~~9/14/15~~

11-9-15

STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: _____

Tim Halik

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: _____

Thomas Bastian

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: _____

Tim Halik

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

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

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

7635 ELEANOR PL.
The vacant lot located at ~~7627 Virginia Court~~ will have a new residence constructed upon it. The project will require re-grading of the property to establish positive drainage to serve the new residence. The re-grading will ensure that drainage from the property does not sheet flow onto adjacent properties. In accordance with the above mentioned code requirement, new easements are required, since easements do not already exist. The owner has prepared a Plat of Easement dedicating new public utility and drainage easements to the Village for this purpose.

ACTION PROPOSED:

Adopt the Resolution.

RESOLUTION NO. 15-R-_____

Resolution – A Resolution Approving a Plat of Easement – 7635 Eleanor Place

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

SECTION ONE: That the Plat of Easement, as prepared by DesignTek Surveying, LLC, Project No. 15-07008, consisting of one (1) sheet, dated October 13, 2015, and bearing the latest revision date of October 28, 2015, attached hereto and incorporated herein as Exhibit "A", be and the same, is hereby approved and that the Mayor, Village Clerk and all other necessary and appropriate officers of the Village are authorized to execute said Plat.

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

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

ADOPTED and APPROVED this 9th day of November, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

PLAT OF EASEMENT

FOR

MUNICIPAL UTILITY EASEMENT

PROJECT ADDRESS
7635 ELEANOR PLACE
WILLOWBROOK, ILLINOIS

LEGAL DESCRIPTION OF PROPERTY

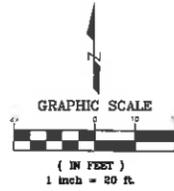
LOT 17 IN BLOCK 23 IN TRI STATE VILLAGE UNIT NUMBER THREE, BEING A SUBDIVISION OF THE EAST THREE-FOURTHS OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 10, 1942 AS DOCUMENT 434282, IN DUPAGE COUNTY, ILLINOIS.

MUNICIPAL EASEMENT PROVISIONS

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

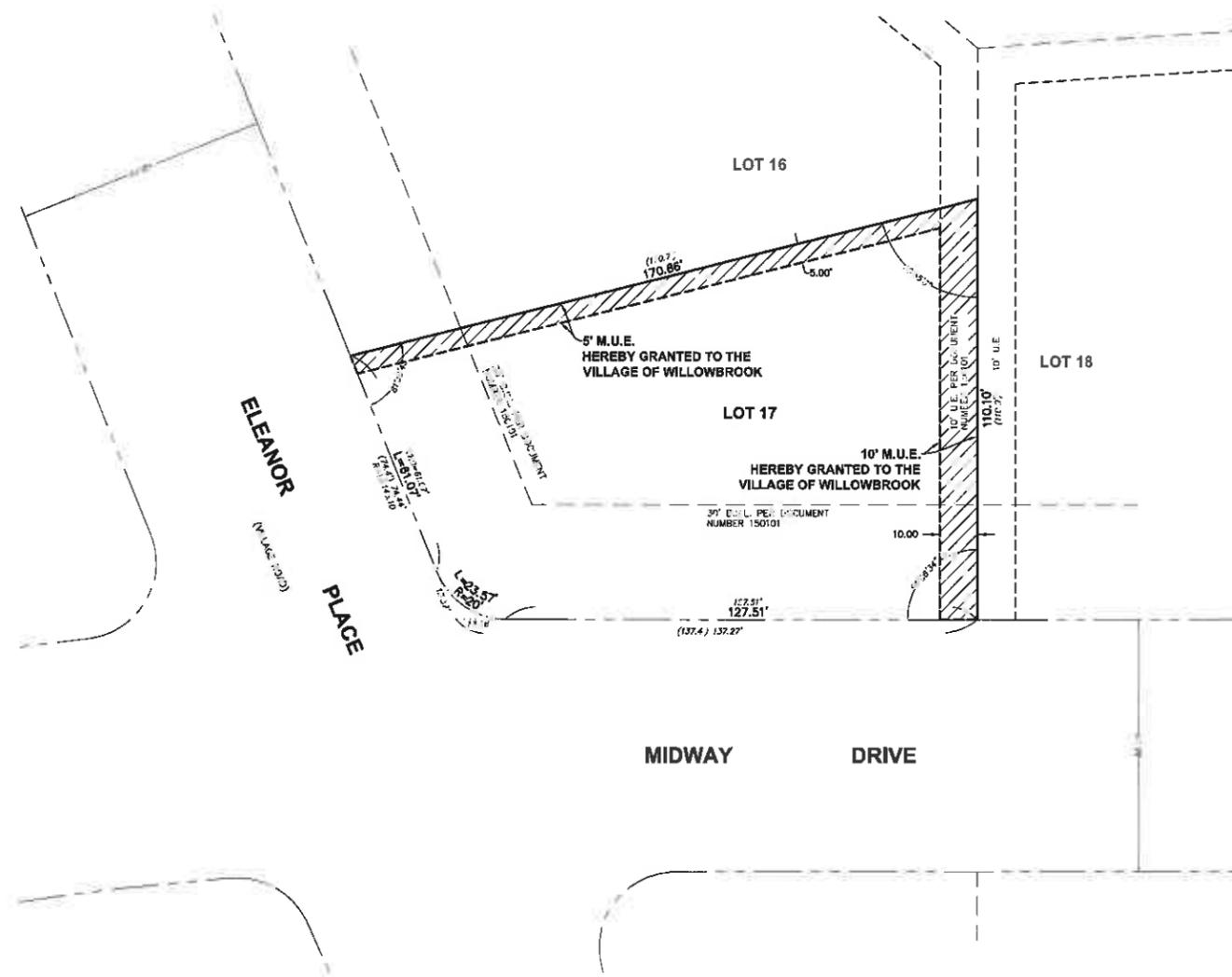
Submitted by:
RMD Construction
7319 S. Park Avenue
Burr Ridge, Illinois 60527
630-655-3351

Return the original plat to:
Village of Willowbrook,
Economic Development Dept.
836 Midway Drive
Willowbrook, Illinois 60527
630-323-8215



SITE DATA	
AREA:	13,819 SQUARE FEET
PARCEL IDENTIFICATION NUMBER	
	09-26-305-016-0000

LEGEND	
	PROPERTY LINE
	EXISTING RIGHT-OF-WAY LINE
	ADJACENT LOT LINE
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	RECORD DATUM
	U.E. PUBLIC UTILITY & DRAINAGE EASEMENT
	M.U.E. MUNICIPAL UTILITY EASEMENT
	EASEMENT HEREBY GRANTED TO THE VILLAGE OF WILLOWBROOK



STATE OF ILLINOIS)
) SS
COUNTY OF)

OWNER'S CERTIFICATE

_____ does hereby certify that he/she is/are the owner(s) of the land described in the attached plat and that as such owner(s), they have caused the said above described property to be platted for the purpose of an easement grant as shown on the hereon drawn plat, for uses and purposes as indicated therein set forth.

Dated at _____, Illinois, this _____ day of _____, A.D., 20____.

Owner _____

STATE OF ILLINOIS)
) SS
COUNTY OF)

NOTARY PUBLIC CERTIFICATE

I, _____, a notary public in and for the said county and state aforesaid, do hereby certify that _____ who is/are personally known to me to be the same person(s) whose name(s) are subscribed to the foregoing instrument as such owner(s), appeared before me this day in person and acknowledged that he (she) (they) signed and delivered the said instruments as his (her) (their) own free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____, A.D., 20____.

Notary Public _____ Commission Expires _____

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

BOARD OF TRUSTEES CERTIFICATE

Approved and accepted by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, at a meeting held this _____ day of _____, A.D. 20____.

By: _____ Village President

Attest: _____ Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

COUNTY RECORDER CERTIFICATE

This plat was filed for record in the Recorder's Office of DuPage County, Illinois, on the _____ day of _____, A.D., 20____ at _____ o'clock _____ m. as Document Number _____.

County Recorder _____

State of Illinois)
) SS
County of Will)

SURVEYOR'S CERTIFICATE

I, Steven J. Laub, an Illinois Professional Land Surveyor, do hereby certify that I have prepared the above described plat of easement from official records and boundary survey that the plat hereon drawn is a correct representation thereof. I hereby grant permission to a Daniel Marth to record this plat. Said person or representative shall show proper identification and provide this surveyor with a recorded copy of said plat. Dimensions shown in feet and decimal parts thereof.

Dated this 13th day of October, A.D. 20 15.

Steven J. Laub
Professional Land Surveyor No. 035-003180
My current license expires November 30, 2016



9930 W. 190th Street, Suite L
Mokena, Illinois 60448
708-326-4961 voice
708-326-4962 fax

PREPARED FOR:
RMD Construction
7319 S. Park Avenue
Burr Ridge, IL 60527
630-655-3351

REVISIONS					
NO.	DATE	DESCRIPTION	NO.	DATE	DESCRIPTION
1.	10/27/2015	Added Village Trustees' Cert.			

PLAT OF EASEMENT			
7635 ELEANOR PLACE WILLOWBROOK, ILLINOIS			
DRAFTING COMPLETED:	10/15/2015	DRAWN BY:	LWD
FIELD WORK COMPLETED:	n/a	CHECKED BY:	
PROJECT MANAGER:	SJL	SCALE:	1" = 20'

SHEET NO.	1 of 1
Project No:	15-07008

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

PC 15-05: Special Use/ Elite Tutoring Place

AGENDA NO. **5h**

Receive Plan Commission Recommendation

AGENDA DATE: 11/9/15

STAFF REVIEW:

SIGNATURE: *William Charlton*

LEGAL REVIEW:

SIGNATURE: *THOMAS BASTIAN JR.*

RECOMMENDED BY:

SIGNATURE: *T. Nelson*

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

Applicant requests special use approval to operate an 1,125 square foot commercial school (in tenant space 870 in the Willowbrook Plaza Shopping Center (previously Wingren Plaza) located on the northeast corner of Route 83 and 75th Street. The property is zoned B-2 and other uses have requested and received special uses in the center over the years.

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

Special uses allow the Village to consider the merits of a use as it relates to a specific site. Issues such as parking, access, and circulation can be evaluated, as well as whether uses in close proximity to each other are compatible and will not endanger the public health safety and welfare. The impact of this small commercial school on parking is negligible, particularly given the center's current 40 percent vacancy rate. Staff is satisfied that adequate measures are imposed or being taken to ensure that parents do not use the fire lane to park or wait for students.

The Plan Commission conducted the public hearing at its regular meeting on November 4, 2015. There were five of seven members in attendance.

There were no questions from the public or the Plan Commission, but the Plan Commission commented that the use would be a welcome addition to the center.

The Plan Commission recommended by a unanimous 5-0-2 vote to approve of the request as outlined in the staff report.

ACTION PROPOSED:

November 9, 2015 Village Board: Receive Plan Commission recommendation



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

MEMORANDUM

Mayor

Frank A. Trilla

MEMO TO: Frank A. Trilla, Mayor
Board of Trustees

MEMO FROM: Chairman Daniel Kopp, Plan Commission

DATE: November 4, 2015

SUBJECT: Zoning Hearing Case 15-05: Petition for a special use permit to allow a commercial school

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

At the regular meeting of the Plan Commission held on November 4, 2015, the above referenced application was discussed and the following motion was made:

MOTION: Made by Commissioner Remkus, seconded by Commissioner Wagner that based on the submitted petition and testimony presented, the special use for a 1,110 square foot commercial school in space 876 in the Willowbrook Plaza Shopping Center for Elite Tutoring Place of Willowbrook meets the standards for a special use as outlined in the staff report prepared for the November 4, 2015 Plan Commission meeting and deliberated by the Plan Commission; therefore I move that the Plan Commission recommend approval of PC 15-05 subject to the following conditions:

1. The special use granted herein only applies to the 1,110 square foot space in Space 876.
2. A "Fire Lane/No Waiting or Parking" sign shall be posted along the curb immediately in front of the Elite Tutoring school in a location recommended by the Village of Willowbrook prior to the issuance of a certificate of occupancy.
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.

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

ROLL CALL: AYES: Commissioners Remkus, Kaucky, Ruffolo, **Vice-Chairman** Wagner and Chairman Kopp; NAYS: None. ABSENT: Commissioner Lacayo and Remkus.

MOTION DECLARED CARRIED

Should any member of the Board have any questions regarding this matter, please do not hesitate to contact me.

DK:jp

VILLAGE OF WILLOWBROOK

STAFF REPORT TO THE VILLAGE BOARD

Village Board Receive Date: November 9, 2015

Plan Commission Meeting Date: November 4, 2015

Prepared By: Jo Ellen Charlton, Planning Consultant

Case Number and Title: PC 15-05: Special Use/Elite Tutoring Place

Petitioner: Richard Styczynsk, Elite Tutoring Place with permission from the property owner, Wingren Plaza Ventures

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

Location: Willowbrook Plaza Shopping Center (Formerly Wingren Plaza)
876 75th Street
Northeast corner of 75th and Route 83

PINs: 09-26-202-014

Existing Zoning: B-2

Existing Land Use: Mixed Use Retail

Property Size: Approximately 3.6 acres

Surrounding Land Use:

	<i>Use</i>	<i>Zoning</i>
<i>North</i>	Bakers Square	B-4
<i>South</i>	Gas Station & Multi-Tenant Industrial	B-2 & M-1
<i>East</i>	Vacant	M-1
<i>West</i>	Patio Retail Center	B-2

Documents Attached:

1. Standards for Special Use
2. Special Use Application Details
3. Business Plan
4. Plat of Survey
5. Willowbrook Plaza Brokerage Sheet/Tenant Listing

Necessary Action by Village Board: Receive Plan Commission recommendation.

Site Description: The Willowbrook Plaza shopping center is located on the northeast corner of 75th and Route 83 on property containing about 3.6 acres. There is 51,350 square feet of gross leasable space within the shopping center building, and the site contains 210 parking spaces, with 166 spaces in front of the center and 44 spaces along Quincy.



History and Proposal:

The applicant, with the property owner's permission, is requesting approval of a special use to allow a 1,125 square foot commercial school (Elite Tutoring Place of Willowbrook) to operate in tenant space 870 in the Willowbrook Plaza Shopping Center. This unit is one of the vacant spaces between Papa Johns and Orange Theory.

Elite Tutoring Place of Willowbrook is a new business offering tutoring primarily to elementary, middle and high school students in various subjects as well as preparation for standardized tests. They intend to operate Monday through Friday from 3:30 PM to 9:30 PM, and on Saturday from 8:00 AM to 2:00 PM. They plan to have 3 employees in the building at any given time, and serve up to six (6) students per hour. Customers who are old enough to drive will park and walk into the location. Parents bringing younger children to the facility will be instructed that they must park and walk their children into the building. They will be instructed that they are not allowed to stop in the fire lane to drop off, nor can they wait in the fire lane to pick up a child.

Staff Analysis

Parking

This shopping center is currently nearly 40 percent vacant, with the majority of the vacancy occurring along the Quincy Street Frontage. At the current time, parking is not a problem...especially given the mentioned vacancies and the fact

that the Village measures parking based on the cumulative requirements for specific uses. Parking for the proposed use is required based on the number of employees and students the facility will handle. The Zoning Ordinance requires 1 space for every 2 employees plus 1 space for every 3 students. With 3 employees and up to 6 students per hour, the use has a parking requirement of 4 parking spaces, which is comparable to what would be required if the space were occupied by most retailers. The shopping center was designed with enough parking to accommodate standard retail in all spaces, with some excess parking to accommodate larger parking generators if necessary.

This shopping center is somewhat unique in that it has two frontages. The main retail frontage is visible to both Route 83 and 75th Street. There are 166 parking spaces to serve 35,679 square feet of space that has access to this frontage. This combination of space and parking is sufficient for a mix of retailers that require between 4 and 5 parking spaces per 1,000 square feet. Staff is satisfied that this proposed special use will not have a negative impact on parking now or in the future. Special analysis would only be required with a larger parking generator such as a restaurant or other public assembly type of use.

The dropping off and picking up of children is always a concern with any commercial school in a retail shopping center. Given that some young children will be utilizing this facility, it will be important that parents or responsible adults park 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. With the exception of Papa John's and Men's Wearhouse, this center has become a service oriented commercial center. While these uses do not help support the local sales tax which Willowbrook relies on, it may be unrealistic at this point to assume that most retailers would find the space suitable. Instead, this use will fill a long standing vacancy and bring people to the center, which may help to re-invigorate the center.

Utilities:

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

Landscaping:

The proposed use will not alter the approved landscape plan, however it is noted that the center is not currently in compliance with its previously approved landscape plan. Staff will work with the management company to correct this situation as the center continues to be leased out.

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. The applicant's responses are provided in Attachment 1. 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: An 1,125 square foot commercial school in space number 870 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 space is relatively small and not well-suited for many 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.

(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.

Plan Commission Public Hearing:

The Plan Commission conducted a public hearing for this petition at their regular November 4, 2014 meeting. The following Plan Commission members were in attendance at that meeting:

Chairman Kopp, Vice Chairman Wagner, and members Kaucky, Remkus, and Ruffolo.

The petitioner provided an overview of the project.

There was no one from the public that wished to comment on this petition.

The Plan Commission commented that the use would be a welcome addition to the center.

The following motion by Remkus was seconded by Ruffalo unanimously approved by a roll call vote of the members present:

Based on the submitted petition and testimony presented, the special use for a 1,110 square foot commercial school in space 876 in the Willowbrook Plaza Shopping Center for Elite Tutoring Place of Willowbrook meets the standards for a special use as outlined in the staff report prepared for the November 4, 2015 Plan Commission meeting and deliberated by the Plan Commission; therefore I move that the Plan Commission recommend approval of PC 15-05 subject to the following conditions:

- 1. The special use granted herein only applies to the 1,110 square foot space in Space 876.**
- 2. A "Fire Lane/No Waiting or Parking" sign shall be posted along the curb immediately in front of the Elite Tutoring school in a location recommended by the Village of Willowbrook prior to the issuance of a certificate of occupancy.**
- 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.**

Staff Recommendation:

The proposed tutoring use in this location will help fill a vacancy and bring additional life to the shopping center. Additionally, it will not generate any negative impacts on the center as long as people do not park and/or wait in the fire lane in front of the business. The applicant has stated he will advise his customers of this policy, and a condition that appropriate signage be added is included as part of the sample motion provided. Staff supports the requested Special Use and the recommendation made by the Plan Commission.

Standards for Special Use Permits

9-14-4.5: Variations:

The property will not require any variations to the Zoning Ordinance of the Village of Willowbrook.

9-14-5.2: Standards:

- 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.

Response: The establishment will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the community.

- 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.

Response: The special use of this property 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.

- 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.

Response: This establishment will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

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

Response: The establishment will ensure that adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

- 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.

Response: The establishment confirms 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.

- 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.

Response: The establishment will 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.

- 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.

Response: The establishment does not plan to alter any conditions in the area.

A handwritten signature in black ink, appearing to read "Richard Styczynski". The signature is fluid and cursive, with a long horizontal stroke extending to the left.

Richard Styczynski

Special Use Permit Application Details

October 9, 2015

Application	Completed
Application and Plan Review Fees	Completed
Proof of Ownership	See attached Deed
Legal Description	See attached Deed and / or attached Survey
Plat of Survey	See attached
Site Plan	See attached
Traffic Regulation Agreement & Traffic Control Plan	Customers who are old enough to drive themselves will park in the parking lot and walk into the location. Those who are getting driven by a parent or another person will be instructed to park in an open parking space and walk the child in to the location. They will be instructed that they are not allowed to stop in the fire lane to drop off, nor can they park in the fire lane to pick up a child.
Landscape Plan	Existing, no changes being made.
Photometric Plan	Existing, no changes being made.
Construction Schedule	One month for interior enhancements.
Property Owner List	See attached

Business Plan

Description: The Elite Tutoring Place will offer tutoring primarily to elementary, middle and high school students in various subjects as well as preparation for standardized tests.

- **Hours:** We plan to be open from 3:30 pm – 9:30 pm Monday through Friday and 8:00 am – 2:00 pm on Saturdays.
- **Employees & Students** We plan to have one teacher in classroom 1, one teacher in classroom 2 and the other room will be used for individual test taking and studying. We expect to have one manager and two instructors on site as our regular staff. We hope to have between 2 and 6 students per hour.
- **Schedule & Flow:** Students have a one hour time slot for their lesson (beginning at 3:30). We will have 2 classroom areas, a conference room /classroom and an office. As the session ends the students will exit and the next group will start.



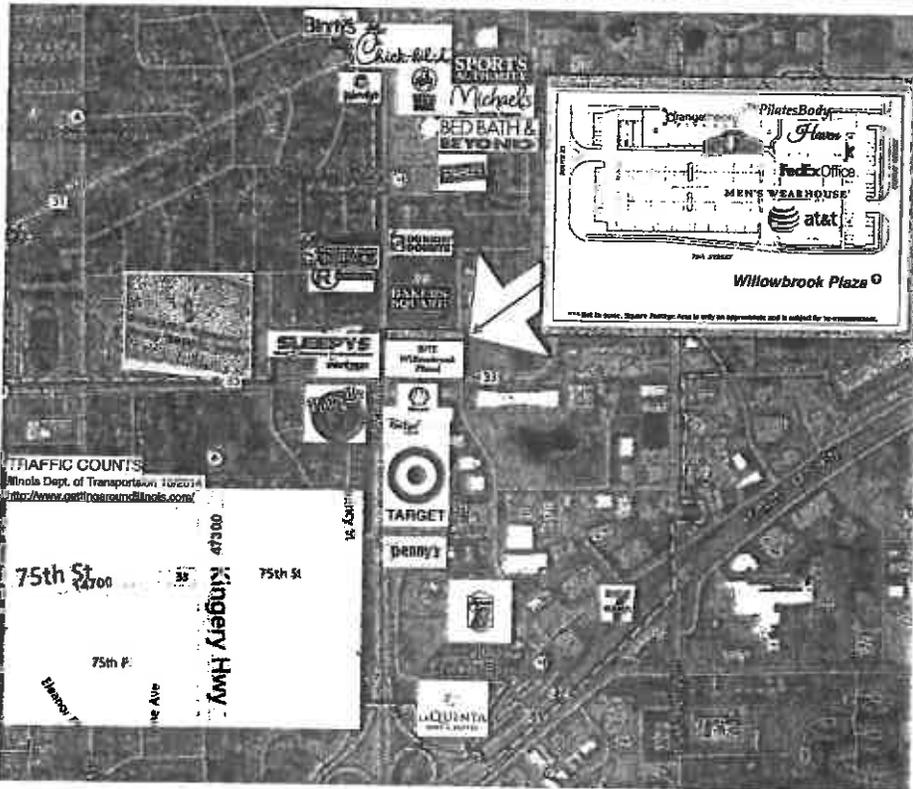
Property Solutions Group

Brokerage | Management | Development

Willowbrook Plaza

NEC 75th and Kingery Hwy
Willowbrook, IL 60521

312-262-1400



Willowbrook is known for its exceptional services, low taxes and convenience to the metro Chicago region. Located at the intersection of Route 83 (Kingery Highway) and 75th Streets, it is surrounded by national, regional, and local credit tenants. It is positioned conveniently to the regional business center of Oak Brook and the I-88 corridor, a quick 15 mile drive east along I-55 to Midway International Airport.



Roxanne Gardner
Managing Broker
Edward Muldong

Deals@PSGre.com

"Willowbrook's prime location and accessibility to many regional destinations makes it an attractive location for residents, office / commercial companies and light industrial businesses such as Turtle Wax, whose corporate headquarters are located in Willowbrook."

willowbrookil.org

Property Solutions Group LLC is a licensed Illinois Real Estate Company with Roxanne Gardner as the Managing Broker. Property Solutions Group LLC fully supports the principles of the Fair Housing Act (Title VIII of the Civil Rights Act of 1968) and Article 3 of the Illinois Human Rights Act, as amended, which generally prohibits discrimination against protected classes of people in the sale, rental, and financing of real estate. To the best of our knowledge, the information contained in this Marketing Brochure is accurate; however, we make no guarantee, warranty or representation regarding the accuracy of its contents. It is your responsibility to independently confirm its accuracy and completeness. Any projections, opinions, assumptions, or estimates used are for example only and do not represent the current or future performance of the property. The value of this transaction to you depends on tax and other factors which should be evaluated by your tax, financial, and legal advisors. You and your advisors should conduct a careful, independent investigation of the property to determine to your satisfaction the suitability of the property for your needs. Not to scale. Document Dated Tuesday, June 18, 2012





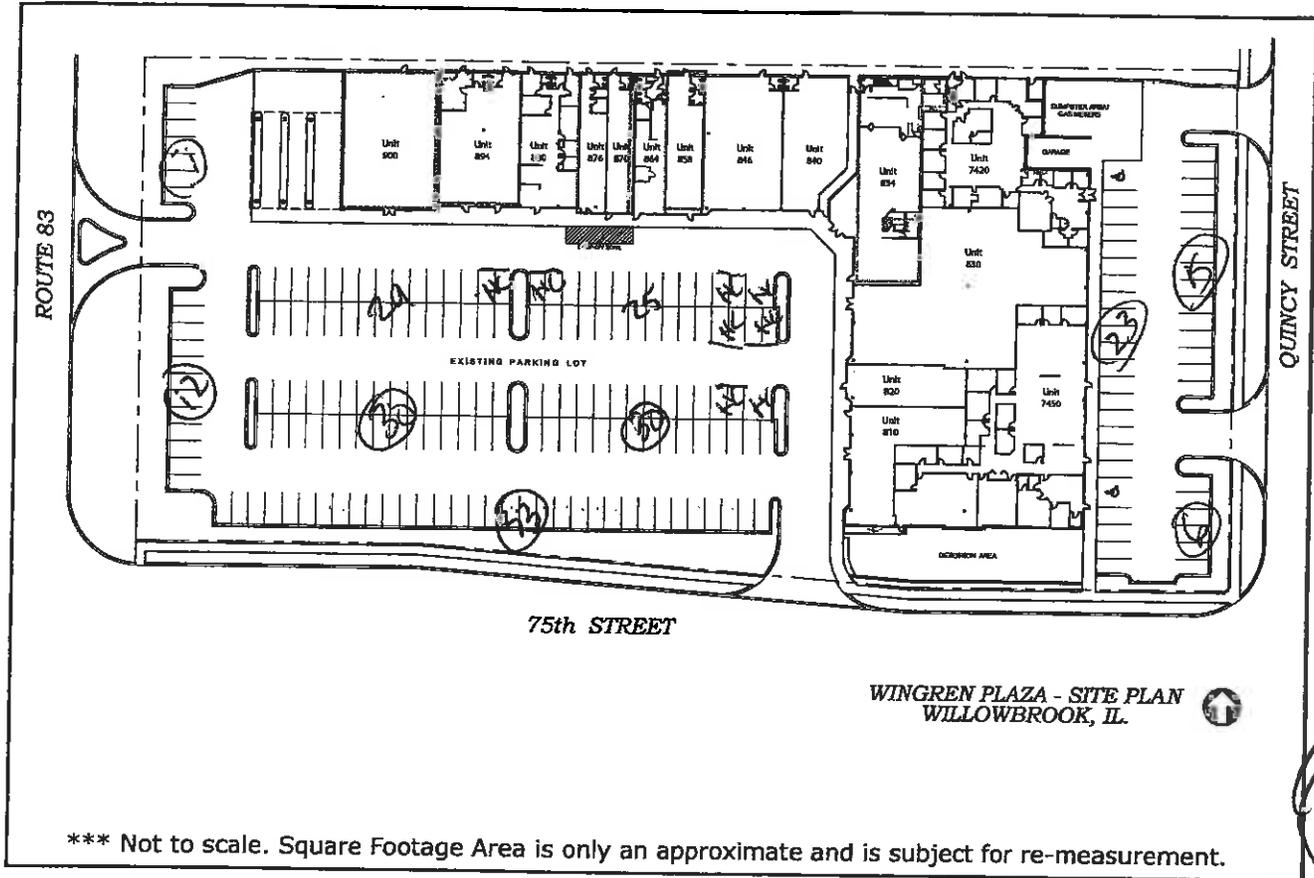
Property Solutions Group

Brokerage | Management | Development

Willowbrook Plaza

NEC 75th and Kingery Hwy
Willowbrook, IL 60521

312-262-1400



UNIT	TENANT	SIZE
900	Available	3,943 2,320
894	Orange Theory	3,063
880	Chiropractor	2,274
876	Available	1,110
870	Available	1,125
864	Papa John's Pizza	1,300
858	Available	1,504
846	Salon Suites	3,101

UNIT	TENANT	SIZE
840	Pilates Studio	2,235
834	Nail and Day Spa	4,600
830	FEDEX Kinko's	7,260
820	Men's Wearhouse	1,260
810	ATT Wireless	2,904
7450	Available	8,290
7420	Available	5,061
TOTAL SQUARE FEET		51,350

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VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR CONSULTING SERVICES RELATING TO THE RENOVATION OF THE VILLAGE POLICE DEPARTMENT BUILDING -- SENTINEL TECHNOLOGIES, INC.

AGENDA NO.

6

AGENDA DATE: 11/9/15

STAFF REVIEW: Tim Halik, Village Admin. / Mark Shelton, Chief of Police

SIGNATURES: T. Halik, M. Shelton

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TH.

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)

As part of the planned renovation of the Village police station building, it will be necessary to utilize the services of a technology consultant to assist in developing the design specifications and overseeing installation of various communication systems included in the project. These systems would include the data cabling systems, audio/visual systems, and building paging system. In addition, this consultant would also assist in the design and installation of the building security system. The project architect, Williams Architects, recommended the Village consider the company Sentinel Technologies, Inc. They have worked closely with this company in the past on various public projects, including police stations, and believe they are very well suited to complete our project.

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

Staff contacted a representative from Sentinel Technologies, explained the project and requested a proposal for their consulting services related thereto. A proposal was received on October 29, 2015, which was reviewed by staff. The proposal was then revised based on staff's comments pertaining to the overall scope of their involvement in the project. A revised proposal was received on November 3, 2015.

The proposal for consideration includes the following components (as detailed on page 9 of the proposal):

SCOPE OF WORK	FEE
Audio/Visual – including the programming, schematic design, design development, and construction documents phases	\$1,280.00
Building Security System – (same as above)	\$960.00
Building Paging System – (same as above)	\$320.00
Data Cabling System – (same as above)	\$1,280.00
Construction Administration	\$1,280.00
Turnover of documents, materials	\$320.00
TOTAL FEE:	\$9,520.00

The fees for the above consultant services would be expended from the construction funding earmarked for the project (i.e., bond proceeds deposited into the Village LAFER Fund).

ACTION PROPOSED: Adopt Resolution.

RESOLUTION NO. 15-R-_____

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR CONSULTING SERVICES RELATING TO THE RENOVATION OF THE VILLAGE POLICE DEPARTMENT BUILDING – SENTINEL TECHNOLOGIES, INC.

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 consulting services between the Village of Willowbrook and Sentinel Technologies, Inc. relating to the design specifications and installation of communications and security systems as part of the planned renovation of the police department building (Phase II 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 9th day of November 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



ALWAYS LEADING

Technology Area Design and Consulting Services



A PROPOSAL TO
The Village of Willowbrook

NOVEMBER 3, 2015



s e n t i n e l®

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GENERAL CONTACT INFORMATION

General Contact Information

CLIENT CONTACT INFORMATION

Tim Halik
Village Administrator
835 Midway Drive
Willowbrook, Illinois 60527
Office: 630.920.2261
THalik@willowbrook.il.us

SENTINEL CONTACT INFORMATION

Tim Ryan
Senior Sales Executive
2550 Warrenville Road, Downers Grove, IL 60515
630.769.4354 fax 630.769.1399
tryan@sentinel.com

Jim Michalik, RCDD
Design Consultant
2550 Warrenville Road, Downers Grove, IL 60515
630.769.4277 fax 630.769.1399
jmichalik@sentinel.com

Organization Overview

Our Technology Area Design consultants are Registered Communications Distribution Designers (RCDDs), the building industry's highest certification in technology design. Members of the Building Industry Consulting Services International, or BICSI, we are leading experts in the areas of voice and data cabling, optical fiber and coaxial cabling. Additionally, we specialize in the design and specification of technology areas such as computer rooms and NOCs, audiovisual systems, security systems and the operational integration of all technology platforms.



PRODUCT INDEPENDENCE

Sentinel's technology area design team provides complete assessments based on accepted industry open standards. If you're still exploring your options, we will provide complete information based on open standards for any manufacturer, in any situation.

In addition to this standards based approach, Sentinel's many industry partnerships provide us unique expertise on your exact technology situation—detailed technical information on servers, wireless, storage, and networking systems are a phone call away for our design consultants. We can rapidly tailor your assessments for all short- and long-term needs.

READY TO SERVE YOU

Our design team's in-house AutoCAD facility allows us to prepare construction-ready drawings for all aspects of technology and construction delivery and integration, and our building specification documents adhere to the CSI MasterFormat™ standards.

RCDD certification ensures expertise and proven ability, and provides the strongest diversity of real-world skill and experience.

- Knowledge and experience with numerous local architects, engineers, construction companies, property developers and managers.
- Knowledge of local building and electrical codes, all relevant technology standards and all emerging protocols.
- Hands-on skill with a variety of alternatives in UPS protection, HVAC systems, life/safety systems, raised floor environments, N+n redundancy systems, and more.
- Design expertise in data, voice, audiovisual, and security systems, including the complete integration with low-voltage systems to allow interoperability between these areas.
- Experience in education, commercial, industrial, healthcare, and residential markets.
- In-house CAD capabilities ensures construction-ready documents ready for bidding and complete incorporation into architectural documents.

ORGANIZATION OVERVIEW

- Being part of a larger full-services technology integrator ensures that our design consultants understand the specific hardware, software, and IT needs of our clients— rather than viewing these systems as undifferentiated equipment at the end of a cable.

ENVIRONMENTAL POLICY STATEMENT

At Sentinel, environmental protection is a management responsibility as well as the responsibility of every employee. Our environmental protection policy addresses all aspects of the corporation's operations which can potentially impact the environment. In creating this policy, we have taken into account the following factors:

- Compliance with applicable laws, regulations, and standards concerning environmental protection
- Establish corporate environmental objectives and targets
- Minimize the environmental risks to our employees and the communities in which we operate
- Promote employee awareness of environmental concerns, actions, and responsibilities
- The efficient use of energy and materials in our operations
- Reduce/ eliminate waste through recycling and responsible disposal
- Continuous improvement and monitoring of the current environmental policy

Further, Sentinel suppliers are encouraged to develop an Environmental Policy and Environmental Management System by following the Environmental Protection Agency guidelines.

SENTINEL AND LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED)

Our design consultants have also worked on a number of local very high profile LEED projects. Sentinel's role in any LEED project is to contribute ideas and solutions to reducing the use of specific building materials, and the use of pre-manufactured systems in order to reduce waste in the field and throughout all elements of project delivery. By properly integrating technologies, you can do more with less material, less water, and less power.

Project Overview

The Village of Willowbrook (“Willowbrook”) is renovating and adding to the Willowbrook police station. As a result, the challenges faced by Willowbrook include:

- Balancing the layout of the computer room between today’s demanding technology standards for efficiency and speed with all appropriate electrical and building codes, and adherence to ANSI/TIA requirements for grounding, pathways, and installation.
- Installation of a standards-based voice and data cabling plant, certified to provide a lifetime of performance exceeding twenty years of technology changes, at a cost easily justified by the project budget.
- Design of an audiovisual system that will accept legacy and new standards for connectivity, as well as easy-to-use controls that will benefit the first-time user as well as not limit the experienced presenter.
- Preparation of bid materials for the installation of the low voltage systems in order to ensure the contractors truly and contractually understand the design requirements at a price that meets market conditions.
- The ability to tour through the complexities of a fast-paced construction project and identify installation mistakes, potential problems, and resolving field conditions before these problems are sealed up behind walls, and to present real solutions to these issues according to accepted construction industry practice and methods.

Fortunately, Sentinel Technologies is able to address all these needs to ensure that your technology infrastructure is designed and implemented as solidly as the electrical, mechanical, plumbing, and environmental systems. Sentinel’s Technology Area Design Group has the necessary expertise to work directly with architects, engineers, contractors, and in-house IT departments on their own terms throughout the entire construction process. We act as part of the team and we streamline the construction process. This saves time, which in turn saves money:

- Our designs factor in the technology. We know the systems, what they do, and what their unique requirements are before we submit designs to the team.
- We are dedicated design professionals who specialize in this specific area of information technology. As a result, our designs will immediately represent deep familiarity with today’s technology and network systems as well as the emerging trends that help future-proof this construction investment.
- Because we are first and foremost a service organization, we design with future needs in mind, rather than walk away after your Day One requirements are met. We fully expect our designs will meet operational requirements in year five (5) and beyond.
- Unlike many technology and construction consultants, Sentinel uses the same document formats, project management approaches, CAD tools, and budgeting methods as the construction industry, so that our deliverables can be used immediately by all members of the project team.

PROJECT OVERVIEW

- We work in the CSI MasterFormat model, a project-management methodology used on all North American construction projects, which ensures that our designs and specifications will work seamlessly in conjunction with all other trades and specialty contractors. Standardization of our work product leads to incorporation in the overall project, and to less on-the-job mistakes.
- Because we speak the language of the construction industry, we completely understand the design requirements of architects, engineers, and contractors. In-house IT teams rarely anticipate the questions from engineers regarding sizing, circuiting, and tonnage calculations, or can provide specification assistance to the architects—this eliminates wasted time and effort, and frees up the in-house staff to focus on their regular roles with the assurance that the design team is getting the correct information up front.

MEASURING VALUE

We reduce cost by reducing complexity, and increasing quality.

As technologists, we know the real operational capabilities and limitations of your systems, applications, and processes.

With over 30 years of design experience across all segments of business and industry, we know what to look for, how to save time and money, and how to drive costs out of your projects.

Sentinel's design expertise will help you deliver a stronger project, on time and within budget – all while reducing or eliminating change orders.

Scope of Work

LOW VOLTAGE CABLE INFRASTRUCTURE DESIGN SERVICES

Design and planning services for the voice, data, wireless, and video cable infrastructure, incorporating the following services:

- Review and coordination of all low voltage cable infrastructure requirements for programming
- Schematic Design
 - Documentation of all communication requirements
 - Preparation of riser diagrams, cabling details, and initial layout of telecommunication spaces
 - Preparation of a non-binding, rough-order-of-magnitude budget
- Design Development
 - Preparation of three-part MasterFormat cable specification document
 - Preparation of DD drawing set
 - Coordination with architects and mechanical, electrical, and plumbing (MEP) engineers
- Issue for Bid, Permit, and Construction Documents
 - Finalization of specification documents and drawings
 - Management of the bid process, including installer pre-qualification, responding to requests for information, bid collection and analysis, recommendation, and coordination of the winning and losing parties

PHYSICAL SECURITY SYSTEM DESIGN SERVICES

Complete design and monitoring of the physical security system installation, including:

- Programming
 - Review and coordination of all security system requirements, including discussion of new technologies and systems
 - Preparation of a physical security programming document to capture operational aspects and design intent
- Schematic Design
 - Preparation of a non-binding, rough-order-of-magnitude budget
 - Initial preparation of security drawings incorporating all identified technologies

SCOPE OF WORK

- Design Development
 - Preparation of three-part MasterFormat physical security specification document
 - Preparation of DD drawing set
 - Coordination with architects and mechanical, electrical, and plumbing (MEP) engineers
- Issue for Bid, Permit, and Construction Documents
 - Finalization of specification documents and drawings
 - Management of the bid process, including installer pre-qualification, responding to requests for information, bid collection and analysis, recommendation, and coordination of the winning and losing parties

Note: The above scope of work is intended to include and encompass access control and general video surveillance. This scope does not include investigation cameras and audio recording, detention area integration with audio threshold monitors, intercoms, integration with dispatch or emergency 911 systems, or combining any of these existing systems into newly specified systems. Sentinel recommends that a detention systems consultant be used if these areas must be integrated.

PAGING SYSTEM DESIGN SERVICES

Complete design and monitoring of the system installation, including:

- Review and coordination of all associated requirements for programming, including integration with law enforcement communications systems.
- Schematic Design
 - Documentation of all system requirements
 - Preparation of diagrams, cabling details, and initial layout of related equipment
- Design Development
 - Preparation of three-part MasterFormat specification document
 - Preparation of DD drawing set
 - Coordination with architects and mechanical, electrical, and plumbing (MEP) engineers
- Issue for Bid, Permit, and Construction Documents
 - Finalization of specification documents and drawings

SCOPE OF WORK

- Management of the bid process, including installer pre-qualification, responding to requests for information, bid collection and analysis, recommendation, and coordination of the winning and losing parties

AUDIOVISUAL SYSTEM DESIGN SERVICES

Detailed design and monitoring of the audiovisual installation, including the following key services:

- Programming
 - Review and coordination of all audiovisual system requirements
 - Preparation of an audiovisual programming document to capture operational aspects and design intent
- Schematic Design
 - Preparation of a non-binding, rough-order-of-magnitude budget
 - Initial preparation of audiovisual spaces and test-fits
- Design Development
 - Preparation of three-part MasterFormat audiovisual specification document
 - Preparation of DD drawing set
 - Coordination with architects and mechanical, electrical, and plumbing (MEP) engineers
- Issue for Bid, Permit, and Construction Documents
 - Finalization of specification documents and drawings
 - Management of the bid process, including installer pre-qualification, responding to requests for information, bid collection and analysis, recommendation, and coordination of the winning and losing parties
 - Identification of specific training requirements and requests to ensure quality of instruction by audiovisual installation contractor

CONSTRUCTION ADMINISTRATION AND TURNOVER

- Review of submittals, change orders, and project status documents for compliance with the design intent
- Attendance at key construction meetings as required by scheduled event or project team
- Issue field observation reports to capture conditions or issues identified by Sentinel

SCOPE OF WORK

- Substantial completion and final completion reviews and documentation

PRICING

Pricing

Based on the above scope of work, we offer the following fixed-fee price:

	Audiovisual	Security	Paging	Cabling
Programming	\$ 320.00	\$ 160.00	\$ 80.00	\$ 160.00
Schematic Design	\$ 320.00	\$ 320.00	\$ 80.00	\$ 240.00
Design Development	\$ 960.00	\$ 640.00	\$ 160.00	\$ 640.00
Construction Documents	\$ 1,280.00	\$ 960.00	\$ 320.00	\$ 1,280.00
Construction Administration	\$ 1,280.00			
Turnover	\$ 320.00			
Total	\$ 9,520.00			

Prices are subject to revision after sixty (60) days of this proposal's issue date based on availability of resources or evolution of the original scope.

This is a fixed price contract. It is Sentinel's practice to bill back to the client at actual costs all project related expenses as travel expenditures (parking, mileage, etc.), messenger/delivery services, and printing services, if used. No markups will be taken on any expense.

Project Assumptions

The following is a list of tasks that Sentinel assumes will be completed by Willowbrook or other parties. Sentinel's hour estimates, and corresponding fees, reflect these assumptions. Any change in scope will be accompanied by a project change request (PCR), which must be authorized and approved by Willowbrook prior to work commencing.

- We assume that Williams will provide background drawings to us in electronic format for incorporation into our communications drawings, and that Sentinel will not need to prepare records drawings or background drawings of either the existing or the new space. If Sentinel is required to recreate others' drawings, we will do so on a time and materials basis.
- We assume that the construction administration will consist of four (4) site visits, including a substantial completion visit and punch listing visit. Any extension of the indicated construction schedule may require additional administration.
- Sentinel understands that design projects can change direction and has incorporated time to address such minor changes as layout changes, value engineering, bulletins, and project addenda. However, substantial changes (including but not limited to adding additional floors, selection or incorporation of a different site, complete redesign of the background space), ongoing client change requests, or third-party revisions which affect the original project schedule will be addressed at a rate of \$160 per hour. Sentinel will notify Willowbrook of all such situations as early as we identify them.
- In order to ensure design intent, Sentinel assumes complete involvement in all constructions phases from Programming to Turnover. Sentinel will not be able to ensure quality or scheduling if any portion of the technology area design components are performed by others.
- Sentinel will not be providing formal MEP services for any portion of the project. We will provide estimated but non-binding power, cooling, and space requirements for the MEP engineer's use.
- Sentinel is not providing detention area systems consulting, and is limiting its security consulting to general video surveillance cameras and access control. Integration with new or existing detention area systems (audio thresholds, cell door releases, two-way intercoms, dispatch or E911 integration, et cetera) are broadly excluded from this scope.
- Sentinel will not be responsible for delays or errors caused by Williams, engineer, project management, third parties, or Willowbrook either directly or indirectly, including delays or errors caused by prolonged responses and incorrectly provided, incomplete, or conflicting information.
- Sentinel is not providing commission testing, hardware, software, or any warranties expressed or implied. Sentinel's scope of services as defined herein is complete and Sentinel's liability shall not exceed the amounts paid by Willowbrook hereunder.

Project References

Sentinel's technology area design team continues to work on many special engagements. We have elected to highlight some of the more difficult or complex projects for your reference.

GLENVIEW VILLAGE HALL & POLICE DEPARTMENT

Tim Schwister
Facilities Manager
Village of Glenview
847.904.4422

Jerry Aulisio, AIA
Owner's Representative
The AT Group
7 North Wisner
Park Ridge, Illinois 60068
847.692.7515

Services Delivered:

- Cable Plant Design Services
- Computer Room Design Services
- Audiovisual Design
- Physical Security Design
- Wireless Design
- Paging System Design

The Village of Glenview, Illinois, decided to combine its village hall into its existing police department headquarters building. In order to accommodate the move as well as address changes in the police department's needs, the existing building is being significantly expanded and renovated.

A large community room was converted into a modern board room, with raised dais. Audiovisual elements include new, live television broadcast recording and transmission systems perfectly integrated into presentation and room combining systems—the board room, when not in use, converts to smaller community rooms. The police training room enjoys upgraded, digital systems, and an executive conference room provides a similar audiovisual experience. All of these rooms can be linked to the board room for a larger event.

The original security system provided numerous design challenges. The police and detention systems were upgraded, and the surveillance system completely upgraded to high definition with digital control. Interrogation and line up systems are secured, given that the facility supports detention, police administration, public events, and village administration. All of these systems must integrate, yet be customized for their specific application or function.

A new computer room was linked to an existing computer room, in order to maintain existing police operations yet provide for expanded space as the village adds services and technology. Dispatch and the two computer rooms are linked by a variety of copper and optical fiber backbones, and the entire facility can be covered by dual radio wireless technology.

The combined facility completes in 2015.

PROJECT REFERENCES

CITY OF OAKBROOK TERRACE POLICE DEPARTMENT

Scott E. Lange, AIA, LEED AP
Williams Architects
500 Park Boulevard, Suite 800
Itasca, IL 60143
630.221.1212

Services Delivered:

- Cable Plant Design Services
- Computer Room Design Services
- Audiovisual Design
- Wireless Design
- Paging System Design

Oakbrook Terrace, Illinois, constructed a new police department building.

The police department features a detention area, investigations offices, conference and training rooms, evidence storage, and a command center. Additionally, a large room provides the building a city council room and police training room. A divider closes off the dais when the council is not in session; the room can also serve as a community room for the public. An integrated audiovisual control system therefore is designed to operate in two modes: one mode during council meetings (with microphone and monitor control), and a simpler mode when the space is configured as a training room (presentations).

An overhead paging system helps augment the City's IP handset-based paging system in areas where phones are absent, such as the sally port.

Both facilities open in 2015.

CITY OF STREATOR POLICE DEPARTMENT

Tom Tristano, AIA
Prairie Forge Group
300 Cardinal Drive, Suite 160
Saint Charles, Illinois 60175
630.221.0671

Services Delivered:

- Cable Plant Design Services
- Computer Room Design Services
- Audiovisual Design
- Wireless Design
- Paging System Design
- Physical Security Design

The City of Streator is renovating and expanding their existing police station and village hall. The upper level will house the village hall, including new offices, new conference rooms, and open office areas.

The police station, on the lower level, will feature a detention area, investigations offices, conference and a roll call room, evidence storage, and a sally port.

Résumé Information

The following design professionals will be involved throughout the project to ensure that the technology infrastructure addresses the requirements and objectives.

JIM MICHALIK

CERTIFICATIONS

RCDD Holds the title of Registered Communications Distribution Designer from the Building Industry Consulting Services International organization.

QUALIFICATIONS

Expert Knowledge Cable plant design infrastructure, technology area design, UPS systems, CRAC/HVAC systems, physical security systems, audiovisual and control systems, paging, sound masking, intercom, emergency communications, and nurse call systems.

Working Knowledge Generation and building electrical distribution systems; building management control systems; wireless technologies, LAN switches.

ADDITIONAL

Authored article “The New Rules for Keeping Your Data and Premises Secure” in *Law Firm, Inc.* (Spring, 2003).

Featured in *Electrical Contractor*, June 2007

EDUCATION

Bachelor of Arts, Loyola University of Chicago

Additional Services

In addition to the above scope of work, Sentinel can provide assistance to Willowbrook in the following areas. The exact scope and the associated fees for these services are not included in the pricing matrix from the previous section.

RELOCATION MANAGEMENT SERVICES

Detailed consulting management of the technology relocation, including the computer room and office computers, tailored to your exact needs. This often includes the following key services:

- Initial meetings with key staff to determine roles, responsibilities, tasks in progress, expectations, timelines, restrictions, and anticipated milestones
- Development of the formal project plan, developed in conjunction with the construction schedule as well as the business processes that may be concurrent with the relocation
- General meetings with the various move committees (movers, communications, facilities, construction, etc.)
- Coordination of these same move committees to ensure that their requirements are addressed by the technology cutover plan
- A risk assessment to identify threats to the business relocation as well as likely contingency plans, produced using either formal, independent methods or designed to match the organization's preferred format and structure
- Development of a communications plan to coordinate the business' goals with the movers, construction teams, third-party technology service providers, and other key personnel
- Coordination of third party vendors for warranty requirements (a requirement of IBM, Sun, EMC, Cisco, HP and other manufacturers)
- Development of the requirements to relocate all desktop computers and identification of the proper resources to meet these needs
- Coordination of AT&T and other telecom providers, in order to ensure an on-time circuit cutover for voice, data, and other telecom circuits
- Attending the actual move, including post-move support to verify satisfaction with the effort
- Post-move inspection of the previous facilities to ensure that End Of Lease requirements are met by all parties
- Assistance with disposition of abandoned assets, which could easily have substantial resale or salvage value, and—if not—identification of disposal teams to meet EPA and other requirements for batteries, monitors, and more.

ADDITIONAL SERVICES

- Final documentation of the relocation for future organization planning efforts

TECHNOLOGY RELOCATION SERVICES

Rather than subcontract the move of your critical business systems to unknown third parties, Sentinel can take ownership of your technology move to any degree, including any of the following services:

- Inventorying, labeling, and packing of desktop computers, laptops, printers, and peripherals.
- Unpacking, reconnection, and any degree of required testing of desktop computers, laptops, printers, and peripherals.
- Inventorying, labeling, sequenced shut-down, and packing of computer rooms and network systems
- Unpacking, reconnection, and re-labeling of computer room and network systems
- Connectivity verification and network testing
- Physical transport and relocation of all these systems by union or non-union technology movers
- Flat *per-item* pricing is available

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

REPORT – UPDATE ON THE STATUS OF THE POLICE DEPARTMENT BUILDING RENOVATION PROJECT (PHASE II OF THE VILLAGE MASTER FACILITIES PLAN)

AGENDA NO. **7**

AGENDA DATE: 11/09/15

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TA.

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)

At the Board's regular meeting on September 14, 2015, a construction contract with Williams Architects was approved to begin the schematic design phase of the police department renovation project (Phase II of the Village's Master Facilities Plan).

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

Much has occurred since the construction contract was approved. Attached are copies of the schematic design schedule and project schedule. A kick-off meeting was held on October 15th to review the schematic design process. Regular attendance from the Village at each of these meetings include: Trustee Mistele, Trustee Oggerino, Administrator Halik, Chief Shelton, and Deputy Chief Altobella. Also attending select meetings on behalf of the Village are: representatives from Integrated Property Management (our Owner's Representative) and Civil Engineer Dan Lynch from Christopher B. Burke Engineering.

Schematic design meetings are scheduled to continue weekly until the final design is presented to the Village Board on December 14, 2015, along with the construction cost estimate. If approved by the Board at that time, the project will continue to construction. The following is the tentative general construction schedule:

ITEM	START	COMPLETION
Light Demolition (interior finishes)	December 2015	February 2016
Interior Demolition (Project Phase I)	April 2016	May 2016
Construction (Project Phase II)	August 2016	June 2017

ACTION PROPOSED:

None – report only.

VILLAGE OF WILLOWBROOK
 POLICE FACILITY RENOVATION / EXPANSION
 SCHEMATIC DESIGN SCHEDULE
 05 October 2015
 Project No. 2014-052

Date / Time / Place	Event	Attendees	Agenda	WAA Tasks	Tasks by Others
15 October 2015 2:00 pm Williams Architects	<ul style="list-style-type: none"> Kick-Off Meeting Floor Site / Site Plan Review 	<ul style="list-style-type: none"> VOW WPD IPM WA CIVIL 	<ul style="list-style-type: none"> Review Project schedules Distribute Project Directory Discuss roles Survey, borings Review Floor Plans / Site Plans 	<ul style="list-style-type: none"> Prepare various project schedules Solicit consultants Prepare Project directory Receive A/E Agreement from Owner Prepare first draft of Floor Plans Prepare Site Plan 	<ul style="list-style-type: none"> Owner to issue Notice to Proceed Owner to execute A/E Agreement Owner to invite Civil Engineer Owner to start topo / survey process Owner to order soil borings
22 October 2015 10:00 am Williams Architects	<ul style="list-style-type: none"> Floor / Site Plan 	<ul style="list-style-type: none"> VOW WPD IPM WA 	<ul style="list-style-type: none"> Review plans 	<ul style="list-style-type: none"> Revise Floor Plans / Site Plans 	<ul style="list-style-type: none">
29 October 2015 10:00 am Williams Architects	<ul style="list-style-type: none"> Exterior Elevation Review Floor Plan Refinement Interior Materials 	<ul style="list-style-type: none"> VOW WPD IPM WA WI 	<ul style="list-style-type: none"> Review initial Exterior Elevations Review Refined Floor Plans Discuss interior finishes 	<ul style="list-style-type: none"> Prepare Exterior Elevations Modify Floor Plans 	
04 November 2015 10:00 am Williams Architects	<ul style="list-style-type: none"> MEP / FP CIVIL 	<ul style="list-style-type: none"> VOW WPD IPM WA MEP/FP CIVIL 	<ul style="list-style-type: none"> Discuss MEP systems Discuss Civil design Discuss Structural design 	<ul style="list-style-type: none"> Provide Consultants with Current Design Documents 	<ul style="list-style-type: none"> Owner to invite appropriate City staff to participate in systems discussions.
12 November 2015 10:00 am Williams Architects	<ul style="list-style-type: none"> Floor / Site Plan, Elevations Draft Consultant reports review 	<ul style="list-style-type: none"> VOW WPD IPM WA MEP/FP SE 	<ul style="list-style-type: none"> Review design refinements Review system narratives 	<ul style="list-style-type: none"> Complete Consultant draft systems reports. Revise and prepare SD graphic deliverables 	



VILLAGE OF WILLOWBROOK
POLICE FACILITY RENOVATION / EXPANSION
SCHEMATIC DESIGN SCHEDULE

05 October 2015
Project No. 2014-052

Date / Time / Place	Event	Attendees	Agenda	WAA Tasks	Tasks by Others
25 November 2015 No Meeting	<ul style="list-style-type: none"> Submit Completed Schematic Design Documents to Owner 	<ul style="list-style-type: none"> No Meeting 	<ul style="list-style-type: none"> No Meeting 	<ul style="list-style-type: none"> Complete Schematic Design Deliverables 	
10 December 2015 10:00 am Williams Architects	<ul style="list-style-type: none"> Review Cost Estimate 	<ul style="list-style-type: none"> VOW WPD IPM WA 	<ul style="list-style-type: none"> Review SD cost estimate 	<ul style="list-style-type: none"> Complete SD estimate 	<ul style="list-style-type: none">
14 December 2015 6:30 pm Village Board	<ul style="list-style-type: none"> Board Meeting Present SD for approval and authorization to proceed to Design Development Phase 	<ul style="list-style-type: none"> VOW WPD IPM WA 	<ul style="list-style-type: none"> Present Schematic Design packets Present cost estimate Review, receive Council direction and approval of SD and Authorization to start Design Development 	<ul style="list-style-type: none"> Complete SD deliverables 	<ul style="list-style-type: none"> Authorize WA to move forward into Design Development Phase Schedule Board Meeting Prepare and submit Board packets

VOW – VILLAGE OF WILLOWBROOK
WPD – WILLOWBROOK POLICE DEPARTMENT
WI – WILLIAMS INTERIORS
IPM- OWNERS REPRESENTATIVE

CIVIL – VILLAGE CIVIL ENGINEER
SE – STRUCTURAL ENGINEER
MEP / FP – MECHANICAL / ELECTRICAL / PLUMBING / FIRE PROTECTION ENGINEER

05 October 2015

Village of Willowbrook
Police Facility Renovation / Expansion
Project No. 2014-052

PROJECT SCHEDULE

<u>Description</u>	<u>Duration</u>	<u>Completion Date</u>
Notice to Proceed (Executed Agreement)		29 September 2015
Project Start-Up	02 Weeks	15 October 2015
Schematic Design	06 Weeks	25 November 2015
Cost Estimate	02 Weeks	10 December 2015
Owner Approval	01 Week	17 December 2015
Design Development	09 Weeks (Loss of 1 week per holiday)	18 February 2016
Cost Estimate	03 Weeks	10 March 2016
Owner Approval	01 Week	17 March 2016
Construction Documents	12 Weeks	09 June 2016
Commence Phase I Demo Bid Docs	-----	18 February 2016
Complete Phase I Demo Bid Docs	04 Weeks	17 March 2016
Bidding / Contracts Phase I Demolition	04 Weeks	14 April 2016
QC / Cost Estimate	03 Weeks (from 09 June 15)	30 June 2016
Owner Approval	01 Week	07 July 2016
Bidding Phase (Phase II)	03 Weeks	28 July 2016
Contracts / Board Approval (Phase II)	03 Weeks	18 August 2016
Substantial Completion / Punchlist Phase I	04 Weeks	12 May 2016
Substantial Completion / Punchlist Phase II	10 Months	18 June 2017

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