

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 23, 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 - November 9, 2015 (APPROVE)
 - c. Warrants - \$1,047,024.71 (APPROVE)
 - d. Resolution - A Resolution Appointing a Designated Director and Designated Alternate to the DuPage Public Safety Communications (DU-COMM) Board of Directors (ADOPT)
 - e. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Purchase a Western Ultra Mount Snow Plow with Control Accessories - Regional Truck Equipment (ADOPT)
 - f. Resolution - A Resolution Approving a Plat of Easement - 645 63rd Street (ADOPT)
 - g. Motion - A Motion to Approve the Fiscal Year 2016/17 Budget Schedule (APPROVE)

NEW BUSINESS

6. DELINQUENT WATER BILLS
7. ORDINANCE - AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A COMMERCIAL SCHOOL ("ELITE TUTORING") IN TENANT SPACE 876 IN THE WILLOWBROOK PLAZA SHOPPING CENTER (PREVIOUSLY WINGREN PLAZA)
8. MOTION - PLAN COMMISSION PUBLIC HEARING NO. 15-06: ROC WILLOWBROOK, LLC - MOTION TO REMAND BACK TO THE PLAN COMMISSION

9. ORDINANCE - AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2015 AND ENDING APRIL 30, 2016, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS
10. RESOLUTION - A RESOLUTION AMENDING SECTION 8.11 OF THE VILLAGE OF WILLOWBROOK EMPLOYEE HANDBOOK TO AUTHORIZE EMPLOYEE ORGAN AND BONE MARROW DONOR LEAVE

PRIOR BUSINESS

11. COMMITTEE REPORTS
12. ATTORNEY'S REPORT
13. CLERK'S REPORT
14. ADMINISTRATOR'S REPORT
15. MAYOR'S REPORT
16. EXECUTIVE SESSION
17. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 9, 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, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Thomas Bastian, Village Attorney Michael R. Durkin, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, 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 Neal to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - October 26, 2015 (APPROVE)
- c. Warrants - \$447,003.64 (APPROVE)
- d. Monthly Financial Report - October 31, 2015
- 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 - Ordinance No. 15-O-32 (PASS)
- f. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Accept Online

- Payments - Official Payments Corporation - Resolution No. 15-R-69 (ADOPT)
- g. Resolution - A Resolution Approving a Plat of Easement - 7635 Eleanor Place - Resolution No. 15-R-70 (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)

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

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

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

MOTION DECLARED CARRIED

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.

Administrator Halik related that a technology consultant was needed to be hired to assist with the development of design specifications and installation of communication equipment during the renovations of the police department building. Williams Architects has worked with Sentinel Technologies, Inc. in the past and recommended them to the Village.

The scope of work will include programming, schematic design, design development and construction documents pertaining to the building security system, paging system, data cabling, and A/V systems for the project. The amount of the proposal is \$9,520.00.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 15-R-71 as presented.

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

MOTION DECLARED CARRIED

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

Administrator Halik stated a schematic design process meeting was held on October 15th. These meetings are being held on a weekly basis. A final design will be brought before the Board at the December 14th Board meeting. If approved, the project will move forward to construction.

Light interior demolition should begin next month. Full interior demolition will begin in the Spring. Full construction will commence in August of 2016, with the project completion in June of 2017.

Trustee Berglund asked when the Council Chambers will be relocated. Administrator Halik advised that arrangements have been made with the Burr Ridge Police Department for the Board meetings to be held in their training room throughout 2016. The December 14th Board meeting will be the last meeting held in the current Council Chambers.

PRIOR BUSINESS

8. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly related that Lake Hinsdale Village held their annual Veterans event on Friday, November 6th and wished to thank the Village officials and staff that attended.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

9. ATTORNEY'S REPORT

Attorney Bastian had no report.

10. CLERK'S REPORT

Clerk Hansen had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

12. MAYOR'S REPORT

Mayor Trilla stated that he had attended the Veterans event at Lake Hinsdale Village and thanked Trustee Kelly for his work.

13. EXECUTIVE SESSION

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

14. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 6:39 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

November 23, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

November 23, 2015

GENERAL CORPORATE FUND	-----	\$187,005.64
WATER FUND	-----	152,751.94
HOTEL/MOTEL TAX FUND	-----	4,510.61
MOTOR FUEL TAX FUND	-----	9,105.62
SSA ONE BOND & INTEREST FUND	-----	228,657.50
WATER CAPITAL IMPROVEMENTS FUND	-----	364,173.40
DEBT SERVICE	-----	98,800.00
L.A.F.E.R FUND	-----	2,020.00
TOTAL WARRANTS	-----	\$1,047,024.71

 Carrie Dittman, Director of Finance

APPROVED:

 Frank A. Trilla, Mayor

CHECK DISBURSEMENT REPORT FOR WILLOWBROOK
 CHECK DATE FROM 11/11/2015 - 11/24/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/24/2015	APCH	87676	AZAVAR AUDIT SOLUTIONS INC	UTILITY TAX	01-00-310-205	311.47
11/24/2015	AFCH	87677	K FIVE CONSTRUCTION	STREET MAINTENANCE CONTRACT	04-56-430-684	9,105.62
11/24/2015	APCH	87678	KING CAR WASH	GAS-OIL-WASH-MILEAGE	01-30-630-303	325.00
11/24/2015	APCH	87679	KONICA MINOLTA BUSINESS SOLUTION	COPY SERVICE	01-10-455-315	440.45
		87679		COPY SERVICE	01-30-630-315	137.21
						<u>577.66</u>
11/24/2015	APCH	87680	LAHO TRUCK SERVICE INC	MAINTENANCE -- VEHICLES	01-35-735-409	170.00
11/24/2015	APCH	87681	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	01-30-630-247	16,373.72
		87681		RED LIGHT - MISC FEE	01-30-630-249	483.00
						<u>16,856.72</u>
11/24/2015	APCH	87682	LOGSDON OFFICE SUPPLY	OFFICE SUPPLIES	01-10-455-301	85.13
		87682		OFFICE SUPPLIES	01-40-810-301	20.27
						<u>105.40</u>
11/24/2015	APCH	87683	MARQUARDT PRINTING CO.	PRINTING & PUBLISH	01-10-455-302	145.00
11/24/2015	APCH	87684	MB FINANCIAL BANK	BOND PRINCIPAL EXPENSE	06-60-550-401	135,000.00
		87684		BOND INTEREST EXPENSE	06-60-550-402	93,657.50
						<u>228,657.50</u>
11/24/2015	APCH	87685	METRO REPORTING SERVICE LTD.	FEES - COURT REPORTER	01-15-520-246	541.48
11/24/2015	APCH	87686	MIDCO	PHONE - TELEPHONES	01-10-455-201	3,651.50
11/24/2015	APCH	87687	MOTOROLA SOLUTIONS INC	FEES-DUES-SUBSCRIPTIONS	01-30-630-307	68.00
11/24/2015	APCH	87688	MUNICIPAL CLERKS OF DUPAGE CNTY	SCHOOLS-CONFERENCE TRAVEL	01-05-410-304	29.00
11/24/2015	APCH	87689	NATIONAL PEN COMPANY	PUBLIC RELATIONS	01-10-475-365	218.60
11/24/2015	APCH	87690	OCCUPATIONAL HEALTH CENTERS	WELLNESS	01-10-480-276	61.00
11/24/2015	APCH	87691	ORIENTAL TRADING	CHILDRENS SPECIAL EVENTS - OTHER	01-20-585-150	121.78
11/24/2015	APCH	87692	ORKIN EXTERMINATING	MAINTENANCE - BUILDING	01-10-466-228	87.24
11/24/2015	APCH	87693	PCS INTERNATIONAL	EDP SOFTWARE	01-25-615-212	266.34

CHECK DISBURSEMENT REPORT FOR WILLOWBROOK
 CHECK DATE FROM 11/11/2015 - 11/24/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/24/2015	APCH	87708	TAMBLING INDUSTRIES	STORM WATER IMPROVEMENTS MAT	01-35-750-381	35.54
11/24/2015	APCH	87709	MJ EXPRESS LINES INC	TRAFFIC FINES	01-00-310-502	25.00
11/24/2015	APCH	87710	HXI LOGISTICS INC	TRAFFIC FINES	01-00-310-502	25.00
11/24/2015	APCH	87711	THOMPSON PUBLISHING GROUP	FEES/DUES/SUBSCRIPTIONS	01-30-630-307	420.00
11/24/2015	APCH	87712	TOM & JERRY'S SHELL SERVICES	FUEL/MILEAGE/WASH	01-30-630-303	211.12
		87712		MAINTENANCE - VEHICLES	01-30-630-409	885.94
		87712		GAS-OIL-WASH-MILEAGE	01-35-710-303	43.82
						<u>1,140.88</u>
11/24/2015	APCH	87713	T.P.I.	PLAN REVIEW - BUILDING CODE	01-40-820-258	8,917.89
		87713		PART TIME INSPECTOR	01-40-830-109	3,612.00
		87713		PLUMBING INSPECTION	01-40-830-115	720.00
						<u>13,249.89</u>
11/24/2015	APCH	87714	THE BANK OF NEW YORK MELLON	BOND PRINCIPAL EXPENSE	11-70-550-401	95,000.00
		87714		BOND INTEREST EXPENSE	11-70-550-402	3,800.00
						<u>98,800.00</u>
11/24/2015	APCH	87715	BUY A SAFE	MAINTENANCE - BUILDING	01-10-466-228	133.27
11/24/2015	APCH	87716	CABELA'S MKTG & BRAND MGT INC	UNIFORMS	01-35-710-345	321.20
11/24/2015	APCH	87717	UNIFIRST	MAINTENANCE - BUILDING	01-10-466-228	206.55
11/24/2015	APCH	87718	VERIZON WIRELESS	PHONE - TELEPHONES	01-05-410-201	59.80
		87718		PHONE - TELEPHONES	01-10-455-201	33.26
		87718		PHONE - TELEPHONES	01-30-630-201	509.73
		87718		TELEPHONES	01-35-710-201	141.36
		87718		TELEPHONES	01-40-810-201	108.05
		87718		PHONE - TELEPHONES	02-50-401-201	141.36
						<u>993.56</u>
11/24/2015	APCH	87719	VIDEO AND SOUND SERVICE INC	OPERATING EQUIPMENT	01-30-630-401	275.00
11/24/2015	APCH	87720	NICHOLAS VOLEK	OPERATING EQUIPMENT	01-30-630-401	258.78
11/24/2015	APCH	87721	W.W. GRAINGER	OPERATING SUPPLIES & EQUIPMENT	01-35-715-401	147.38
		87721		MAINTENANCE - GARAGE	01-35-725-413	11.03

CHECK DISBURSEMENT REPORT FOR WILLOWBROOK
 CHECK DATE FROM 11/11/2015 - 11/24/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/24/2015	APCH	87722	WAREHOUSE DIRECT	OFFICE SUPPLIES	01-30-630-301	158.41
11/24/2015	APCH	87723	WESTMONT SWIM CLUB	COMM. DEV. BOND & DEPOSITS PAYABLE	01-00-210-109	45.90
11/24/2015	APCH	87724	WILD GOOSE CHASE INC	LANDSCAPE MAINTENANCE SERVICES	01-20-565-342	2,000.00
11/24/2015	APCH	87725	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	01-30-630-409	1,260.00
11/24/2015	APCH	87726	CALL ONE INC	PHONE - TELEPHONES	01-10-455-201	7,745.90
		87726		PHONE - TELEPHONES	01-30-630-201	971.91
		87726		PHONE - TELEPHONES	02-50-401-201	876.94
						667.06
						2,515.91
11/24/2015	APCH	87727	CAMPLIN ENVIRONMENTAL SERVICES	POLICE DEPT REMODEL (7760 QUINCY)	14-75-930-411	1,800.00
11/24/2015	APCH	87728	CAR REFLECTIONS	MAINTENANCE - VEHICLES	01-35-735-409	175.00
11/24/2015	APCH	87729	CHRISTOPHER B. BURKE	PLAN REVIEW - ENGINEERING	01-15-520-254	1,400.28
		87729		PLAN REVIEW - PLANNER	01-15-520-257	7,065.93
		87729		FEES - ENGINEERING	01-35-720-245	9,006.27
		87729		FEES - DRAINAGE ENGINEER	01-40-820-246	1,206.30
		87729		PLAN REVIEW - ENGINEER - REIMB.	01-40-820-254	874.15
		87729		PLAN REVIEW - DRAINAGE ENGINEER - REI	01-40-820-259	1,982.46
		87729		WATER TANK REPAIRS	09-65-440-604	573.40
						22,108.79
11/24/2015	APCH	87730	VOID	** VOIDED **		** VOIDED **
11/24/2015	APCH	87731	CHRISTOPHER B. BURKE	POLICE DEPT REMODEL (7760 QUINCY)	14-75-930-411	1,220.00
11/24/2015	APCH	87732	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	01-10-466-228	2,515.74
11/24/2015	APCH	87733	CLASS ACT	CHILDRENS SPECIAL EVENTS - OTHER	01-20-585-150	400.00
11/24/2015	APCH	87734	CLARENDON COURIER INC	CADET PROGRAM	01-30-630-308	111.00
11/24/2015	APCH	87735	COMM ON ACCREDITATION FOR	ACCREDITATION	01-30-630-202	4,065.00
11/24/2015	APCH	87736	COMMONWEALTH EDISON	RED LIGHT - COM ED	01-30-630-248	113.52
		87736		ENERGY - STREET LIGHT	01-35-745-207	993.22
		87736		ENERGY - ELECTRIC PUMP	02-50-420-206	602.95

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/24/2015	APCH	87737	DECISION SYSTEMS COMPANY	EDP EQUIPMENT	01-25-625-641	1,709.69
11/24/2015	APCH	87738	DISCOVERY BENEFITS SIMPLIFY	EMP DEP PAY - FSA FEE	01-00-210-221	1,500.00
		87739		EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	46.20
						3.80
						50.00
11/24/2015	APCH	87739	DUPAGE CONVENTION	ADVERTISING	03-53-435-317	4,510.61
11/24/2015	APCH	87740	DUPAGE COUNTY CLERK	FEES-DUES-SUBSCRIPTIONS	01-30-630-307	10.00
11/24/2015	APCH	87741	EAST JORDAN IRON WORKS, INC.	MATERIAL & SUPPLIES - DISTRIBUTION	02-50-430-476	106.92
11/24/2015	APCH	87742	EHLERS & ASSOCIATES INC	PLAN REVIEW - ENGINEERING	01-15-520-254	550.00
11/24/2015	APCH	87743	ENVIRO TEST INC	SAMPLING ANALYSIS	02-50-420-362	52.00
11/24/2015	APCH	87744	GEWALT HAMILTON ASSOCIATES INC	PLAN REVIEW - TRAFFIC CONSULTANT	01-15-520-258	147.60
11/24/2015	APCH	87745	HR SIMPLIFIED	EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	400.00
11/24/2015	APCH	87746	HEAT ENGINEERING CO	MAINTENANCE - GARAGE	01-35-725-413	1,495.16
11/24/2015	APCH	87747	HINSDALE HUMANE SOCIETY	ANIMAL CONTROL	01-30-650-268	190.00
11/24/2015	APCH	87748	HOME DEPOT CREDIT SERVICES	BUILDING MAINTENANCE SUPPLIES	01-10-466-351	7.97
		87748		STREET & ROW MAINTENANCE	01-35-750-328	57.71
						65.68
11/24/2015	APCH	87749	ILLINOIS HOMICIDE INVESTIGATORS	SCHOOLS-CONFERENCE TRAVEL	01-30-630-304	195.00
11/24/2015	APCH	87750	ILLINOIS LEAP	SCHOOLS/CONFERENCES/TRAVEL	01-30-630-304	25.00
11/24/2015	APCH	37751	ROBERT HUDGENS	COMM. DEV. BOND & DEPOSITS PAYABLE	01-00-210-109	2,000.00
11/24/2015	APCH	87752	LARRY & WENDY TARNAN	COMM. DEV. BOND & DEPOSITS PAYABLE	01-00-210-109	5,000.00
11/24/2015	APCH	87753	KNOLLS CONDO	WATER DEPOSIT REFUND	02-00-280-130	220.00
11/24/2015	APCH	87754	KNOLLS CONDO	WATER DEPOSIT REFUND	02-00-280-130	110.00
			TOTAL - ALL FUNDS	TOTAL OF 94 CHECKS (1 voided)		1,047,024.71

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION APPOINTING A DESIGNATED DIRECTOR AND DESIGNATED ALTERNATE TO THE DUPAGE PUBLIC SAFETY COMMUNICATIONS (DU-COMM) BOARD OF DIRECTORS

AGENDA NO.

5d

AGENDA DATE: 11/23/15

STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TA.

RECOMMENDED BY: Frank A. Trilla, Mayor

SIGNATURE: Frank A. Trilla

REVIEWED & APPROVED BY COMMITTEE:

YES

NO

N/A

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

The Village of Willowbrook is now represented on the DuPage Public Safety Communications (DU-COMM) Board of Directors through a Director and Designated Alternate to the Board. Pursuant to DU-COMM's By-Laws, the Mayor shall serve as the Director and shall name a Designated Alternate to serve on the DU-COMM Board. The named Alternate shall have the same rights and authority as the Mayor for purposes of decision making when serving on the DU-COMM Board.

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

Mayor Trilla will serve as the Director and has named Chief of Police Mark Shelton to serve as the Designated Alternate to DU-COMM's Board of Directors.

ACTION PROPOSED:

Adopt the attached resolution.



DU-COMM
DuPage Public Safety
Communications

Brian Tegtmeyer, ENP
Executive Director

600 Wall Street
Glendale Heights, IL 60139
(630) 260-7500 Main
(630) 924-9280 Fax
www.ducomm.org

OCT 2 2015

October 21, 2015

Mayor Frank Trilla
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

Dear Mayor Trilla,

I am writing to request your notice of the Village's designated Director to DU-COMM's Board of Directors. Pursuant to the DU-COMM Bylaws A.1.a: *The Board of Directors shall consist of; The Mayor of each participating municipality or an alternate (Chief Administrative Officer or other elected official) who has been designed in writing. The designated alternate shall be named by the Mayor or President as applicable. The designated alternate has all the same rights and authority as that municipality's Mayor or President.*

Please provide the name of your Director, and a designated alternate, in writing by **December 16, 2015**. Please include addresses, phone numbers, and emails, and send to:

Brian Tegtmeyer
Executive Director
DU-COMM
600 Wall Street
Glendale Heights, IL 60139

Attached find the 2016 DU-COMM meeting calendar, which includes the quarterly Board of Directors meetings in January, April, July, and October. The calendar includes the meeting dates of all the DU-COMM committees. Please take a moment to review and incorporate into your calendar as your attendance and input to the meetings is important and valued.

If you have questions or need additional information please feel free to contact me or DU-COMM's Executive Director, Brian Tegtmeyer at (630) 260-7503.

Sincerely,

David Brummel

David Brummel
Chairman - DU-COMM Board of Directors
Mayor – City of Warrenville

enclosure

cc: Village Administrator Tim Halik
Police Chief Mark Shelton

DU-COMM

DuPage Public Safety Communications

600 Wall Street

Glendale Heights, IL 60139

(630) 260-7500 Administration

(630) 924-9280 Facsimile



DU-COMM 2016 MEETING SCHEDULE

Board of Directors Quarterly on the 3rd Tuesday - 7:30 AM CAROL STREAM FPD – STATION 28 January 19, 2016 April 19, 2016 July 19, 2016 October 18, 2016	
Executive Committee 4 th Wednesday, monthly - 7:30 AM (except as noted) January 19, 2016 ** February 17, 2016 * March 23, 2016 April 19, 2016 ** May 25, 2016 June 22, 2016 July 19, 2016 ** August 24, 2016 September 28, 2016 October 18, 2016 ** November 23, 2016 December 21, 2016 *	
Chiefs Operation Committee 2 nd Tuesday, monthly – 1:30 PM - GLENSIDE FPD January 12, 2016 February 9, 2016 March 8, 2016 April 12, 2016 May 10, 2016 June 14, 2016 July 12, 2016 August 9, 2016 September 13, 2016 October 11, 2016 November 8, 2016 December 13, 2016	
Support Services Committee 1 st Wednesday monthly - 9:00 AM – DU-COMM January 6, 2016 February 3, 2016 March 2, 2016 April 6, 2016 May 4, 2016 June 1, 2016 July 6, 2016 August 3, 2016 September 7, 2016 October 5, 2016 November 2, 2016 December 7, 2016	
Police Operations Subcommittee 4 th Wednesday, every other month - 1:30 PM – DU-COMM February 24, 2016 April 27, 2016 June 22, 2016 August 24, 2016 October 26, 2016 December 28, 2016	
Fire Operations Subcommittee 3 rd Thursday, monthly - 8:00 AM CAROL STREAM FPD – STATION 28 January 21, 2016 February 18, 2016 March 17, 2016 April 21, 2016 May 19, 2016 June 16, 2016 July 21, 2016 August 18, 2016 September 15, 2016 October 20, 2016 November 17, 2016 December 15, 2016	

* Date changed due to national holiday schedule or other conflicts

** Executive Committee meeting follows the Board of Directors meeting

RESOLUTION NO. 15-R-_____

A RESOLUTION APPOINTING A DESIGNATED DIRECTOR AND DESIGNATED ALTERNATE TO
THE DUPAGE PUBLIC SAFETY COMMUNICATIONS (DU-COMM) BOARD OF DIRECTORS

WHEREAS, the Village of Willowbrook adopted Resolution No. 15-R-56 on August 24, 2015 approving and authorizing execution of an Intergovernmental Agreement with DuPage Public Safety Communications (DU-COMM) regarding a Joint Public Safety Communications System Agreement; and,

WHEREAS, On September 23, 2015, during a DU-COMM Board of Directors Special Call Meeting, a 2/3 majority of the member agencies did vote to approve Willowbrook's membership into DU-COMM; and,

WHEREAS, The Village of Willowbrook must designate both a Director and an Alternate representative to serve on the DU-COMM Board of Directors. Pursuant to DU-COMM By-Laws, Section A.1.a: The Board of Directors shall consist of; The Mayor of each participating municipality or an alternate, who has been designated in writing. The Designated Alternate shall be named by the Mayor and, for purposes of decisions affecting DU-COMM, has all the same rights and authority as the Mayor when serving on the DU-COMM Board.

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

SECTION ONE: That Mayor Frank A. Trilla, will serve as the Designated Director to DU-COMM's Board of Directors.

SECTION TWO: That Mark Shelton, Chief of Police, Village of Willowbrook, is hereby named by Mayor Frank A. Trilla to serve as the Designated Alternate to DU-COMM's Board of Directors.

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 23rd day of November, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Purchase a Western Ultra Mount Snow Plow with Control Accessories – Regional Truck Equipment

AGENDA NO.

5e

AGENDA DATE: 11/23/15

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: TE Halik

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN JR.

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: TE Halik

REVIEWED & APPROVED BY COMMITTEE:

YES

NO

N/A

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

The F.Y. 2015/16 Budget included funding to replace a pick-up truck within the public works department. This vehicle has been ordered and should arrive later this month. Also included in the budget for this replacement vehicle is \$4,600 for a separate snow plow package with control accessories (i.e., plow lights, interior cab controller, and electrically powered hydraulic lift).

This vehicle is intended to be a useful resource in our annual Snow & Ice Control Program, specifically to be used in courts and cul-de-sac, and at times when other snow plow vehicles are down for repairs or as an additional vehicle during times of heavy, prolonged snow accumulation.

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

Three (3) proposals were obtained from reputable equipment outfitters:

VENDOR	PROPOSAL AMOUNT
Regional Truck Equipment	\$4,604.00
Auto Truck Group	\$5,021.00
Tim Wallace Snowplow Supply	\$5,096.00

Staff would recommend the purchase of the snow plow package for this vehicle from Regional Truck Equipment. The proposal amount closely matches the budgeted amount and the vendor could begin the installation immediately upon receipt of the vehicle.

ACTION PROPOSED:

Adopt the resolution.

RESOLUTION NO. 15-R-_____

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR THE PURCHASE AND INSTALLATION OF SNOW PLOW EQUIPMENT ON AN EXISTING PUBLIC WORKS VEHICLE – REGIONAL TRUCK EQUIPMENT

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Mayor and Village Clerk are hereby authorized to accept a proposal received from Regional Truck Equipment, attached hereto as Exhibit "A" and made a part hereof, to purchase and install a snow plow package on an existing public works vehicle for the total cost of \$4,604.00.

ADOPTED and APPROVED this 23rd day of November, 2015

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

QUOTATION



Quotation #: 51727
Date: 09/22/15
Sales Person: Jason

255 W. Laura Drive
 Addison, IL 60101

Phone: 630.543.0330
 Fax: 630.543.9806

apassero@willowbrook.il.us

BILL TO:
 A J Passero
 Village Of Willowbrook 13625

 7760 S. Quincy
 Willowbrook IL 60527
 (630) 323-8215

SHIP TO:

 Same

PO#:	Terms:	
	Net 10	
Vehicle Information:	VIN #:	Serial #:
16 FORD F-250		
FURNISH & INSTALL.		
WESTERN ULTRAMOUNT SNOW PLOW - MODEL UTP80 2008+ FORD SUPERDUTY		
8' Pro Plow Blade		
power angling with 4.5" extra-duty motor		
NightHawk plow lights, plow guides		
Cab Command "hand-held" control		
4604.00		
Truck due in December 1st 2015 (estimate)		
*** Municipal Pricing Has Been Applied ***		
TOTAL -> 4,604.00		



Located in Addison, the Northwest Suburbs of Chicago, Alsip and in the South Suburbs, Regional Truck Equipment is an authorized distributor of Western Snowplows, Salt Spreaders, and Parts, Knapheide Bodies, Adrian Steel Products, as well as many others.

At REGIONAL TRUCK the customer comes first.

For best service call us now.
 630-543-0330

New Equip. Price	
Used Equip. Price	
Parts Price	
Subtotal	.00
Trade-In	
Total Taxable	
Sales Tax (8%)	
Labor	
Delivery	
FET	
Processing Fee	
Invoice Total	.00

To accept this quotation, sign here and return: _____

Quotation valid for 30 days.

REGIONAL MAKES NO WARRANTY OF ANY KIND, EXPRESSED OR IMPLIED, AND DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. 1 1/2% Per Month (18% ANNUAL) will be charged on unpaid invoices. \$25.00 charge on uncollected checks. All collection agency and legal fees are the responsibility of the customer. We reserve title to all merchandise until paid. Customer shall rely solely upon the manufacturer's warranty, if any. Any goods or property of the customer not picked up within ten days after the date shown on the invoice will incur a storage charge of \$14.00 a day. Any property not picked up within six months may be sold without notice, to satisfy storage charges.

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

Resolution –

A Resolution Approving a Plat of Easement – 645 63rd Street**AGENDA NO.****5f****AGENDA DATE:** 11/23/15**STAFF REVIEW:** Tim Halik,
Village AdministratorSIGNATURE: Tim Halik**LEGAL REVIEW:** Thomas Bastian, Village AttorneySIGNATURE: THOMAS BASTIAN AT.**RECOMMENDED BY:** Tim Halik, Village AdministratorSIGNATURE: Tim Halik**REVIEWED & APPROVED BY COMMITTEE:** YES NO N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

A new single-family residence has been constructed upon the vacant lot at the above mentioned location. As part of the construction of this residence, a water service connection was installed from the Village water main located within the 63rd Street right-of-way to the new home. Upon completion of the project, a final "as-built" grading and utility plan was submitted by the builder for review. During this review, our consulting engineer noted that the buffalo box (i.e., shut-off valve) within the new water service was inadvertently placed on private property as opposed public property. This valve is used by public works crews to shut-off the water service from the water main in cases of leaks or non-payment of a water bill. Given this valve was incorrectly located on private property by the builder's underground utility contractor, Village crews could not access this valve without authorization from the property owner.

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

Excavating the buffalo box and relocating it to the right-of-way would be costly and would also result in two splices in the otherwise single copper water service line. Underground splices in a water service line are discouraged and usually results in leaks developing in the future. Therefore, as an alternative to excavation and splicing, an easement area of sufficient size to access the valve and potentially repair it was platted on the property. This municipal access easement will allow public works crews to access the valve for operational purposes without first having to obtain authorization from the property owner. The plat of easement was prepared by the owner's engineer and reviewed by the Village consulting engineer.

ACTION PROPOSED:

Adopt the Resolution.

RESOLUTION NO. 15-R-_____

Resolution – A Resolution Approving a Plat of Easement – 645 63rd Street

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 Roake and Associates, Inc., Job No. 196.150289, consisting of one (1) sheet, dated November 4, 2015, and bearing the latest revision date of November 12, 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 23rd day of November, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

PLAT OF EASEMENT

PART OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN IN DUPAGE COUNTY, ILLINOIS

845 63RD STREET
P.L.N. 09-23-201-065



VICINITY MAP
N.T.S.

LEGAL DESCRIPTION OF PROPERTY

LOT 2 IN TRIPLE "A" SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 17, 2008 AS DOCUMENT R2008-062686, IN DUPAGE COUNTY, ILLINOIS.

SURVEYOR'S NOTES

1. ALL MEASUREMENTS AND DISTANCES ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.
2. BASIS OF BEARINGS: ILLINOIS STATE PLANE - EAST ZONE.
3. ALL EASEMENTS ARE PROPOSED UNLESS OTHERWISE NOTED.
4. ALL EASEMENTS DEPICTED ON THE PLAT MAP ARE FOR PUBLIC UTILITIES AND DRAINAGE PURPOSES UNLESS OTHERWISE NOTED.



OWNER'S CERTIFICATE

STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

THIS IS TO CERTIFY THAT IVAN COLAKOVIC AND SANJA COLAKOVIC ARE THE OWNERS OF THE PROPERTY DESCRIBED AND SHOWN HEREON AND AS SUCH OWNERS, HAVE CAUSED THE SAME TO BE PLATTED AS SHOWN HEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH AND AS ALLOWED AND PROVIDED BY STATUTES, AND SAID OWNER, DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE AFORESAID.

DATED AT _____, ILLINOIS, THIS _____ DAY OF _____, A.D. 20____

CITY DATE MONTH

OWNER: IVAN COLAKOVIC AND SANJA COLAKOVIC

BY: _____ ATTEST: _____
SIGNATURE SIGNATURE

TITLE: _____ TITLE: _____
PRINT TITLE PRINT TITLE

NOTARY'S CERTIFICATE OWNER

STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

I, _____ A NOTARY PUBLIC IN AND FOR THE SAID COUNTY

IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____

_____ AND _____

TITLE AND TITLE

OF SAID OWNERS, WHO ARE PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH

_____ AND _____

TITLE AND TITLE

RESPECTFULLY, APPEARED BEFORE ME THIS DAY IN PERSON AND JOINTLY AND SEVERALLY ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT AND AS THE FREE AND VOLUNTARY ACT OF SAID OWNERS FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL

THIS _____ DAY OF _____, A.D. 20____

DATE MONTH

NOTARY PUBLIC SIGNATURE

PRINT NAME

MY COMMISSION EXPIRES ON _____, A.D. 20____

MONTH DATE

BOARD OF TRUSTEES CERTIFICATE

STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

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)



DUPAGE COUNTY RECORDER'S CERTIFICATE

STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

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

ON THE _____ DAY OF _____, 20____

AT _____ O'CLOCK _____ M.

RECORDER OF DEEDS

MUNICIPAL UTILITY EASEMENT PROVISIONS

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

SURVEYOR'S CERTIFICATE

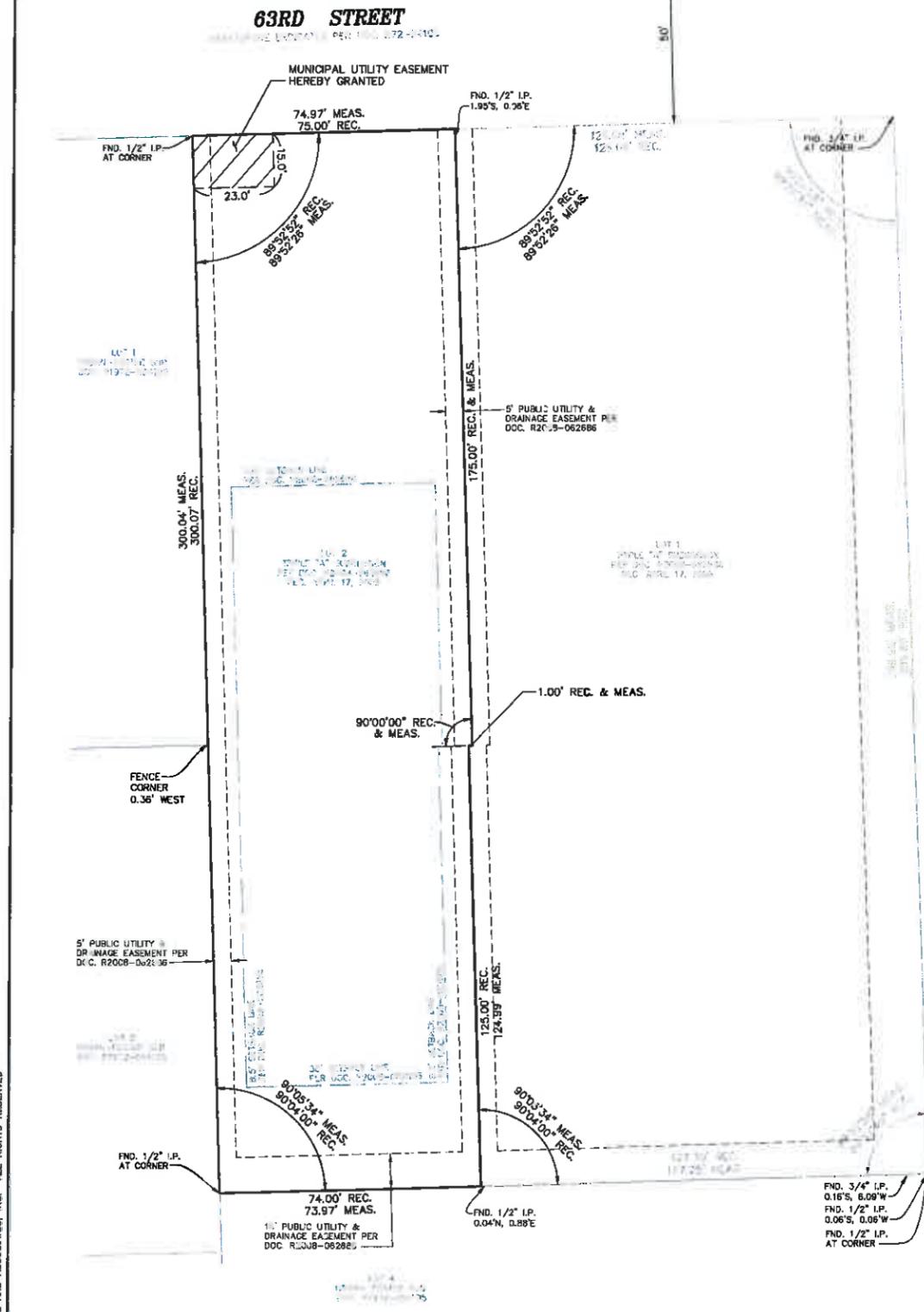
STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

I, DOUGLAS R. McCLINTIC, AN ILLINOIS LICENSED PROFESSIONAL LAND SURVEYOR HEREBY CERTIFY THAT THE ANNEXED PLAT HAS BEEN PREPARED FROM FIELD SURVEYS AND EXISTING PLATS AND RECORDS FOR THE PURPOSE OF GRANTING AN EASEMENT.

THIS PLAT HAS BEEN PREPARED BY ROAKE AND ASSOCIATES, INC., ILLINOIS LICENSED PROFESSIONAL DESIGN FIRM NO. 807, LICENSE EXPIRES APRIL 30, 2017, UNDER MY PERSONAL DIRECTION FOR THE EXCLUSIVE USE OF THE CLIENT NOTED HEREON.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, A.D. 20____

ILLINOIS LICENSED PROFESSIONAL LAND SURVEYOR NO. 2992
LICENSE VALID THROUGH NOVEMBER 30, 2016



COPYRIGHT 2015 ROAKE AND ASSOCIATES, INC. ALL RIGHTS RESERVED

ROAKE AND ASSOCIATES, INC.
CONSULTING ENGINEERS • LAND SURVEYORS • PLANNERS
1084 QUINCY AVENUE, SUITE 100A • NAPERVILLE, ILLINOIS 60564
TEL (630) 366-3232 • FAX (630) 366-3287

PREPARED FOR:
OAK HILL BUILDERS & DEVELOPERS, INC.
3103 LANDORE LANE
NAPERVILLE, ILLINOIS 60564
TEL (630) 428-4800

NO.		DATE		DESCRIPTION		REVISIONS	
NO.	DATE	DESCRIPTION	NO.	DATE	DESCRIPTION	NO.	DATE
1	11/12/15	REVISE PER VILLAGE REVIEW					

LOT 2 TRIPLE "A" SUBDIVISION - WILLOWBROOK, ILLINOIS

PLAT OF EASEMENT

DRN./CHK. BY: MAJ/DRM FILE: L2PE.DWG FLD. BK./PG.: NONE SHEET NO. 1 OF 1
SCALE: 1"=20' DATE: 11/04/15 JOB NO.: 196.150289

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:
MOTION TO APPROVE THE FISCAL YEAR 2016/17 BUDGET SCHEDULE

AGENDA NO. 5g
AGENDA DATE: 11/23/15

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: Tom 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)

Attached is the Fiscal Year 2016/17 (May 1, 2016 thru April 30, 2017) Budget Schedule. The schedule generally reflects the same budget process that has been followed in previous years, with the following deviations:

- **Goal Setting Workshop:** Given many of our currently established goals consist of multi-year projects, it was decided that a new goal setting workshop was not required at this time as we continue to work on those identified projects during the coming year.
- **Staff Training – BS&A Budget Software:** We are currently in the process of implementing new Village-wide Enterprise Resource System (ERP) Software. As part of the new BS&A software, there is a budgeting component that staff will now utilize to submit annual budgets. Staff training is scheduled to be completed on December 9, 2015 to learn the new system.

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

After the software training, the next scheduled budget process event is the Staff Budget Kick-Off Meeting, which will be held by staff on December 15th. The Board Budget Preview presentation is tentatively scheduled to occur during the January 25, 2016 Board meeting. This presentation is intended to provide both a "look back" at our accomplishments during the previous year and a "sneak peak" of the budget workshop discussion that will occur in March, and to request input on any specific area(s) of the budget that the Board would like to review in greater detail at that time.

ACTION PROPOSED:

Approve the FY 2016/17 Budget Schedule.

Fiscal Year 2016/17 Budget Schedule

BUDGET PROCESS EVENT	DATE	STATUS
Community-wide Citizen Survey	Distributed: 11/6/15	✓
Goal Setting Workshop	N/A	✓
Staff Training – BS&A Budget Software	December 9, 2015	
Staff Budget Kick-Off Meeting	December 15, 2015	
Department Budget Proposals Due	Week of January 11, 2016	
Department Review of Budget Submittals	Week of January 18, 2016	
Board Budget Preview	January 25, 2016 (BoT)	
Staff Budget Meeting / Final Adjustments	Week of January 25, 2016	
Joint Committee Review of Proposed Budget	February 22, 2016 (Committees)	
Board Budget Workshop I	TBD – Week of 3/14/16	
Board Budget Workshop II (if needed)	April 11, 2016 (BoT)	
Final Budget Approval	April 25, 2016 (BoT)	



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Alexander, John & Susan
6 Kane Ct
Willowbrook Il 60527

Re: Account No. 350680.011
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Caruso, Robert
365 65th St
Willowbrook Il 60527

Re: Account No. 352705.006
Delinquent Water Bill

Village Clerk

Leroy R. Hansen

Dear Sir or Madam,

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$568.05. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Cox-Mckenna, Maureen
8 Kent Ct
Willowbrook II 60527

Re: Account No. 350375.001
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$192.92. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

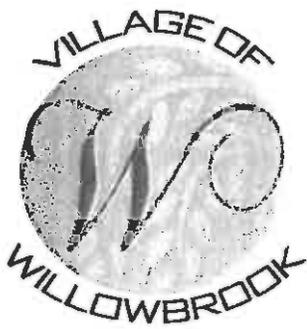
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Deering, Lisa
21 Portwine Rd
Willowbrook Il 60527

Re: Account No. 350225.003
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$298.56. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Fernandez, Alfonso & Halyna
16 Kent Ct
Willowbrook IL 60527

Re: Account No. 350395.004
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$140.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

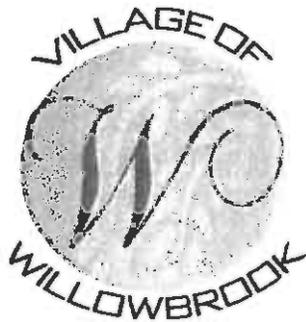
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Liggons, Janis
38 Kyle Ct
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 350530.009
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Sue Berglund

Please be advised that your water bill is now delinquent in the amount of \$210.71. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

Umberto Davi

Terrence Kelly

Michael Mistele

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

Gayle Neal

Paul Oggerino

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

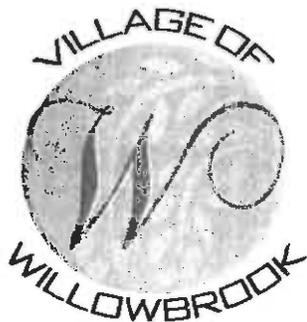
Chief of Police

Mark Shelton

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

Frank A. Trilla

Timson, Charles
18 Kyle Ct
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 350460.003
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

October 27, 2015

Mayor

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Village Trustees

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Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Vayalil, Jacob
351 Willowood Ln
Willowbrook Il 60527

Re: Account No. 352585.004
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$333.41. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 23, 2015, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

An Ordinance granting a special use permit for a commercial school ("Elite Tutoring") in tenant space 876 in the Willowbrook Plaza Shopping Center (Previously Wingren Plaza)

AGENDA NO. 7

AGENDA DATE: 11/23/15

STAFF REVIEW: Jo Ellen Charlton, Planning Consultant

SIGNATURE:

LEGAL REVIEW: Tom 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)

The subject 3.6 acre shopping center is located on the northeast corner of Route 83 and 75th Street. The center contains 51,350 square feet of gross leasable area, of which the proposed Elite Tutoring commercial school will occupy 1,110 square feet. The use is proposed in the center of that part of the building that is oriented in an east west direction, between the existing Papa Johns and Orange Theory businesses. Commercial schools are conditional uses in the B-2 zoning district, which allows the Village to better evaluate appropriateness of use, parking, loading, signage and other details.

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

The shopping center is currently nearly 40 percent vacant so the collective parking requirement for individual uses within the shopping center is well below the number of parking spaces on the site. 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. The remainder of the leasable space in the building has a separate direct access to a parking lot off of Quincy, and the parking requirements for each area are typically calculated separately.

The proposed use brings meaningful retail traffic to a currently struggling shopping center. The relatively short class times make it convenient for people to accomplish errands in the center, rather than going home or traveling to nearby shopping destinations, which may create a market for new uses. A condition to the approval is recommended and includes additional signage restricting stopping, waiting and parking along the curb in front of the store, which is standard for this type of use.

The Plan Commission recommended approval of the requested relief and staff recommends approval of the attached ordinance.

ACTION PROPOSED:

Approve the attached ordinance.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A
COMMERCIAL SCHOOL ("ELITE TUTORING") IN TENANT SPACE 876
IN THE WILLOWBROOK PLAZA SHOPPING CENTER
(PREVIOUSLY WINGREN PLAZA)

WHEREAS, on or about October 8, 2015, Richard Styczynski, as applicant for Elite Tutoring, with approval of property owner Willowbrook Plaza, LLC, by David Husman, an officer filed an application with the Village of Willowbrook, requesting that the Village grant a special use permit with respect to the property legally described in Exhibit "A" attached hereto, which is, by this reference, incorporated herein ("SUBJECT REALTY"); and,

WHEREAS, applicant specifically requested the Village grant the special use permit for a commercial school in Tenant Space 876 of the Subject Realty, as identified in Exhibit "B" attached hereto, which is, by this reference incorporated herein ("SUBJECT TENANT SPACE"); and,

WHEREAS, Notice of Public Hearing on said application was published on or about October 16, 2015 in a newspaper having general circulation within the Village, to-wit, the Suburban Life newspaper, all as required by the statutes of the State of Illinois and the ordinances of the Village; and,

WHEREAS, pursuant to said Notice, the Plan Commission of the Village of Willowbrook conducted a Public Hearing on or about November 4, 2015, all as required by the statutes of the State of Illinois and the ordinances of the Village; and,

WHEREAS, at said Public Hearing, the applicant presented testimony in support of said application and all interested parties had an opportunity to be heard; and,

WHEREAS, the Plan Commission forwarded its recommendation, attached hereto as Exhibit "C", including its Findings of Fact, attached hereto as Exhibit "D" to the Mayor and Board of Trustees on or about November 4, 2015, which is, by this reference, made a part hereof.

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

SECTION ONE: That the Zoning Map of the Village of Willowbrook be amended to reflect the granting of a special use permit in SUBJECT TENANT SPACE on the SUBJECT REALTY, pursuant to Sections 9-14-5 and 9-6B-2-9 of the Zoning Ordinance of the Village of Willowbrook, to allow the operation of a commercial school use.

SECTION TWO: That the Findings of Fact made by the Plan Commission in its recommendation attached hereto as Exhibit "D" are hereby adopted by the Mayor and Board of Trustees.

SECTION THREE: That the relief granted in Section One of this Ordinance is expressly conditioned upon the SUBJECT TENANT SPACE and SUBJECT REALTY at all times being constructed, used, operated and maintained in accordance with all of the following conditions:

1. The special use granted herein only applies to the 1,110 square foot space in Unit 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.

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

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

PASSED and APPROVED this 23rd day of November, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

EXHIBIT "A"

LEGAL DESCRIPTION

LOT 1 IN WINGREN PLAZA SUBDIVISION, BEING A RESUBDIVISION OF LOT 11 AND PART OF LOT 12 IN E.J. CHLUMSKY'S SUBDIVISION OF PART OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF WINGREN PLAZA SUBDIVISION RECORDED DECEMBER 5, 1989 AS DOCUMENT R89-152944, IN DUPAGE COUNTY, ILLINOIS.

COMMON ADDRESS: 876 75th Street, Willowbrook IL 60527.
PIN: 09-26-202-014

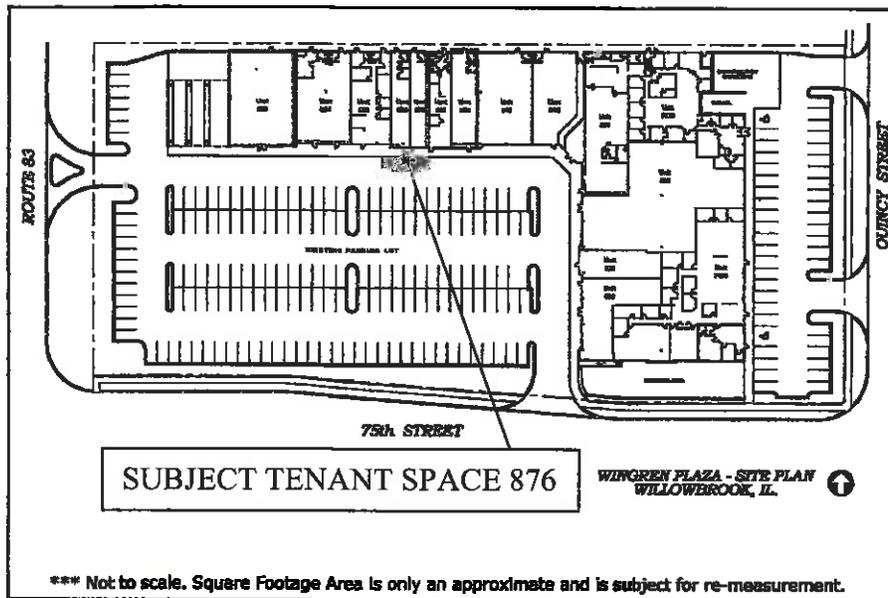
EXHIBIT "B"
TENANT SPACE



Willowbrook Plaza

NEC 75th and Kingery Hwy
Willowbrook, IL 60521

312-262-1400



UNIT	TENANT	SIZE
800	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		51,360

Property Solutions Group LLC is a Licensed Real Estate Company with Property Solutions as the Managing Broker. Property Solutions Group LLC fully supports the principles of the Fair Housing Act (Title VII of the Civil Rights Act of 1964) and Article 9 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 in connection to your determination of the suitability of the property for your needs. Not to scale. Document Dated Tuesday, June 10, 2014.



EXHIBIT "C"
PLAN COMMISSION RECOMMENDATION

M E M O R A N D U M

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

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.

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

Findings of Fact

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 1,110 square foot commercial school in space number 876 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. 97-0-05, 1-27-1997)

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

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

PC 15-06: (ROC Willowbrook, LLC): Motion to remand PC 15-06 back to the Plan Commission to review the final revised plans and documents to make sure all issues have been addressed, and to make a new recommendation that includes findings of fact with regard to special use and planned unit development standards as required by State Statutes and Village Code.

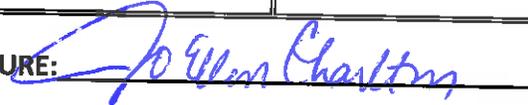
AGENDA NO.

8

AGENDA DATE: 11/23/15

STAFF REVIEW: Jo Ellen Charlton,
Planning Consultant

SIGNATURE:



LEGAL REVIEW: Tom Bastian

SIGNATURE:



RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:



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

On November 4, 2015, the Plan Commission held the public hearing to consider a request for a special use that includes approval of a plat of subdivision, a special use for a Planned Unit Development and other relief to allow the construction of two new buildings on vacant property located on the northeast corner of Quincy and Executive Drive. Specific details about the development can be found in the attached staff report.

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

Please refer to Pages 12 and 13 of the attached staff report in the section entitled "Summary of the Plan Commission Public Hearing and Recommendation" for information about the public hearing, recommendation made, and why legal counsel and staff recommended to the applicant and the applicant agreed that the Village Board should send this case back to the Plan Commission to review the final revised plans and documents to make sure all issues have been addressed and more specifically, to make a new recommendation that includes findings with regard to special use and planned unit development standards as required by State Statutes and Village Code.

ACTION PROPOSED:

Approve a motion that PC 15-06 be remanded back to the Plan Commission to review the final revised plans and documents to make sure all issues have been addressed, and to make a new recommendation that includes findings of fact with regard to special use and planned unit development standards as required by State Statutes and Village Code.



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

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

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

MEMO FROM: Vice-Chairman Wagner, Plan Commission

DATE: November 4, 2015

SUBJECT: Zoning Hearing Case 15-06: (ROC Willowbrook, LLC) Petition for a special use permit for approval of a Preliminary and Final Planned Unit Development

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 Vice-Chairman Wagner, seconded by Commissioner Ruffolo to approve the project based on testimony at the public hearing and the discussion following. That the building would essentially be represented by the reduced plans and specifications that have been presented to us for both final plat and renderings and approve staff to detail any of the necessary obligations that the petitioner has presented this evening that may not be in a written form.

ROLL CALL: AYES: Commissioners Kaucky, Ruffolo, Vice-Chairman Wagner; NAYS: Commissioner Remkus. ABSENT: Commissioners Lacayo and Soukup; RECUSED: Chairman Kopp.

MOTION DECLARED CARRIED

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

DK:jp



Proud Member of the
Illinois Route 66 Scenic Byway

Village Board Receive Date: November 23, 2015

Plan Commission/Public Hearing & Meeting Date: November 4, 2015

Prepared By: Jo Ellen Charlton, Planning Consultant

Case Number and Title: PC 15-06: ROC Storage Northwest Corner of Quincy and Executive

Petitioner: ROC Willowbrook LLC.

Action Requested: Approval of a special use for a Planned Unit Development and approval of a Preliminary and Final Plat of Subdivision and Preliminary and Final Plat of PUD

Location: East side of Quincy between 75th/Willowbrook Center Parkway on the north and Executive Drive on the south

PINs: 09-28-403-28 and part of 09-28-403-027

Existing Zoning: M1

Existing Land Use: The north property is improved with a multi-use industrial building. The south property is vacant.

Property Size: 15.434 Acres

Surrounding Land Use:

	<i>Use</i>	<i>Zoning</i>
<i>North</i>	Vacant Property North of 75th	M1
<i>South</i>	Stone Wheel	M1
<i>East</i>	Multi-Tenant Industrial	M1 & OR
<i>West</i>	5 Lots/Buildings	M1 & OR

Documents Attached:

- Exhibit 1. Color Building Elevations (2 Sheets)
- Exhibit 2. Concept Wall Signage Exhibit (1 Sheet)
- Exhibit 3. ROC Industrial PUD Plat (2 Sheets)
- Exhibit 4. ROC Industrial Subdivision (2 Sheets)
- Exhibit 5. Landscape Plan (1 Sheet)
- Exhibit 6. Photometric Plans (3 Sheets)
- Exhibit 7. Building A details (10 Sheets)
- Exhibit 8. Building B details (14 Pages)
- Exhibit 9. Final Engineering (15 Pages)

Necessary Action by Village Board: Legal Counsel and staff recommend the Village Board approve a motion to send this back to the Plan Commission to review the final revised plans and documents to make sure all issues have been addressed, and make a new recommendation that includes findings with regard to special use and planned unit development standards as required by the Village Code.

Site Description:

The subject property is located on the east side of Quincy Avenue between 75th Street/Willowbrook Centre Parkway on the north and Executive Drive on the south. The site is currently improved with one 94,976 square foot multi-tenant building at the north end of the site with site access from Quincy. Located south of the existing building is large undeveloped grassed and treed area and about two thirds of a large pond, which provides detention volume for these properties, as well as properties in the Plaza Court subdivision to the east.

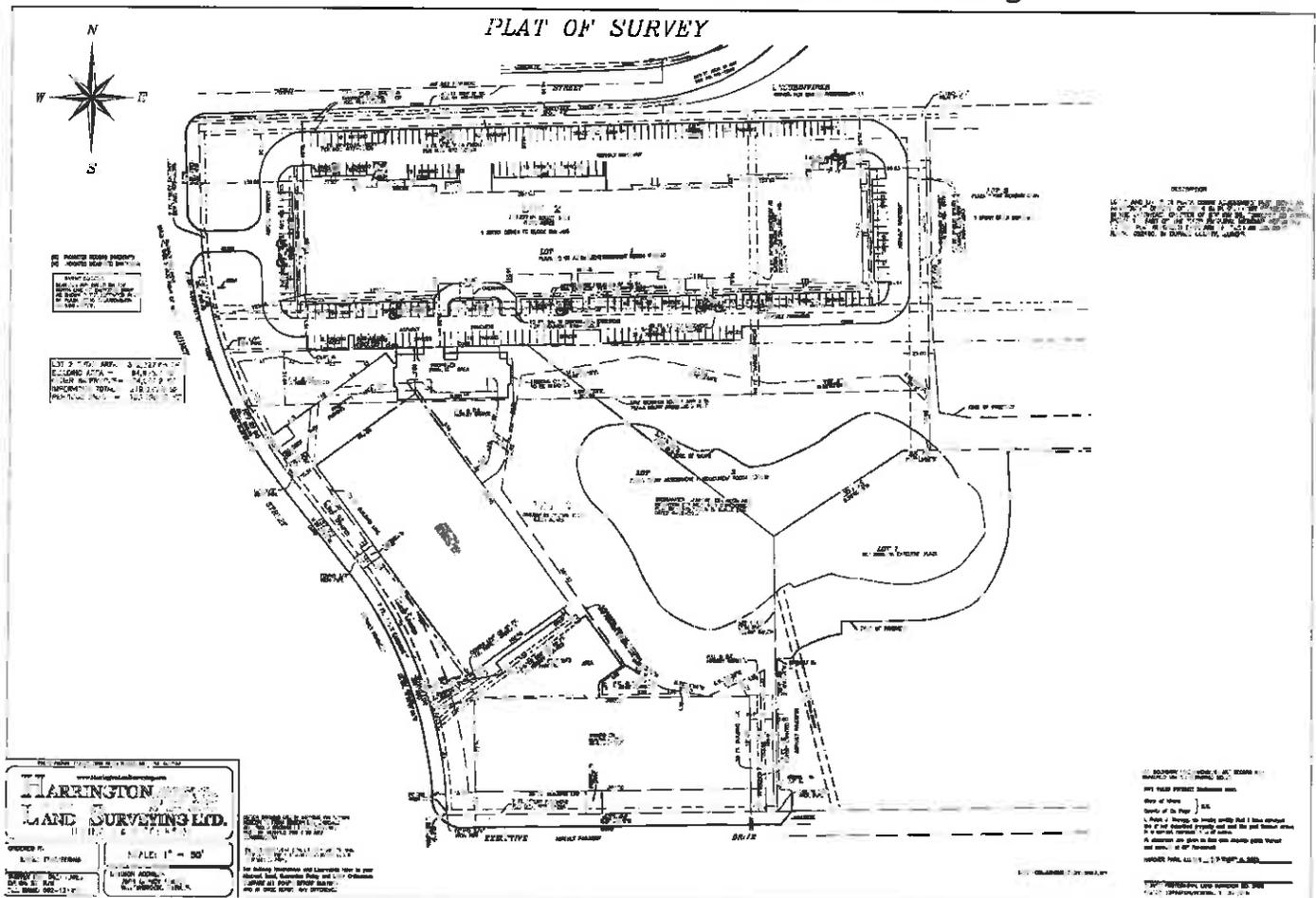
History and Proposal:

The applicant wishes to subdivide and receive PUD approval so that the existing building can be maintained on its own new separate lot. This lot would involve the shifting of an assessment lot line shown located just below (south) of the parking lot to the north, so that the smaller parking lot would become part of the improvements on the new southern lot.



The applicant proposes to build two (2) buildings on a newly created southern lot. As can be seen in the picture below, each of the two new lots will include part of the pond. A larger copy of this image is provided as an attachment. Note that one of the new buildings would parallel and front Quincy, while the southern building would parallel Executive and have frontage on both Quincy and Executive Drive. The new northern building is intended for “drive-in” general goods storage

and will contain 55,656 square feet. Access to this building will be possible via a shared access point through the existing parking lot of the building to the north and full access drives on both the north and south sides of the building. Patrons wishing to purchase a storage space will enter the parking lot on the south side of the building to access the office area, which will be in the southwest corner of the north building. Patrons wishing to store their goods within this building will enter the building in their cars from the north side of the building which provides access to a garage door located on the east side of the building. Once they are finished, they will exit the building through an exit-only garage door to Quincy located midpoint in the building. The second building is intended for the storage of automobiles. It will contain 44,410 square feet. Access to the building will be via Quincy, located between the two buildings. Patrons will be able to drive into the building on the north, and out of the building on the south side to Executive Drive, where the driveway aligns with the access drive to the business across the street. The east side of this building also has a "fire lane" emergency only access drive on the east side of the building.



A larger version of this drawing is attached as Exhibit 3

Staff Analysis

Bulk Regulations and PUD Standards

PUDs may depart from the strict conformance with the required density, dimension, area, height, bulk and other regulations for the underlying zoning district and other provisions of the Zoning Ordinance to the extent specified in the preliminary plat and document authorized the PUD so long as it will not be detrimental to or endanger the public health, safety and general welfare, except that there are no exceptions for complying with 7 of the 12 PUD Standards which will be discussed in

more detail at the next meeting as part of the findings and recommendation by the Plan Commission. The departures are identified as "exceptions" and outlined in any approving ordinance. A list of the underlying bulk requirements for which "exceptions" are being requested is provided in the table below.

Regulation	Required/Allowed	Provided
Lot 1 West Building Setback	40'	Minimum 30' (varied per plan)
Lot 1 South Building Setback	40'	30'
Lot 1 East Parking Setback	10'	5' for Fire Lane Only.
Lot 1 North Parking Setback	10'	0' (varied per plan)
Lot 1 Driveway to lot line	Minimum 70'	5' (fire lane only)
Lot 1 Minimum Foundation Lscape	7'	Minimum 0' (per plan)
Lot 1 Loading Space	1 for each building	None
Lot 1 Dumpster	1 enclosed and landscaped	None
Lot 2 South Parking Setback	10'	None
Lot 2 Parking	269	237
Spacing between driveways	Minimum 400'	310' between 2 northern drives
Driveway Centerline	Not < 70' from lot line	22.5 (only fire lane from east line per plan)
Landscaping		Per plan

Access, Circulation, and Parking Lots

As shown and discussed above, there are two main parking lots being added as part of the new development. The new northern parking lot will be accessed and located on the north side of the new north building. The parking lot will be accessible via a new driveway on Quincy, located about 310 feet south of the existing driveway serving the existing building on the north end of the property. The new north parking lot will also be accessible via the existing parking lot that serves the north building. Staff is recommending the end landscape islands be extended into the existing parking lot on Lot 1 to better define the cross connection and protect parked cars from turning movements. The cross connection between the existing and the new buildings will be covered by a new "cross access easement" allowing the perpetual cross-over between the two properties even if ownership on one or both lots changes in the future. There are a total of 53 parking spaces in the new north parking lot.

The second new parking lot will be located between the two new buildings, south of the lot discussed above. Patrons wishing to lease space in either of the two new buildings will use this parking lot to visit the leasing office located in the southwest corner of the north building. This lot will also be the primary entrance point for patrons who lease space in the south building to store their automobiles. There are a total of 18 parking spaces in the new south parking lot.

It is important to note that the location on both buildings where vehicles exit the building provides only a short distance between the building and the street, about enough for one car. Staff is recommending a condition that the flow through the building be mandated so that these doors may only be used to exit the building since reversing the flow and utilizing these doors to enter the buildings would cause backups in the public streets if more than one vehicle was waiting to enter the building.

Parking and Loading Space Requirements

Because this project involves the relocation of an existing lot line that effectively reduces parking for the existing building located on the north side of this lot, parking is evaluated for the existing building as well as the two new buildings:

1. **Existing Building Parking Requirement.** The existing building on the north side of the project provides 237 existing parking spaces, excluding those spaces in the small lot extension on the south, which contains 29 parking spaces. The developer intends that these new spaces will be redeveloped and incorporated on the lot with new construction. It is therefore necessary to evaluate whether the remaining existing parking adequately serves the existing building on the north end of this property.

The parking table below summarizes the Zoning Ordinance parking requirement for the existing 7501 Quincy building. This building accommodates nine tenants, most of whom are a hybrid of office, warehouse, and distribution uses, so while the table selects “the best” use classification for each tenant, it’s likely that each use isn’t solely a true “office” or “warehouse” user.

**Parking Calculations for 7501 Quincy
 (Tenants, Square Footages and Employee Data provided by Owner)**

Unit	Tenants	Sqft	Parking Use Type (1)	Emp	Sqft Park Calc	Emp Park Calc	Required Parking
100	Remprex	17,688	1	40	78.61		79
10	Carrier Corp	10,152	2	9	7.77	6	8
130	King Koil A	20,000	2	15	14.33	10	14
	King Koil B	6,797	1		30.21		30
140	Denbur, Inc	3,610	2	2	3.41	1.333333	3
145	South Side Control	3,835	2	2	3.56	1.333333	4
150	Those Funny Little People	3,883	2	2	3.59	1.333333	4
160	Rimkus	16,884	1	13	75.04		75
175	Federal Heath Sign Co	5,065	1	7	22.51		23
180	LaForce, Inc.	6,500	1	12	28.89		29
	TOTALS	94,414		102			269
	Available Parking						237
	Surplus/(Deficit)						(32)

(1) Parking Use Type

1 = Office = 1 space for every 225 square feet

2 = Warehouse, Storage and Mail Order Establishments = Greater of 4 spaces + 1 space for every 1,500 sf gt 4,500; or 1 space for every 1.5 employees'

The table concludes that based on a strict ordinance interpretation, the building requires 269 parking spaces, while only 237 are provided. This may be why the additional 30 spaces were constructed south of the existing southern lot in the past. It is interesting to note that the 269 space parking requirement is 167 parking spaces more than the total number of employees reported by the owner.

A recent count of actual cars on a Google map image counted 94 cars on the site, which might indicate an actual parking requirement closer to the number of employees. The site may be over-parked, and the Plan Commission should ask the applicant to clarify the actual parking need for this building. If the Plan Commission deems appropriate, a maximum employee limitation could be placed on the 7501 Quincy building as a means to better regulate parking. This is possible given the flexibility afforded by the Planned Unit Development process. If this condition is imposed, it would be up to the owner to provide employment data to the Village with each new tenant occupancy. The alternative would be to leave things status quo, especially given that a cross access and shared parking agreement is in place that allows for shared access and parking of the new lot located on the north side of the north building.

2. **New Construction Parking Requirement.** The Zoning Ordinance does not provide a specific parking requirement for a “self-storage” use. The closest use defined in the ordinance is “Warehouse, Storage, Wholesale and Mail Order Establishments”, which requires the greater of 1 space for every 1.5 employees, or 4 spaces plus 1 additional space for every 1,500 square feet over 4,500 square feet. With 100,066 square feet of space in the two new buildings, this calculation requires 69 parking spaces, while 71 total parking spaces are provided on both the north and south sides of the building. Because patrons use this site primarily to either store a car in the south building or to arrive in their car, drive into the building and unload items into a storage locker, there is no real need to provide code compliant parking spaces for this use. In this regard, the site is probably over-parked. It is not uncommon for these types of uses to lease these spaces for the storage parking of trailers, RVs, and other vehicles. This is specifically prohibited in the M-1 zoning district, and will be included as a condition of approval as part of the PUD
3. **New Construction Loading Requirement.** The Zoning Ordinance requires one loading space for each of the two new buildings, however none are provided given the inside loading function of this particular use. The only concern with granting this exception given the design of the project is that there is no room to add loading spaces if at any point in the future this property is sold for a use other than a self-storage facility. The Plan Commission should consider whether conditions on future use should be imposed on this approval.

Stormwater Management

Detention for this property was provided in the past, when the owner made improvements to the existing pond to provide additional storage. It was determined at that time that the additional storage could be utilized for the future development of this southern vacant property. This is why there is no new stormwater feature included with this development. The pond improvements, however, do not meet the “bmp” requirements of the DuPage County Stormwater Ordinance, which is why “rain gardens” are incorporated into the design of Lot 1. The Village Engineer has evaluated the latest set of Civil Engineering documents for compliance with the County Ordinance and is satisfied that conditions are met.

Comprehensive Plan:

Similar to many of the surrounding properties, the Comprehensive Plan recommends industrial uses for this site. This development pattern was established when development began in the area and this site is one of only a couple of new development site remaining in the “industrial” area. Unfortunately, many of the industrial uses were constructed at a time with little regard to adequate provision of off-site loading, so many existing buildings in the park must use the public streets to

wait and/or to maneuver into the loading dock areas. This is particularly prevalent along Quincy and the section of Executive Drive adjoining the subject property. This is why the developer was asked to ensure minimal traffic impacts on these adjoining streets. The proposed project's design meets this objective, but only if the vehicular flow through the buildings is directed on way...with the overhead doors along both street frontages only being used for exiting purposes. This is very important and will be memorialized as a condition of approval.

As a use that caters to the general public who have mostly home based goods to store, a self-storage facility is not specifically a use that is listed in the M-1 District. Although it has become apparent over the last couple of years that there is interest in properties in this area for non-traditional/non-industrial uses, the Village must exercise care when introducing these uses so as not to negatively impact the uses the area was planned for. While managing traffic and minimizing the interaction between business truck traffic and commercial automobile traffic is important as discussed above, so is maintaining the image of the area as a business/industrial park. Traditional self storage facilities like the one on Frontage Road would not be appropriate here visually, with all the overhead doors. The proposed "drive-in" storage facility works well in this location. On the other hand, the appearance of this project should be decidedly industrial, with great care taken not to allow an overly commercialized appearance. There are two facts about these types of indoor storage facilities that are fairly consistent in the industry; they're big and they like to utilize large portions of the building elevations for corporate identity. See the pictures below. This project has been designed appropriately to function well and in harmony with its surroundings, but in order for the Plan Commission to make a finding that this use is consistent with the Comprehensive Plan, it will also be important that the overly commercialized appearance be regulated, while still providing appropriate opportunities for visibility and image. This has been somewhat overlooked so far, while everyone was working so hard to make the project function properly on the property. Elevation details are too limited at this point to ensure an appropriate design and use of the building's elevations, and for this reason, staff is recommending these details be discussed at the meeting, direction provided and that these details be memorialized in document revisions for final PUD consideration at the next meeting. Additional information is provided below under "Elevations."



Use:

The property is zoned M-1, which lists the following as a permitted use:

“Any production, manufacturing, assembling, processing, cleaning, servicing, testing, repair or storage of materials, goods or products and business offices accessory thereto, which conforms with the performance standards set out in Chapter 9 of this Title.” Chapter 9 mostly deals with typical noise, vibration, glare, and odor issues that can accompany some industrial uses. It is important to note that the M-1 District also includes the following standards, which will apply to this development:

- (A) Outdoor Storage: All operations, activities and storage shall be conducted wholly inside a building or buildings. The outdoor storage of trucks, buses and other vehicles is expressly prohibited.

The Village interprets this to prohibit the outdoor storage of vehicles in the parking lot by lease holders or for storage of vehicles for the purpose of renting vehicles or trailers for moving purposes.

- (B) Retail Sales: Except for medical cannabis dispensaries as provided in section [9-8-2](#) of this chapter, no retail sales or services shall be permitted except as incidental or accessory to a permitted use.

The Village normally would interpret that the retail sales of boxes or other storage/moving supplies in the leasing office would be permitted.

- (C) Dispensing Of Gasoline: Dispensing of gasoline from underground storage tanks on premises shall be limited to the requirements of vehicles necessary to the conduct of a permitted use.

The dispensing of gasoline will not be allowed on this site.

- (D) Service Of Vehicles: Service and maintenance of vehicles shall be permitted only such as is necessary to the conduct of a permitted use.

The servicing of vehicles will not be allowed on this site.

- (E) Exterior Lighting: Exterior lighting fixtures shall be shaded wherever necessary to avoid casting excessive glare upon adjacent property, in compliance with the requirements of section [9-9-8](#) of this title.

- (F) All Premises: All premises shall be furnished with all weather, hard surface walks, and except for parking areas, the grounds shall be landscaped.

- (G) Residential District: If the lot adjoins a residential district, screening shall be provided at the lot line sufficient to protect on a year round basis the privacy of the adjoining residential uses.

- (H) Residential Purposes: No building shall be used for residential purposes. (Ord. 97-O-05, 1-27-1997)

Landscaping:

Existing landscaping on the site is limited mostly to the edge of the pond and in some scattered area within the vacant lot. The owner has complied with initial requests to preserve and enhance the existing landscaping along the pond, and some material between the existing a new development as possible. All interior plant materials will be cleared for development.

In addition to preserving perimeter pond landscaping, new landscaping is being provided around all edges and in the parkway. It is not possible to meet the code compliant landscaping requirements of the Zoning Ordinance because the plan incorporates "rain gardens" in many of the open areas around the perimeter as a means to comply with the "bmp" (best management practice) requirements DuPage County Stormwater Ordinance as discussed above. These rain gardens typically consist of variety of native grasses and perennials that, once established, are not mowed and appear more native. The purpose of these grasses is to slow down and clean stormwater before it enters the sewers. The plans call for all of these areas to be seeded, however staff recommends a mix of seeds and plugs for the 2 rain gardens visible along Quincy, as this will ensure immediate as well as long term functional benefits. The Landscape Architect commented this was done, however it needs to be clarified as staff was unable to understand where the detail was added in the plans. The plans should also be revised to clarify that all areas not planted with rain garden or plant materials shall be sodded.

The plan is also not code compliant with regard to foundation landscaping in a couple of areas. The code requires a mix of deciduous and evergreen shrubs in a 7' landscape strip. The north sides of both new buildings, the east side of the south building, and the elevations next to the pond areas do not have foundation landscaping. These areas are typically less visible from the street or have been screened by other means. Finally, the following additional modifications to the Landscape Notes are required:

1. Modify note number 5 to indicate substitutions must also be approved in writing by the Village of Willowbrook prior to delivery of material.
2. Modify note number 7 to indicate the Village must also inspect and approve the material prior to installation.
3. All parkways and the non-rain garden turf area north of the north parking lot on Lot 1 shall be sodded.
4. Landscaping around the monument sign shall be revised with materials more compatible with materials in the rain garden. An elevation would be helpful. This is discussed in more detail below under "Monument Signage"

Snow Removal:

There appears to be ample opportunities to manage snow without impact the parking on the site.

Garbage:

The new construction site does not provide for any outside enclosed dumpster area. The owner contends that providing any kind of dumpster outside is an invitation for everyone who leases space to use them for more than just their residual garbage. Furthermore, the owner says its office use will produce very little garbage, and that it would prefer to handle any garbage generated by the office or by necessary removal of items from abandoned spaces by taking it out and bringing inside on garbage day after pick up. This can be accommodated as part of the PUD, however staff has concerns. Specific information about garbage handling is provided on Sheet C-12 of the plans. It

provides details that up to a 2 yard dumpster will be utilized and moved in and out by office staff on garbage day, but it does not indicate where outside. This should be indicated on the plans and staff recommends it be in the northeast corner of Lot 1, as there is not another appropriate site to wheel out a 2 yard dumpster.

Staff also recommends a permanent outdoor location for an enclosed dumpster be identified and required in the future if outside garbage containers are consistently utilized outside more than just on pick-up days. One possible alternate location would be at the northeast corner of the site, where vehicles would enter the driveway to access the northern building.

Elevations

Elevation plans and color elevation drawings are provided for both building. Both buildings propose to use 10" insulated pre-cast panels with painted accent stripes. The north building (Building A) is 23' tall and includes a taller element (25') at the southwest corner near the office. The south building (Building B) is a continuous 23' tall building. The north building incorporates a series of spaced storefront type windows, which help break up the long expanse of building. Given that these windows are likely not intended as storefront windows, they should incorporate reflective glazing that does not allow visibility into the building. Storage facilities are notorious for utilizing "windows" as additional signage areas by placing brightly lit faux storage units behind the windows. With 7 large windows spaced along the Quincy frontage, this should not be allowed, except perhaps in the windows near the office. If something other than reflective glazing is utilized, additional details should be provided. Instead of typical "storefront" windows, Building B incorporates 4x4 square windows placed between 12' and 16' high along the façade. It is assumed these windows are more functional and intended to provide natural light into the car storage building. The windows are likely a more practical way to provide light without encouraging vandalism to the vehicles stored inside. Building B also incorporates something different on the corner with no details. The color elevation implies something very different, but staff cannot comment due to the lack of details.



Larger copies of these elevations are included as Exhibit 1

Staff recommends some additional architectural details in both buildings to help break the long horizontal lines. The difference in color and the slightly higher elevation near the office in Building A helps, but additional relief should be utilized on both buildings...especially Building B, which has no change in vertical elevation. Lighting details should be incorporated on the elevation plans, showing the location of proposed wall packs. It is also necessary that elevation plans be better coordinated with civil and landscape plans so that required "man doors" include necessary sidewalk additions (if required) and landscape modifications.

Staff is satisfied with the use of black, white and grey tones for the building color, as shown in the colored elevation, however these details need to be specified on the elevation drawings. Overhead door colors should also be specified. Modifications to building material or color should only be allowed for signage areas to allow appropriate branding. This is discussed in more detail below under "Signage".

Wall Signage:

Up to 100 square feet of wall signage is permitted on both buildings. The latest details show a wall sign near the office, along the Quincy frontage on Building A, and a wall sign on the south elevation of Building B, along the Executive Drive Frontage. The Sign on Building A needs to be revised so that the height of the largest element of the sign is indicated (which is larger than 27").

The latest elevation for a wall sign on the south elevation of Building B also exceeds the 100 square foot limitation, and is also shown placed upon the building material that was not defined very well on the elevation drawings as discussed above. Additional details are required for both the sign and the building material, before support can be provided, especially given that the final operator of this facility has not been identified. Failing to require specific details on this corner may be viewed as an invitation to incorporate more "corporate identity" than the Village may be willing to support.

Monument Signage:

Sheet C-12 provides details for the proposed monument sign, which is proposed to be located near the office, on the north side of the south parking lot. The proposed double faced sign will be situated in the middle of the rain garden which is at a lower grade. As a result, the base of the sign is about 4' high. This rain garden area is heavily planted with native plants, grasses and perennials so it is not clear how landscaping around the sign will work. Grading and landscaping details as part of the elevation detail would be helpful. It is unclear how the proposed signage landscaping will be incorporated with the rain garden landscaping. Additionally, in lieu of the aluminum covering, the base of the sign needs to incorporate the same material as the building in order to comply with the Zoning Ordinance.

HVAC and other Utilities

The location of HVAC and other utilities should be identified. If they are at grade level and visible to the street, they should be screened. If they are on the rooftop, they should also be screened depending on their size and location. Screening details, if necessary, should be provided on the plans

Public Improvements

The only public improvements required as part of this project are the extension of the sidewalk along Quincy and new and replacement parkway trees, which are provided on the plans.

Summary and Staff Recommendation provided to the Plan Commission

Staff is generally supportive of the use and the proposed design layout on the site. Efforts so far have focused very successfully on making this product work physically on this site, and there are only minor modifications in that regard that are required. Additional efforts, however, are required to ensure the intended uses on and within the property are fully understood and to finalize details on materials and elevation details and signage or identity as discussed in this report. This is a relatively large project in a very visible and well-traveled part of the community, and additional efforts from the Village and the developer are required to solidify details that ensure the end product will be successful for the end use while remaining compatible with the industrial environment it will share with its neighbors, which ensures compatibility of this project with the Comprehensive Plan. Staff therefore recommends the Plan Commission conclude the public hearing if all testimony is concluded, but that the Plan Commission continue its final consideration of its recommendation to its next meeting to allow an opportunity for these important plan details to be more carefully discussed, understood, and memorialized in revised plans and documents.

Summary of the Plan Commission Public Hearing and Recommendation

At their regular meeting on November 4, 2015, the following members of the Plan Commission were in attendance: Chairman Kopp, Vice Chairman Wagner, and members Kaucky, Remkus and Ruffolo.

Chairman Kopp recused himself from this hearing as he provides legal representation to the applicant. Vice Chairman Wagner conducted the hearing.

The applicant provided testimony and concluded with a request that the Plan Commission not wait until the December meeting as recommended by staff in the staff report, and instead vote now on the project as presented and discussed during the hearing. Staff provided its report during the hearing and concluded that direction from the Plan Commission on some of the items in the staff report were required, that certain details on the project needed to be finalized, that "conditions of approval" and "findings" needed to be formalized, and that plans needed to be better coordinated before a recommendation should be made. In short, staff recommended the Plan Commission complete the public hearing if possible, but delay any formal vote until the regular December meeting in order to finalize details and plans. A "sample motion" was therefore not provided in the staff report for the Plan Commission's use. Sample motions are typically provided as a guide to ensure statutory requirements are met.

There were no comments from the public after the applicant's testimony and the staff report, and the public hearing was closed. After the hearing, the Plan Commission deliberated several topics raised during the hearing. The Plan Commission was satisfied that they had addressed all the details about the development that were important to them and considered whether they could approve their own motion in response to the applicant's request to take immediate action instead of waiting for a December meeting. The Plan Commission ultimately decided to approve the motion shown in the recommendation letter attached to the Board cover sheet. This motion was drafted during the meeting.

After consulting with legal counsel after the meeting, it was determined that certain statutory requirements were lacking in the public hearing record and the recommendation made by the Plan Commission. Specifically, State Statutes and local codes require the Plan Commission make "findings" with regard to certain "standards" in their recommendations. These standards are typically included in staff reports and referenced in sample motions provided by staff when recommendations are anticipated. They were not provided or referenced in the staff report for this case since a recommendation was not anticipated. The applicant was informed of this deficiency after the hearing and advised that it would be necessary to remand the case back to the Plan Commission so that they could consider a motion that, at a minimum, made the required findings on the required standards and ensure an accurate record for this case. The applicant agreed that the Village Board should remand the case back to the Plan Commission to allow them an opportunity to receive a recommendation from the Plan Commission that ensures an accurate record. Staff further recommends that the Village Board's recommendation to remand the issue back to the Plan Commission include direction that they review the final plans and documents submitted to ensure all issues have been addressed since the developer has requested that the plans be turned around very quickly to the Village Board for their consideration.

Staff recommends the Village Board approve the sample motion at the bottom of Page 1 of this report.

EXHIBIT 1



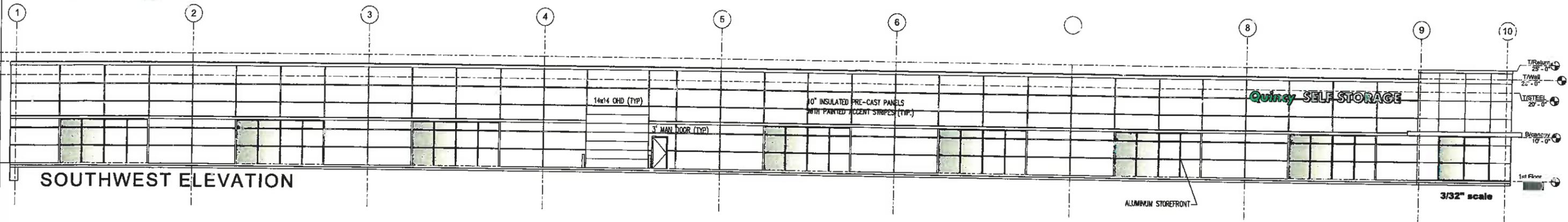
 WILLIAMS
ARCHITECTS



EXHIBIT 2

Building A

UL Listed Channel Letter Displays

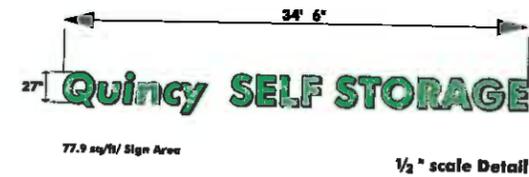
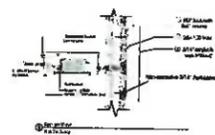


SOUTHWEST ELEVATION

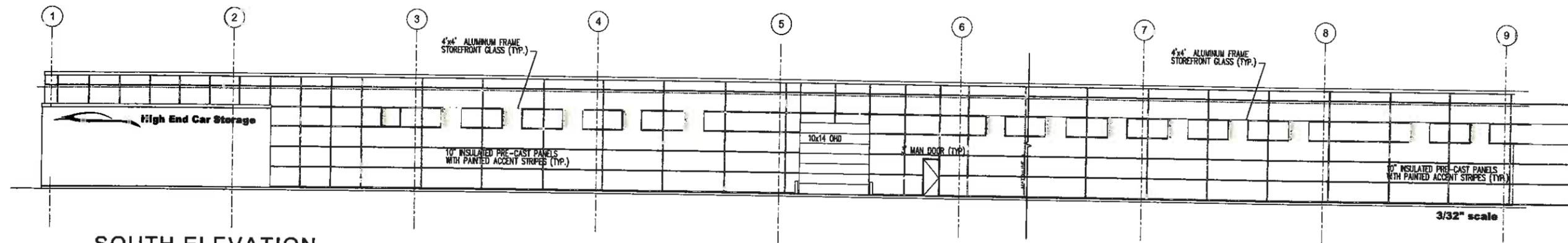
3/32" scale

7601 Quincy Street Willowbrook IL.

UL Listed Flush Mounted Channel Letter Display
Typical Flush Mount Channel Letters with LEDs

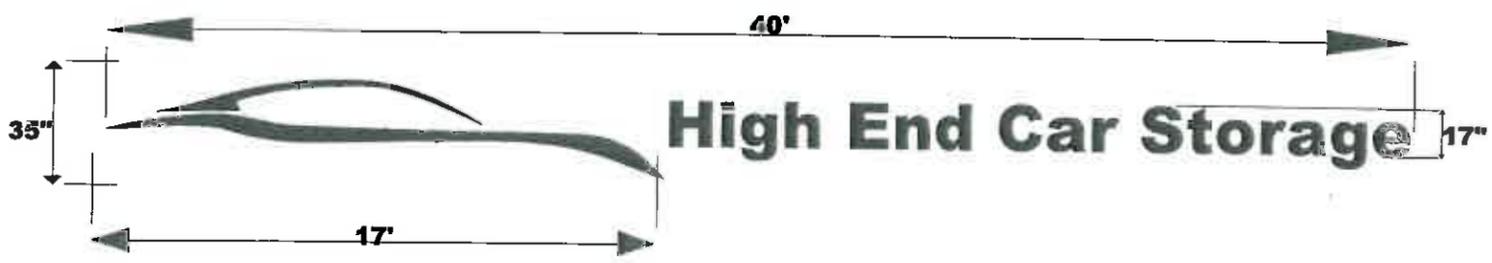


Building B

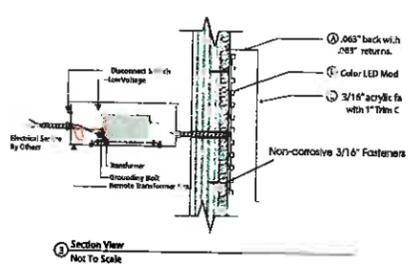


SOUTH ELEVATION

3/32" scale



Typical Flush Mount Channel Letters with LEDs



PROJ. NO.	14046
DATE	10/15
DESCRIPTION	BUILDING A CONCEPT PLANS
DRAWN BY	JRH
SCALE	AS NOTED
PROJECT NUMBER	14046
PROJECT NAME	7601 Quincy Street, Bldg A WILLOWBROOK, ILLINOIS
PAGE	A1.0

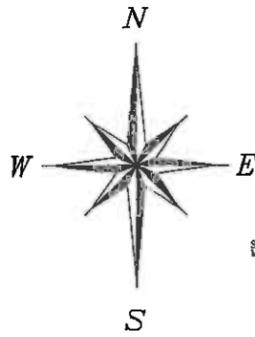
EXHIBIT 3

FINAL PLAT ROC INDUSTRIAL P.U.D.

FILE NO. 08-26-403-027
08-26-103-028

SUBMITTED BY AND RETURN TO:
VILLAGE OF WILLOWBROOK
635 MEADOW CIRCLE
WILLOWBROOK, ILLINOIS 60157

BEING A RESUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH,
RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.



ALL OF BEARINGS
BEARINGS ARE BASED ON THE
NORTH LINE OF EXECUTIVE DRIVE
AS SHOWN ON THE RECORD
PLAT OF PLAZA COURT
RESUBDIVISION AS S.89°13'09"E.

(R) INDICATES RECORD DIMENSION
(M) INDICATES MEASURED DIMENSION

AREA IS EQUAL TO:
672,316.34 SQUARE FEET OR 15.434
ACRES

P.U. INDICATES PUBLIC UTILITY EASEMENT
D.E. INDICATES DRAINAGE EASEMENT

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L1	N.6°15'13"E	60.06
L2	S.69°11'13"E	28.63
L3	N.86°27'29"E	84.27
L4	S.35°00'00"E	6.80
L5	S.55°00'00"E	49.84
L6	N.87°11'01"E	10.00
L7	S.54°07'36"E	24.88
L8	N.89°21'31"E	79.08
L9	N.01°43'03"W	22.57
L10	S.10°19'40"W	31.70
L11	S.5°07'36"E	25.29
L12	S.10°31'04"W	11.07
L13	N.54°07'35"E	25.05
L14	S.10°19'40"W	21.77
L15	S.7°48'21"W	25.25
L16	N.35°00'00"E	12.82
L17	S.87°11'01"W	118.42
L18	S.85°00'00"E	14.92
L19	S.05°15'47"W	87.81
L20	S.35°00'00"E	122.70
L21	S.35°00'00"E	10.77
L22	S.38°17'41"E	33.78

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L23	N.55°00'00"E	10.01
L24	S.55°00'00"E	181.34
L25	S.73°37'00"W	53.72
L26	N.52°52'27"E	30.86
L27	S.35°00'00"E	6.23
L28	N.05°15'47"E	67.53
L29	S.55°00'00"E	61.17
L30	N.25°00'00"E	107.93
L31	N.00°08'27"W	17.33
L32	N.58°00'00"E	37.84
L33	S.5°04'14"E	93.88
L34	S.7°03'20"E	23.18
L35	S.10°56'40"W	3.00
L36	N.8°51'33"W	102.71
L37	N.24°09'04"W	20.00
L38	N.65°52'58"E	35.55
L39	S.00°08'27"W	32.85
L40	N.89°51'33"W	24.18
L41	N.56°47'21"E	86.40
L42	N.51°21'15"E	60.89
L43	N.53°58'34"E	175.41

CURVE DIMENSIONS

NO.	ARC LENGTH	RADIUS	CHORD BEARING
C1	181.70	560.05	N.27°19'08"W
C2	14.53	569.35	N.27°19'08"W
C3	25.42	560.05	N.13°23'19"W
C4	114.27	560.05	N.08°14'17"W

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L44	N.89°51'33"W	24.18
L45	N.56°47'21"E	86.40
L46	N.51°21'15"E	60.89
L47	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L48	N.89°51'33"W	24.18
L49	N.56°47'21"E	86.40
L50	N.51°21'15"E	60.89
L51	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L52	N.89°51'33"W	24.18
L53	N.56°47'21"E	86.40
L54	N.51°21'15"E	60.89
L55	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L56	N.89°51'33"W	24.18
L57	N.56°47'21"E	86.40
L58	N.51°21'15"E	60.89
L59	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L60	N.89°51'33"W	24.18
L61	N.56°47'21"E	86.40
L62	N.51°21'15"E	60.89
L63	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L64	N.89°51'33"W	24.18
L65	N.56°47'21"E	86.40
L66	N.51°21'15"E	60.89
L67	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L68	N.89°51'33"W	24.18
L69	N.56°47'21"E	86.40
L70	N.51°21'15"E	60.89
L71	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L72	N.89°51'33"W	24.18
L73	N.56°47'21"E	86.40
L74	N.51°21'15"E	60.89
L75	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L76	N.89°51'33"W	24.18
L77	N.56°47'21"E	86.40
L78	N.51°21'15"E	60.89
L79	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L80	N.89°51'33"W	24.18
L81	N.56°47'21"E	86.40
L82	N.51°21'15"E	60.89
L83	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L84	N.89°51'33"W	24.18
L85	N.56°47'21"E	86.40
L86	N.51°21'15"E	60.89
L87	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L88	N.89°51'33"W	24.18
L89	N.56°47'21"E	86.40
L90	N.51°21'15"E	60.89
L91	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L92	N.89°51'33"W	24.18
L93	N.56°47'21"E	86.40
L94	N.51°21'15"E	60.89
L95	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L96	N.89°51'33"W	24.18
L97	N.56°47'21"E	86.40
L98	N.51°21'15"E	60.89
L99	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L100	N.89°51'33"W	24.18
L101	N.56°47'21"E	86.40
L102	N.51°21'15"E	60.89
L103	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L104	N.89°51'33"W	24.18
L105	N.56°47'21"E	86.40
L106	N.51°21'15"E	60.89
L107	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L108	N.89°51'33"W	24.18
L109	N.56°47'21"E	86.40
L110	N.51°21'15"E	60.89
L111	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L112	N.89°51'33"W	24.18
L113	N.56°47'21"E	86.40
L114	N.51°21'15"E	60.89
L115	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L116	N.89°51'33"W	24.18
L117	N.56°47'21"E	86.40
L118	N.51°21'15"E	60.89
L119	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L120	N.89°51'33"W	24.18
L121	N.56°47'21"E	86.40
L122	N.51°21'15"E	60.89
L123	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L124	N.89°51'33"W	24.18
L125	N.56°47'21"E	86.40
L126	N.51°21'15"E	60.89
L127	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L128	N.89°51'33"W	24.18
L129	N.56°47'21"E	86.40
L130	N.51°21'15"E	60.89
L131	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L132	N.89°51'33"W	24.18
L133	N.56°47'21"E	86.40
L134	N.51°21'15"E	60.89
L135	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L136	N.89°51'33"W	24.18
L137	N.56°47'21"E	86.40
L138	N.51°21'15"E	60.89
L139	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L140	N.89°51'33"W	24.18
L141	N.56°47'21"E	86.40
L142	N.51°21'15"E	60.89
L143	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L144	N.89°51'33"W	24.18
L145	N.56°47'21"E	86.40
L146	N.51°21'15"E	60.89
L147	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L148	N.89°51'33"W	24.18
L149	N.56°47'21"E	86.40
L150	N.51°21'15"E	60.89
L151	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L152	N.89°51'33"W	24.18
L153	N.56°47'21"E	86.40
L154	N.51°21'15"E	60.89
L155	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L156	N.89°51'33"W	24.18
L157	N.56°47'21"E	86.40
L158	N.51°21'15"E	60.89
L159	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L160	N.89°51'33"W	24.18
L161	N.56°47'21"E	86.40
L162	N.51°21'15"E	60.89
L163	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L164	N.89°51'33"W	24.18
L165	N.56°47'21"E	86.40
L166	N.51°21'15"E	60.89
L167	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L168	N.89°51'33"W	24.18
L169	N.56°47'21"E	86.40
L170	N.51°21'15"E	60.89
L171	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L172	N.89°51'33"W	24.18
L173	N.56°47'21"E	86.40
L174	N.51°21'15"E	60.89
L175	N.53°58'34"E	175.41

LINE DIMENSIONS

NO.	BEARING	DISTANCE
L176	N.89°51'33"W	24.18
L177	N.56°47'21"E	86.40
L178		

EXHIBIT 4

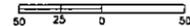
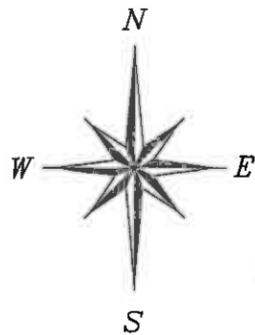
FINAL PLAT

ROC INDUSTRIAL SUBDIVISION

BEING A RESUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 36 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

P.I.N. 09-25-403-027
09-23-403-028

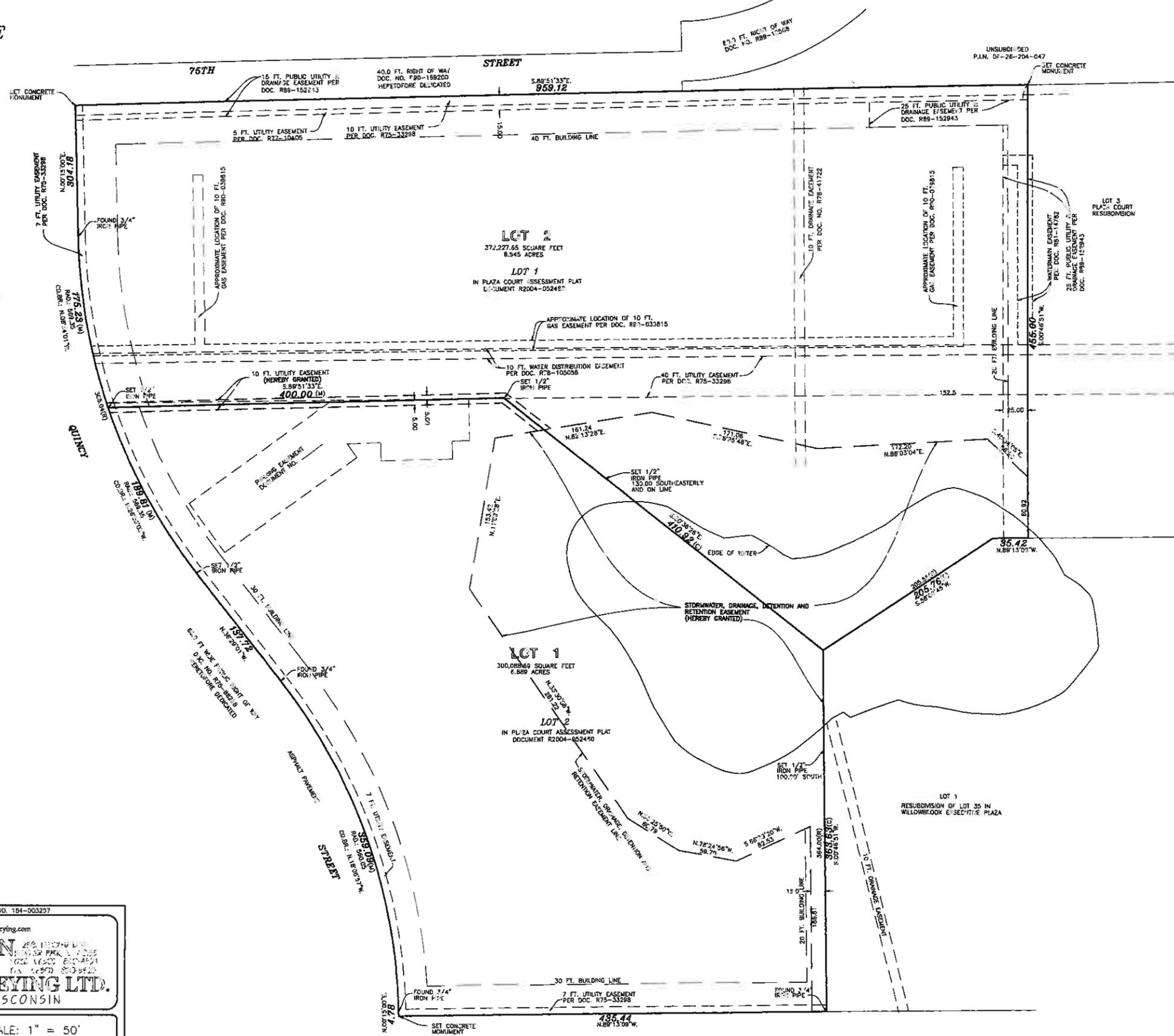
SUBMITTED BY AND RETURN TO:
VILLAGE OF WILLOWBROOK
835 MIDWAY DRIVE
WILLOWBROOK, ILLINOIS 60527



BASE OF BEARINGS
BEARINGS ARE BASED ON THE
NORTH LINE OF EXECUTIVE DRIVE
AS SHOWN ON THE RECORDED PLAT
OF PLAZA COURT RESUBDIVISION
7/5 5.89°13'00"E.

(R) INDICATES RECORDED DIMENSION
(M) INDICATES MEASURED DIMENSION
(C) INDICATES CALCULATED DIMENSION

AREA IS EQUAL TO:
672,347.34 SQUARE FEET OR 15.471
ACRES



SHEET 1 OF 2

PROFESSIONAL DESIGN FIRM REGISTRATION NO. 154-003207

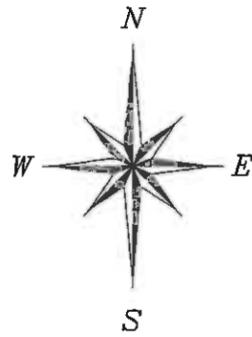
www.HarringtonLandSurveying.com
HARRINGTON
LAND SURVEYING LTD.
ILLINOIS & WISCONSIN

ORDERED BY:
KOZIOL ENGINEERING

SCALE: 1" = 50'

SURVEY NO.: 06Z-13-EST
DRAWN BY: RJH

COMMON ADDRESS:
7501 QUINCY STREET
WILLOWBROOK, ILLINOIS



ROC INDUSTRIAL SUBDIVISION

FINAL PLAT

P.L.N. 09-26-403-027
C-26-403-028

FLOOD ZONE CERTIFICATE

IN AN INSPECTION OF FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 17042-0009 B REVISED DATE, DECEMBER 16, 2004, THE PARCEL SHOWN HEREON IS LOCATED IN ZONE "X" PORTION OF THE PARCEL IS LOCATED IN ZONE "A" AREA OF 100-YEAR FLOOD.

GIVEN UNDER MY HAND AND SEAL AT HANOVER PARK, ILLINOIS, THIS _____ DAY OF _____, A.D., 2015.

ILLINOIS PROFESSIONAL LAND SURVEYER NO. 2436

SCHOOL DISTRICT CERTIFICATE

THIS IS TO CERTIFY THAT I, _____, AS OWNER OF THE PROPERTY DESCRIBED AS THE SUBDIVISION AND LEGALLY DESCRIBED ON THIS PLAT OF THE SAME, HAVE DETERMINED TO THE BEST OF MY KNOWLEDGE THE SCHOOL DISTRICTS IN WHICH SAID SUBDIVISION IS SITUATED, TO WIT:

ELEMENTARY SCHOOL DISTRICT _____ HIGH SCHOOL DISTRICT _____

DATED THIS _____ DAY OF _____, A.D., 2015.

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 I AM A PERSON FULLY KNOWN TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE AFORESAID INSTRUMENT AS SUCH OR NAME(S), APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE/SHE/THEY/SHOULD THE ANNEXED PLAT AS HIS/HER/THEIR OWN FREE AND VOLUNTARY ACT(S) FOR THE PURPOSES THEREIN SET FORTH.

NOTARY PUBLIC _____

COMMISSION EXPIRES: _____

STATE OF ILLINOIS
COUNTY OF DU PAGE

I HEREBY ACCEPTED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS, TO A MEETING HELD THIS _____ DAY OF _____, A.D., 2015.

By: _____
PRESIDENT

ATTEST: _____
VILLAGE CLERK

VILLAGE ENGINEER CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DU PAGE

I, _____, VILLAGE ENGINEER OF THE VILLAGE OF WILLOWBROOK, ILLINOIS, HEREBY CERTIFY THAT THE PUBLIC IMPROVEMENTS FOR THIS SUBDIVISION AS SHOWN BY THE PLANS AND SPECIFICATIONS THEREOF, MEET THE MINIMUM REQUIREMENTS OF SAID VILLAGE AND HAVE BEEN APPROVED BY ALL PUBLIC AUTHORITIES HAVING JURISDICTION THEREOF.

DATED AT WILLOWBROOK, DU PAGE COUNTY, ILLINOIS, THIS _____ DAY OF _____, A.D., 2015.

VILLAGE ENGINEER _____

DU PAGE COUNTY SANITARY DISTRICT CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DU PAGE

APPROVED BY THE DIRECTOR OF PUBLIC WORKS FOR THE COUNTY OF DU PAGE, ILLINOIS, DATED THIS _____ DAY OF _____, A.D., 2015.

DIRECTOR _____

VILLAGE COLLECTOR CERTIFICATE

I, _____, COLLECTOR FOR THE VILLAGE OF WILLOWBROOK, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT OR UNPAID CURRENT OR FORFEITED SPECIAL ASSESSMENTS OR ANY DEFERRED INSTALLMENTS THEREOF THAT HAVE BEEN APPORTIONED AGAINST THE TRACT OF LAND INCLUDED IN THIS PLAT.

VILLAGE COLLECTOR _____

PLAN COMMISSION CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DU PAGE)

APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS, THIS _____ DAY OF _____, 2015.

SIGNED: _____
CHAIRMAN

ATTEST: _____
RECORDING SECRETARY

UTILITY EASEMENT PROVISIONS

PERPETUAL EASEMENTS FOR PROVIDING UTILITY SERVICES TO THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAT AND OTHER PROPERTY ARE HEREBY RESERVED FOR AND GRANTED TO THE VILLAGE OF WILLOWBROOK, IL TO THOSE COMPANIES OPERATING FROM TIME TO TIME UNDER FRANCHISE OR LICENSE FROM THE VILLAGE OF WILLOWBROOK, IL TO UNITS OF LOCAL GOVERNMENT PROVIDING SERVICE TO THE PROPERTY, INCLUDING BUT NOT LIMITED TO AMERITECH, NORTHERN ILLINOIS GAS COMPANY, COMMUNITY HEALTH SERVICES COMPANY, DU PAGE COUNTY WASTEWATER, THE COUNTY OF DU PAGE DEPARTMENT OF ENVIRONMENTAL CONCERNS, AND THEIR SUCCESSORS AND ASSIGNS JOINTLY AND SEVERALLY, TO OVER, UNDER, ACROSS, ALONG, THROUGH AND UPON THE AREAS BOUNDED BY THE LOT LINE AND DOTTED LINE ON THIS PLAT AND INDICATED AS PUBLIC UTILITY EASEMENT AND/OR PUBLIC 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, RE-CONSTRUCT, IMPROVE, KEEP, OPERATE, INSPECT, MAINTAIN, REPAIR, CORRECT, REPLACE, ENLARGE, RENEW, RELOCATE, REMOVE AND/OR INCREASE THE SIZE, NUMBER AND/OR TYPE OF FACILITIES USED IN CONNECTION WITH TRANSMISSION AND DISTRIBUTION OF GAS AND WATER, ELECTRICITY AND TELECOMMUNICATIONS AND CABLE TELEVISION SERVICES, SANITARY SEWER AND ANY OTHER FACILITIES USED IN THE TRANSMISSION, DISTRIBUTION OR TRANSPORTATION OF ANY COMMODITY BY A LIQUID OR GASEOUS STATE, INCLUDING BUT NOT LIMITED TO ALL APPURTENANCES AS MAY BE DEEMED NECESSARY BY SAID VILLAGE, TO OVER, UNDER, ACROSS, ALONG, THROUGH AND UPON SAID EASEMENT AREAS AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, TOGETHER WITH THE RIGHT, BUT NOT THE OBLIGATION, TO INSTALL REQUIRED SERVICES CONNECTIONS ON EACH LOT TO SERVE IMPROVEMENTS THEREON, OR IN ADJACENT LOTS, THE RIGHT, BUT NOT THE OBLIGATION, TO CUT, TRIM OR REMOVE TREES, BUSHES AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT, BUT NOT THE OBLIGATION, TO ENTER UPON THE PROPERTY FOR ALL SUCH PURPOSES. OBSTRUCTIONS SHALL NOT BE PLACED OVER GRANTEES FACILITIES OR IN, OVER, UNDER, ACROSS, ALONG, THROUGH OR UPON SUCH EASEMENT AREAS WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEE. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE PROPERTY SHALL NOT BE ALTERED UNLESS AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF OR THE INTERESTS OF GRANTEE. OTHER RIGHT PROVIDED HEREIN, EASEMENTS FOR STORM WATER DRAINAGE, DETENTION AND/OR RETENTION PURPOSES ARE GRANTED UNDER A SEPARATE PROVISION OF THIS PLAT, AND FACILITIES FOR SAID PURPOSES AND APPURTENANCES THEREOF, SHALL BE CONTROLLED BY SAID PROVISION.

STORM WATER DRAINAGE, DETENTION AND RETENTION RESTRICTIONS AND EASEMENTS

FOR THE PURPOSES OF PROVIDING SUFFICIENT DRAINAGE AND FLOOD CONTROL FOR THE BENEFIT OF THE SUBDIVISION AND PUBLIC GENERALLY, THE FOLLOWING EASEMENTS AND RESTRICTIONS ARE HEREBY DECLARED TO RUN WITH THE LAND AND BE BINDING UPON THE OWNERS OF THE SUBDIVISION AND ITS SUCCESSORS, HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS:

- A PERPETUAL EASEMENT FOR STORM WATER DRAINAGE, DETENTION AND RETENTION PURPOSES IS HEREBY GRANTED TO THE VILLAGE OF WILLOWBROOK, AND THE PUBLIC GENERALLY, TO OVER, UNDER, ACROSS, ALONG, THROUGH AND UPON THE AREAS BOUNDED BY THE LOT LINES AND DOTTED LINES SHOWN ON THIS PLAT AND INDICATED AS DRAINAGE EASEMENT AND/OR PUBLIC UTILITY AND DRAINAGE EASEMENT. SAID GRANT OF EASEMENT SHALL INCLUDE THE RIGHT, BUT NOT THE OBLIGATION, FROM TIME TO TIME TO CONSTRUCT, RECONSTRUCT, IMPROVE, KEEP, OPERATE, INSPECT, MAINTAIN, REPAIR, RENEW, RELOCATE, REMOVE AND/OR INCREASE THE SIZE, NUMBER AND/OR TYPE OF DRAINAGE FACILITIES AND APPURTENANCES THEREON TO OVER, UNDER, THROUGH AND UPON SAID EASEMENT AREAS AND TO ENTER UPON SAID EASEMENT AREAS FOR THOSE PURPOSES.
- NOTWITHSTANDING THE FOREGOING, THE OWNERS OF EACH LOT UPON WHICH SAID EASEMENT AREAS ARE LOCATED, AND/OR THEIR SUCCESSORS, HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS, SHALL MAINTAIN SAID EASEMENT AREAS, AND ANY AND ALL DRAINAGE FACILITIES AND APPURTENANCES THEREON, LOCATED IN, OVER, THROUGH AND/OR UPON SUCH LOT, INCLUDING, BUT NOT LIMITED TO, TREE ROOTS AND VEGEATATION, EXCEPT AS TO SUCH OBSTRUCTIONS AS SHALL NOT BE PLACED OVER, UNDER, THROUGH OR UPON SAID EASEMENT AREAS, AS A MATTER OF RIGHT, BUT NOT OBLIGATION, THE VILLAGE OF WILLOWBROOK, IS HEREBY GRANTED THE RIGHT TO ENTER UPON SAID EASEMENT AREAS AND PERFORM ANY SUCH MAINTENANCE, RELATIVE TO ANY SUCH OBSTRUCTIONS, AND TO CORRECT ANY SUCH ALTERATIONS ON SAID EASEMENT AREAS, AND ANY EXPENSES INCURRED BY THE VILLAGE IN THE PERFORMANCE OF SAID RIGHT SHALL BE A LIEN UPON THE PROPERTY WHEREON SUCH MAINTENANCE IS PERFORMED, SUCH OBSTRUCTIONS ARE REMOVED AND/OR SUCH ALTERATIONS ARE CORRECTED.

STATE OF ILLINOIS
COUNTY OF DU PAGE

I, _____, COUNTY CLERK OF DU PAGE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, NO UNPAID CURRENT TAXES, NO UNPAID CURRENT TAXES, NO UNPAID FORFEITED TAXES, AND NO JUDICABLE TAX SALES AGAINST ANY OF THE LAND INCLUDED IN THE ANNEXED PLAT. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE ANNEXED PLAT.

GIVEN UNDER MY NAME AND SEAL OF THE COUNTY CLERK AT WHEATON, ILLINOIS, THIS _____ DAY OF _____, 2015.

By: _____
COUNTY CLERK

STATE OF ILLINOIS
COUNTY OF DU PAGE

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE DRAINAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF SUCH SUBDIVISION OR ANY PART THEREOF, OR THAT IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, REASONABLE PROVISION HAS BEEN MADE FOR COLLECTION AND DIRECTION OF SUCH SURFACE WATERS INTO PUBLIC AREAS, OR DRAINAGE WHICH ACCORDANCE WITH THE CITY OF WILLOWBROOK'S DRAINAGE PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJACENT PROPERTY BECAUSE OF THE CONSTRUCTION OF THE SUBDIVISION.

DATED THIS _____ DAY OF _____, 2015.

By: _____
ENGINEER

By: _____
OWNER OR ATTORNEY

OWNER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF _____

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE LAND DESCRIBED IN THE ANNEXED PLAT AND THAT SAID OWNER(S) HAS (HAVE) CAUSED THE SAME TO BE SURVEYED AND REBOUNDARIED AS INDICATED THEREON FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND CONFIRM THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

DATED THIS _____ DAY OF _____, A.D., 2015.

ROC WILLOWBROOK LLC
184 N. NAVER BOULEVARD
NAPERVILLE, ILLINOIS

MANAGING MEMBER _____

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF _____

I, _____, NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY

CERTIFY THAT I PERSONALLY KNOW TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OR NAME(S), APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE (THEY) SIGNED AND DELIVERED THE ANNEXED PLAT AS HIS (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., 2015.

NOTARY PUBLIC _____

OWNER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF _____

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE LAND DESCRIBED IN THE ANNEXED PLAT AND THAT NO OTHER PERSON HAS ANY RIGHT, TITLE, OR INTEREST IN SAID LAND, AND THAT SAID OWNER(S) HAS (HAVE) CAUSED THE SAME TO BE SURVEYED AND REBOUNDARIED AS INDICATED THEREON FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

DATED THIS _____ DAY OF _____, A.D., 2015.

ROC WCB LLC
184 N. NAVER BOULEVARD
SUITE 400
NAPERVILLE, ILLINOIS

MANAGING MEMBER _____

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF _____

I, _____, NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY

CERTIFY THAT I PERSONALLY KNOW TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OR NAME(S), APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE (THEY) SIGNED AND DELIVERED THE ANNEXED PLAT AS HIS (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., 2015.

NOTARY PUBLIC _____

MORTGAGE CERTIFICATE

STATE OF _____
COUNTY OF _____

THE UNDERSIGNED BELLS RAY FINANCIAL TRUST AS MORTGAGEE UNDER MORTGAGE RECORDED IN THE RECORDER'S OFFICE OF _____ COUNTY, ILLINOIS, ON _____ DAY OF _____, A.D., 2015, HEREBY CONSENTS TO THE APPROPRIATE REBOUNDARIED PLAT HEREON DRAWN.

RAY FINANCIAL TRUST

By: _____
DATE: _____

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DU PAGE

THE UNDERSIGNED, A NOTARY PUBLIC IN THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT

NO PERSON FULLY KNOWN TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OR NAME(S), APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT AND AS THE FREE AND VOLUNTARY ACT OF SAID _____ AS MORTGAGEE, FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, A.D., 2015.

NOTARY PUBLIC _____

STATE OF ILLINOIS
COUNTY OF DU PAGE

THIS IS TO CERTIFY THAT RALPH J. HARRINGTON, ILLINOIS PROFESSIONAL LAND SURVEYER NO. 2436, HAS SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY: LOT 4 IN PLAZA COURT REBOUNDARIED, REB-G-A REBOUNDARIED OF LOTS 7, 8 AND 9 IN WILLOWBROOK EXECUTIVE PLAZA, A SUBDIVISION OF PORTION OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, AND OF LOT 2 IN THE REBOUNDARIED OF LOT 25 IN WILLOWBROOK EXECUTIVE PLAZA AFORESAID, ACCORDING TO THE PLAT OF SAID PLAZA COURT REBOUNDARIED, RECORDED MAY 22, 1998 AS INSTRUMENT 87-41722 IN DU PAGE COUNTY, ILLINOIS.

AS SHOWN ON THIS SUBDIVISION PLAT, WHICH IS A CORRECT REPRESENTATION OF SAID SURVEY AND REBOUNDARIED, ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF. I FURTHER CERTIFY THAT ALL REGULATIONS ENACTED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK, A MUNICIPAL CORPORATION IN DU PAGE COUNTY, ILLINOIS, RELATIVE TO PLATS AND SUBDIVISIONS HAVE BEEN COMPLETED WITH THE PREPARATION OF THIS PLAT.

I FURTHER CERTIFY THAT THIS SUBDIVISION LIES WITHIN THE CORPORATE LIMITS OF SAID VILLAGE OF WILLOWBROOK OR WITHIN ONE AND ONE HALF MILES OF THE CORPORATE LIMITS OF SAID VILLAGE WHICH HAS ADOPTED A CITY COLL. AS NOW OR HEREFTER ESTABLISHED.

I FURTHER CERTIFY THAT UPON COMPLETION OF MASS OR LOG, IRON PIPES AND CONCRETE ENCLOSURES WILL BE SET BY ALL LOT OWNERS. FURTHERMORE, I DESIGNATE THE VILLAGE OF WILLOWBROOK, OR ITS AGENTS, TO ACT AS THE AGENT FOR THE PURPOSES OF RECORDING THIS DOCUMENT.

GIVEN UNDER MY HAND AND SEAL AT HANOVER PARK, ILLINOIS, THIS _____ DAY OF _____, A.D., 2015.

RALPH J. HARRINGTON
ILLINOIS PROFESSIONAL LAND SURVEYER NO. 2436
2381 LEWIS LANE
HANOVER PARK, ILLINOIS

SHEET 2 OF 2

PROFESSIONAL DESIGN FIRM REGISTRATION NO. 184-03287

www.HarringtonLandSurveying.com

HARRINGTON
LAND SURVEYING LTD.
ILLINOIS & WISCONSIN

214 W. MONROE AVE.
NAPERVILLE, IL 60563
TEL: (630) 833-8844
FAX: (630) 833-8844

STATE OF ILLINOIS
COUNTY OF DU PAGE

THIS INSTRUMENT NO. _____ WAS FILED IN THE RECORDER'S OFFICE OF DU PAGE COUNTY, ILLINOIS AFORESAID, ON THIS _____ DAY OF _____, A.D., 2015.

By: _____
RECEIVER OF DEEDS

ORDERED BY:
KOZIOL ENGINEERING

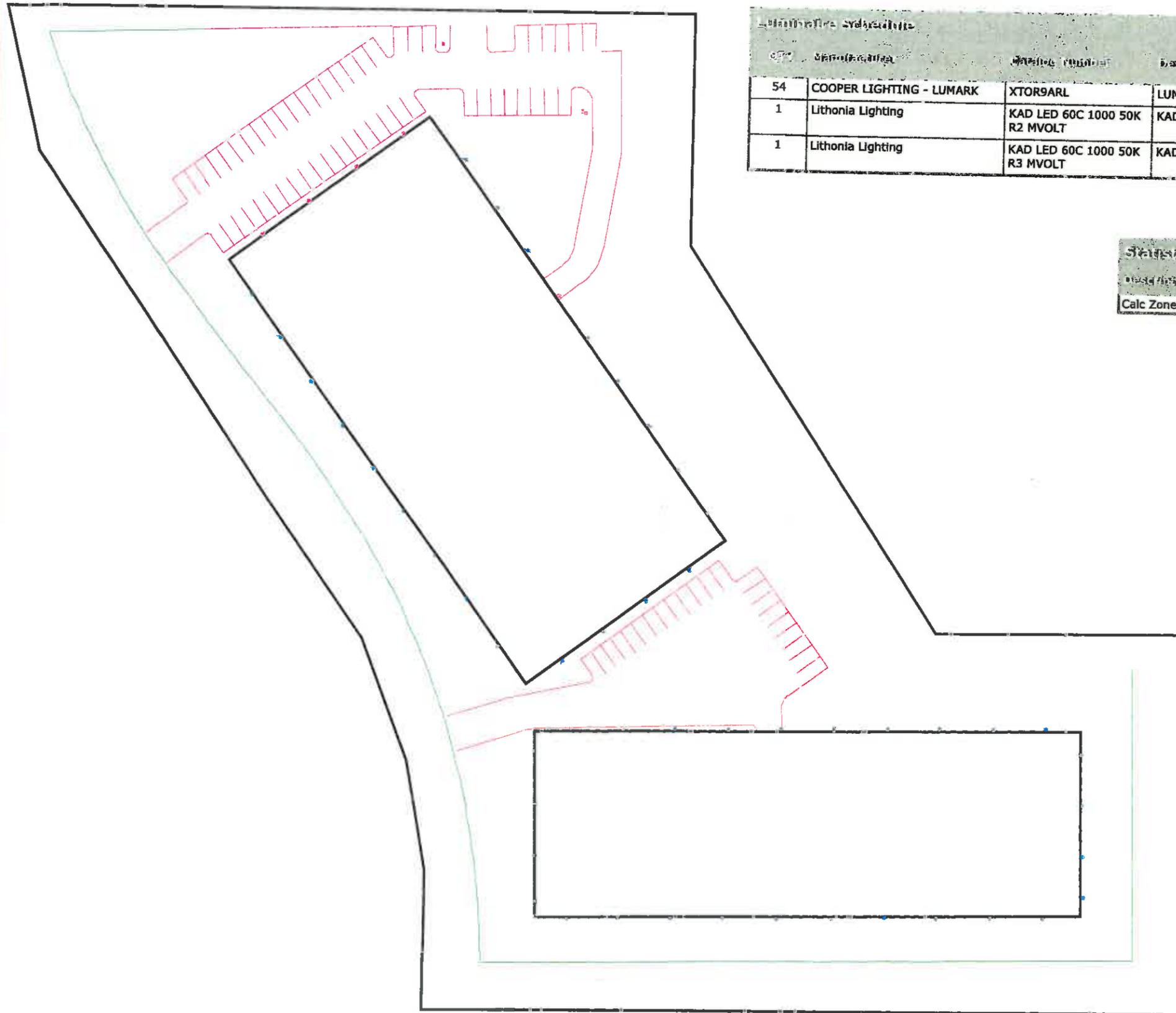
SCALE: NONE

SURVEY NO.: 062-13WEST
DRAWN BY: RJH
FILE NAME: 062-13.DWG

COMMON ADDRESS:
7601 QUINCY STREET
WILLOWBROOK, ILLINOIS.

EXHIBIT 5

EXHIBIT 6



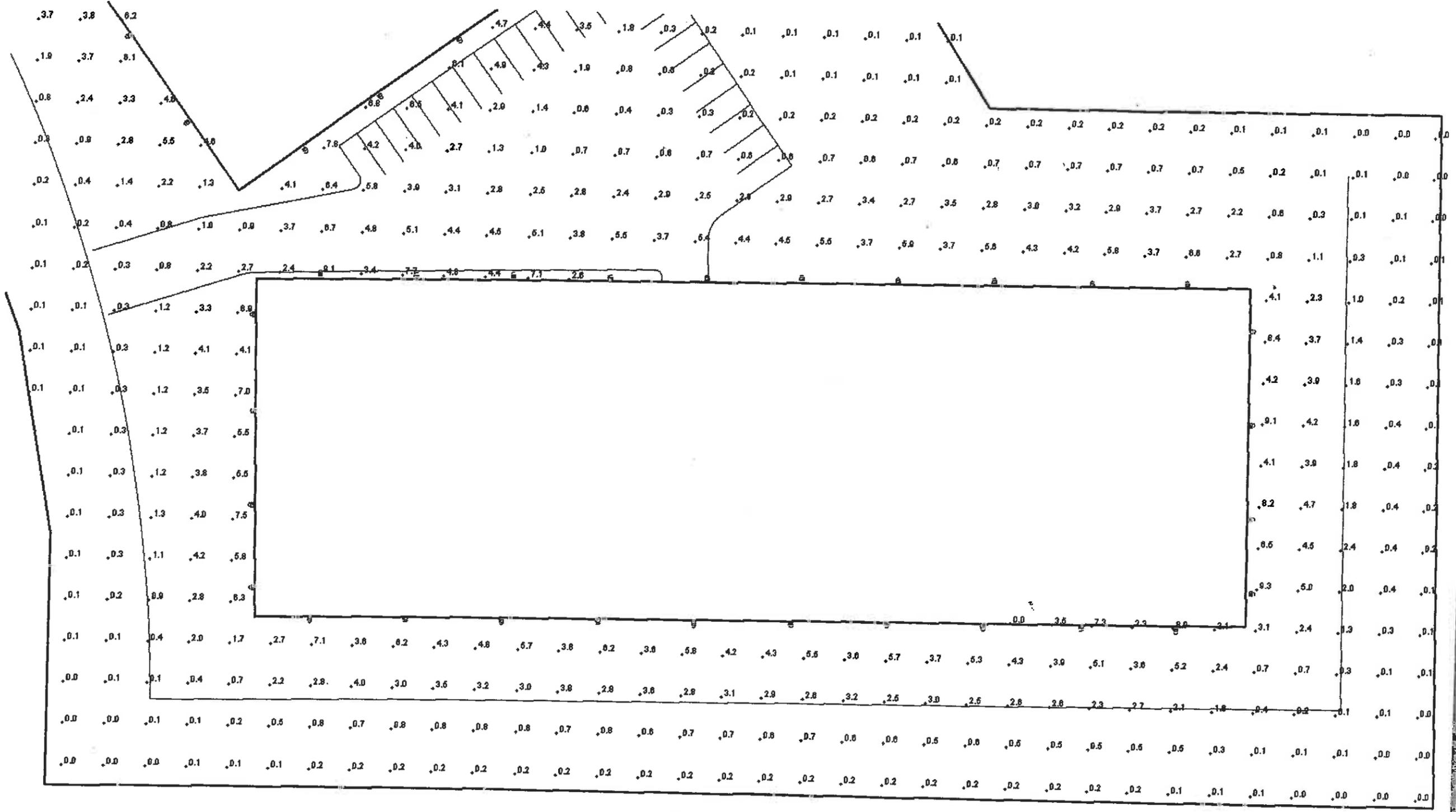
Plan View

QTY	Description	Part Number	Description	Notes
54	COOPER LIGHTING - LUMARK	XTOR9ARL	LUMARK CROSSTOUR MAXX LED 85W - 5000K, REFRACTIVE LENS	84.6
1	Lithonia Lighting	KAD LED 60C 1000 50K R2 MVOLT	KAD LED, 60 LED, 1 AMP MVOLT DRIVER, 5000K, TYPE 2 OPTICS.	432
1	Lithonia Lighting	KAD LED 60C 1000 50K R3 MVOLT	KAD LED, 60 LED, 1 AMP MVOLT DRIVER, 5000K, TYPE 3 OPTICS.	216

Calc Zone #	+	1.8 fc	9.3 fc	0.0 fc	N/A	N/A	0.2:1
Calc Zone #1							

**7601 Quincy St
 Willowbrook, IL
 LED Wall Packs**

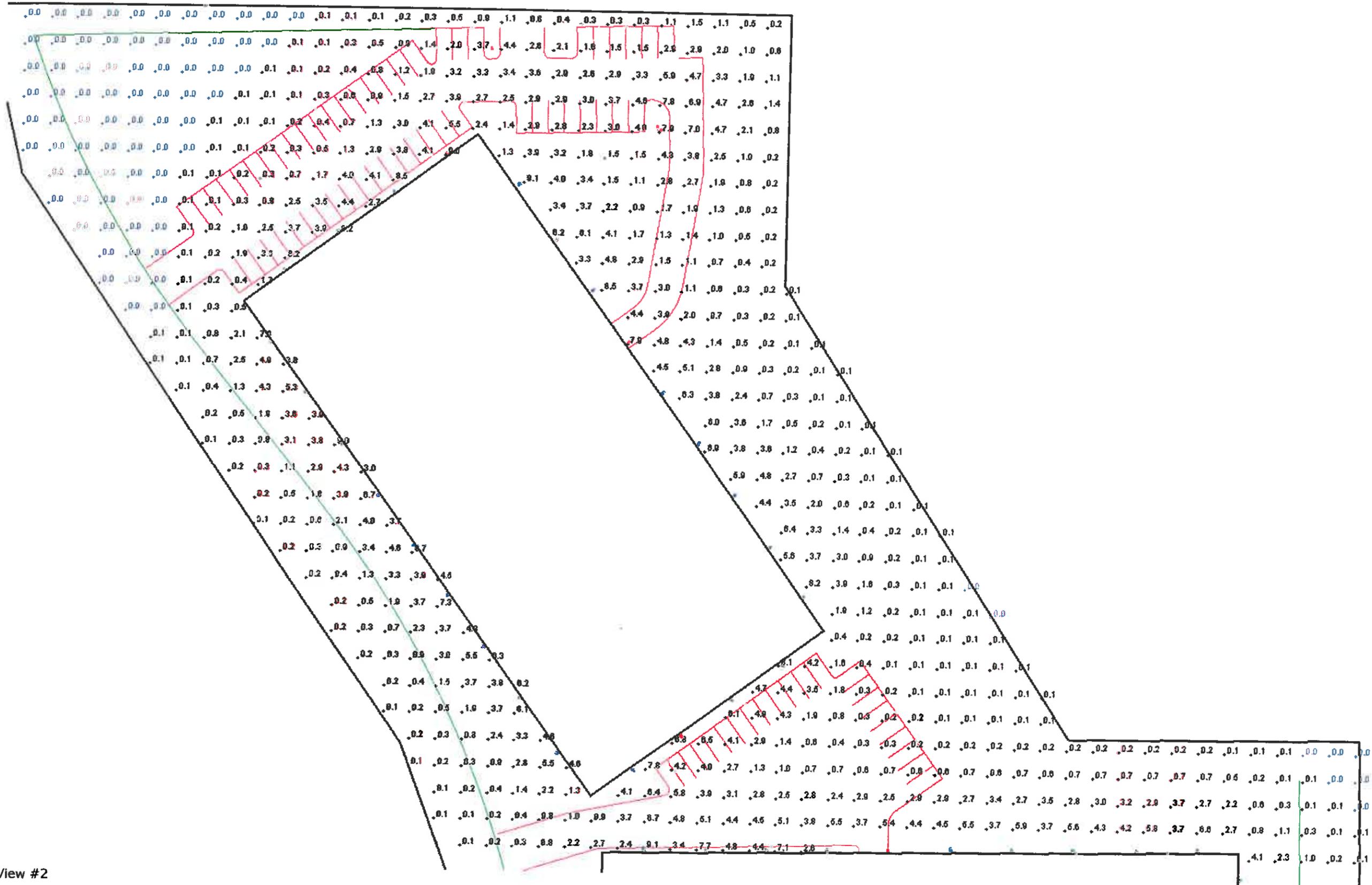
Designer
 Josh Helsel
Date
 6/4/2015
Scale
 Not to Scale
Drawing No.
 Summary



View #1

7601 Quincy St
Willowbrook, IL
LED Wall Packs

Designer
Josh Helsel
Date
6/4/2015
Scale
Not to Scale
Drawing No.
Summary



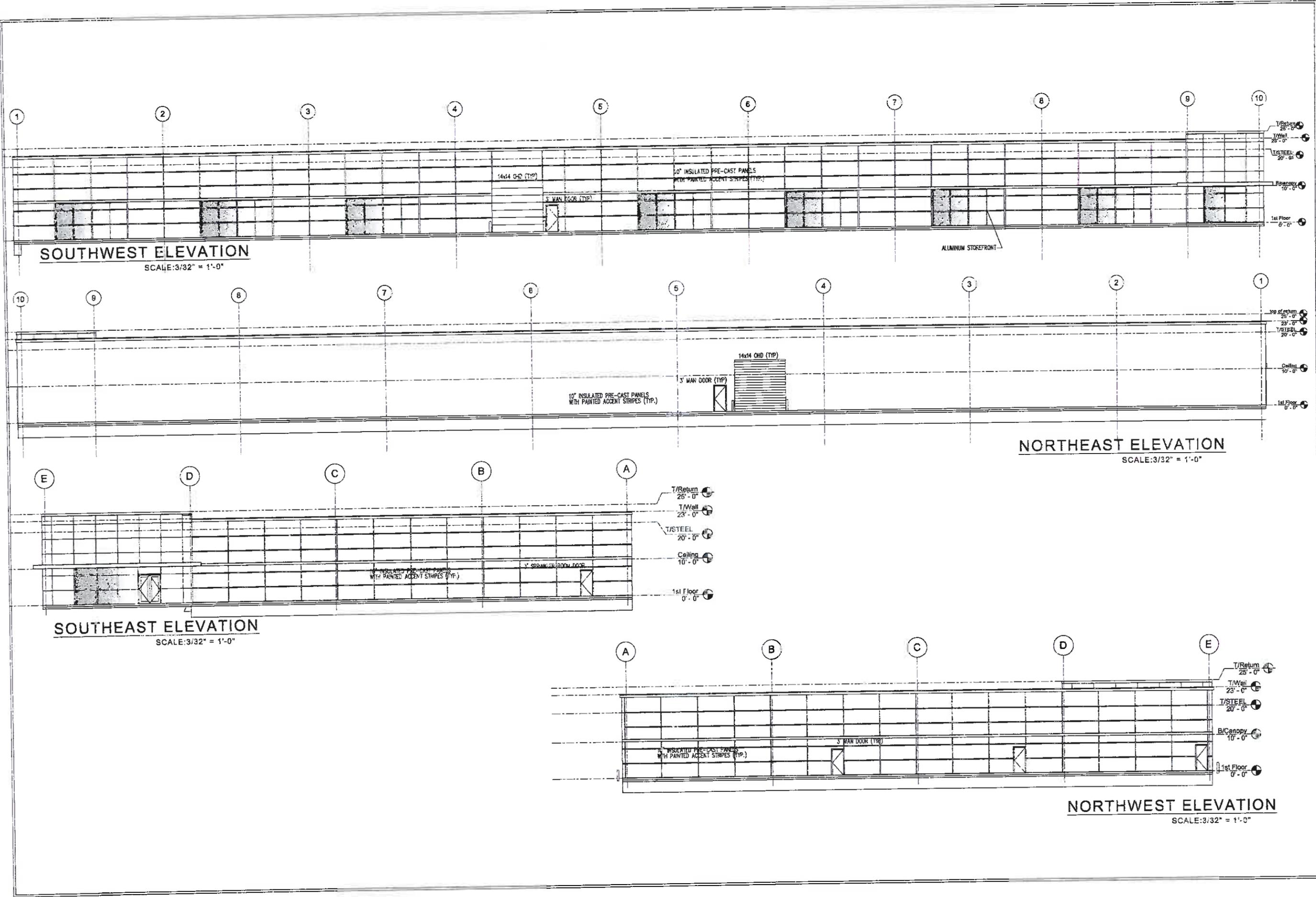
View #2

7601 Quincy St
Willowbrook, IL
LED Wall Packs

Designer
Josh Helsel
Date
6/4/2015
Scale
Not to Scale
Drawing No.

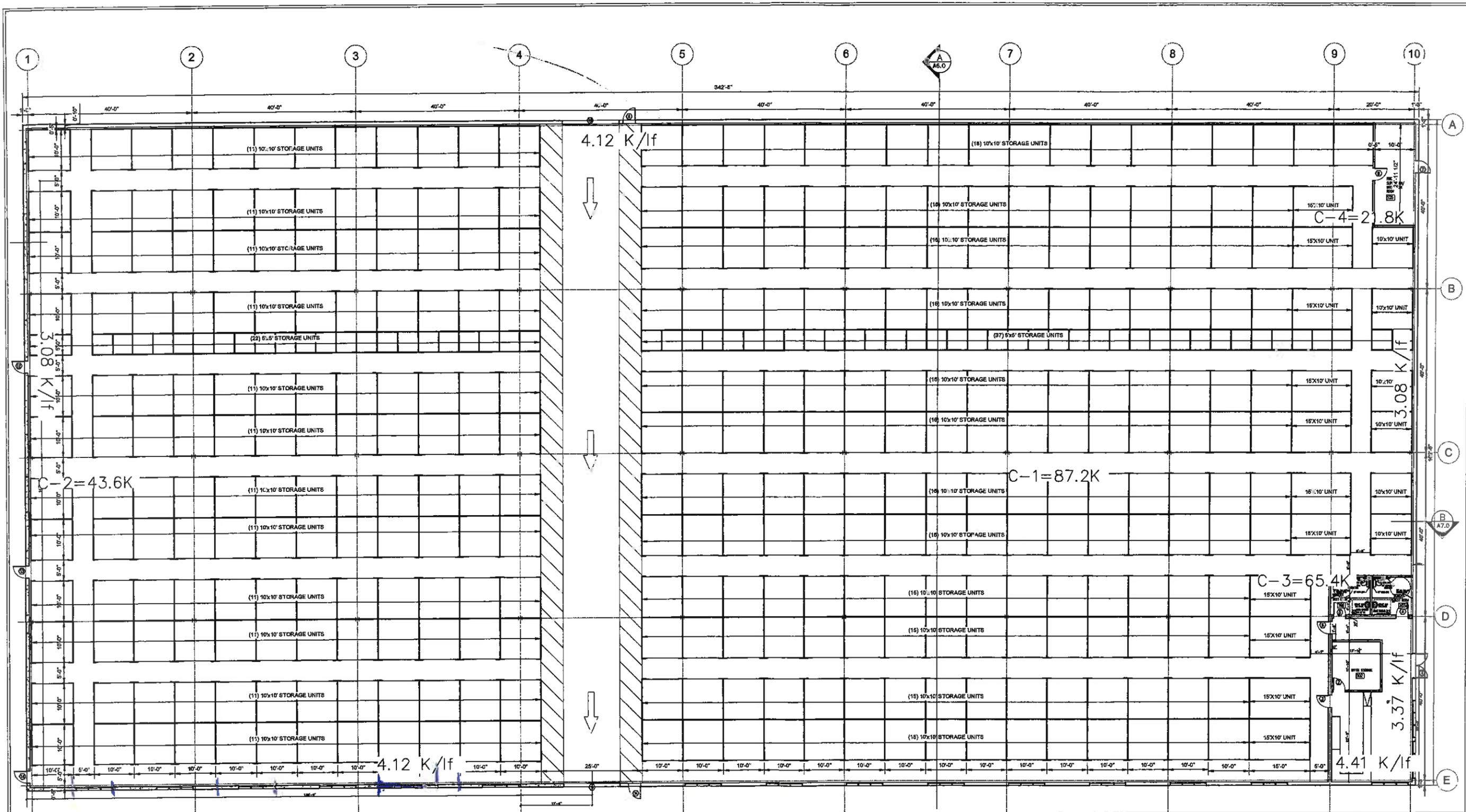
Summary

EXHIBIT 7



REV	DATE	DESCRIPTION	DRAWN BY
0	10/15/15	BUILDING & CONCEPT PLANS	JRH

SCALE AS NOTED
 PROJECT NUMBER 16249
 7601 Quincy Street, Bldg A
 WILLOWBROOK, ILLINOIS



BUILDING SQUARE FOOTAGE	
OFFICE SPACE	1000 SF
MECHANICAL	264 SF
STORAGE UNIT SPACE	54,392.25 SF
TOTAL BUILDING SQUARE FOOTAGE	55,656.25 SF
NUMBER OF STORAGE UNITS	
10'x10'	317
5'x5'	59
10'x15'	11
TOTAL NUMBER OF UNITS	387

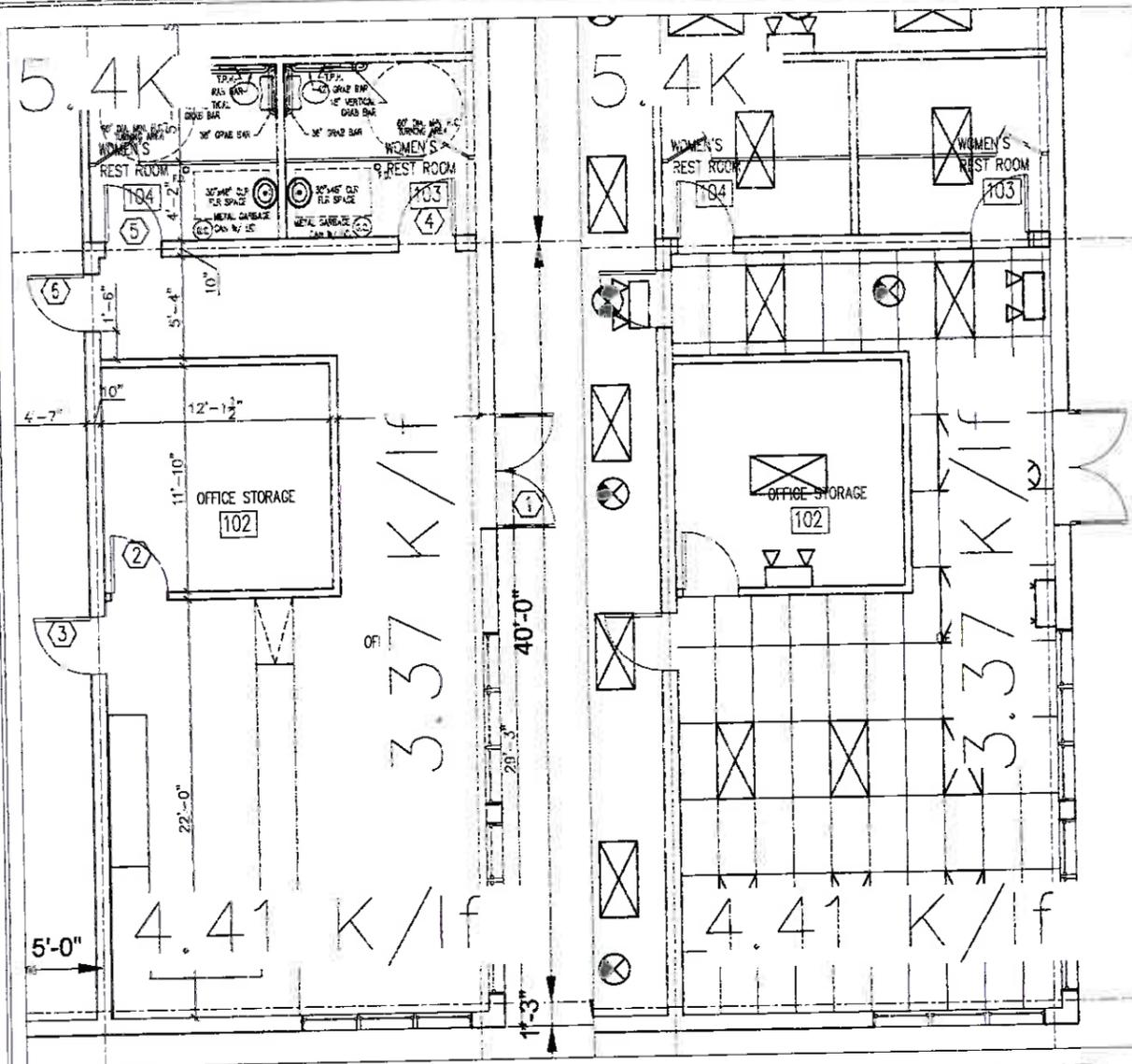
OVERALL FLOOR PLAN

SCALE: 3/32" = 1'-0"



REV	DATE	DESCRIPTION
0	10/15	BUILDING A CONCEPT PLANS

DRAWN BY: JRH
 PROJECT NUMBER: 14249
PROPOSED FLOOR PLAN
 7601 Quincy Street, Bldg A
 WILLOWBROOK, ILLINOIS
 Page 1 of 1



OFFICE FLOOR PLAN
SCALE: 1/4" = 1'-0"

OFFICE REFLECTED CEILING PLAN
SCALE: 1/4" = 1'-0"

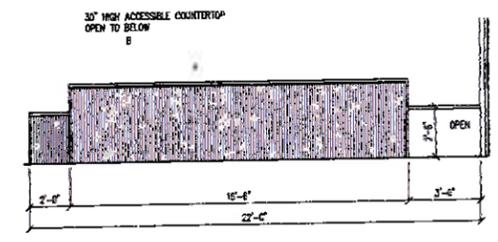
OFFICE LEGEND

- ① LATERAL FILE, 2 DRAWERS 28 3/4" x 14 1/2" x 22 1/2"
- ② FILE & 2 DRAWERS 28 3/4" x 18 1/2" x 22 1/2"
- ③ DRAWER & 1-DOOR CABINET 28 3/4" x 16" x 22 1/2"
- ④ 2-DRAWER & 2-DOOR CABINET 28 3/4" x 30" x 22 1/2"
- ⑤ PROVIDE SUPPORT BEAMS AS REQUIRED
- ⑥ 4" EACH SPLASH
- ⑦ WALL WITH PLASTER 1/2" x 1/2" NO. 4 REBARING IN 45° ANGLES w/ HEAVY DUTY WALL JOISTS - PROVIDE POWER SUPPLY IN WALL BEHIND I.V. (REFER TO ELECTRICAL DWGS.)

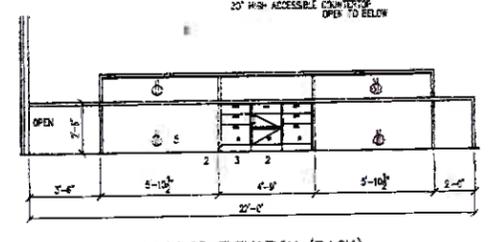
- ⑧ VINYL BASE
- ⑨ DISPLAY AREA
- ⑩ EXIST. STRUCTURE

FINISH LEGEND

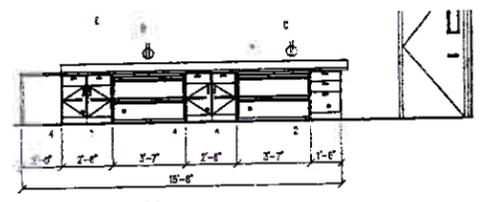
- ① PLASTIC LAMINATE
- ② SOLID SURFACE COUNTERTOP
- ③ PAINTED C/P. 60. - FOR COLOR, REFER TO ROOM FINISH SCHEDULE.
- ④ TOP ROCK / DETAIL - BLACK FINISH
- ⑤ EXISTING CEILING GRID w/ NEW CEILING TILES
- ⑥ SALVAGED CEILING GRID w/ NEW CEILING TILES
- ⑦ STORAGE - BY OTHERS



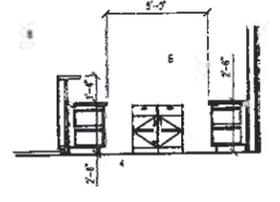
FRONT COUNTER ELEVATION (FRONT)
SCALE: 1/4" = 1'-0"



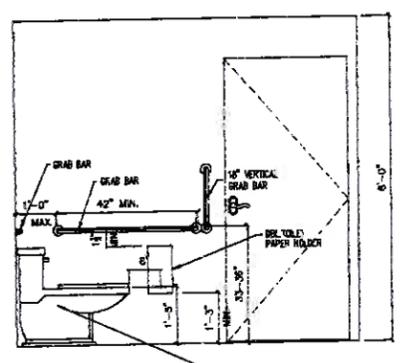
FRONT COUNTER ELEVATION (BACK)
SCALE: 1/4" = 1'-0"



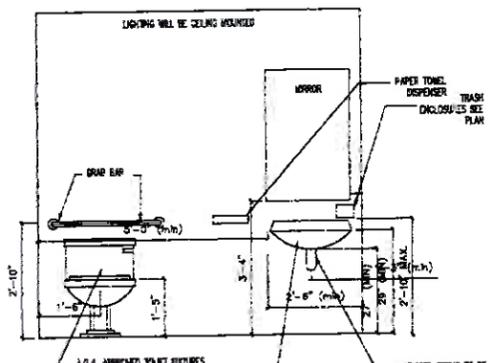
REAR COUNTER
SCALE: 1/4" = 1'-0"



SIDE VIEW
SCALE: 1/4" = 1'-0"



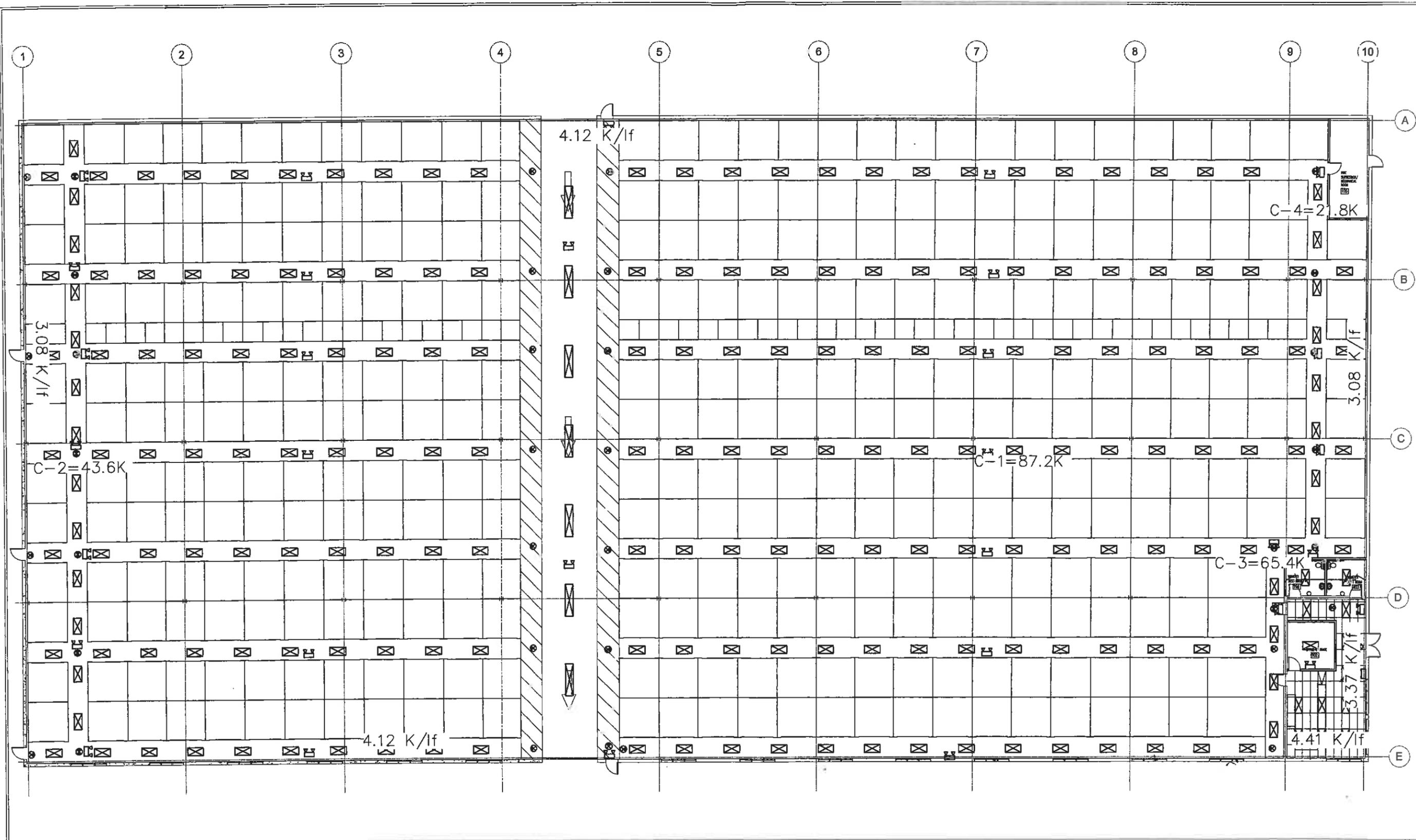
SIDE RESTROOM ELEV.



FRONT RESTROOM ELEV.



SCALE	DESCRIPTION	DATE	BY
AS NOTED	BUILDING A CONCEPT PLANS	08/15/18	JEN
PROJECT NUMBER			
1428			



CEILING PLAN
SCALE: 3/32" = 1'-0"

KOZIOL ENGINEERING SERVICES

1422 Ogden Avenue Lake, Rhode 02832
 PH: (630) 435-8686 F: (630) 435-9798
www.koziolengineering.com

DRAWN BY:	_JRH	DATE	10/20/15	DESCRIPTION
REV	0	10/20/15		BUILDING A CONCEPT PLANS
SCALE AS NOTED		PROJECT NUMBER	1429	

CEILING PLAN PLAN

7601 Quincy Street, Bldg A
WILLOWBROOK, ILLINOIS

Page



ROOF PLAN
SCALE: 3/32" = 1'-0"

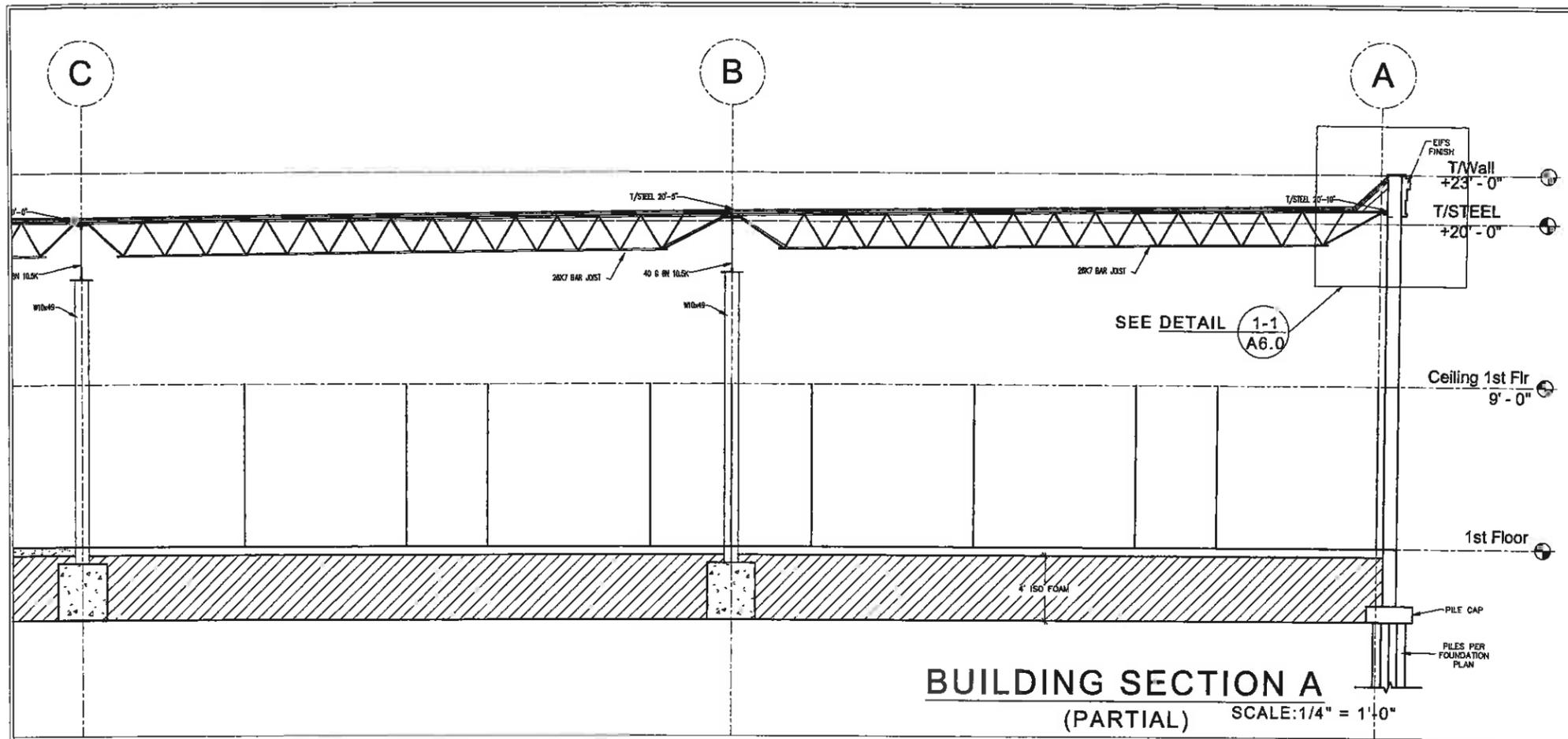
KOZIOL ENGINEERING SERVICES
1627 Ogden Avenue
PH. (815) 436-6868 F. (800) 436-6868
www.koziolengineering.com



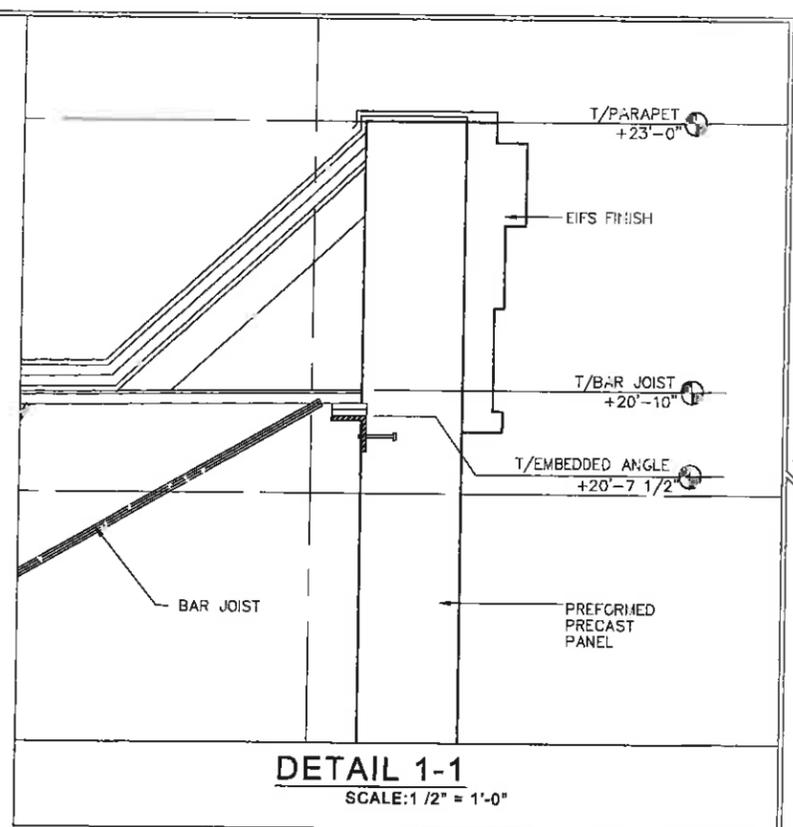
REV	DATE	DESCRIPTION	DRAWN BY
0	10/15/15	ISSUING A CONCEPT PLAN	JPH

SCALE AS NOTED	PROJECT NUMBER 14269
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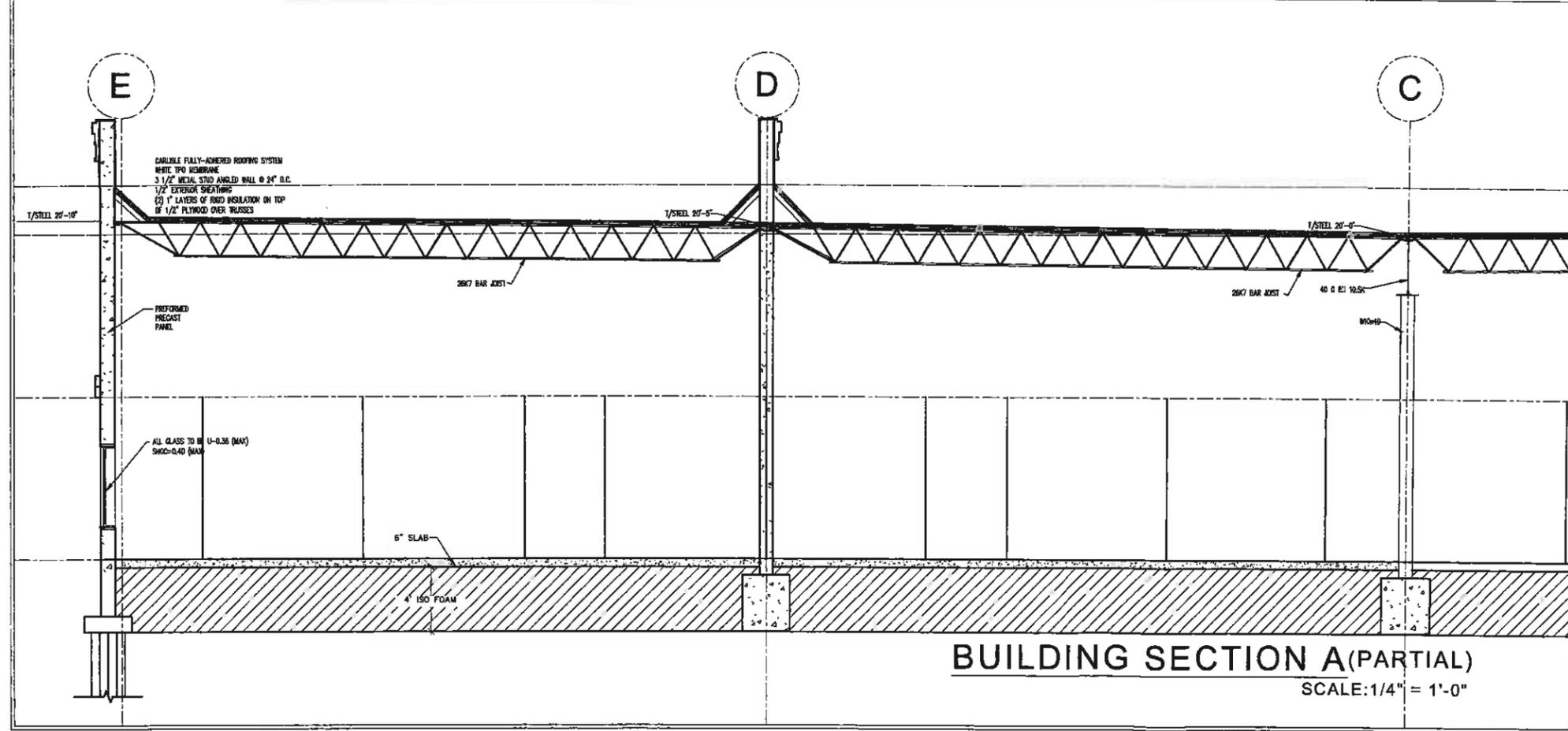
ROOF PLAN
7601 Quincy Street, Bldg A
WILLOWBROOK, ILLINOIS



BUILDING SECTION A
(PARTIAL) SCALE: 1/4" = 1'-0"



DETAIL 1-1
SCALE: 1/2" = 1'-0"



BUILDING SECTION A (PARTIAL)
SCALE: 1/4" = 1'-0"



DESCRIPTION	BUILDING A CONCEPT PLANS
DATE	10/01/15
REV	0
SCALE	AS NOTED
PROJECT NUMBER	14280
BUILDING CROSS SECTION	
7601 Quincy Street, Bldg A WILLOWBROOK, ILLINOIS	
Page	A6.0



NOTE: ALL FINISH COLORS, TILE AND CARPET GRADES BY OWNER.

ROOM FINISH KEY							
FLOORS		BASES		WALLS		CEILING	
KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION
F-1	CONCRETE-SEALED AND PAINTED	B-1	CERAMIC CORNER BASE	W-1	CONCRETE BLOCK - PAINTED	C-1	GYPSUM BOARD - PAINTED
F-2	W-4 COMPOSITION TILE	B-2	4" WPC ZONE	W-2	GYPSUM BOARD - PAINTED	C-2	2x4 ACoustIC TEE
F-3	CERAMIC TILE WITH-SUPPLY	B-3	RUBBER STRAIGHT	W-3	WALL COVERING - STAINLESS STEEL	C-3	2x4 ACoustIC TEE AND GRID SYSTEM
F-4	HARDWOOD	B-4	WOOD (3/4")	W-4	WOOD PANELING	C-4	STAINLESS STEEL
F-5	CARPET			W-5	CERAMIC TILE - FULL HEIGHT	C-5	WALL CLAD MARBLE 2x4 CEILING TEE
				W-6	GLASS AND GYPSUM BOARD	C-6	
				W-7	GYPSUM BOARD - FRP CONDUIT		

DOOR SCHEDULE														
DOOR NO.	QTY.	SIZE			MATERIAL	CORE	TYPE	GRADE	FRAMES			HOUR	FINISH	REMARKS
		W	H	D					MATERIAL	HEAD	JAMB			
FIRST FLOOR														
01	1	3'-0"	7'-0"	1'-0"	METAL	N.C.	A		METAL					INSULATED METAL DOOR W/ COMMERCIAL LOCK SET & GLASS
02	1	3'-0"	7'-0"	1'-0"	METAL	N.C.	A		METAL					INSULATED METAL DOOR W/ COMMERCIAL LOCK SET
03	1	3'-0"	7'-0"	1'-0"	METAL	N.C.	A		METAL					INSULATED METAL DOOR W/ COMMERCIAL LOCK SET & GLASS
04	1	3'-0"	7'-0"	1'-0"	METAL	N.C.	A		METAL					INSULATED METAL DOOR W/ COMMERCIAL LOCK SET
05	2	3'-0"	7'-0"	1'-0"	STEEL	GLASS	B		STEEL					A.S.A. APPROVED PANE HARDWARE BY CLOSURES COMMERCIAL LOCK SET 1/4" TEmPERED GLASS

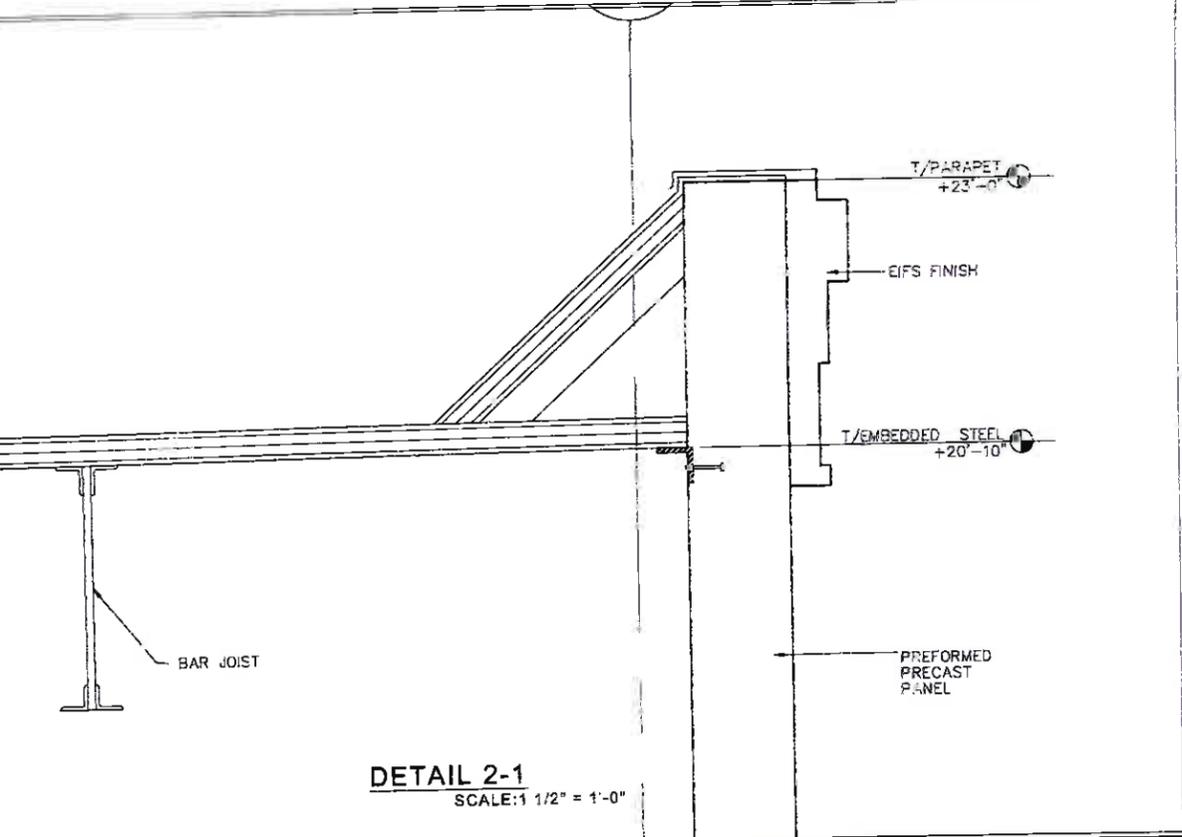
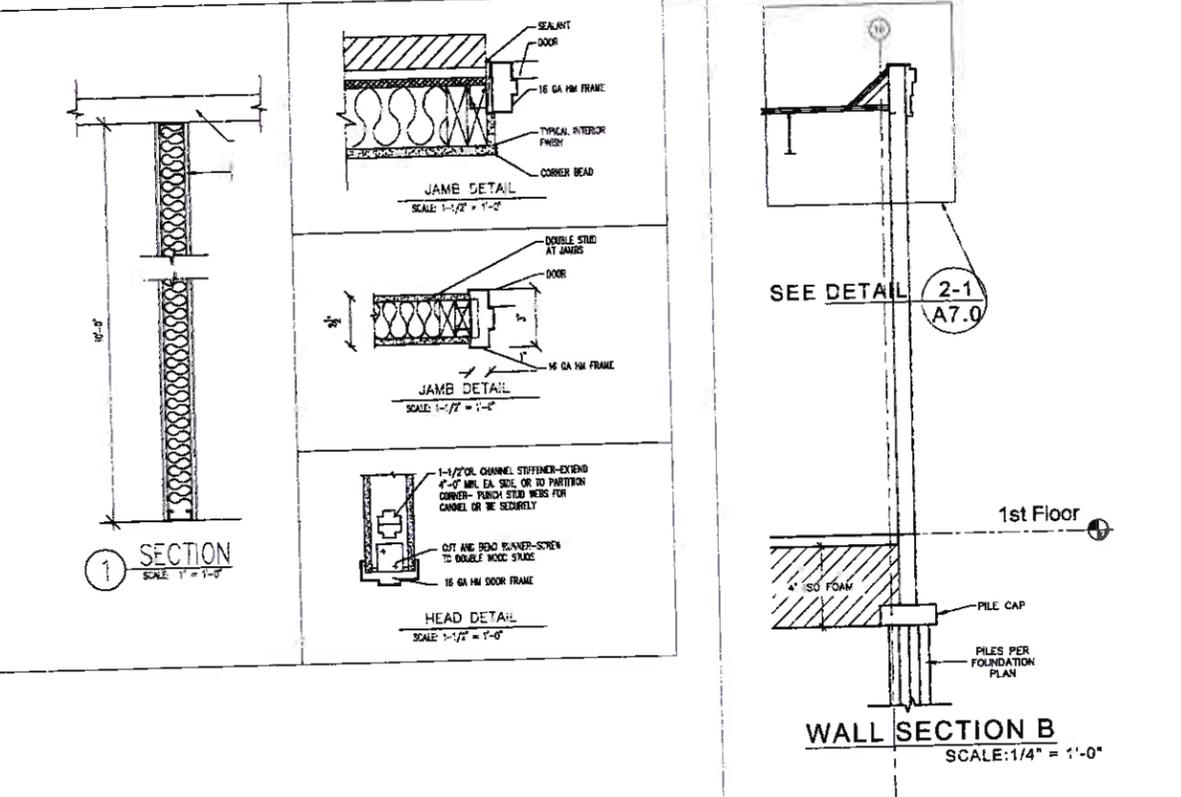
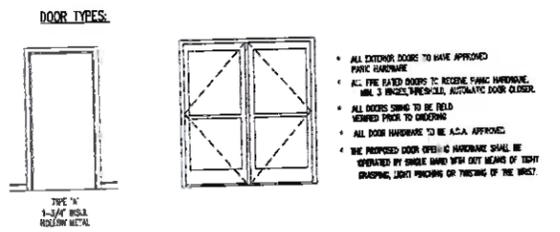
NOTE: OWNER OF CONTRACTOR SHALL SUBMIT MANUFACTURER'S SPECIFICATIONS FOR DOOR HARDWARE. THE OPERATING DEVICES SHALL BE CAPABLE OF OPERATION WITH ONE HAND AND SHALL NOT REQUIRE SHUT, CRUSING, TIGHT PUNCHING, OR TIGHTENING OF THE WREST TO OPERATE. EXCESS DOORS SHALL OPEN READILY FROM THE EXTERIOR WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT.

- GENERAL NOTES**
- THESE NOTES SHALL APPLY WHERE NOT OTHERWISE INDICATED ON DRAWINGS OR IN SPECIFICATIONS.
 - A DETAIL SHOWN FOR ONE CONDITION SHALL APPLY FOR ALL LIKE OR SIMILAR CONDITIONS UNLESS OTHERWISE SPECIFICALLY INDICATED ON THE DRAWINGS.
 - IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND SUBCONTRACTORS TO ENSURE COMPLIANCE WITH ALL GOVERNING RULES, REGULATIONS, CODES, ORDINANCES AND CURRENT STANDARDS OF PRACTICE.
 - ALL WORK SHALL BE PERFORMED BY QUALIFIED CONTRACTORS FAMILIAR WITH THESE DRAWINGS AND EACH TYPE OF WORK REQUIRED.
 - WHILE EVERY ATTEMPT HAS BEEN MADE TO AVOID ERRORS IN THE PREPARATION OF THESE DRAWINGS, THE PREPARED CANNOT GUARANTEE AGAINST HUMAN ERROR. THE CONTRACTOR AND HIS SUBCONTRACTORS ON THE JOB MUST CHECK ALL DIMENSIONS AND DETAILS, AND BE RESPONSIBLE FOR THE SAME.
 - APPROPRIATE SUBCONTRACTORS SHALL BE RESPONSIBLE FOR LAYOUT OF HVAC, PLUMBING, AND ELECTRICAL SYSTEMS. SUBCONTRACTORS SHALL VERIFY AND ENSURE COMPLIANCE WITH OWNER'S REQUIREMENTS, BUT IN NO CASE SHALL SYSTEMS BE SUBSTANTIAL TO REQUIREMENTS OF GOVERNING RULES, REGULATIONS, CODES, ORDINANCES AND CURRENT STANDARDS OF PRACTICE.
 - INTERIOR AND EXTERIOR WALL DIMENSIONS ARE INDICATED FROM FACE TO FACE.
 - CERTIFICATE OF OCCUPANCY IS REQUIRED PRIOR TO OCCUPANCY.
 - ALL CONTRACTORS SHALL HAVE A CERTIFICATE OF INSURANCE AND A \$10,000 SAFETY BOND. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A LICENSE THAT HAS A CONSUMER AND BOND A TEST. THE ROOF CONTRACTOR SHALL HAVE A STATE LICENSE. THE PLUMBING CONTRACTOR SHALL HAVE A STATE LICENSE. ALL OTHER CONTRACTORS SHALL SECURE A CONTRACTOR'S LICENSE FROM THE OFFICE OF JUSTICE BEFORE THE PERMIT WILL BE ISSUED.

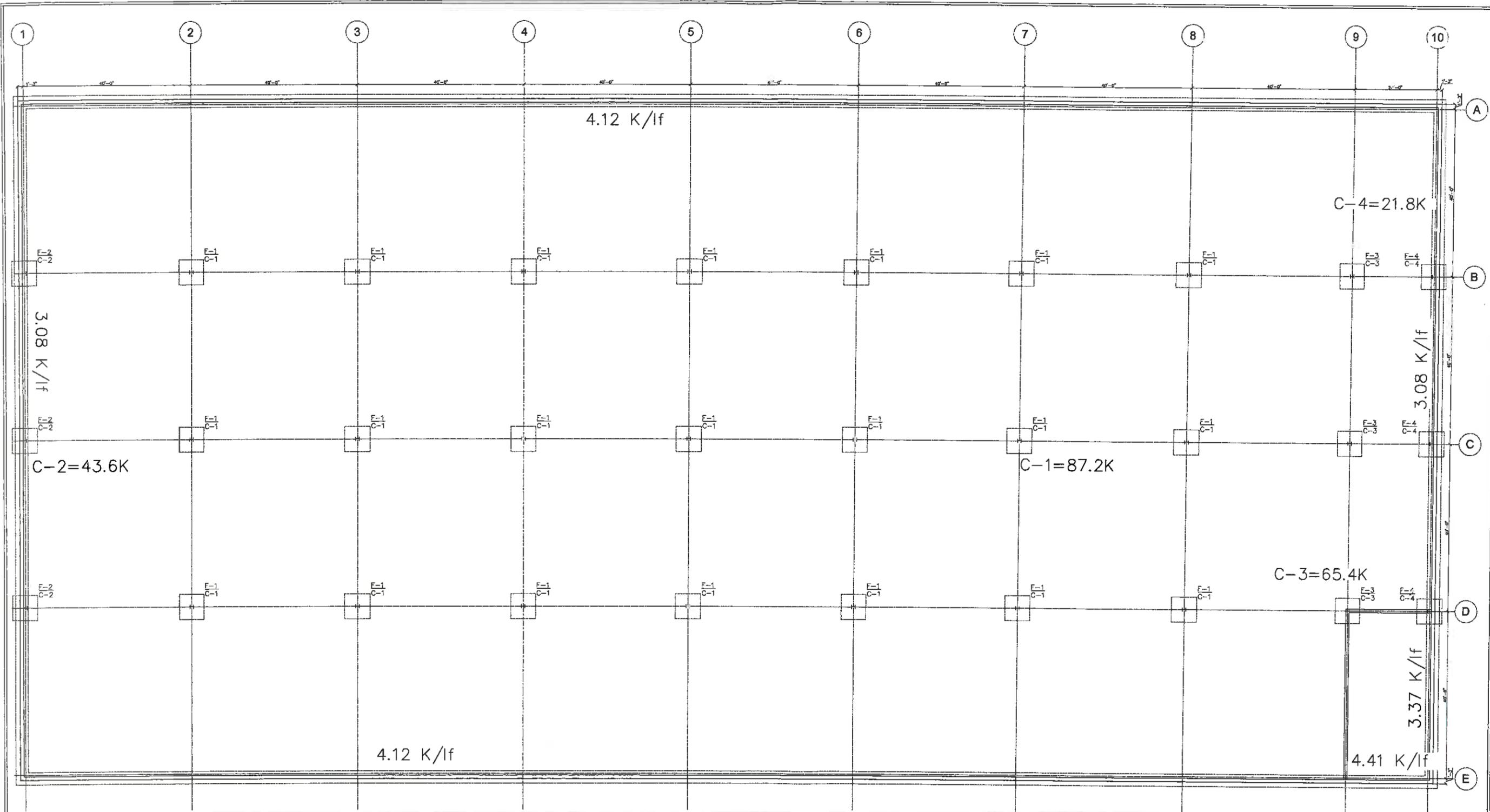
- GENERAL EQUIPMENT NOTES:**
- MOST BLADE TYPE HANDLES ARE REQUIRED ON ALL SINKS.
 - IF STAINLESS STEEL SPLASH GUARDS ARE REQUIRED AT ALL HANDSINKS.
 - ANY EXISTING AND/OR USED EQUIPMENT INCLUDING SINKWARE WILL BE NSF APPROVED, CLEAN, OPERABLE, AND SUBJECT TO FINAL INSPECTION BY THE COOK COUNTY HEALTH DEPARTMENT.
 - COUNTER TOPS TO BE STAINLESS STEEL OR SOLID SURFACE (NO PLASTIC LAMINATE).
 - CABINET SHELVES TO BE STAINLESS STEEL OR WOOD (NO PLASTIC LAMINATE OR WOOD) NSF APPROVED RESTROOM COUNTER TOPS, IF APPLICABLE, TO PROTECT SOLID SURFACE (NO PLASTIC LAMINATE OR CABINETS).

- GENERAL PUBLIC HEALTH NOTES:**
- COVERED WASTE CANS ARE REQUIRED IN ALL RESTROOMS.
 - TOILETS, URINALS, HAND SINKS, THREE COMPARTMENT SINKS, MOP SINKS, PREP SINKS, AND PERMANENT COUNTERS/CABINETS MUST BE SEALED TO FLOORS AND WALLS WITH SILICONE GROUT SEAL.
 - AND-SINKER DEVICES ARE REQ. ON ALL TOILET TANKS, URINALS, AND FACETS WITH HOSE CONNECTIONS.
 - SOAP AND PAPER TOWELS ARE REQ. AT ALL HAND SINKS.

- FIRE PROTECTION NOTES**
- THE FLAME SPREAD AND SMOKE DEVELOPED RATINGS OF ALL INSULATION MATERIALS AND INTERIOR FINISHES SHALL CONFORM TO ASTM D1631.
 - PORTABLE FIRE EXTINGUISHERS FOR THIS BUILDING SHALL BE IN COMPLIANCE WITH SECTION 908 OF THE 2000 INTERNATIONAL FIRE CODE (IFC) AND NFPA 10, PER TABLE 908.3.2(1) OF THE 2000 IFC. THE MAXIMUM TRAVEL DISTANCE TO A FIRE EXTINGUISHER SHALL NOT EXCEED 75 FEET IN ANY DIRECTION. THE PORTABLE FIRE EXTINGUISHERS SHALL BE LOCATED IN CONSPICUOUS LOCATIONS WHERE THEY WILL BE READILY ACCESSIBLE AND IMMEDIATELY AVAILABLE FOR USE AND SHALL NOT BE OBSTRUCTED OR OBSCURED FROM VIEW. THESE LOCATIONS SHALL BE ALONG NORMAL PATHS OF TRAVEL.
 - FIRE SUPPRESSION SYSTEM (SPRINKLER SYSTEM) TO BE DESIGNED BY OTHERS.
 - FIRE ALARM AND DETECTION SYSTEM TO BE DESIGNED BY OTHERS.



DRAWN BY:	SPH
DESCRIPTION:	BUILDING & CONCEPT PLANS
DATE:	10/15/15
REV:	0
SCALE:	AS NOTED
PROJECT NUMBER:	14249
SCHEDULES & DETAILS	7601 Quincy Street, Bldg A WILLOWBROOK, ILLINOIS
Page:	A7.0



KOZIOL ENGINEERING SERVICES
 1821 Ogden Avenue
 Peoria, Illinois 61602
 PH: (309) 426-8695 F: (309) 426-0899
 www.koziolengineering.com



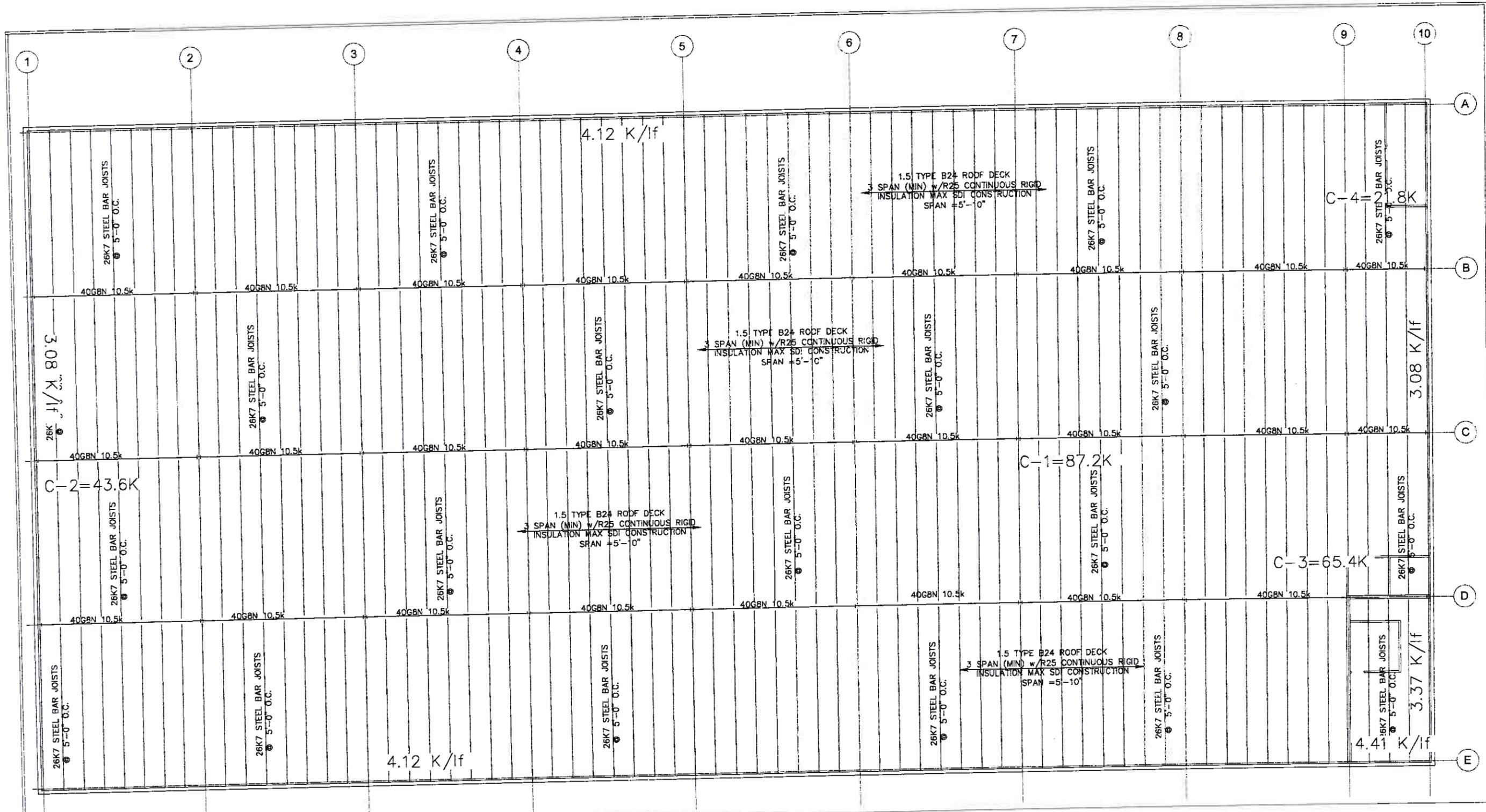
SCALE	REV	DATE	DESCRIPTION	DRAWN BY
AS NOTED	0	10/15/15	BUILDING A CONCEPT PLANS	JRH
PROJECT NUMBER	14248			

FOUNDATION PLAN
 SCALE: 3/32" = 1'-0"

MARK	SIZE	REINFORCING	PIERS	SIZE	BASE PLATE	REMARKS
F-1	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS
F-2	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS
F-3	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS

CALL OUT	LENGTH	BASE PLATE	TOP PLATE	TYPE
C-1				
C-2				
C-3				

FOUNDATION PLAN
 7601 Quincy Street, Bldg A
 WILLOWBROOK, ILLINOIS



FRAMING PLAN
SCALE: 3/32" = 1'-0"



SCALE	DATE	DESCRIPTION	DRAWN BY
AS NOTED	10/2015	BUILDING CONCEPT PLANS	JRH
PROJECT NUMBER			
14218			

REV	DATE	DESCRIPTION
0		

EXHIBIT 8

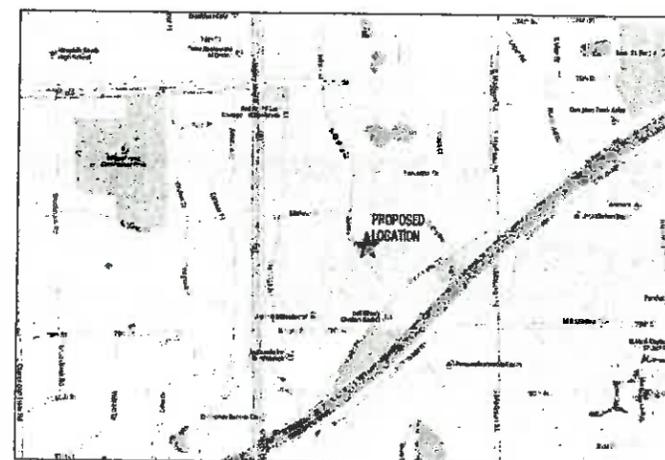
QUINCY STREET STORAGE BUILDING B

7600 QUINCY STREET WILLOWBROOK, ILLINOIS

KOZIOL ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
www.koziolengineering.com
1621 Ogden Avenue
Lisle, Illinois 60532
P: (630) 435-8686 F: (630) 435-8688



LOCATION MAP:



QUINCY STREET STORAGE
7600 QUINCY STREET
WILLOWBROOK, IL

PROJECT DIRECTORY:

OWNER:

ARCHITECT:

KOZIOL AND BROWN
ARCHITECTS AND ENGINEERS
1621 OGDEN AVENUE
LISLE, IL 60532
630/435-8686
DESIGN FIRM #164-003978

ENGINEER:

KOZIOL ENGINEERING SERVICES
1621 OGDEN AVENUE
LISLE, IL 60532
630/435-8686
DESIGN FIRM #164-000988

VILLAGE OF PLAINFIELD:

BUILDING DEPARTMENT
24401 LOCKPORT ST
PLAINFIELD, IL 60544
815/438-2937

SHEET INDEX:

ARCHITECTURAL

A0 COVER PAGE
A1.0 FRONT AND REAR ELEVATIONS
A2.0 LEFT AND RIGHT ELEVATIONS
A3.0 FLOOR PLAN
A4.0 BUILDING SECTION

STURCTURAL

S1.0 FOUNDATION PLAN
S2.0 FRAMING PLAN
S3.0 FRAMING DETAILS

PROJECT INFORMATION

PROJECT ADDRESS: 7600 QUINCY STREET
WILLOWBROOK, ILLINOIS
USE GROUP: S-1 (MODERATE HAZARD)
ONE - STORY
SPRINKLERED
CONSTRUCTION TYPE: II-B
PROJECT DESCRIPTION: EXTERIOR ALTERATION
SITE ZONING: I-1 INDUSTRIAL DISTRICT

LOADS:
FIRST FLOOR LOADS:
DEAD 56 PSF (INCLUDES 6" CONC. S.O.G.)
DEAD 10 PSF (PARTITIONS/ FINISHES)
LIVE 100 PSF

ROOF LOADS:
DEAD 25 PSF (10 PSF ROOF)
(10 PSF BOTTOM CHORD-MECH)
(5 PSF TRUSS)
LIVE: ROOF: 30 PSF
SNOW (Pg): 25 PSF
Ce= 0.90
Ct= 1.00

WIND LOADS: BASED ON A BASIC WIND SPEED OF 90MPH,
EXPOSURE B

LIVE: WIND: 25 PSF
Iw= 1.00

CONSTRUCTION:
DEAD 15 PSF
LIVE 20 PSF
WIND 6.4 PSF 1 YEAR DURATION

SEISMIC DATA:
IMPORTANCE FACTOR 1.0
OCCUPANCY CATEGORY I
Sa 0.18
S1 0.05
SITE CLASS D
Sds 0.17
Sd1 0.08
SEISMIC DESIGN CATEGORY B

VILLAGE OF WILLOWBROOK ADOPTED BUILDING CODES

- 2009 EDITION OF THE INTERNATIONAL BUILDING CODE
- 2009 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE
- 2008 EDITION OF THE NATIONAL ELECTRICAL CODE (NEC)
- 2009 EDITION OF THE INTERNATIONAL MECHANICAL CODE
- 2009 EDITION OF THE INTERNATIONAL PLUMBING CODE
- 2004 ILLINOIS STATE PLUMBING CODE
- 2012 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE
- ILLINOIS ENERGY CONSERVATION CODE
- 2009 EDITION OF THE INTERNATIONAL FIRE CODE
- 2009 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE
- 1997 ILLINOIS STATE HANDICAP ACCESSIBILITY CODE

I HEREBY CERTIFY THAT APPLICABLE SECTIONS OF THESE PLANS WERE PREPARED UNDER ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIES WITH ALL APPLICABLE CODES.

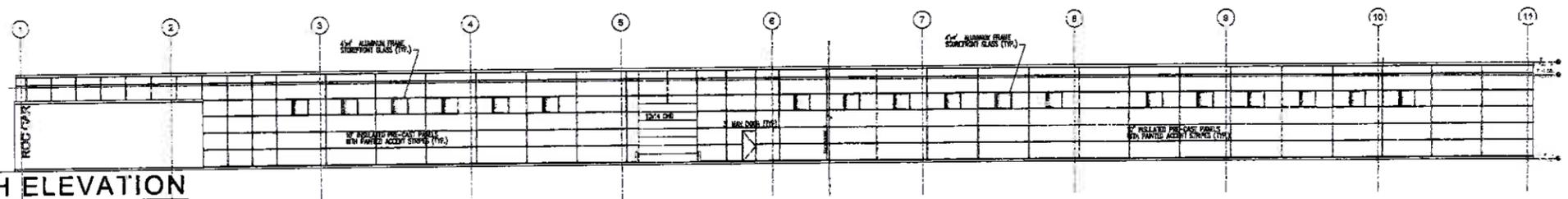
JAMES E. KOZIOL, P.E. EXP 11-30-15
PAGES M1.0 THROUGH E2.0

I HEREBY CERTIFY THAT APPLICABLE SECTIONS OF THESE PLANS WERE PREPARED UNDER ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIES WITH ALL APPLICABLE CODES.

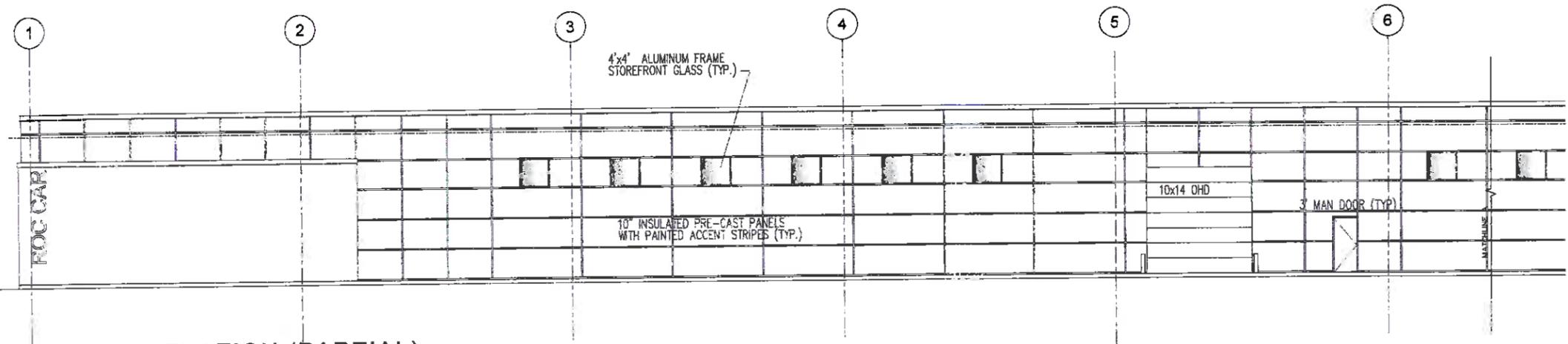
PHYLLIS G. BROWN, REGISTERED ARCHITECT
EXP 11/30/16
PAGES A1.0 THROUGH

SCALE	AS NOTED	PROJECT NUMBER	14789
REV	DATE	DESCRIPTION	DRAWN BY:
0	10/9/15	BUILDING B CONCEPT PLANS	JRY
COVER SHEET			
7601 Quincy Street, BLDG B WILLOWBROOK, ILLINOIS			

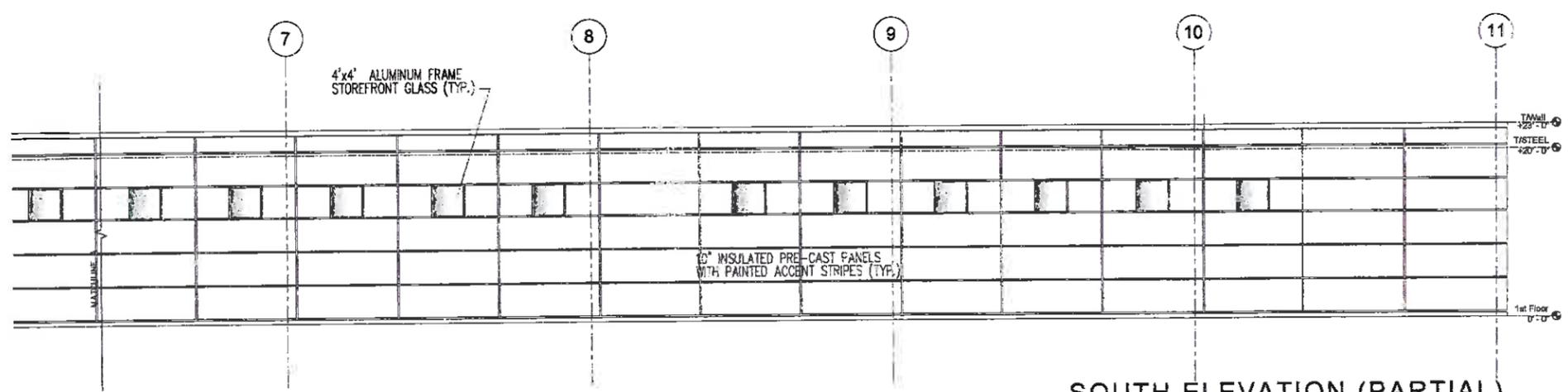
SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



SOUTH ELEVATION (PARTIAL)
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION (PARTIAL)
SCALE: 1/8" = 1'-0"



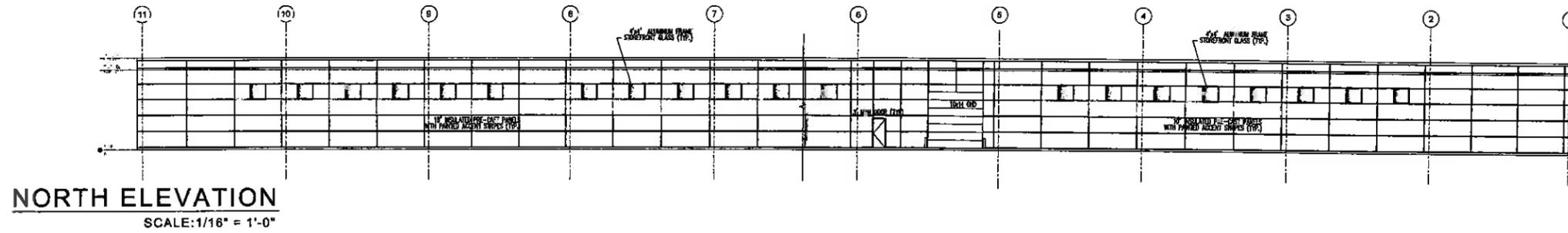
KOZIOL ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
1827 Ogden Avenue
P.O. Box 143186
Chicago, IL 60614
Tel: (773) 688-8822
Fax: (773) 688-8888
www.koziole.com



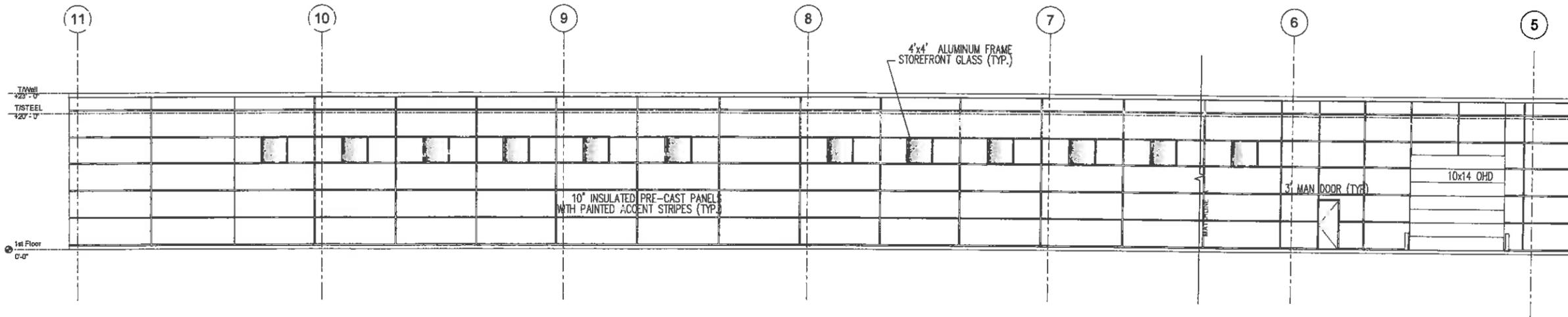
REV	DATE	DESCRIPTION	DRAWN BY
0	10/15	BUILDING B CONCEPT PLANS	JRH

SCALE	AS NOTED
PROJECT NUMBER	1424B

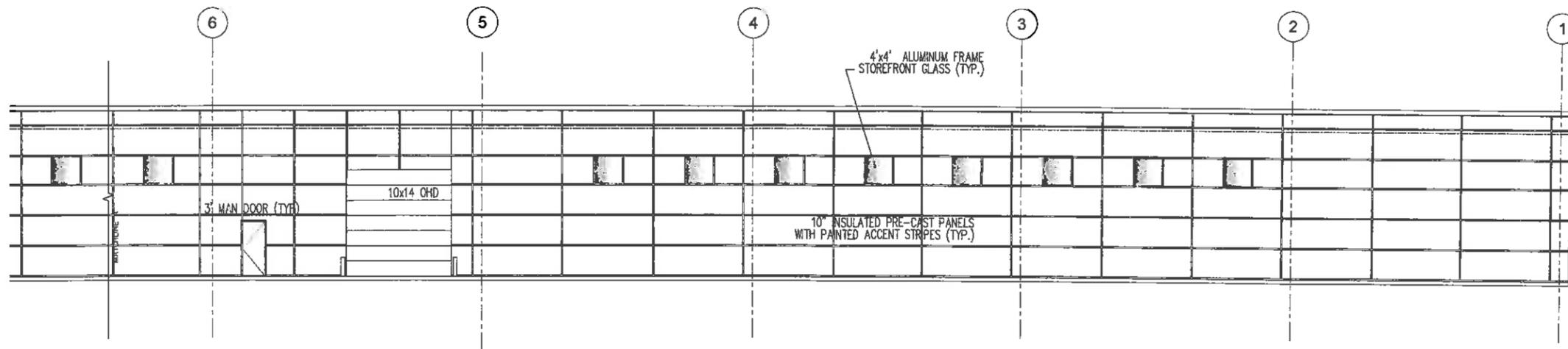
SOUTH ELEVATION	
7601 Quincy Street, BLDG B	
WILLOWBROOK, ILLINOIS	



NORTH ELEVATION
SCALE: 1/16" = 1'-0"



NORTH ELEVATION (PARTIAL)
SCALE: 1/8" = 1'-0"

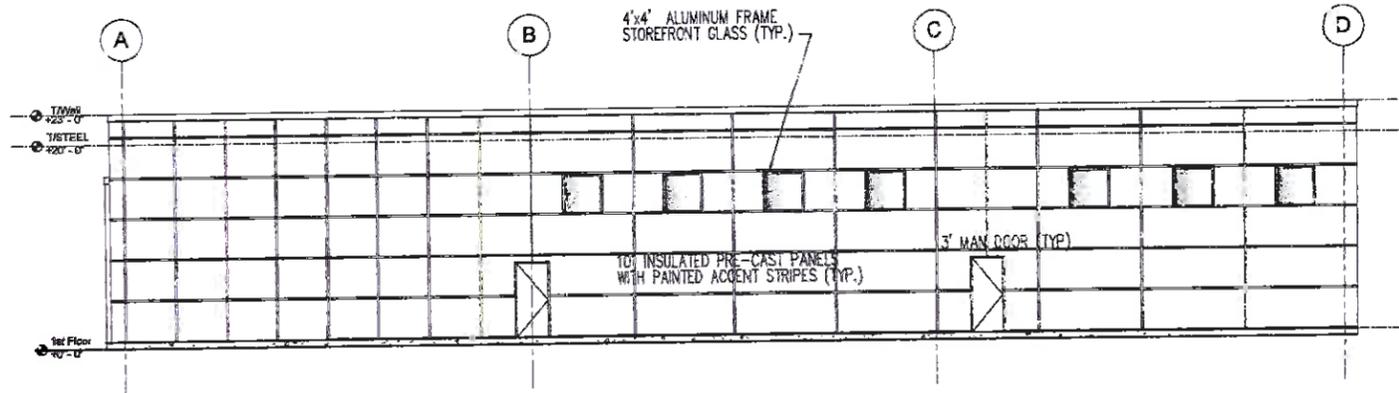


NORTH ELEVATION (PARTIAL)
SCALE: 1/8" = 1'-0"

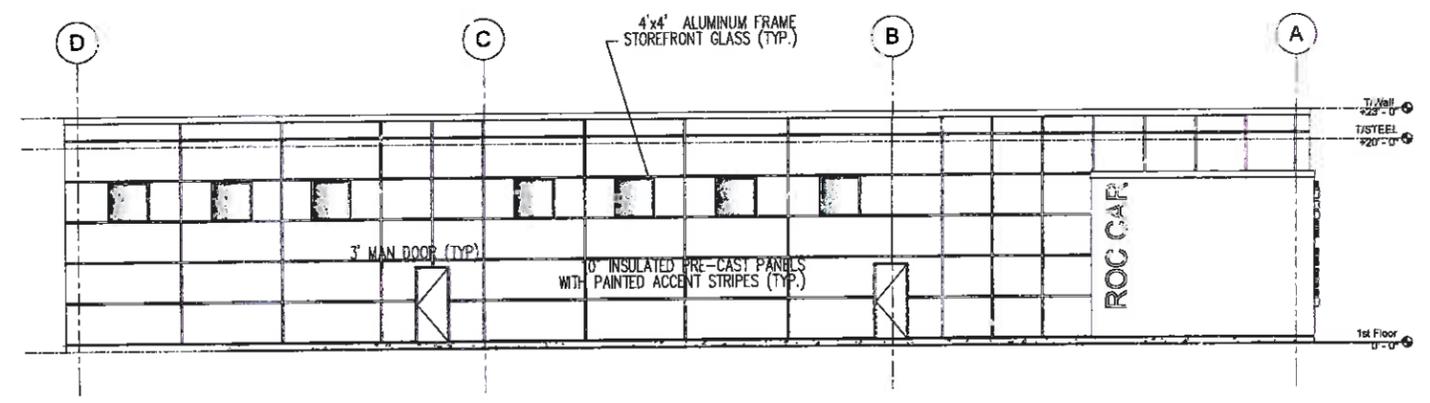


ELEVATION NORTH	SCALE	AS NOTED	PROJECT NUMBER	14248
	DATE	08/15	DESCRIPTION	BUILDING B CONCEPT PLANS
REV	0	DATE	08/15	DESCRIPTION
DRAWN BY:	JRH			
Page	1			

7601 Quincy Street, BLDG B
WILLOWBROOK, ILLINOIS



EAST ELEVATION
SCALE: 1/8" = 1'-0"

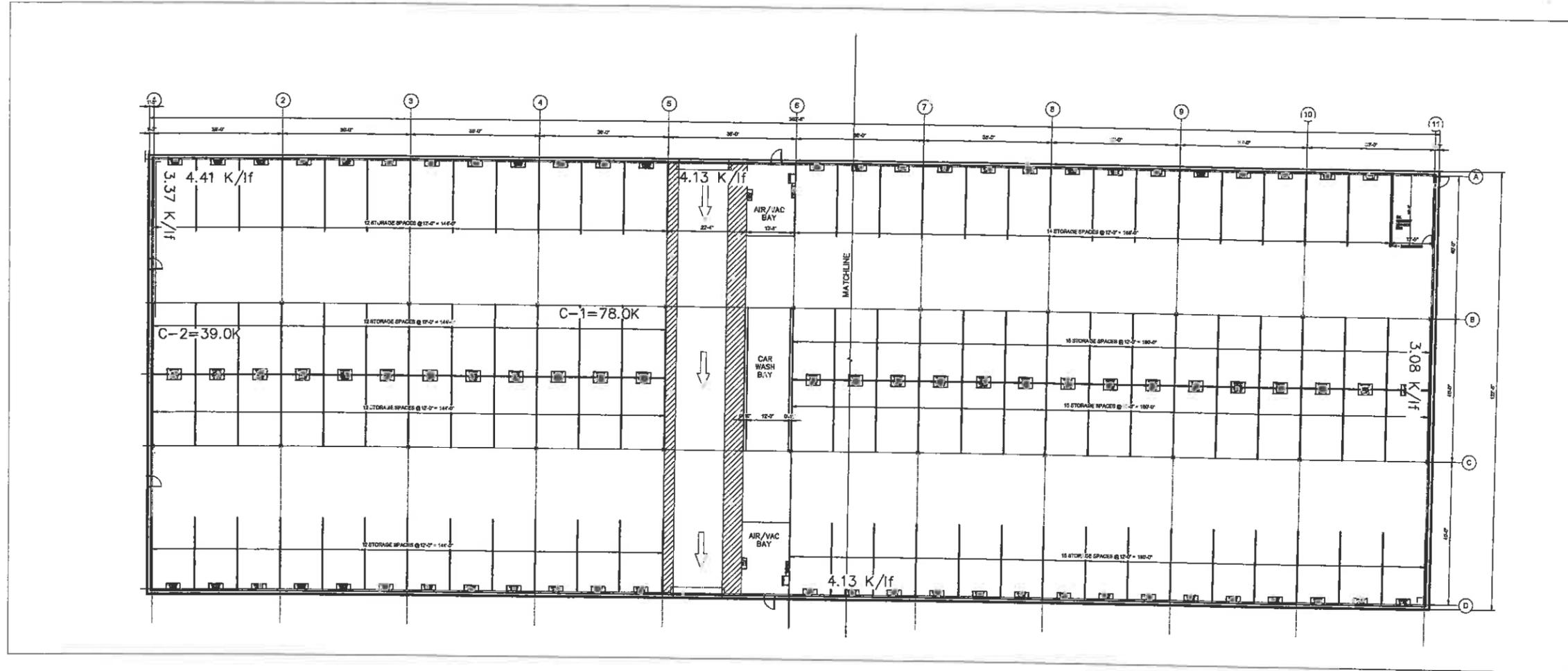


WEST ELEVATION
SCALE: 1/8" = 1'-0"

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ELEVATIONS EAST & WEST	SCALE	AS NOTED	PROJECT NUMBER	14249
	DATE	10/15	DESCRIPTION	BUILDING B CONCEPT PLANS
REV	0	DATE	10/15	DESCRIPTION
DRAWN BY:	JRH			
7601 Quincy Street, BLDG B WILLOWBROOK, ILLINOIS				



BUILDING SQUARE FOOTAGE

TOTAL BUILDING SQUARE FOOTAGE
44,406.25 SF

NUMBER OF STORAGE UNITS
12'x18' 108

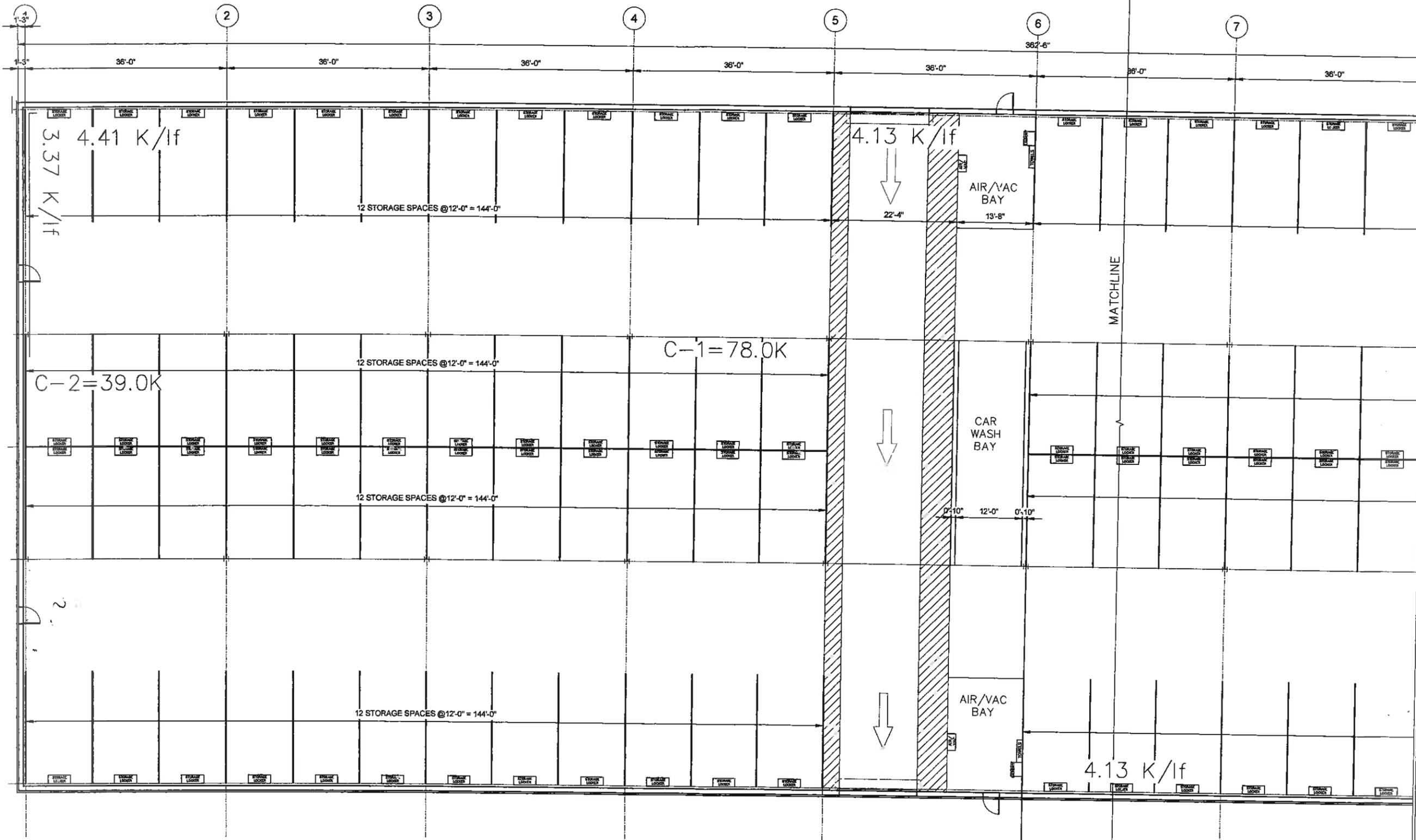
TOTAL NUMBER OF UNITS
108

OVERALL FLOOR PLAN

SCALE: 3/32" = 1'-0"



REV	DATE	DESCRIPTION	DRAWN BY
0	10/21/15	BUILDING CONCEPT PLANS	JRH



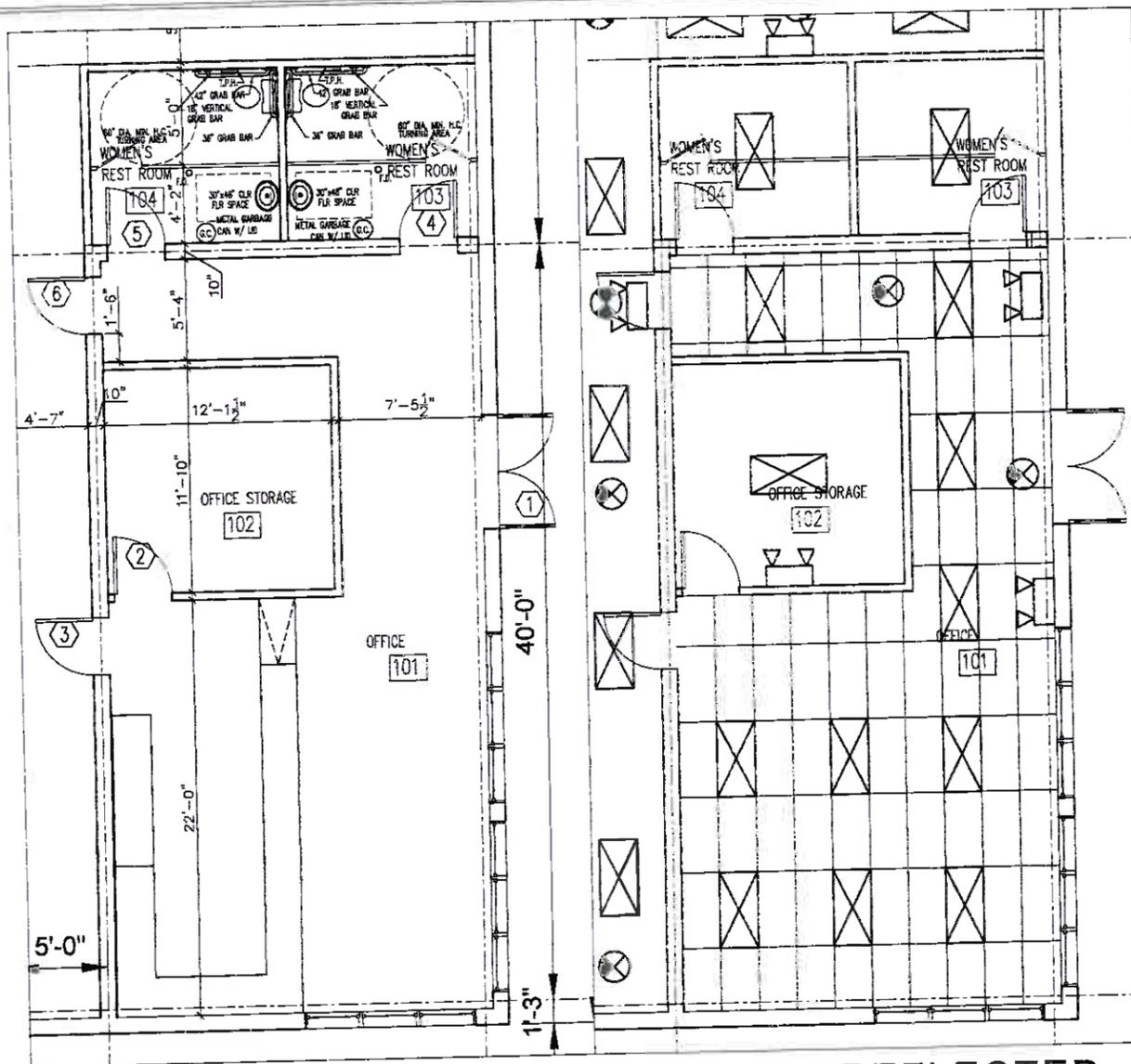
FLOOR PLAN (partial)

SCALE: 1/8" = 1'-0"

PROPOSED FLOOR PLAN	DATE	10/2/15
AS NOTED	REV	0
PROJECT NUMBER	DESCRIPTION	BUILDING B CONCEPT PLANS
14548	DRAWN BY:	JRH
	CHECKED BY:	

7601 Quincy Street, BLDG B
WILLOWBROOK, ILLINOIS

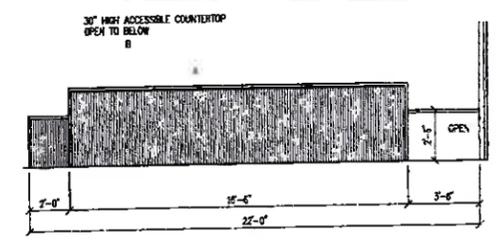




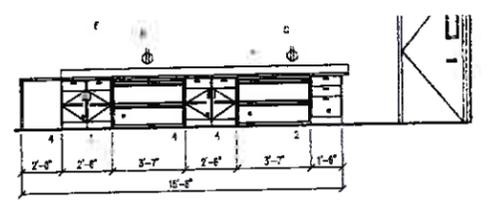
OFFICE FLOOR PLAN
SCALE: 1/4" = 1'-0"

OFFICE REFLECTED CEILING PLAN
SCALE: 1/4" = 1'-0"

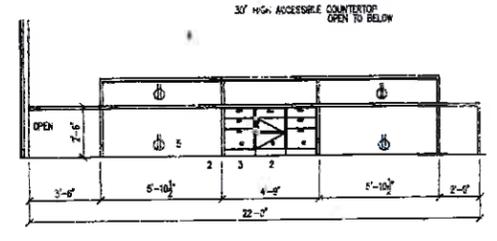
- OFFICE LEGEND**
- ① LATERAL FILE, 2 DRAWERS 28 1/2" x 17 1/2" x 24"
 - ② FILE & 2 DRAWERS 28 1/2" x 19 1/2" x 22"
 - ③ DRAWER & 4-DOOR CABINET 28 1/2" x 18" x 22"
 - ④ 2-DRAWER & 2-DOOR CABINET 28 1/2" x 30" x 22"
 - ⑤ PROVIDE SUPPORT BEAMS AS REQUIRED
 - ⑥ 4" BACKSPLASH
 - ⑦ WALL MTD. PLASTER T.Y. 42" HD. PANASONIC TV 42" x 24" W/ HEAVY DUTY WALL MOUNTS - PROVIDE POWER SUPPLY IN WALL BEHIND T.V. (REFER TO ELECTRICAL DWG)
 - ⑧ VINYL BASE
 - ⑨ DISPLAY AREA
 - ⑩ EXIST. STRUCTURE
- FINISH LEGEND**
- Ⓐ PLASTIC LAMINATE
 - Ⓑ SOLID SURFACE COUNTERTOP
 - Ⓒ PAINTED GYP. BD. - FOR COLOR, REFER TO ROOM FINISH SCHEDULE
 - Ⓓ TON KICK / DETAIL - BLACK FINISH
 - Ⓔ EXISTING CEILING GRID W/ NEW CEILING TILES
 - Ⓕ SALVAGED CEILING GRID W/ NEW CEILING TILES
 - Ⓖ STORAGE - BY OTHERS



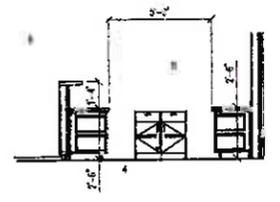
FRONT COUNTER ELEVATION (FRONT)
SCALE: 1/4" = 1'-0"



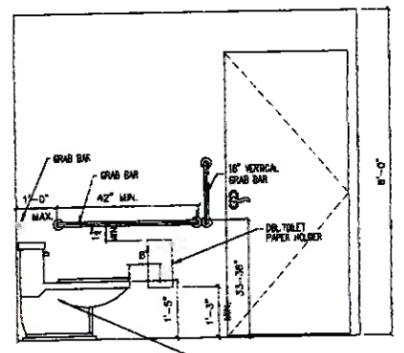
REAR COUNTER
SCALE: 1/4" = 1'-0"



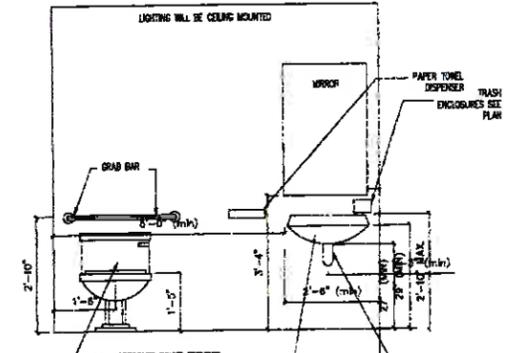
FRONT COUNTER ELEVATION (BACK)
SCALE: 1/4" = 1'-0"



SIDE VIEW
SCALE: 1/4" = 1'-0"



SIDE RESTROOM ELEV.



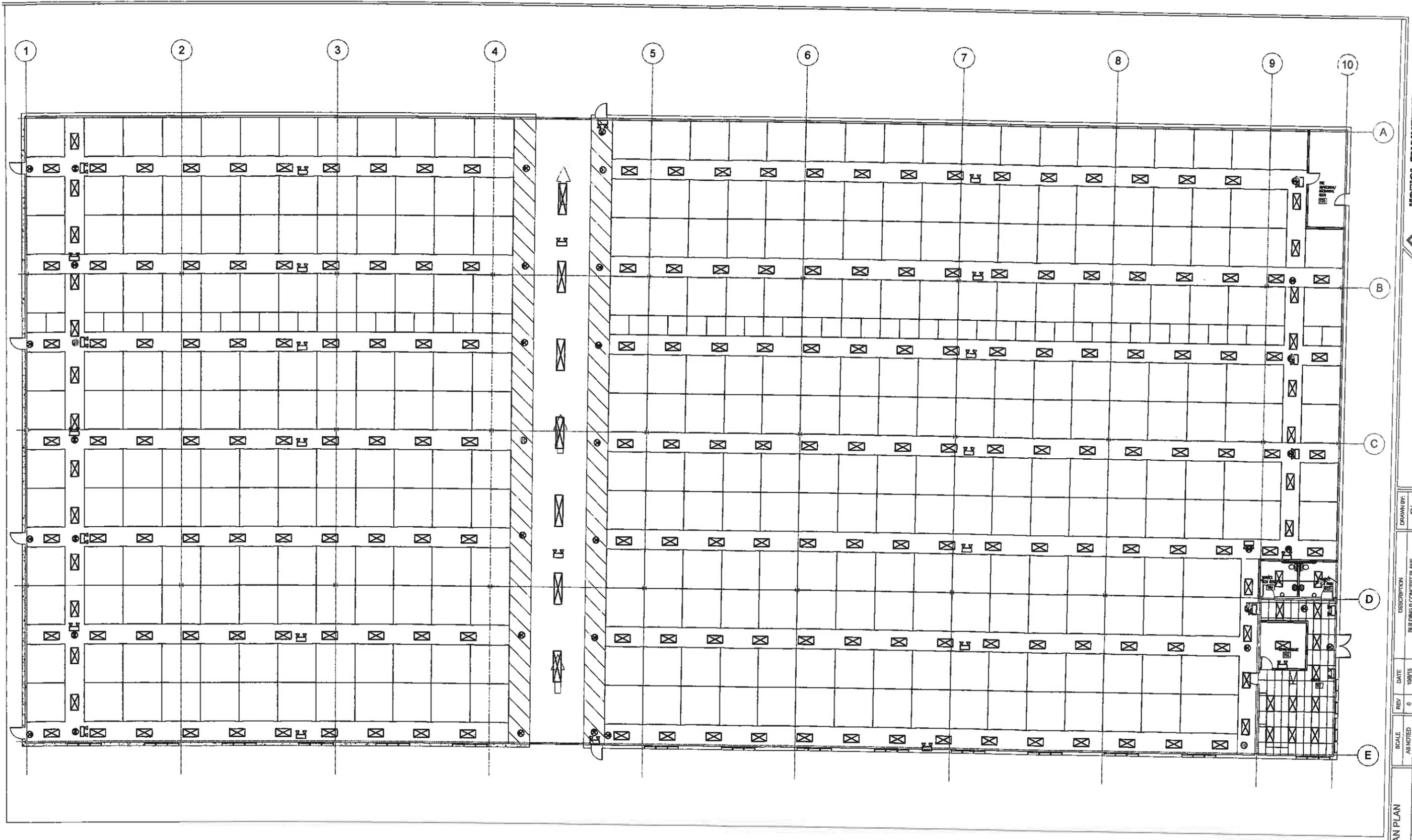
FRONT RESTROOM ELEV.

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OFFICE PLANS
7601 Quincy Street, BLDG B
WILLOWBROOK, ILLINOIS

REV	DATE	DESCRIPTION	DRAWN BY
0	03/05	BUILDING & CONCEPT PLANS	EPH

SCALE AS NOTED
PROJECT NUMBER 1020



CEILING PLAN

SCALE: 3/32" = 1'-0"

CEILING PLAN PLAN

7601 Quincy Street, BLDG B
WILLOWBROOK, ILLINOIS

SCALE
AS NOTED

PROJECT NUMBER
14246

REV

0

DATE

10/6/15

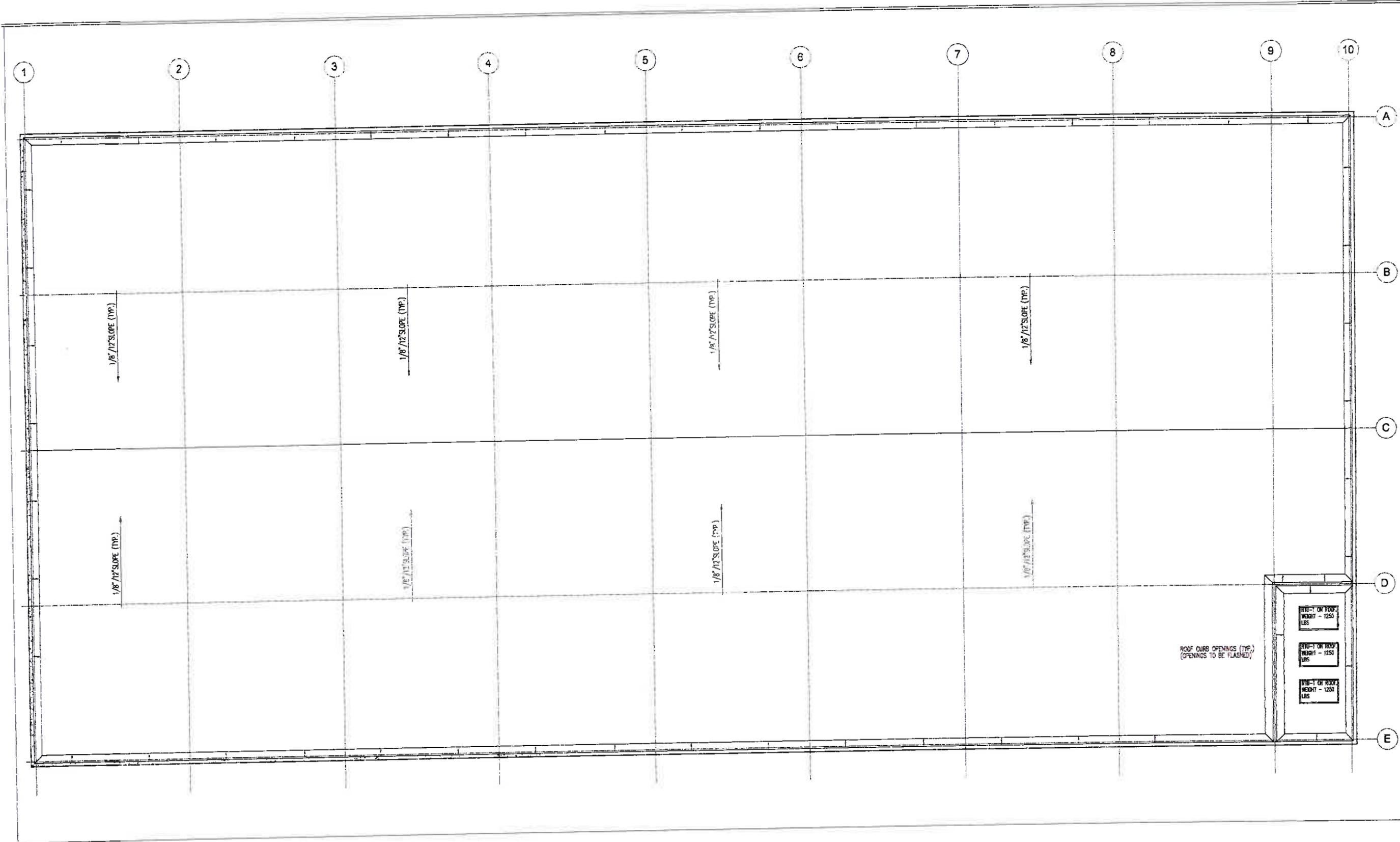
DESCRIPTION

BUILDING E-CONCEPT PLANS

DRAWN BY

JRT





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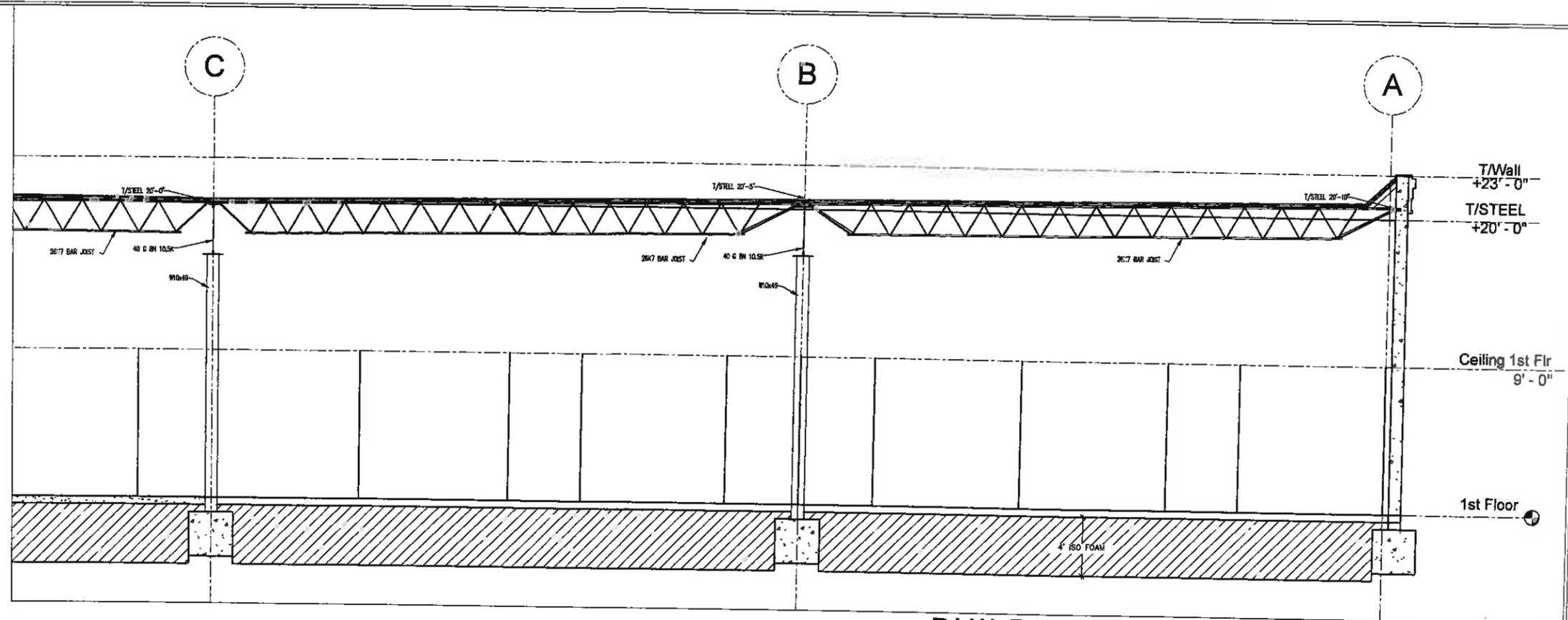


REV	DATE	DESCRIPTION	DRAWN BY
0	10/9/15	BUILDING CONCEPT PLANS	JPK

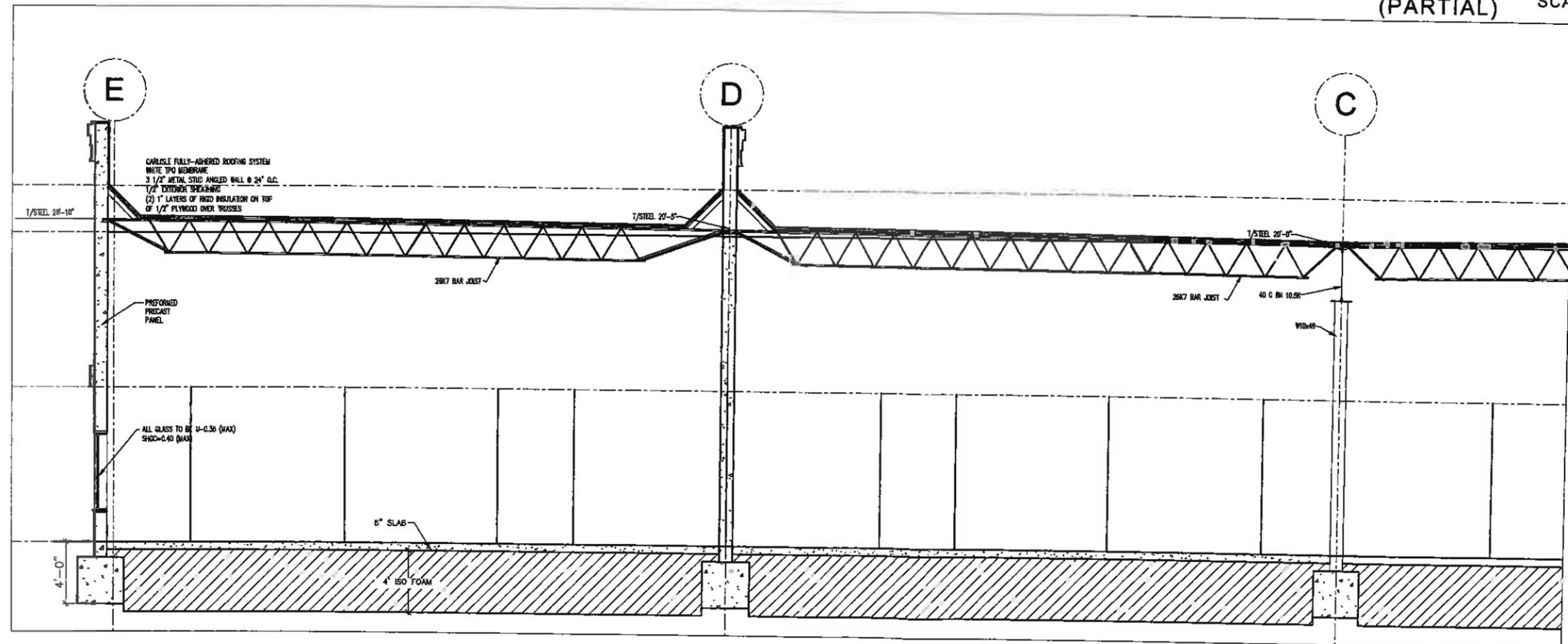
SCALE	AS NOTED	PROJECT NUMBER
		1428

ROOF PLAN
 7601 Quincy Street, BLDG B
 WILLOWBROOK, ILLINOIS

ROOF PLAN
 SCALE: 3/32" = 1'-0"



BUILDING SECTION A
(PARTIAL) SCALE: 1/4" = 1'-0"



BUILDING SECTION B
(PARTIAL) SCALE: 1/4" = 1'-0"

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REV	DATE	DESCRIPTION	DRAWN BY
0	10/15	BUILDING B CONCEPT PLANS	JRH

SCALE	PROJECT NUMBER
AS NOTED	14248

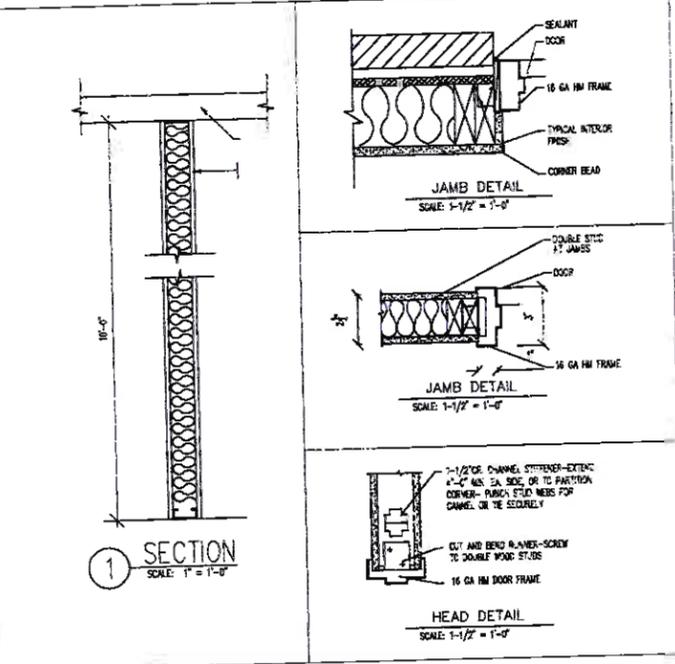
BUILDING CROSS SECTION
7601 Quincy Street BLDG B WILLOWBROOK, ILLINOIS

NOTE: ALL FINISH COLOURS, TILE AND CHIPSET GRABES BY OWNER.

FLOORS		BASES		WALLS		CEILING	
KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION	KEY	FINISH DESCRIPTION
F-1	CONCRETE-READY AND PAINTED	B-1	CERAMIC CORNER BASE	W-1	EXPOSED BLOCK - PAINTED	C-1	EXPOSED CONSTRUCTION
F-2	WALL COMPOSITION TILE	B-2	1" WHITE CORN	W-2	GYPSON BOARD - PAINTED	C-2	GYPSON BOARD - PAINTED
F-3	CERAMIC TILE, NON-SLIPPERY	B-3	BULLER STRAIGHT	W-3	WALL COVERING - STAINLESS STEEL	C-3	2x4 ACROSTIC TILE
F-4	HARDWOOD	B-4	WOOD (1 1/2")	W-4	WOOD PAINTING	C-4	2x4 ACROSTIC TILE AND GRC SYSTEM
F-5	CHIPSET			W-5	CERAMIC TILE - FULL HEIGHT	C-5	STAINLESS STEEL
				W-6	GLASS AND GYPSON BOARD	C-6	WYL. GLD. BROWNABLE 2x4 CERAMIC TILE
				W-7	GYPSON BOARD - PRE COVERED		

DOORS		FRAMES		HOB. SET NO.	REMARKS
DOOR NO.	SIZE	MATERIAL	TYPE		
FIRST FLOOR					
D1	1 3'-0" x 7'-0"	METAL	N.C.	A	INSULATED METAL DOOR W/ COMMERCIAL LOCK SET & CLOSER
D2	2 3'-0" x 7'-0"	METAL	N.C.	A	INSULATED METAL DOOR W/ COMMERCIAL LOCK SET
D3	1 3'-0" x 7'-0"	METAL	N.C.	A	INSULATED METAL DOOR W/ PREVENT LOCK SET & CLOSER
D4	1 3'-0" x 7'-0"	METAL	N.C.	A	INSULATED METAL DOOR W/ COMMERCIAL LOCK SET
D5	2 3'-0" x 7'-0"	STEEL	GLASS	B	A.S.A. APPROVED PANE HARDWARE BY CLOSED COMMERCIAL LOCK SET 1/4" THERMO GLASS

NOTE: OWNER OR CONTRACTOR SHALL VERIFY MANUFACTURER'S OPERATIONS FOR DOOR HARDWARE. THE OPERATING SERVICES SHALL BE CAPABLE OF OPERATING WITH ONE HAND AND SHALL NOT REQUIRE 2-PT. OPERATING, TIGHT FINISHING OR TIGHTENING OF THE NUTS TO OPERATE. EXCESS DOORS SHALL OPEN EASILY FROM THE EXTERIOR SIDE WITHOUT THE USE OF A KEY OR SPECIAL INSTRUMENTS BY OTHERS.



GENERAL NOTES

1. THESE NOTES SHALL APPLY WHERE NOT OTHERWISE INDICATED ON DRAWINGS OR IN SPECIFICATIONS.
2. A DETAIL SHOWN FOR ONE CONDITION SHALL APPLY FOR ALL LIKE OR SIMILAR CONDITIONS UNLESS NOT SPECIFICALLY INDICATED ON THE DRAWINGS.
3. IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND SUBCONTRACTORS TO ENSURE COMPLIANCE WITH ALL GOVERNING RULES, REGULATIONS, CODES, ORDINANCES, AND CURRENT STANDARDS OF PRACTICE.
4. ALL WORK SHALL BE PERFORMED BY QUALIFIED CONTRACTORS FAMILIAR WITH THESE DRAWINGS AND EACH TYPE OF WORK REQUIRED.
5. WHILE EVERY ATTEMPT HAS BEEN MADE TO AVOID ERRORS IN THE PREPARATION OF THESE DRAWINGS, THE PROVIDER CANNOT GUARANTEE AGAINST HUMAN ERROR. THE CONTRACTOR AND HIS SUBCONTRACTORS ON THE JOB MUST CHECK ALL DIMENSIONS AND DETAILS, AND BE RESPONSIBLE FOR THE SAME.
6. APPROPRIATE SUBCONTRACTORS SHALL BE RESPONSIBLE FOR LAYOUT OF HVAC, PLUMBING, AND ELECTRICAL SYSTEMS. SUBCONTRACTORS SHALL VERIFY AND ENSURE CONFORMANCE WITH OWNER'S REQUIREMENTS, BUT IN NO CASE SHALL SYSTEMS BE SUBSTANDARD TO REQUIREMENTS OF GOVERNING RULES, REGULATIONS, CODES, ORDINANCES, AND CURRENT STANDARDS OF PRACTICE.
7. INTERIOR AND EXTERIOR WALL FINISHES ARE MINIMUM READY TO PAINT.
8. CERTIFICATE OF OCCUPANCY IS REQUIRED PRIOR TO OCCUPANCY.
9. ALL CONTRACTORS SHALL HAVE A CERTIFICATE OF INSURANCE AND A \$10,000 SAFETY BOND. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A LICENSE THAT HAS A COMMISSION AND GIVES A TEST. THE ROOF CONTRACTOR SHALL HAVE A STATE LICENSE. THE PLUMBING CONTRACTOR SHALL HAVE A STATE LICENSE. ALL OTHER CONTRACTORS SHALL SECURE A CONTRACTOR'S LICENSE FROM THE OFFICE OF JUSTICE, BEFORE THE PERMIT WILL BE ISSUED.

GENERAL EQUIPMENT NOTES:

1. MOST BLADE TYPE HANDLES ARE REQUIRED ON ALL SINKS.
2. 1/2" STAINLESS STEEL SPLASH GUARDS ARE REQUIRED AT ALL HANDSINKS.
3. ANY EXISTING AND/OR USED EQUIPMENT INCLUDING SMALLWARE WILL BE NSF APPROVED, CLEAN, OPERABLE, AND SUBJECT TO FINAL APPROVAL BY THE COOK COUNTY HEALTH DEPARTMENT.
4. COUNTER TOPS TO BE STAINLESS STEEL OR SOLID SURFACE (NO PLASTIC LAMINATE).
5. COUNTER SINKS TO BE STAINLESS STEEL OR WOOD (NO PLASTIC LAMINATE OR WOOD) NSF APPROVED RESTROOM COUNTER TOPS, IF APPLICABLE, TO REFLECT SOLID SURFACE (NO PLASTIC LAMINATE OR CABINETRY).

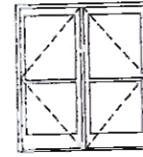
GENERAL PUBLIC HEALTH NOTES:

1. COVERED WASTE CANS ARE REQUIRED IN ALL RESTROOMS.
2. TOILETS, URINALS, HAND SINKS, THREE COMPARTMENT SINKS, MOP SINKS, PREP SINKS, AND PERMANENT COUNTERS/CORNERS MUST BE SEALED TO FLOORS AND WALLS WITH SILICONE GROUT SEAL.
3. ANTI-SPLASH DEVICES ARE REQ. ON ALL TOILET TANKS, URINALS, AND FANCIERS WITH NOSE CONNECTIONS.
4. SOAP AND PAPER TOWELS ARE REQ. AT ALL HAND SINKS.

FIRE PROTECTION NOTES

1. THE FLAME SPREAD & SMOKE DEVELOPED RATINGS OF ALL INSULATION MATERIALS & INTERIOR FINISHES SHALL CONFORM TO ASTM E84.
2. PORTABLE FIRE EXTINGUISHERS FOR THIS BUILD-OUT SHALL BE IN COMPLIANCE WITH SECTION 909 OF THE 2008 INTERNATIONAL FIRE CODE (IFC) AND NFPA 10. PER TABLE 909.1(1) OF THE 2008 IFC, THE MAXIMUM TRAVEL DISTANCE TO A FIRE EXTINGUISHER SHALL NOT EXCEED 75 FEET. IN ADDITION, THE PORTABLE FIRE EXTINGUISHERS SHALL BE LOCATED IN CONSPICUOUS LOCATIONS WHERE THEY WILL BE READILY ACCESSIBLE AND IMMEDIATELY AVAILABLE FOR USE AND SHALL NOT BE OBSTRUCTED OR OCCUPIED FROM VIEW. THESE LOCATIONS SHALL BE ALONG NORMAL PATHS OF TRAVEL.
3. FIRE SUPPRESSION SYSTEM (SPRINKLER SYSTEM) TO BE DESIGNED BY OTHERS.
4. FIRE ALARM AND DETECTION SYSTEM TO BE DESIGNED BY OTHERS.

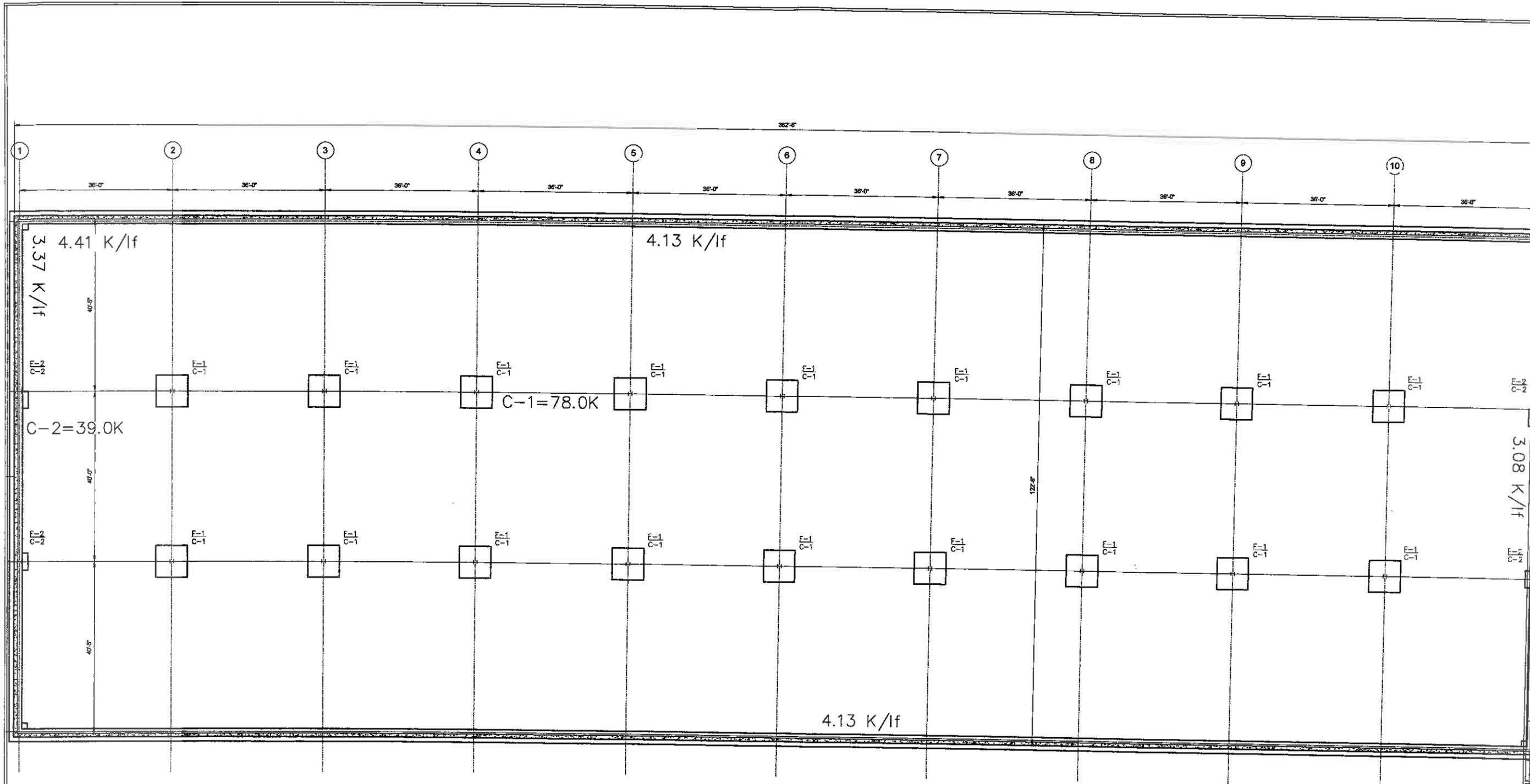
DOOR TYPES:



- ALL EXTERIOR DOORS TO HAVE APPROVED PANE HARDWARE
- ALL FIRE RATED DOORS TO RECEIVE PANE HARDWARE AND 3 HINGLES/WEARERS, AUTOMATIC DOOR CLOSER
- ALL DOORS BEING TO BE FIELD VERIFIED PRIOR TO ORDERING
- ALL DOOR HARDWARE TO BE A.S.A. APPROVED
- THE PROPOSED DOOR OPERING HARDWARE SHALL BE OPERATED BY SINGLE HAND WITH KEY BEARS UP NEXT OR TURNING LIGHT FINISHING OR TURNING OF THE WIND.



DRAWN BY:	JRH
DESCRIPTION:	BUILDING & CONCEPT PLANS
DATE:	10/07/15
REV:	0
SCALE:	AS NOTED
PROJECT NUMBER:	14040
SCHEDULES & DETAILS	
7601 Quincy Street, BLDG B WILLOWBROOK, ILLINOIS	



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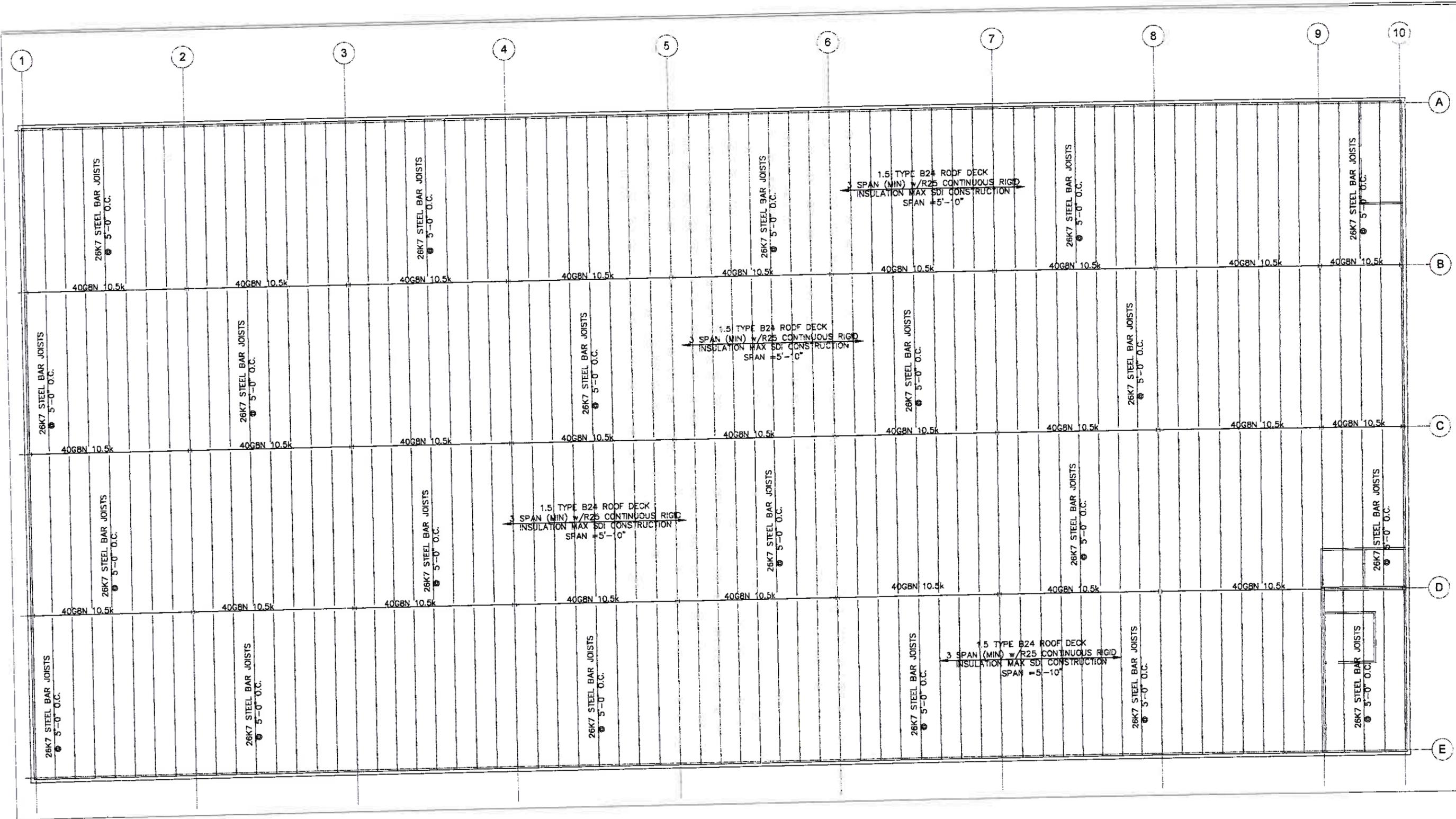


FOUNDATION PLAN
 SCALE: 3/32" = 1'-0"

FOOTING SCHEDULE						
MARK	SIZE	REINFORCING	PIERS	SIZE	BASE PLATE	REMARKS
F-1	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS
F-2	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS
F-3	-	-	-	-	-	VERTICAL PATTERNS AT ALL COLUMN LOCATIONS

COLUMN SCHEDULE				
CALL OUT	LENGHT	BASE PLATE	TOP PLATE	TYPE
C-1				
C-2				
C-3				

FOUNDATION PLAN	SCALE	AS NOTED
PROJECT NUMBER	14249	
DATE		
PROJECT	BLDG B CONCEPT PLANS	
REV	0	



FRAMING PLAN
SCALE: 3/32" = 1'-0"

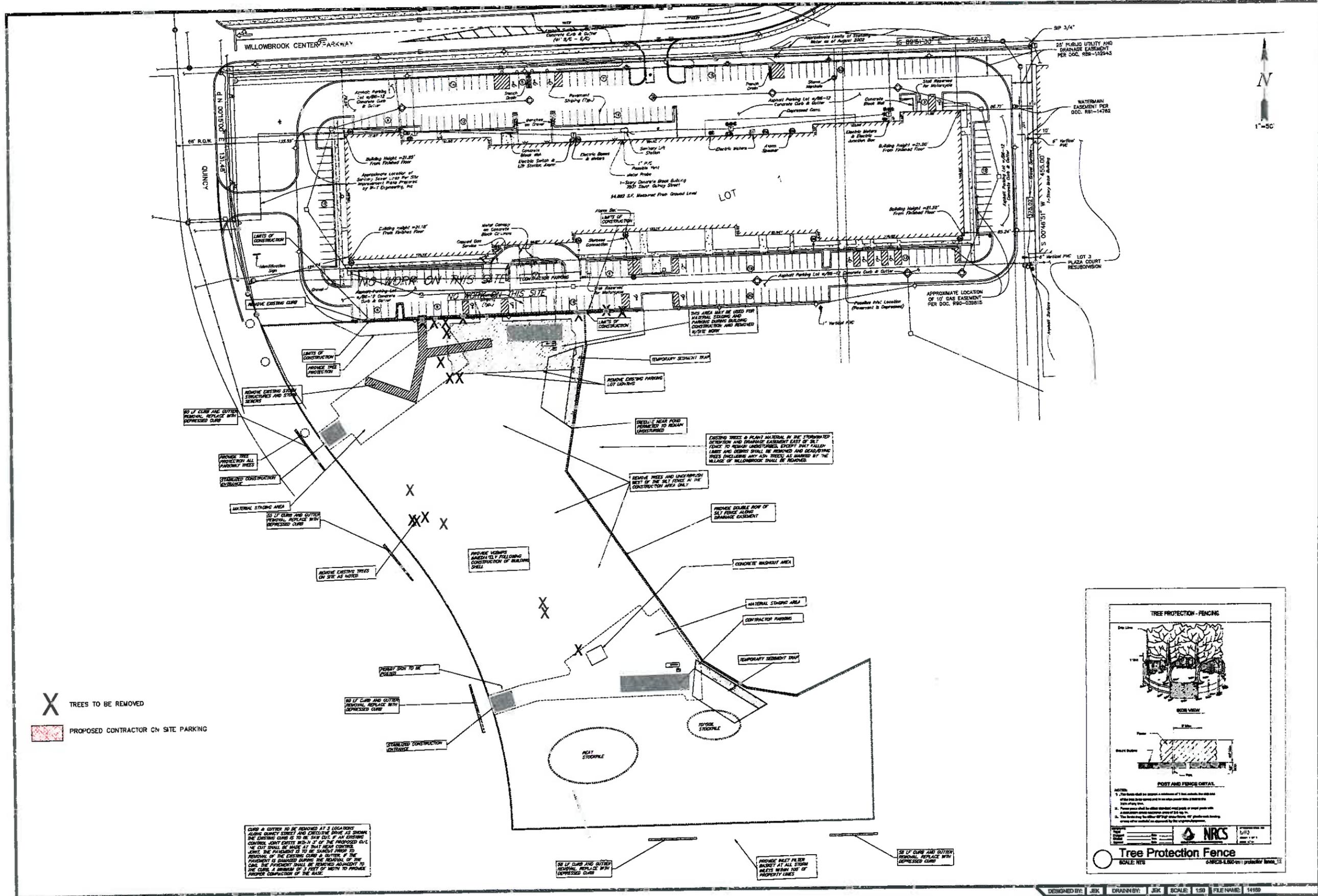
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SCALE	DATE	DESCRIPTION	DRAWN BY
AS NOTED	10/21/15	BUILDING & CONCEPT PLANS	JPH
PROJECT NUMBER			
1628			

FRAMING PLAN
7601 Quincy Street, BLDG B
WILLOWBROOK, ILLINOIS

EXHIBIT 9



X TREES TO BE REMOVED

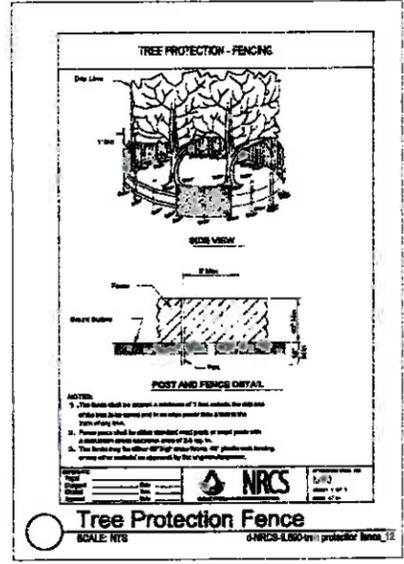
PROPOSED CONTRACTOR ON SITE PARKING

CURB & GUTTER TO BE REMOVED AT 3 LOCATIONS ALONG QUINCY STREET AND EXISTING DRIVE. AS SHOWN THE EXISTING CURB IS TO BE SAW CUT. IF AN EXISTING CURB JOINT EXISTS WITHIN 5' OF THE PROPOSED CUT, THE CUT SHALL BE MADE AT THAT JOINT. CONTING. LANE. THE PAVEMENT IS TO BE SAW CUT PRIOR TO REMOVAL OF THE EXISTING CURB & GUTTER. IF THE PAVEMENT IS DAMAGED DURING THE REMOVAL OF THE CURB, THE PAVEMENT SHALL BE REPAIRED ADJACENT TO THE CURB, A MINIMUM OF 3 FEET OF WIDTH TO PROMOTE PROPER CONSTRUCTION OF THE BASE.

IF CURB AND GUTTER REMOVAL REPLACE WITH DEPRESSION CURB

PROMISE BELY FLEET BLANKET AT ALL STORM INLETS WITHIN 50' OF PROPERTY LINES

IF CURB AND GUTTER REMOVAL REPLACE WITH DEPRESSION CURB



NOTES:

- The fence shall be installed in accordance with the details and specifications of the tree protection fence system.
- The fence shall be installed around the trunk of the tree to a minimum height of 3.0 m (10 ft).
- The fence shall be installed around the trunk of the tree to a minimum height of 3.0 m (10 ft).
- The fence shall be installed around the trunk of the tree to a minimum height of 3.0 m (10 ft).

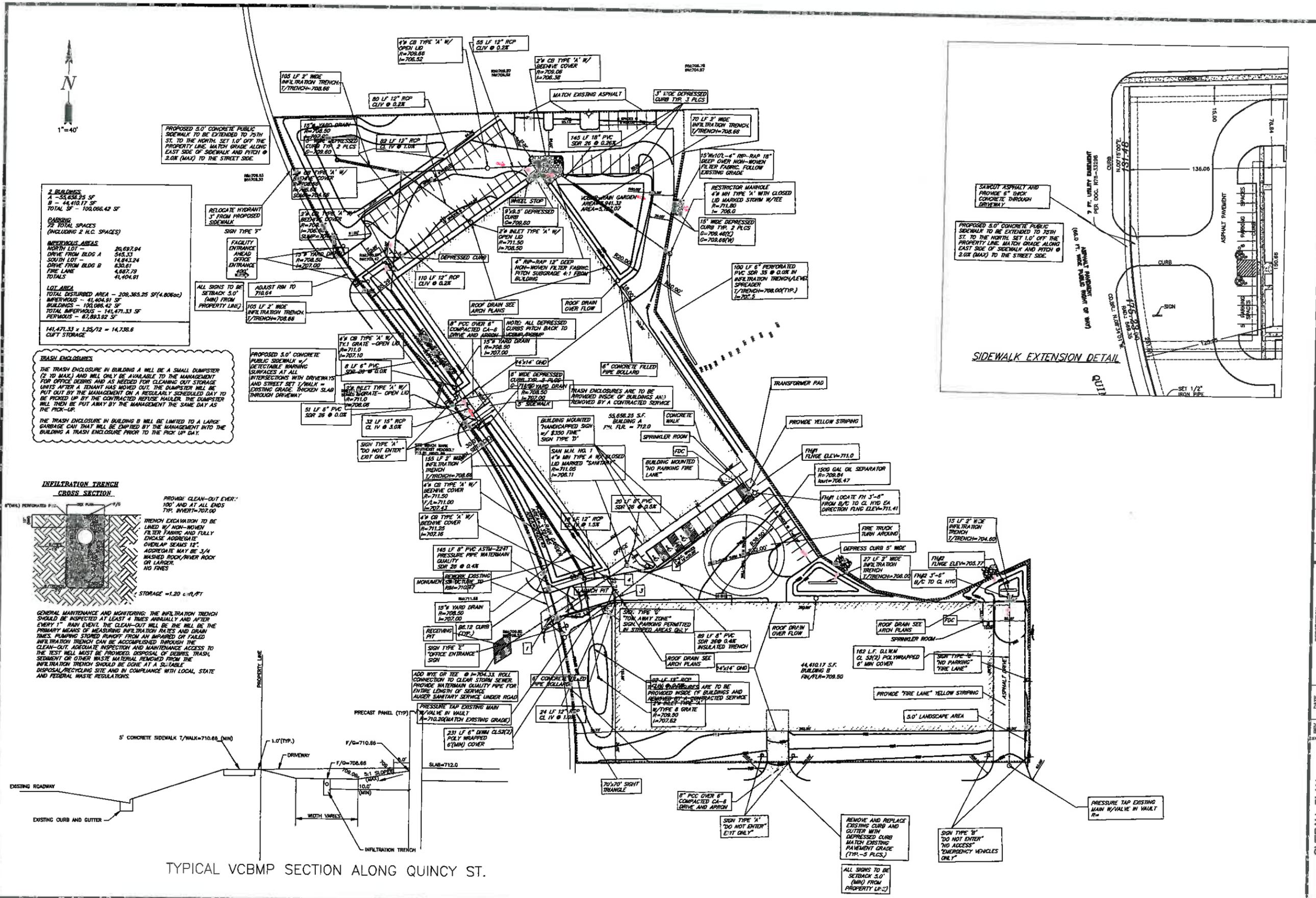
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 www.nozigengineering.com



REV	DATE	DESCRIPTION
0	04/05/15	CONCEPT PLAN
1	04/08/15	FINAL ENGINEERING
2	05/05/15	FINAL ENGINEERING
3	10/07/15	FINAL

EXIST COND./ DEMO / SWPPP PLAN
 7601 S. QUINCY ST.
 WILLOWBROOK, IL

SHEET NUMBER
 4-1



2 BUILDINGS

A - 55,632.25 SF
 B - 44,410.17 SF
 TOTAL SF = 100,042.42 SF

PARKING
 72 TOTAL SPACES
 (INCLUDING 2 H.C. SPACES)

IMPERVIOUS AREAS

NORTH LOT - 26,697.94
 DRIVE FROM BLDG A 545.33
 SOUTH LOT - 14,843.24
 DRIVE FROM BLDG B 430.61
 FIRE LANE 4,887.79
 TOTALS 41,404.91

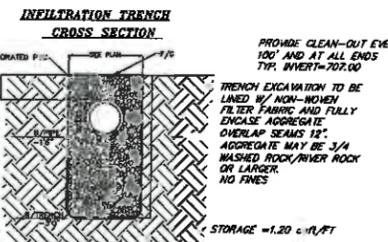
LOT AREA
 TOTAL DISTURBED AREA - 208,365.25 SF (4.8066c)
 IMPERVIOUS - 41,404.91 SF
 BUILDINGS - 100,042.42 SF
 TOTAL IMPERVIOUS - 141,447.33 SF
 PERVIOUS - 67,893.92 SF

141,447.33 x 1.25/72 = 14,736.8
 CURT STORAGE

TRASH ENCLOSURES

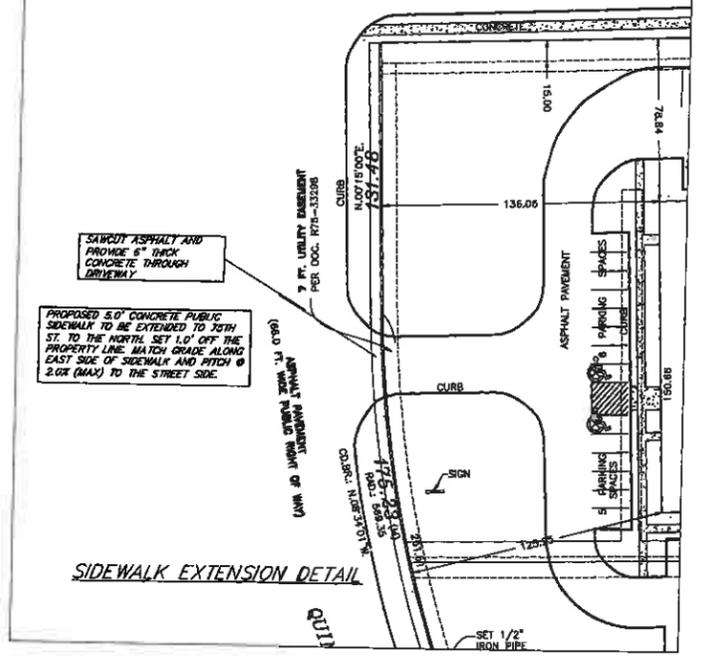
THE TRASH ENCLOSURE IN BUILDING A WILL BE A SMALL DUMPSTER (2 YD MAX) AND WILL ONLY BE AVAILABLE TO THE MANAGEMENT FOR OFFICE DEBRIS AND AS NEEDED FOR CLEANING OUT STORAGE UNITS AFTER A TENANT HAS MOVED OUT. THE DUMPSTER WILL BE PUT OUT BY THE MANAGEMENT ON A REGULARLY SCHEDULED DAY TO BE PICKED UP BY THE CONTRACTED REFUSE HAULER. THE DUMPSTER WILL THEN BE PUT AWAY BY THE MANAGEMENT THE SAME DAY AS THE PICK-UP.

THE TRASH ENCLOSURE IN BUILDING B WILL BE LIMITED TO A LARGE GARBAGE CAN THAT WILL BE EMPLOYED BY THE MANAGEMENT INTO THE BUILDING A TRASH ENCLOSURE PRIOR TO THE PICK UP DAY.



GENERAL MAINTENANCE AND MONITORING: THE INFILTRATION TRENCH SHOULD BE INSPECTED AT LEAST 4 TIMES ANNUALLY AND AFTER EVERY 1" RAIN EVENT. THE CLEAN-OUT WILL BE THE MAIN MEANS OF MEASURING INFILTRATION RATES AND DRAIN TIMES. PUMPING STORED RUNOFF FROM AN IMPAIRED OR FAILED INFILTRATION TRENCH CAN BE ACCOMPLISHED THROUGH THE CLEAN-OUT. ADEQUATE INSPECTION AND MAINTENANCE ACCESS TO THE TEST WELL MUST BE PROVIDED. DISPOSAL OF DEBRIS, TRASH, SEWAGE OR OTHER WASTE MATERIAL REMOVED FROM THE INFILTRATION TRENCH SHOULD BE DONE AT A SUITABLE DISPOSAL/RECYCLING SITE AND IN COMPLIANCE WITH LOCAL, STATE AND FEDERAL WASTE REGULATIONS.

TYPICAL VCBMP SECTION ALONG QUINCY ST.



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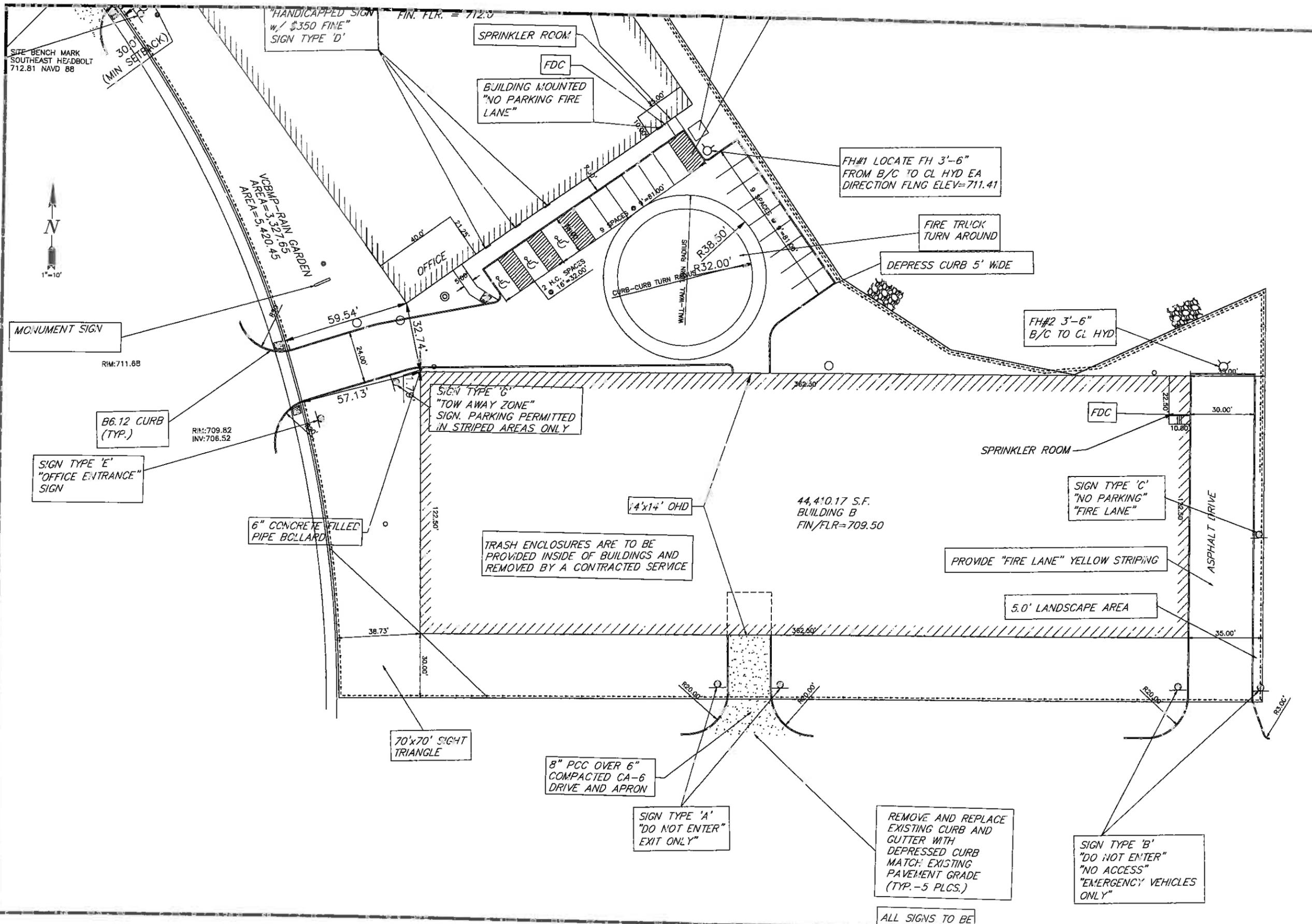


REV	DATE	DESCRIPTION
0	02/04/15	CONCEPT PLAN
1	02/02/15	FINAL DRAINAGE
2	02/16/15	FINAL ENGINEERING
3	10/07/15	FINAL ENGINEERING

OVERALL PLAN
 7601 S. QUINCY ST.
 WILLOWBROOK, IL

DESIGNED BY: JEB
 DRAWN BY: JEB
 SCALE: 1/4" = 1'-0"
 FILE NAME: 14168

DRAWINGS ARE NOT AUTHORIZED FOR SUBMITTAL UNLESS SIGNED AND SEALED



SITE BENCH MARK
SOUTHEAST HEADBOLT
712.81 NAVD 88



30'0" (MIN SETBACK)

VCP#B-RAIN GARDEN
VCP#B=3.327.65
AREA=5.420.45

FIN. FLR. = 712.0

SPRINKLER ROOM
FDC
BUILDING MOUNTED
"NO PARKING FIRE
LANE"

FH#1 LOCATE FH 3'-6"
FROM B/C TO CL HYD EA
DIRECTION FLNG ELEV=711.41

FIRE TRUCK
TURN AROUND

DEPRESS CURB 5' WIDE

FH#2 3'-6"
B/C TO CL HYD

MONUMENT SIGN
RIM:711.68

B6.12 CURB
(TYP.)
RIM:709.82
INV:706.52

SIGN TYPE 'E'
"OFFICE ENTRANCE"
SIGN

SIGN TYPE 'G'
"TOW AWAY ZONE"
SIGN. PARKING PERMITTED
IN STRIPED AREAS ONLY

6" CONCRETE FILLED
PIPE BOLLARD

4'x14' OHD

44,410.17 S.F.
BUILDING B
FIN/FLR=709.50

TRASH ENCLOSURES ARE TO BE
PROVIDED INSIDE OF BUILDINGS AND
REMOVED BY A CONTRACTED SERVICE

SPRINKLER ROOM

SIGN TYPE 'C'
"NO PARKING"
"FIRE LANE"

PROVIDE "FIRE LANE" YELLOW STRIPING

5.0' LANDSCAPE AREA

ASPHALT DRIVE

70'x70' SIGHT
TRIANGLE

8" PCC OVER 6"
COMPACTED CA-6
DRIVE AND APRON

SIGN TYPE 'A'
"DO NOT ENTER"
EXIT ONLY

REMOVE AND REPLACE
EXISTING CURB AND
GUTTER WITH
DEPRESSED CURB
MATCH EXISTING
PAVEMENT GRADE
(TYP. -5 PLCS.)

SIGN TYPE 'B'
"DO NOT ENTER"
"NO ACCESS"
"EMERGENCY VEHICLES
ONLY"

ALL SIGNS TO BE

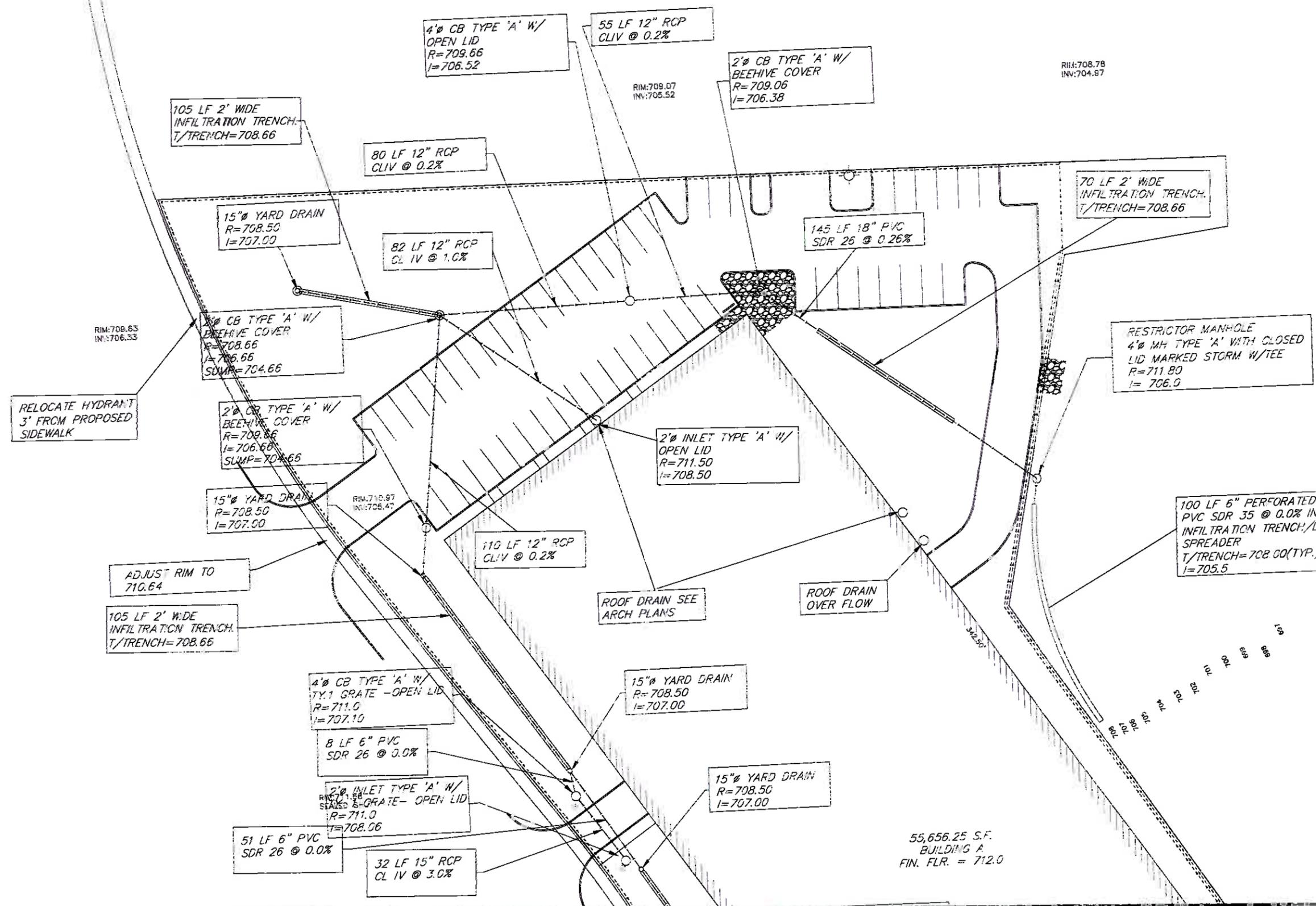
KOZIOL ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
1621 Ogden Avenue
Libb, Mo. 63020
PH: (630) 435-8966
F: (630) 435-8988
www.koziolengineering.com



REV	DATE	DESCRIPTION
0	03/24/15	CONCEPT PLAN
1	03/27/15	FINAL LANDSCAPING
2	03/27/15	FINAL ENGINEERING
3	10/27/15	FINAL ENGINEERING

GEOMETRIC PLAN-SOUTH
7601 S. QUINCT ST.
WILLOWBROOK, IL

SHEET NUMBER
C-4

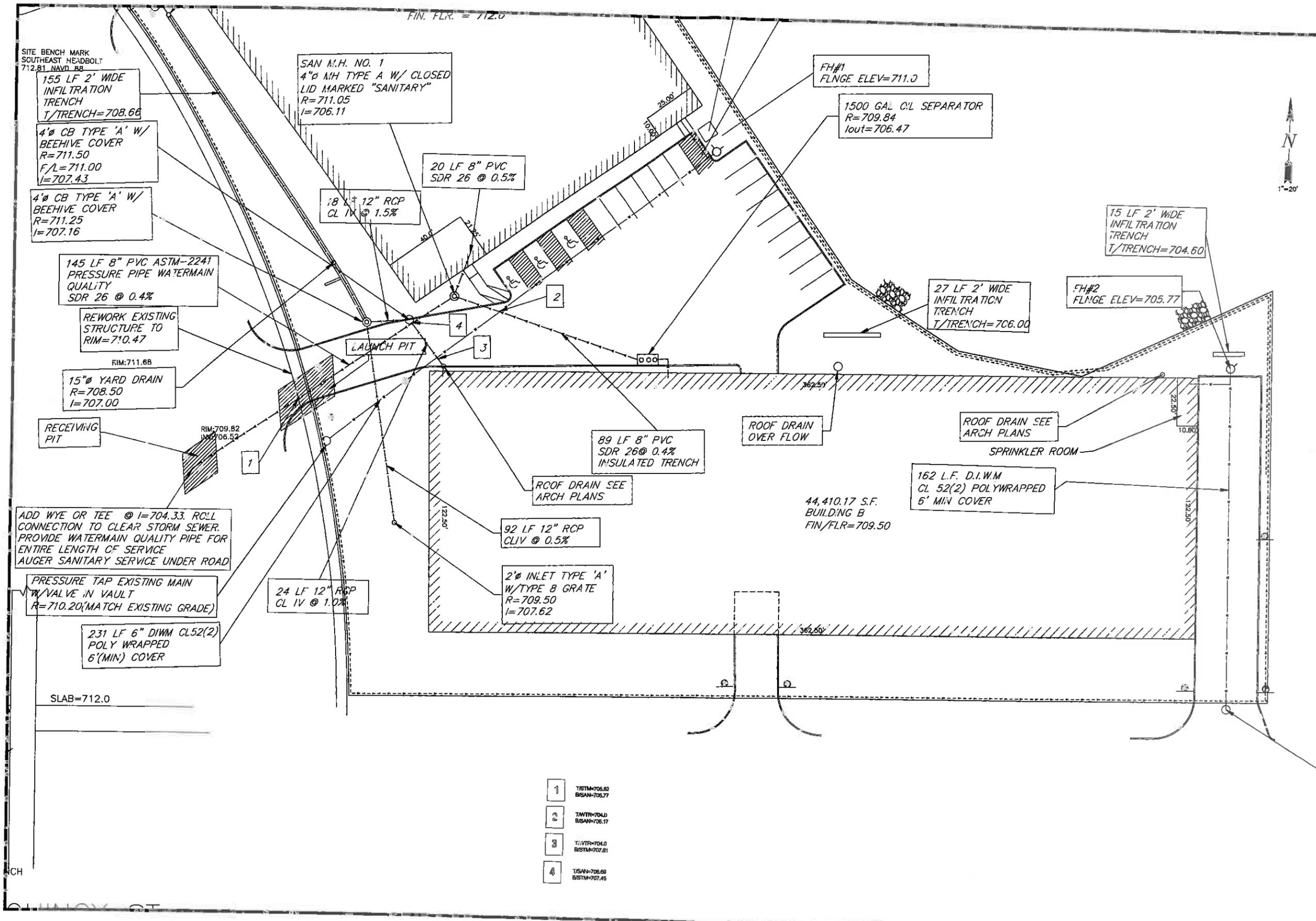


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 427 Queen Avenue
 Suite 1000
 Ft. Lauderdale, FL 33304



REV	DATE	DESCRIPTION
0	03/07/15	CONCEPT PLAN
1	03/27/15	FINAL ENGINEERING
2	03/16/15	FINAL ENGINEERING
3	10/07/15	FINAL

UTILITY PLAN-NORTH
 7601 S. QUINCT ST.
 WILLOWBROOK, IL



SITE BENCH MARK
SOUTHEAST HEADBOLT
712.81 NAVD 88

155 LF 2' WIDE
INFILTRATION
TRENCH
T/TRENCH=708.68

4" CB TYPE 'A' W/
BEEHIVE COVER
R=711.50
F/L=711.00
I=707.43

4" CB TYPE 'A' W/
BEEHIVE COVER
R=711.25
I=707.16

SAN M.H. NO. 1
4" I.D. TYPE A W/ CLOSED
LID MARKED "SANITARY"
R=711.05
I=706.11

FH#1
FLNGE ELEV=711.0

1500 GAL OIL SEPARATOR
R=709.84
Iout=706.47

15 LF 2' WIDE
INFILTRATION
TRENCH
T/TRENCH=704.60

FH#2
FLNGE ELEV=705.77

27 LF 2' WIDE
INFILTRATION
TRENCH
T/TRENCH=706.00

145 LF 8" PVC ASTM-2241
PRESSURE PIPE WATERMAIN
QUALITY
SDR 26 @ 0.4%

REWORK EXISTING
STRUCTURE TO
RIM=710.47

15" YARD DRAIN
R=708.50
I=707.00

RECEIVING
PIT

RIM:709.82
I=706.52

ADD WYE OR TEE @ I=704.33. ROLL
CONNECTION TO CLEAR STORM SEWER.
PROVIDE WATERMAIN QUALITY PIPE FOR
ENTIRE LENGTH OF SERVICE
AUGER SANITARY SERVICE UNDER ROAD

PRESSURE TAP EXISTING MAIN
W/ VALVE IN VAULT
R=710.20 (MATCH EXISTING GRADE)

231 LF 6" DIWM CL52(2)
POLY WRAPPED
6'(MIN) COVER

SLAB=712.0

20 LF 8" PVC
SDR 26 @ 0.5%

18 LF 12" RCP
CL IV @ 1.5%

89 LF 8" PVC
SDR 26 @ 0.4%
INSULATED TRENCH

ROOF DRAIN SEE
ARCH PLANS

92 LF 12" RCP
CL IV @ 0.5%

2" INLET TYPE 'A'
W/TYPE B GRATE
R=709.50
I=707.62

24 LF 12" RCP
CL IV @ 1.0%

ROOF DRAIN
OVER FLOW

ROOF DRAIN SEE
ARCH PLANS

SPRINKLER ROOM

162 L.F. D.I.W.M
CL 52(2) POLYWRAPPED
6' MIN COVER

44,410.17 S.F.
BUILDING B
FIN/FLR=709.50

- 1 TSTM-706.82
BSAN-706.77
- 2 TAVR-704.0
BSAN-706.17
- 3 TAVR-704.0
BSTM-707.81
- 4 TSM-706.68
BSTM-707.46

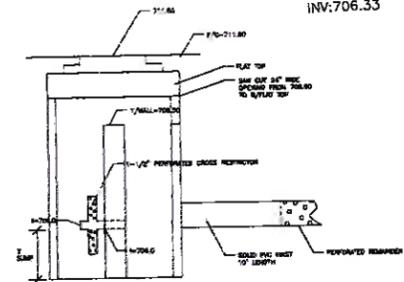


NOZDL ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
www.NoZdlEngineering.com
1421 Capital Avenue
P.O. Box 1421
Wilmington, NC 28403
Tel: (910) 348-8888 Fax: (910) 348-8889



REV	DATE	DESCRIPTION
0	08/05/14	CONCEPT PLAN
1	03/18/15	FINAL ENGINEERING
2	07/16/15	FINAL ENGINEERING
3	10/07/15	FINAL ENGINEERING

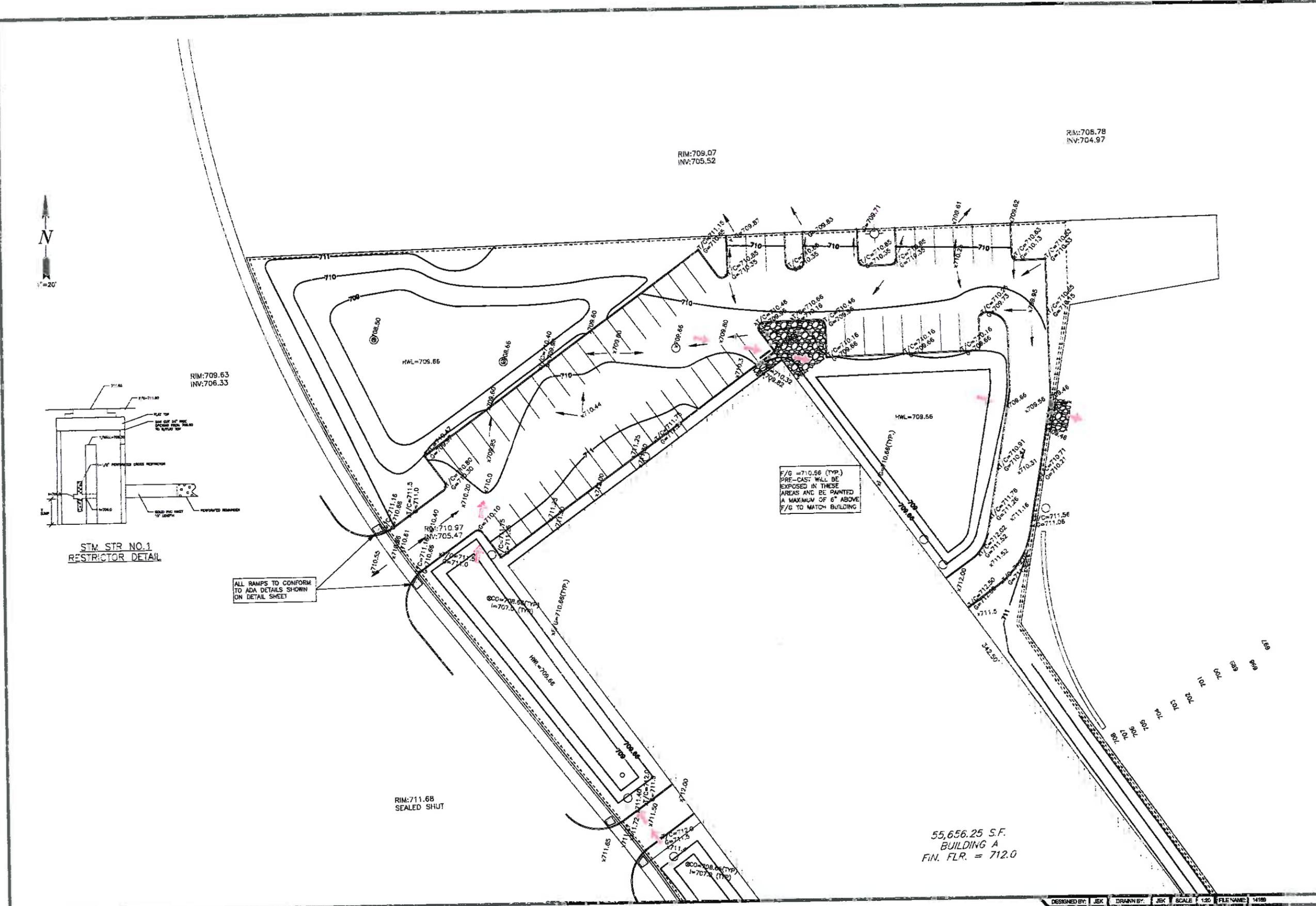
UTILITY PLAN-SOUTH
7601 S. QUINCT ST.
WILLOWBROOK, IL



STM STR NO. 1
RESTRICTOR DETAIL

ALL RAMPS TO CONFORM
TO ADA DETAILS SHOWN
ON DETAIL SHEET

F/G = 710.56 (TYP.)
PRE-CAST WILL BE
EXPOSED IN THESE
AREAS AND BE PAINTED
A MAXIMUM OF 6" ABOVE
F/G TO MATCH BUILDING



RIM: 709.78
INV: 704.97

RIM: 709.07
INV: 705.52

RIM: 709.63
INV: 706.33

RIM: 711.68
SEALED SHUT

55,656.25 S.F.
BUILDING A
FIN. FLR. = 712.0

HOZEL ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
1821 Oakton Avenue
PH: (800) 525-5826 F: (850) 426-5871



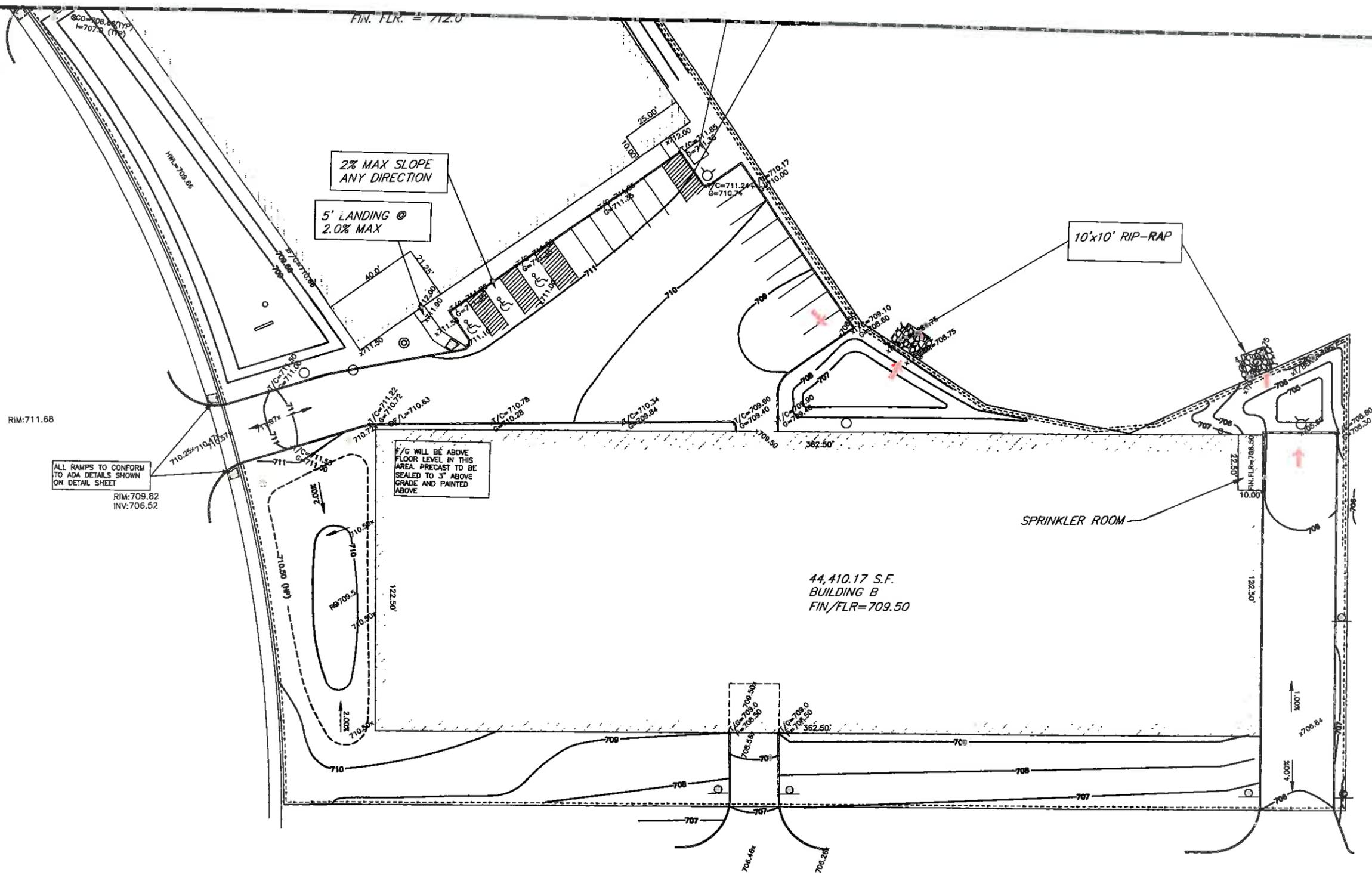
REV	DATE	DESCRIPTION
0	03/05/15	CONCEPT PLAN
1	03/25/15	FINAL ENGINEERING
2	03/16/15	FINAL ENGINEERING
3	03/07/15	FINAL

GRADING PLAN-NORTH
7601 S. QUINCT ST.
WILLOWBROOK, IL

SITE BENCH MARK
SOUTHEAST HEADBOLT
712.81 NAVD 88



FIN. FLR. = 712.0



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Lisle, Illinois 60532
PH: (630) 455-8211

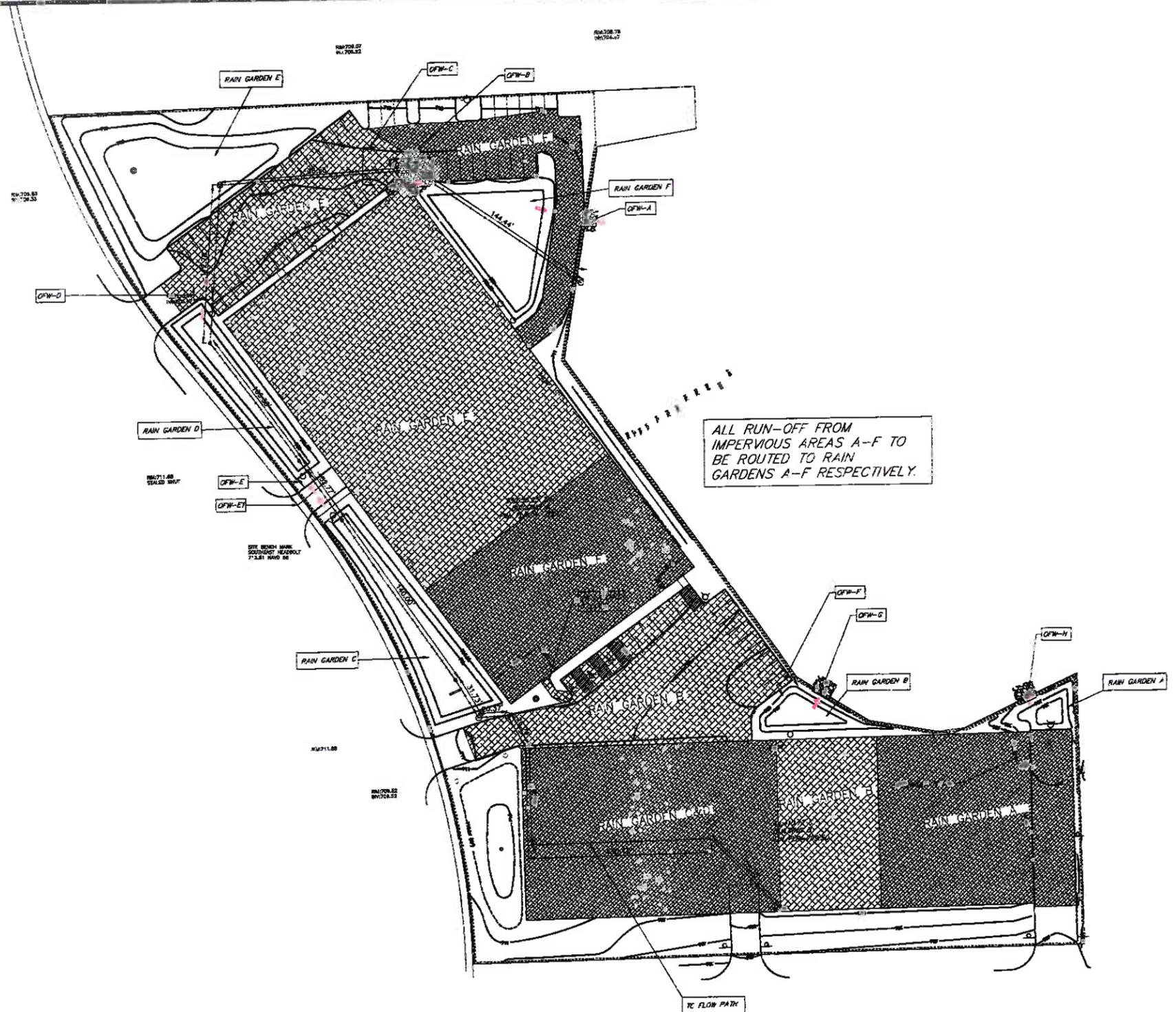
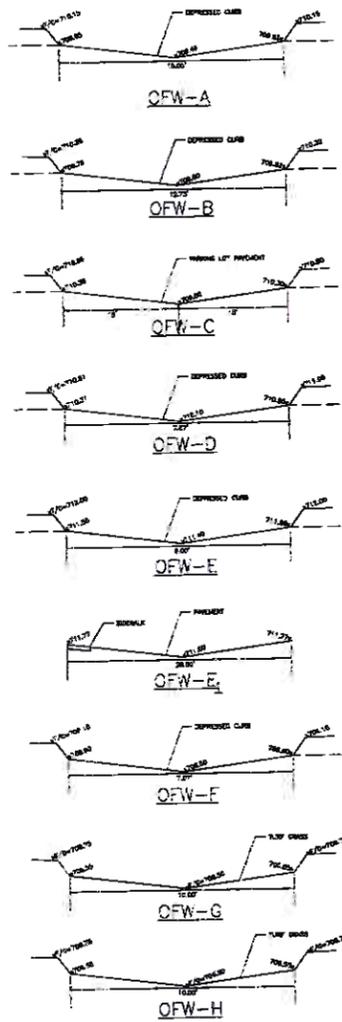


REV	DATE	DESCRIPTION
0		CONCEPT PLAN
1	08/21/16	FINAL ENGINEERING
2	09/15/16	FINAL ENGINEERING
3	10/07/16	FINAL ENGINEERING

GRADING PLAN-SOUTH
7601 S. QUINCT ST.
WILLOWBROOK, IL

DESIGNED BY: JEK	DRAWN BY: JEK	SCALE: 1/2" = 1'0"	FILE NAME: 14100
DRAWINGS ARE NOT AUTHORIZED FOR SUBMITTAL UNLESS SIGNED AND SEALED			

PROVIDE SEED MIX IN RAIN GARDENS PER LANDSCAPE PLANS



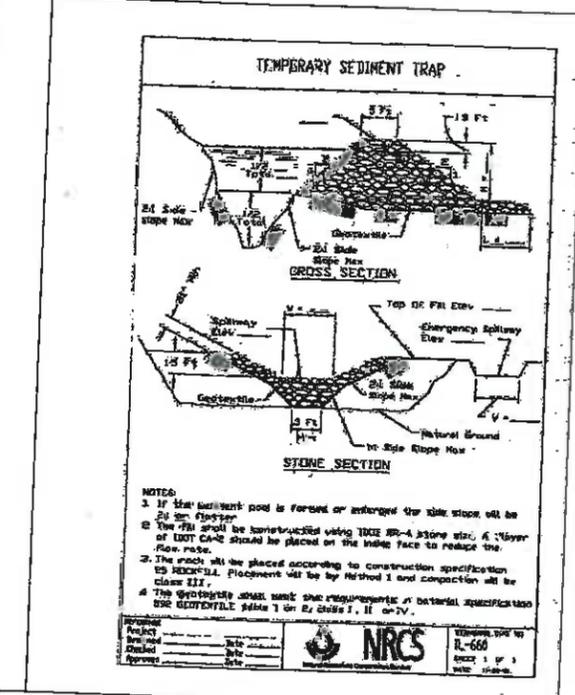
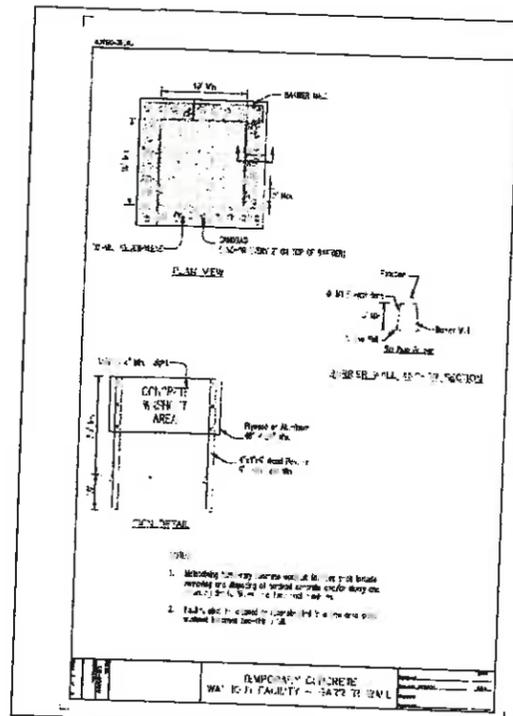
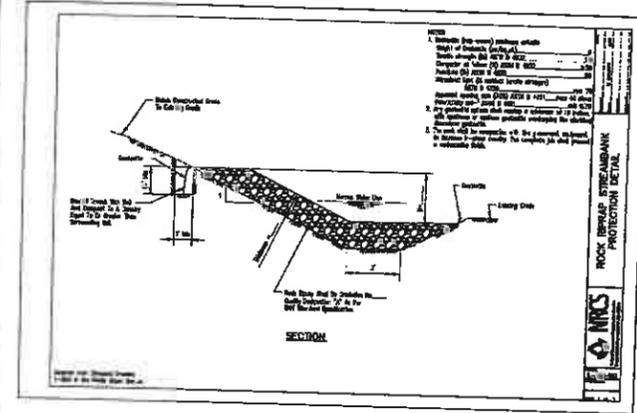
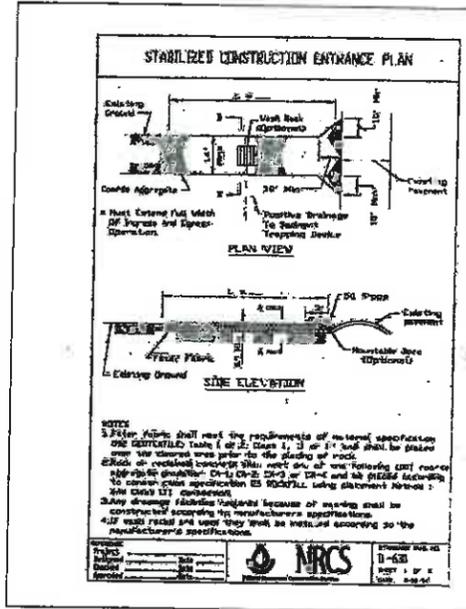
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 www.kozioiengineering.com
 1821 Ogden Avenue
 Oak Brook, IL 60452
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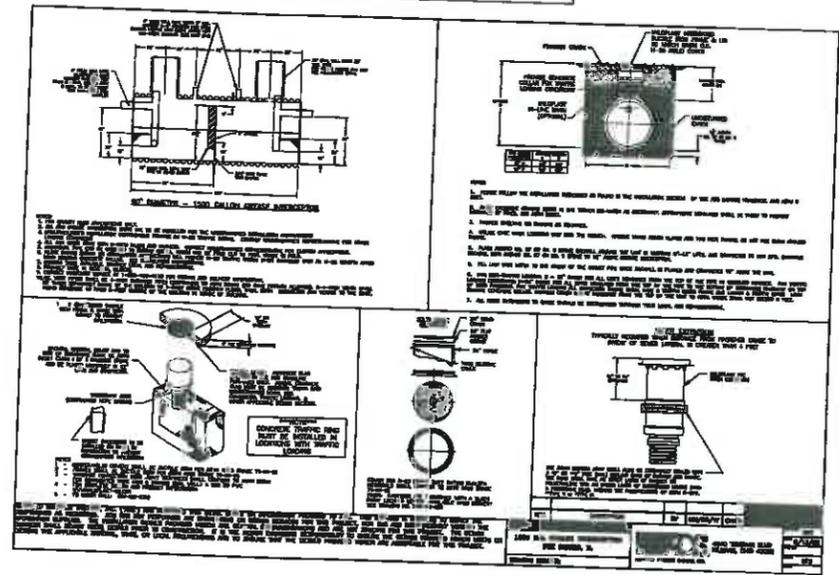
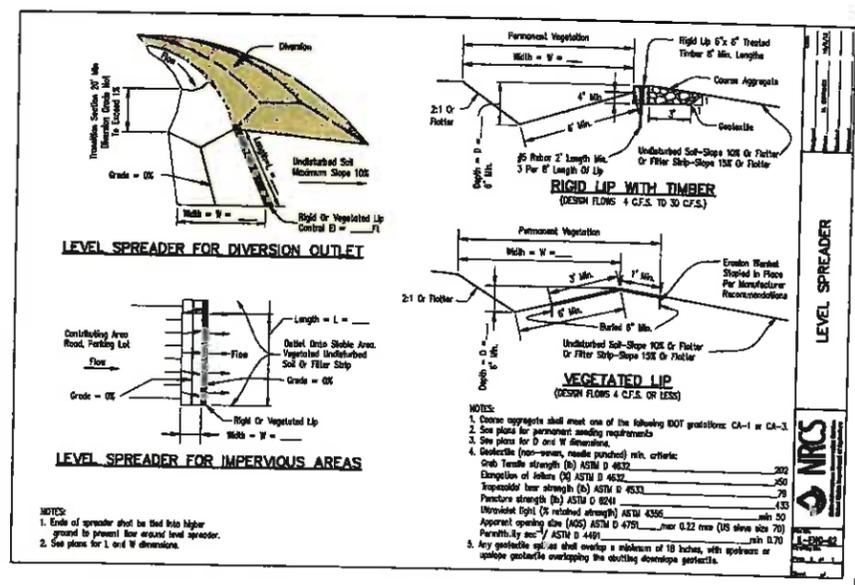
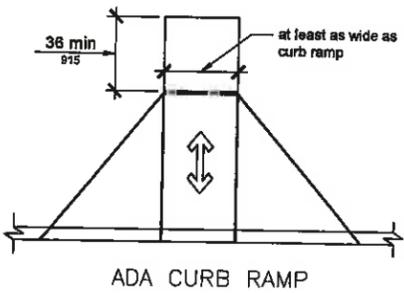
REV	DATE	DESCRIPTION	DESCRIPTION
0	08/24/15	CONCEPT PLAN	
1	02/27/16	FINAL ENGINEERING	
2	08/19/16	FINAL ENGINEERING	
3	10/07/16	FINAL ENGINEERING	

BMP OVERLAND FLOOD ROUTE
 7601 S. QUINCT ST.
 WILLOWBROOK, IL

DETAILS



LAYER	LIGHT DUTY PAVEMENT (PRK STALLS)	HEAVY DUTY PAVEMENT (AISLES)	PAVEMENT SPECIFICATIONS
SURFACE COURSE	1.5"	2"	N50
BINDER COURSE	1.5"	2.25"	N50
BASE	10"	10"	AGGREGATE TYPE B (CRUSHED IIR=50 (MIN.))
SUB-BASE	4"	4"	GRANULAR TYPE B IIR = 30



KOZLO ENGINEERING SERVICES
PROFESSIONAL ENGINEERS
1627 Open Avenue
P.O. Box 433463
Chicago, IL 60643
Tel: (773) 433-8888
Fax: (773) 433-8888

DETAIL SHEET

7601 S. QUINCT ST.
WILLOWBROOK, IL

REVISIONS

REV	DATE	DESCRIPTION
0	03/04/15	CONCEPT PLAN
1	03/05/15	FINAL ENGINEERING
2	03/16/15	FINAL ENGINEERING
3	03/17/15	FINAL ENGINEERING

DESIGNED BY: JEK **DRAWN BY: JEK** **SCALE: 1/4" = 1'-0"** **FILE NAME: 14169**

SHEET NUMBER: C-11

Detail: Monument Sign

UL Listed Double Face Monument Sign- Internally Illuminated with R. Lamps

Decorated Plexiglas Facets

12" Deep



Aluminum Pole Cove 7601

27.4 sq. ft. Sign Area per Side - Total 54 sq. ft.

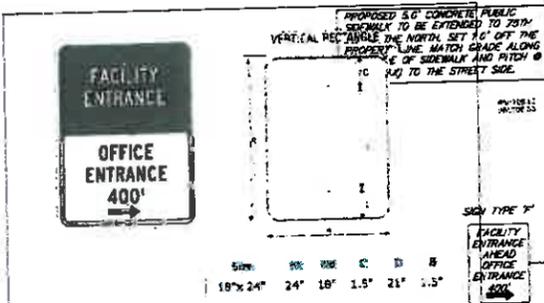
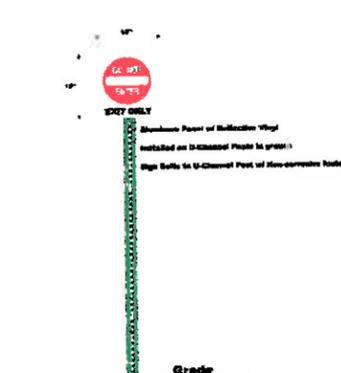
Grade

Rigid Conduit 120v / 20 amp circuit

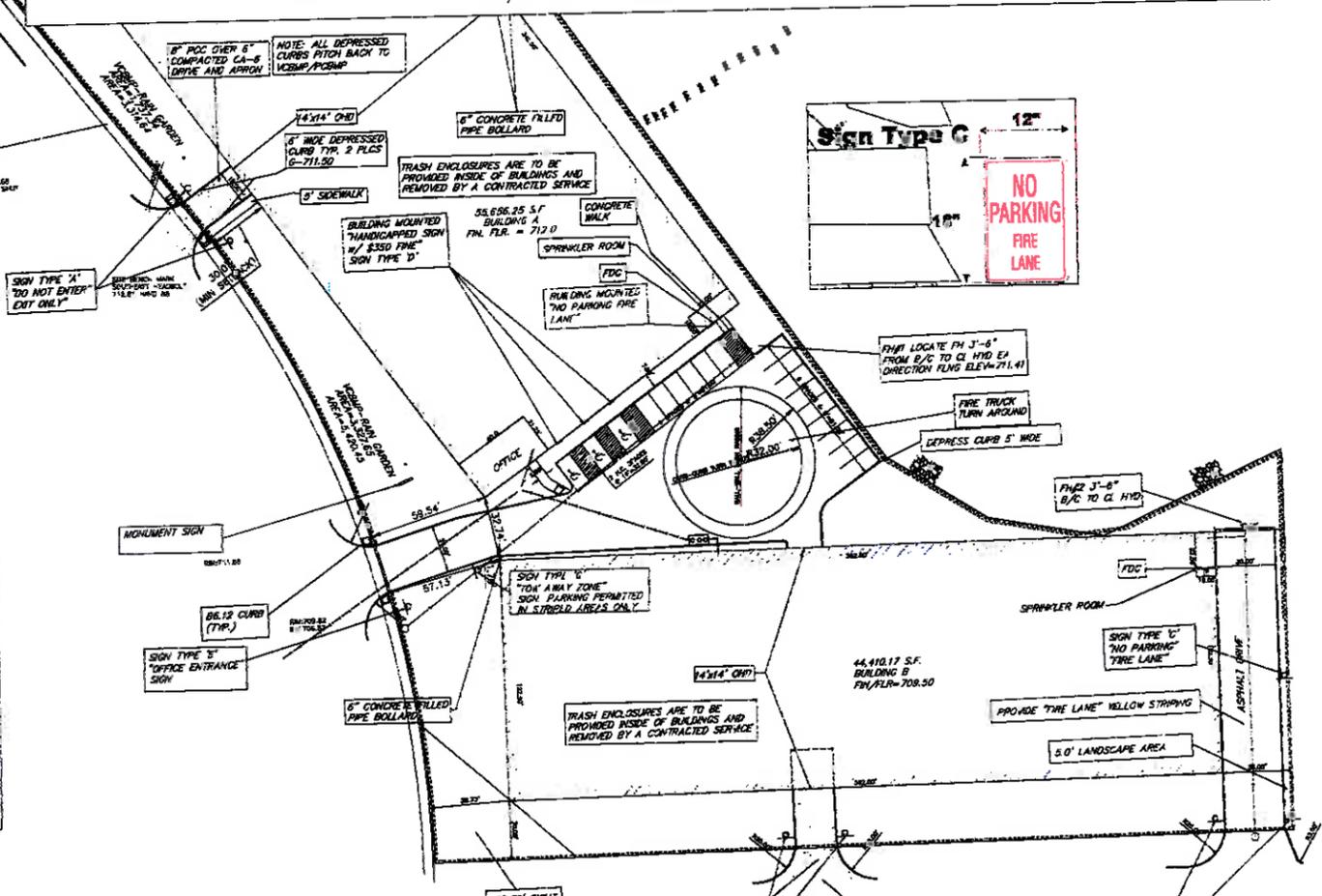
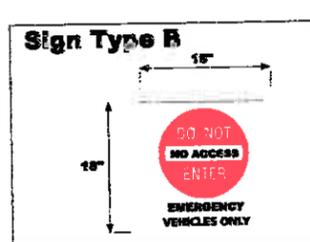
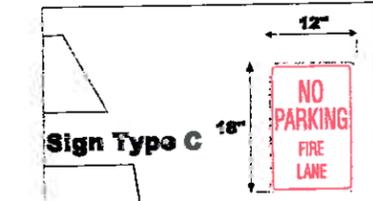
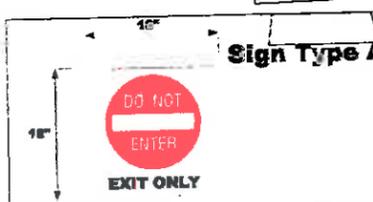
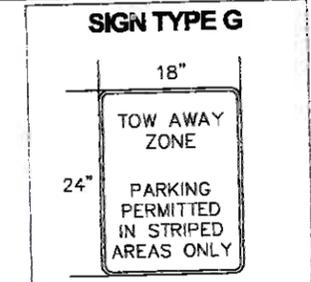
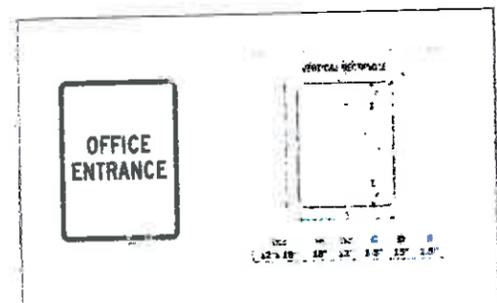
3000 psi concrete / 24" X 48" hole in undisturbed soil

Detail for Sign Types A, B & C

Detail for Sign Types A, B & C



TRASH ENCLOSURES
 THE TRASH ENCLOSURE IN BUILDING A WILL BE A SMALL DUMPSTER (2 TO MAX) AND WILL ONLY BE AVAILABLE TO THE MANAGEMENT FOR OFFICE DEBRIS AND AS NEEDED FOR CLEANING OUT STORAGE UNITS AFTER A TENANT HAS MOVED OUT. THE DUMPSTER WILL BE PUT OUT BY THE MANAGEMENT ON A REGULARLY SCHEDULED DAY TO BE PICKED UP BY THE CONTRACTED REFUSE HAULER. THE DUMPSTER WILL THEN BE PUT AWAY BY THE MANAGEMENT THE SAME DAY AS THE PICK-UP.
 THE TRASH ENCLOSURE IN BUILDING B WILL BE LIMITED TO A LARGE GARBAGE CAN THAT WILL BE EMPTIED BY THE MANAGEMENT AND THE BUILDING A TRASH ENCLOSURE PRIOR TO THE PICK UP DAY.

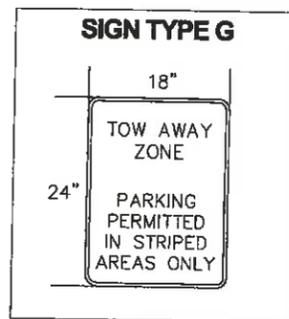
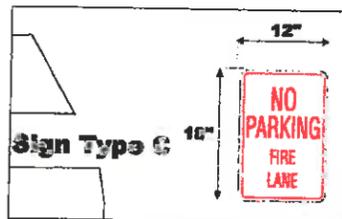
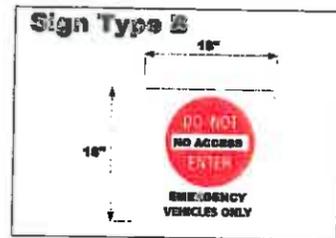
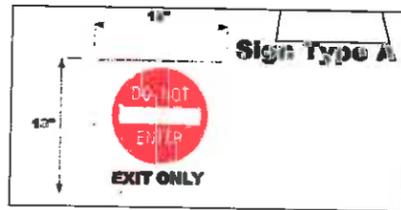


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 1871 Ogden Avenue
 Willowbrook, IL 60181
 Phone: (630) 455-8888



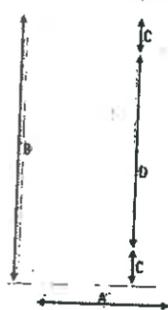
REV	DATE	DESCRIPTION
0	02/01/15	CONCEPT PLAN
1	02/01/15	FINAL ENGINEERING
2	02/01/15	FINAL ENGINEERING
3	10/01/15	FINAL ENGINEERING

SIGN LOCATION PLAN
 7601 S. QUINCT ST.
 WILLOWBROOK, IL



TYPE D

VERTICAL RECTANGLE

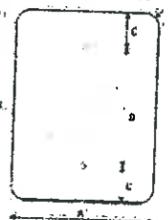


Size	Ht	Wd	C	D	E
12"x 24"	24"	12"	1.5"	21"	1.5"



TYPE E

VERTICAL RECTANGLE

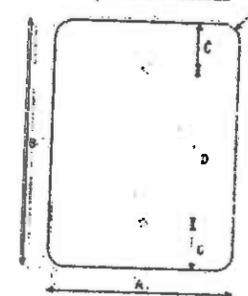


Size	Ht	Wd	C	D	E
12"x 18"	18"	12"	1.5"	15"	1.5"



TYPE F

VERTICAL RECTANGLE



Size	Ht	Wd	C	D	E
18"x 24"	24"	18"	1.5"	21"	1.5"

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P.O. Box 435-6666
Lisle, Illinois 60532
P: (630) 435-6666 F: (630) 435-6677



REV	DATE	DESCRIPTION
0	03/24/15	CONCEPT PLAN
1	03/24/15	FINAL ENGINEERING
2	03/24/15	FINAL ENGINEERING
3	10/27/15	FINAL ENGINEERING

SIGNAGE DETAILS
7601 S. QUINCT ST.
WILLOWBROOK, IL

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2015 AND ENDING APRIL 30, 2016, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

AGENDA NO.

9

AGENDA DATE: 11/23/15

STAFF REVIEW: Carrie Dittman

SIGNATURE Carrie Dittman

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TH.

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: To Halik

REVIEWED BY COMMITTEE:

YES on November 9, 2015

NO

N/A

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

One component in the Parks and Recreation Department budget process is how the Special Recreation Tax Levy plays a part of funding certain Department expenses. Attached you will find a summary of the Special Recreation projects for the 2015 Tax Levy.

Since FY 2006, the Board levied the tax as an alternative to using other funds from the General Fund. Currently, the tax impact for a homeowner with a market value of \$300,000 is approximately \$18.80. The Village Board determined that the effect of funding the following items through the Special Recreation Tax is preferable to funding them from the General Fund:

- 1) Willowbrook's membership in the Gateway Special Recreation Association and direct Staff costs
- 2) Expenses in assisting recreation participants requiring ADA accommodations
- 3) Improvements to our parks and playgrounds in providing better accessibility

In addition to Gateway membership, staff costs and ADA accommodations, the tax has funded park accessibility improvements as recommended by the accessibility evaluation completed in 2006. Funds from this tax levy as well as amounts restricted for special recreation from prior levies will be used in the Willow Pond Park project and in the Community Resource Center. Staff presented the proposed tax levy at the Finance and Administration Committee meeting on November 9, 2015.

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

For the 2015 proposed tax levy of \$74,620, the tax impact for a home owner with a home market value of \$300,000 would be approximately \$18.90. This represents a 1.97% increase over the prior levy. All tax collected is restricted to be used on special recreation activities. Below is the tax levy from last year compared to the 2015 requested levy:

	<u>Tax Levy Year 2014</u>	<u>Tax Levy Year 2015</u>
Gateway membership	\$ 35,606	\$ 37,045
Staff costs	5,400	5,400
ADA Accommodations	6,575	6,575
Park Landscape Supplies	4,600	4,600
Park Improvements	<u>21,000</u>	<u>21,000</u>
Total	\$ 73,181	\$ 74,620

ACTION PROPOSED: PASS THE ORDINANCE

ORDINANCE NO. 15-O-_____

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2015 AND ENDING APRIL 30, 2016, OF THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS

WHEREAS, on or about June 8, 2015, the corporate authorities of the Village of Willowbrook passed Ordinance No. 15-O-16, entitled "Annual Appropriation Ordinance Village of Willowbrook, DuPage County, Illinois for the Fiscal Year Beginning May 1, 2015 and Ending April 30, 2016"; and

WHEREAS, the corporate authorities of the Village of Willowbrook, by this Ordinance, desire to levy such taxes as are necessary to defray all expenses and liabilities for the fiscal year commencing May 1, 2015 and ending April 30, 2016.

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

SECTION ONE: That the Mayor and Board of Trustees of the Village of Willowbrook have and hereby do ascertain the total amount of appropriations legally made and all amounts deemed necessary to defray additional expenses and liabilities for all corporate purposes to be provided for by the levy of

taxes for the fiscal year commencing May 1, 2015 and ending April 30, 2016, as follows:

ACCOUNT NUMBER	OBJECT AND PURPOSE FOR WHICH APPROPRIATIONS ARE MADE	AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE IN DOLLARS	AMOUNT LEVIED IN DOLLARS
	GENERAL FUND EXPENDITURES		
	CORPORATE		
01-20-550-101	Salaries-Permanent Employees	\$72,256	\$5,400
01-20-565-341	Park & Landscape Supplies	\$31,000	\$4,600
01-20-590-518	ADA - Gateway Due	\$71,212	\$37,045
01-20-590-520	ADA Accommodations	\$22,350	\$6,575
01-20-590-521	ADA Park Improvements	\$132,984	\$21,000

SECTION TWO: That there be and hereby is levied a tax, pursuant to 65 ILCS 5/11-95-14, for the fiscal year commencing on May 1, 2015 and ending April 30, 2016, upon all property subject to taxation within the Village of Willowbrook, DuPage County, as such property is assessed and equalized for State and County purposes for the current year, the sum of \$74,620 for the purposes and the funds set forth in Section One of this Ordinance.

SECTION THREE: That the Village Clerk be and the same is hereby directed to certify a copy of this Ordinance and file

said certified copy with the County Clerk of DuPage County, within the time specified by law.

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

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

PASSED and APPROVED this 23rd day of November, 2015.

APPROVED: _____
Mayor

ATTEST: _____
Village Clerk

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

STATE OF ILLINOIS)
) SS.
COUNTY OF DU PAGE)

I, Frank A. Trilla, do hereby certify that I am the duly qualified Mayor of the Village of Willowbrook, DuPage County, Illinois. I do further certify that the provisions of Sections 18-60 through 18-85 of the "Truth in Taxation Act" (35 ILCS 200/18-55 et seq.) are inapplicable to its 2015-2016 Tax Levy Ordinance, passed this 23rd day of November, 2015.

IN WITNESS WHEREOF, I hereunto affix my official signature at Willowbrook, Illinois, this 23rd day of November, 2015.

Frank A. Trilla
Mayor

(SEAL)

ATTEST:

Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION AMENDING SECTION 8.11 OF THE VILLAGE OF WILLOWBROOK EMPLOYEE HANDBOOK TO AUTHORIZE EMPLOYEE ORGAN AND BONE MARROW DONOR LEAVE

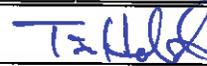
AGENDA NO.

10

AGENDA DATE: 11/23/15

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE:



LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE:



RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE:



REVIEWED & APPROVED BY COMMITTEE:

YES

NO

N/A

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

In January of this year, Village employee Garrett Hummel's 20 month old son, Calvin, was diagnosed with kidney disease. After extensive testing and treatments at Lurie Children's Hospital, both of his kidneys were removed and he now undergoes routine dialysis. During this time, other Village employees were extremely supportive of the family and took up a cash donation to help Garrett and his wife offset expenses not covered by insurance (parking at Lurie, etc.). In addition, the patrol and sergeant officer's union sold wristbands to also raise money for the family. This was also advertised through our local Chamber of Commerce and Industry. Other fundraising events were held through the Children's Organ Transplant Association (COTA), the Culver's Restaurant in St. Charles, and various other restaurants displayed donation boxes.

Garrett recently underwent compatibility testing to determine whether he was a match and could donate one of his kidneys to his son. The test results revealed he is a match! Garrett will undergo the surgery in January or February of 2016. Concerned employees and others are still considering what can be done to assist the family, since Garrett will likely not have enough accrued unused sick time to cover the surgery and recovery time, in addition to caring for Calvin after his surgery.

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

Research into the topic of organ donation revealed that there is a state law (5 ILCS 327/20) entitled, The Organ Donor Leave Act, which when adopted by an employer will afford the individual up to thirty (30) days of paid organ donation leave within a 12 month period to serve as an organ donor. This leave can be taken before using accumulated sick or vacation leave time. The law also provides employees time off for blood (1 hour), blood platelet (2 hour), and bone marrow (30 days) donations.

The Village's H.R. consultant drafted the necessary forms (copies attached) to be used by an employee to apply for this leave. If this policy is adopted by the Village Board, it will be added to the Village Employee Handbook, as an amendment to Section 8.11, and become available to all employees that are eligible. Any leave taken as a result of this policy would run concurrently with Family Medical Leave Act (FMLA) leave.

ACTION PROPOSED:

Adopt Resolution.

AN ACT concerning employment.

**Be it enacted by the People of the State of Illinois,
represented in the General Assembly:**

Section 1. Short title. This Act may be cited as the Employee Blood Donation Leave Act.

Section 3. Purpose. This Act is intended to provide time off with pay to allow employees of units of local governments, boards of election commissioners, or private employers in the State of Illinois to donate blood.

Section 5. Definitions. As used in this Act:

"Employer" means any unit of local government, board of election commissioners, or any private employer in the State who has 51 or more employees.

"Department" means the Department of Public Health.

"Participating employee" means a full-time employee who has been employed by an employer for a period of 6 months or more and who donates blood.

Section 10. Paid leave for blood donation; administration.

(a) On request, a participating employee subject to this Act may be entitled to blood donation leave with pay.

(b) An employee may use up to one hour to donate blood every 56 days in accordance with appropriate medical standards established by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or other nationally recognized standards.

(c) A participating employee may use the leave authorized in subsection (b) of this Section only after obtaining approval from the employer.

(d) The Department must adopt rules governing blood donation leave, including rules that (i) establish conditions

and procedures for requesting and approving leave and (ii) require medical documentation of the proposed blood donation before leave is approved by the employer.

Section 15. The Organ Donor Leave Act is amended by changing Section 20 as follows:

(5 ILCS 327/20)

Sec. 20. Administration of Act.

(a) On request, a participating employee subject to this Act may be entitled to organ donation leave with pay.

(b) An employee may use (i) up to 30 days of organ donation leave in any 12-month period to serve as a bone marrow donor, (ii) up to 30 days of organ donation leave in any 12-month period to serve as an organ donor, (iii) up to one hour to donate blood every 56 days, and (iv) up to 2 hours to donate blood platelets in accordance with appropriate medical standards established by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or other nationally-recognized standards. Leave under item (iv) may not be granted more than 24 times in a 12-month period.

(c) An employee may use organ donation leave or other leave authorized in subsection (b) of this Section only after obtaining approval from the employee's agency.

(d) An employee may not be required to use accumulated sick or vacation leave time before being eligible for organ donor leave.

(e) The Department must adopt rules governing organ donation leave, including rules that (i) establish conditions and procedures for requesting and approving leave and (ii) require medical documentation of the proposed organ or bone marrow donation before leave is approved by the employing agency.

(Source: P.A. 92-754, eff. 1-1-03.)

Village Policy on Organ Donation

This Policy further clarifies Village policy 8.11 from the Willowbrook Employee Handbook regarding employee blood, platelet, and organ donor leave.

In accordance with Illinois Law, (5 ILCS 327/20), the Village of Willowbrook, has established the following policy related to Organ Donation Leave:

EMPLOYEE ORGAN AND BONE MARROW DONOR LEAVE:

Pursuant to 5 ILCS 327/20 which amends Section 20 of Public Act 094-0033 of the Blood Donation Leave Act - Regular, full time employees are eligible for organ and bone marrow donation leave with pay according to the following guidelines:

- Any regular full-time employee who has worked for the Village for at least six (6) months may use up to thirty (30) days of organ/bone marrow donation leave in any 12-month period to serve as an organ/bone marrow donor.
- Twelve (12) consecutive months is measured from the date the leave begins.
- Employees shall submit a written request for organ/bone marrow donation leave with the appropriate Department Head with as much advance notice as possible.
- Medical documentation of the proposed donation is required for consideration. Documentation shall consist of a written statement from the attending physician who will be coordinating the organ/bone marrow donation.
- If the requested leave meets the guidelines for organ/bone marrow donor leave, employees will be paid for this time off up to a maximum of thirty (30) work days.
- Employees will **not** be required to use accumulated sick or vacation leave before becoming eligible for organ/bone marrow donor leave.
- Any leave taken as a result of this policy would run concurrently with Family Medical Leave Act (FMLA) leave.

Organ Donation Leave

Scope: This regulation applies to all full-time employees who have been employed by the Village for a period of six (6) months or more.

Amount of Leave: In any 12-month period, an employee may use up to:

- ◆ 30 days of organ donation leave to serve as a bone marrow donor; and
- ◆ 30 days of organ donation leave to serve as an organ donor.

Application Process:

1. An employee or the employee's authorized representative may request organ donation leave by submitting this form to the employee's supervisor who will forward the request immediately to the Village Administrator.
2. A request shall be accompanied by the medical documentation required by the form.
3. The Village Administrator shall render a decision on requests for organ donation leave within 5 working days of receiving the request.
4. If there is a question about medical documentation, the documentation shall be immediately forwarded to the State Medical Director to determine whether the documentation is acceptable.

Criteria for Reviewing Requests for Leave

1. An employee shall be denied the use of organ donation leave only if the employee fails to provide medical documentation establishing the employee as an organ or bone marrow donor.
2. If an employee must make donation before receiving approval, the leave shall be provided retroactively upon approval.

Use of Leave

1. Organ donation leave may only be used for actual donation procedure, the preparation for the donation procedure and recovery from the donation procedure.
2. Leave may be used in increments of 1 hour or more.

RESOLUTION NO. 15-R-_____

**A RESOLUTION AMENDING SECTION 8.11 OF THE VILLAGE OF
WILLOWBROOK EMPLOYEE HANDBOOK TO AUTHORIZE
EMPLOYEE ORGAN AND BONE MARROW DONOR LEAVE**

WHEREAS, the corporate authorities of the Village of Willowbrook have previously adopted the Village of Willowbrook Employee Handbook; and

WHEREAS, upon review of certain provisions of the Village of Willowbrook Employee Handbook, the corporate authorities have determined that it is in the best interest of the Village and its employees to amend section 8.11 of the Village of Willowbrook Handbook to authorize employee leave, with pay, for the purpose of bone marrow and organ donation, all as set forth in those amendments to section 8.11 of the Village of Willowbrook Employee Handbook attached hereto as Exhibit A and made a part hereof.

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

[The rest of this page intentionally left blank]

Section 1. That the amendments to Section 8.11 of the Village of Willowbrook Employee Handbook attached hereto as Exhibit "A" be, and are hereby, approved and shall become effective immediately upon the passage and approval of this Resolution.

PASSED and APPROVED this 23rd day of November, 2015.

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Leroy Hansen, Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

8.11 EMPLOYEE BLOOD, PLATELET, BONE MARROW AND ORGAN DONOR LEAVE:

All regular, full time employees who have been employed by the Village for a continuous period of six (6) months shall be granted up to one (1) hour or more paid leave time every 56 days for the purpose of donating blood and up to two (2) hours or more paid leave every 56 days to donate blood platelets in accordance with appropriate medical standards established by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or other nationally recognized standards.

All full time employees who have been employed by the Village for a continuous period of six (6) months shall be granted (i) up to 30 days of organ donation paid leave time in any 12-month period to serve as a bone marrow donor, (ii) up to 30 days of organ donation paid leave time in any 12-month period to serve as an organ donor.

Qualifying employees may use employee blood, platelet, bone marrow or organ donation leave only after obtaining approval from the Village Administrator.

Qualifying employees shall submit a written request for leave with his/her immediate supervisor no less than fourteen (14) days in advance of the requested leave. The supervisor shall immediately forward the request to the Village Administrator. Medical documentation of the proposed blood, platelet, bone marrow or organ donation shall be required for approval. The medical documentation shall consist of a written statement from the blood bank indicating that the employee has an appointment to donate blood or platelets or medical documentation that the employee has been determined to be qualified bone marrow donor or organ donor match.

No employee shall be required to use accumulated sick or vacation benefit time for the period used to donate or attempt to donate blood, platelets, bone marrow or organs.

Employees shall submit a written confirmation that the employee kept the appointment and attempted to donate in order to be eligible for paid leave. If the employee does not keep his/her appointment to donate, the employee shall not be compensated for the leave.

The time allowed to donate shall be retained by the employee if the attempt to donate is unsuccessful as determined and documented by medical personnel.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON AUGUST 21, 2015 AT THE VILLAGE POLICE DEPARTMENT BUILDING OF THE VILLAGE OF WILLOWBROOK, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chairman Schuler at the hour of 7:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman William Schuler, Secretary Stephen Landsman, and Commissioner Joseph Heery. Also present were Chief of Police Mark Shelton and Recording Secretary Cindy Stuchl.

ABSENT: None.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. REVIEW AND APPROVE MINUTES

Minutes - Regular BOPC Meeting - July 17, 2015 (APPROVE)

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to approve the Omnibus Vote Agenda as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

None presented.

6. UNFINISHED BUSINESS

- a. Review - Revised Board of Police Commissioners Rules and Regulations

Chairman Schuler reviewed the additional changes/suggestions made by the Commissioners to the Rules and Regulations. After discussion, the commissioners concurred that the board should refer qualification issues dealing with a high school diploma

and conscientious objectors to the BOPC attorney for review and comment on the need to keep them in the Rules and Regulations.

The commissioners also reviewed and discussed a set of comparative promotional testing scoring scenarios and identified additional information required to reach consensus. Chairman Schuler requested that Chief Shelton apply a 100 point scale and recommend characteristics weighted appropriately for the Departmental Merit and Efficiency component of the overall promotional examination score.

7. NEW BUSINESS

a. Update - New Recruit Testing

Chief Shelton provided an update on two possible new hires. The next police academy date begins September 27, 2015. One recruit is scheduled for his psychological test on today's date. The other recruit has his polygraph test today and the psychological test yet to be scheduled. Chief Shelton advised that a special meeting will need to be held by the BOPC in order to approve these new hires.

The consensus of the BOPC was that if the tests came back with good results, the new hires may be enrolled into the police academy beginning September 27th. Chief Shelton advised that if any red flags are reported on the tests, he will schedule a special meeting with the Commission to discuss the applicant.

8. ADJOURNMENT

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to adjourn the meeting at the hour of 8:14 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

October 16 , 20 15

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 12, 2015 AT 6:00 P.M. AT THE VILLAGE POLICE STATION BUILDING, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Chairman Umberto Davi at 6:00 p.m.

2. ROLL CALL

Those present at roll call were Chairman Umberto Davi, Trustee Gayle Neal and Director of Finance Carrie Dittman.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, August 10, 2015 were reviewed.

Motion to approve made by Trustee Neal, seconded by Davi. Motion carried.

4. REPORT - Status of Annual Audit of the Village of Willowbrook for the fiscal year 2014/15

Director of Finance Dittman reported that the annual audit for the Village has now been completed and the process went fairly smoothly. The auditors did not propose any adjusting journal entries to the financial statements and had no new management letter comments. The report production process under BKD did not go as smoothly as in past years, however, due to changes in the new firm's processes which delayed the report issuance. The reports are planned to be presented at tonight's Village board meeting.

5. DISCUSSION - Credit Card Proposals

Director Dittman explained that as part of the new software implementation process the Village has considered the requests of many residents to begin offering online bill pay for water and other bills. Four (4) companies were reviewed for this offering: Point & Pay, Official Payments, CourtMoney.Com and Illinois E-Pay. Only Point & Pay and Official Payments integrate with the new software, which would automatically apply the payments to customer accounts at the moment the payment is made, thus saving staff time from having to manually enter it after the fact and minimizing errors. There is a varying fee structure, depending upon whether the fees are absorbed by the Village or passed on to the customer, which was enclosed with the agenda and reviewed with the committee. Current monthly average fees which the Village now absorbs are about \$900/mo, or \$10.94/transaction as roughly 80 customers per month pay with credit cards.

Official Payments charges a flat \$1.95 per transaction for credit/debit card use if the Village absorbs the fee or \$3.95 if the customer pays the fee. Point & Pay charges an interchange fee plus 40 basis points per transaction if the Village absorbs the fee; for a \$100 water bill, this would be between \$2.20-\$3.90, and \$4.40-\$7.80 for a \$200 water bill. They charge 3% of the transaction cost with a \$2.00 minimum if the customer pays the fee (ex: \$3.00 on a \$100 water bill).

For Official Payments, if the Village absorbs the fee the monthly charge to the Village based on current average usage would be \$154.05 (versus the current fee of about \$900/mo). If 150 people used the online bill pay monthly, the fee to the Village would be \$292.50. There are no minimum fees imposed by Official Payments.

Using either service would enable the Village to accept credit and debit cards online (VISA, MC, and Discover) and also e-checks (\$1.00/transaction for Official Payments and \$.65, \$3.00 or \$10.00 for Point & Pay depending on the payment amount and who pays the fee). Trustee Neal expressed concern about e-checks in that some residents might wait until the last minute to pay their bill so that it would not be marked late, knowing that they did not have sufficient funds in their account and relying on the "float" system until they deposited additional money in their account. She questioned how the system would prevent the transaction from being applied if there were not sufficient funds and who would be notified if it was rejected. Trustee Neal also inquired about how much of the Village's money would need to be set aside in the associated account to cover Official Payment's fees and any rejected items. Director Dittman stated that she would reach out to Official Payments for the answers.

Due to the more favorable fee structure, integration with the new software and better responsiveness compared to the other companies, staff is recommending Official Payments, and has forwarded their contract to the Village attorney for review. Trustee Neal raised some questions about the contract, such as notice needed to terminate it. Director Dittman noted that it is for a term of 2 years, which she has inquired of Official Payments if it can be shortened to 1 year and is awaiting their reply, and it will automatically renew for 1 year terms except that it can be cancelled if 60 days written notice before the end of the term is given by either party.

A short discussion ensued between Trustee Neal and Chairman Davi about passing on the fees vs. the Village absorbing them and Trustee Neal distributed some information from other local Village's websites showing payments that they currently take, including direct debit. Director Dittman noted that the Village already currently accepts direct debit, and residents must complete a form to sign up including providing their banking information.

Non-sufficient funds' fees were also discussed and Director Dittman noted that the Village currently imposes a \$25.00 fee for returned checks.

Director Dittman noted that it was planned to present the Committee's recommendation to the Village Board at the October 26 meeting, but that could be postponed pending the responses from Official Payments and any further discussion needed by the Committee.

6. REPORT - Monthly Disbursement Reports - July 2015

The Committee reviewed the disbursement reports for the months of August & September (respectively) and key items are highlighted below:

- Total cash outlay for all Village funds - \$1,007,224 & \$1,102,832.
- Payroll for active employees including all funds - \$485,924 &

321,599 (2 payrolls each month). The change from the prior fiscal year is a cumulative 15.19% increase. This is due to the large payout in August to a retiring police officer.

- Ave. daily outlay of cash for all Village funds - \$32,491 & \$36,761. Fiscal year to date daily average is \$36,877.
- Ave. daily expenditures for the General Fund - \$21,816 & 20,205. Fiscal year to date average is \$23,290.

7. REPORT - Sales Tax, Income Tax, Utility Tax, Places of Eating Tax, Fines, Red Light Fines, Building Permits, Water Revenues, Hotel/Motel Tax and Motor Fuel Tax

All revenues are fiscal year to date collections through September 30, 2015

- Sales tax receipts - \$1,499,862 down 0.3% from the prior year. Trending 1.9% over budget.
- Income Tax receipts - \$407,987 up 17.06% compared to the prior year, 54.4% over budget.
- Utility tax receipts - \$389,357 down 9.79% from the prior year, 12.1% under budget, consisting of:
 - o Telecomm tax - \$176,520, down 2.96%.
 - o Northern IL gas - \$34,580, down 49.27%
 - o ComEd - \$179,443, down 1.76%
- Places of Eating Tax receipts - \$220,861 up 3.77% compared to the prior year, trending 12.8% over budget.
- Fines - \$64,729 down 15.85% compared with the prior year, 0.95% under budget. Fines come from County distributions and also local fine tickets written by Village police officers.
- Red Light Fines - \$121,224 down 57.19% from the prior year receipts, trending 50.6% below budget. Director Dittman inquired of Chief Shelton on the current status of the cameras: the cameras at 75th Street and Midway Drive were back in service as of September 27. The 63rd Street cameras went down on May 22 and are expected back up on October 31 (about 23 weeks out of service).
- Building Permit receipts - \$213,125 up 140.02% from the prior year, trending at 325.76% above budget.
- Water sales receipts - \$1,452,306 up 15.28% from the prior year, 4.22% above budget, attributable in part to the 12% rate increase effective 1/1/2015. Director Dittman noted that a rate increase does not necessarily equate to the same % increase in revenue as customers increase their water conservation when rates go up.
- Hotel/Motel Tax receipts - \$91,401 up 299.36% compared with the prior year, 7.4% below budget. The June 1 rate increase to 5% is now

apparent beginning with the June tax payments received in July.

- Motor Fuel Tax receipts - \$50,616 down 69.07% compared with the prior year, 56.9% under budget. The Village has not received payments in August or September due to the lack of a State of IL budget, and they will not remit future payments until their budget is passed. If the state does not make any additional payments this fiscal year, we will only reach about 25% of our budget for this revenue source.

The reports above were approved by Trustee Neal and Chairman Davi.

8. VISITOR'S BUSINESS

There were no visitors present at the meeting.

9. COMMUNICATIONS

There were no communications received.

10. ADJOURNMENT

Motion to adjourn at 6:30 p.m. was made by Chairman Davi.

(Minutes transcribed by: Carrie Dittman, 10/13/2015)

MINUTES OF THE REGULAR MEETING OF THE HOTEL/MOTEL TAX ADVISORY COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON WEDNESDAY, JANUARY 28, 2015, AT 4:00 P.M. AT THE VILLAGE HALL, 7760 SO. QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

Trustee Paul Oggerino called the meeting to order at 4:00 p.m.

2. ROLL CALL

Those present were Trustee Paul Oggerino, Member Alan Gagnon (Red Roof Inn Plus), Member Rashmi Patel (Econ Lodge), Jamin Shah (Willowbrook Inn) and Member Frank Fishella (Willowbrook/Burr Ridge Chamber of Commerce), Village Administrator Tim Halik, Interim Director of Finance Carrie Dittman and Beth Marchetti, DuPage Convention and Visitors Bureau.

ABSENT: Members Roswita Korpas (LaQuinta Inn)

3. VISITORS BUSINESS

None presented.

4. MINUTES - November 12, 2014

Trustee Oggerino asked if there were any corrections to the minutes of the November 12, 2014 meeting. No changes were made. The Committee accepted the minutes as presented.

5. MONTHLY FINANCIAL REPORT - December 31, 2014

Interim Director of Finance Dittman presented the Monthly Financial Report for the period ending December 31, 2014. Cash in the fund was \$13,283. Revenues received through December 31 were \$36,371. Ms. Dittman noted percent of revenues received was 60% of budgeted revenues which is lower than the budgeted amount of 67%. Expenditures spent to date were \$23,089. Ms. Dittman reviewed the items not expended yet such as the Willowbrook Mobile Phone app and the unspent advertising dollars.

The Committee accepted the Monthly Financial Report as presented.

6. MARKETING REPORT - October, November & December 2014

Ms. Beth Marchetti discussed the Marketing Report for October, November and December 2014. Ms. Marchetti presented the Willowbrook/Burr Ridge Chamber ad for the 2015 directory. She requested the hotels advise her of any changes such as logos, phone numbers and website information. Ms. Marchetti inquired if any hotels sold the Oak Brook Center shopping packages. No hotels sold any of the packages. Ms. Marchetti asked the hotels to hold on to the packages for use at a later date. Maybe either a Valentine's Day or Back to Spring promotion may be done.

Ms. Marchetti stated the Bureau is featuring Willowbrook's Route 66 experience. Ms. Marchetti stated DuPage CVB and Willowbrook are featuring the Great American Road Trip to international and group tour audiences. Along with overnight stay and the ability to rent a classic car from American Classic Ride, we are featuring the Route 66 experience and Willowbrook. Ms. Marchetti also presented several print ads for this fiscal year.

Ms. Marchetti informed the Committee DuPage CVB will be moving to a new office in February and invited everyone to the open house.

7. BUDGET FY 2015/16

Interim Director of Finance Dittman presented the five-year financial summary for the fund, along with the proposed budget for Fiscal Year 2015/16. Revenues budgeted are \$45,000. Expenditures are \$38,767. Ms. Dittman stated this would keep fund balance at about \$5,000. As in previous years, the fund balance of \$5,000 will ensure the Hotel Fund will not draw from the Village's General Fund. The Committee discussed the idea of raising the hotel/motel tax. The Committee agreed to raise the 1% tax to between 4% or 5%. Village Administrator Halik stated the Village Board would have to agreed and pass a resolution for the increase.

The Committee accepted the Budget for Fiscal Year 2015/16 as presented.

8. ADVERTISING PROGRAM - FY 2015/16

Beth Marchetti presented the Advertising Program for FY 2015/16 in the amount of \$16,392. Village Administrator noted the drop in revenues from prior year which directly impacts the advertising program. Ms. Marchetti highlighted the importance of keeping the website updated. After a brief discussion the Committee approved the program in the amount of \$16,392.00

The Committee accepted the Advertising Program FY 2015/2016 as presented.

9. ADJOURNMENT

The Committee adjourned the meeting at 4:40 p.m.

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON
MONDAY, OCTOBER 12, 2015 AT THE WILLOWBROOK POLICE
STATION BUILDING, 7760 QUINCY STREET, IN THE VILLAGE OF
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Paul Oggerino, and Village Administrator Tim Halik.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the September 14, 2015 Regular Meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes as presented. Trustee Oggerino seconded the motion. Motion carried.

4. REPORT – Moratorium on the Unregulated Private Use of Unmanned Aerial Systems (UAS)

Administrator Halik advised the committee that the Federal Aviation Administration reauthorization legislation, known as the FAA Modernization and Reform Act, enacted on February 14, 2012 provided a framework for integrating new technology safely into the airspace. The FAA's reports to Congress and other published plans developed as part of the law's statutory requirements include, among other items, the integration of civil unmanned aircraft systems, also known as drones, into the national airspace system, as outlined in the law. Halik advised that individuals who fly drones within the scope of these parameters do not require permission to operate. However, notwithstanding these requirements, there have been reports throughout the nation of incidents where drones have interfered with commercial aircraft and have been used to violate a property owner's reasonable expectation of privacy. Current mechanical technological advancement will enable drones to be outfitted in a number ways, some of which may include for non-altruistic purposes. Halik shared that on August 18, 2015, Illinois Public Act 99-0392 was passed creating the Unmanned Aerial Systems Task Force to develop rules for the use of drones. Task Force recommendations are to be forwarded to the Governor by July 1, 2016. Halik advised that it's clear the expanding use of these devices is quickly outpacing the laws currently in place to regulate them. In response to a growing concern among some of our elected officials, it is recommended that a moratorium on drone use in Willowbrook be considered until such time as all relevant data on the subject can be gathered, clarification can be sought as to what authority we may have to regulate use, and appropriate measures are implemented to address concerns. Halik shared that the Village Attorney has drafted an ordinance establishing a moratorium on the unregulated private use of drones, with exceptions, which will expire two years from the effective date of the ordinance, unless acted on sooner. If the Village Board wishes to "get out in front" of this issue at this time due to concerns with private drone use in Willowbrook, and the potential conflict with flights at Midwest Helicopter, consideration of establishing a moratorium is recommended. The Committee was in agreement.

5. REPORT – Preliminary Specifications and Bid Documents – 3 MG Standpipe Painting and Rehabilitation Project

Administrator Halik advised the Committee that the work on the 67th Street water tank has been substantially completed – only landscape restoration work at the base of the tank remains. Halik reminded the committee that the FY 2015/16 budget also includes funding to develop design specifications and bidding documents relating to the re-coating of the 3 MG standpipe. On May 11, 2015, the Village Board accepted a proposal from CBBEL to perform this work. Halik stated that the preliminary contract document for the rehabilitation of the 3 MG standpipe, which will occur in FY 2016/17, has been drafted and a copy is included in the Committee packet. The project is scheduled to be put out to public bid in January of 2016, with the project commencing after May 1, 2016 within the 2016/17 fiscal year. Halik stated that although there may be minor changes made to the draft contract, staff recommends approval of the document. Chairman Mistele requested clarification on several items included in the draft contract, which Halik provided. The Committee recommended approval of the contract once review by staff and the Village engineering consultant is completed, and directed staff to return to the Committee after bid results are available.

6. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for the month of September 2015. The Village has taken in about \$146,000 in permit revenue for the month. Halik advised that in total for the first five months of fiscal year 2015/16, the Village has received approximately 106.5% of the anticipated FY2015/16 budgeted revenue, so we have already exceeded our revenue projection for the year. Larger issued building permits included the industrial development located north of the public works building, the Little Sunshine’s Playhouse development, and renovations to the Willowbrook Inn hotel.
- b. Administrator Halik shared the water system pumpage report for August 2015. The reports indicate that the Village pumped 36,985,000 gallons of water in the month, bringing the total amount pumped for the first three months of the fiscal year to 128,485,000 gallons. Halik stated that we have pumped about the same amount of water so far this year as compared to the same time frame last year. Halik shared that we are on track so far in reaching our estimated pumpage projection for the year of 350,000,000 gallons.
- c. Administrator Halik advised that the September 2015 monthly mosquito abatement report in the Committee’s packet was for information.

7. VISITOR’S BUSINESS

(None)

8. COMMUNICATIONS

(None)

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Oggerino. The meeting was adjourned at 6:20 PM.

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 6, 2015, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:00 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Lorraine Grimsby, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, Robert Pionke, and Doug Stetina.

ABSENT: Commissioner Rene Schuurman.

Also present were Temporary Interim Superintendent of Parks and Recreation John Fenske and Administrative Intern Tiffany Kolodziej.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 1, 2015

The Commission reviewed the September 1, 2015 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Stetina to approve the September 1, 2015 minutes as presented.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Grimsby, Kanaverskis, Landsman, Lazarski, Pionke, and Stetina. NAYS: None. ABSENT: Commissioner Schuurman.

MOTION DECLARED CARRIED

4. DISCUSSION – SPECIAL EVENT PLANNING

a. Pumpkin Fest/Halloween Party – October 23, 2015

Interim Superintendent Fenske advised that the Pumpkin Fest is in conjunction with Gower West Elementary School. The party begins at 6:00 p.m. and asked for volunteers from the Commission to assist. Interim Superintendent Fenske stated that he is still waiting to hear from the Willowbrook/Burr Ridge Kiwanis Club for their donation towards the taffy apples. Commissioner Lazarski advised that she will follow up with Kiwanis.

b. Children's Holiday Party – December 13, 2015

Interim Superintendent Fenske stated that plans for the Holiday Party are going well. Mr. Taps will be the entertainment this year. Tommy R's Catering will be donating \$740.00 worth of food for the event.

As of today, Interim Superintendent Fenske advised that there have been approximately \$1,700.00 in donations. Interim Superintendent Fenske related that he will need to purchase some supplies this year.

Interim Superintendent Fenske advised that next year will be the 40th Anniversary of the Children's Holiday Party and asked that the Commissioners consider if they would like to do something on a grander scale for the anniversary.

c. Holiday Tree Lighting Ceremony

Interim Superintendent Fenske related that Administrator Halik stated that a new tree will be planted in Willow Pond Park during this week. Administrator Halik had questioned if the commissioners were interested in having a tree lighting ceremony this year. After discussion, the commissioners concurred on a small-scale tree lighting.

5. DISCUSSION – 2015 Special Recreation Tax Levy

Interim Superintendent Fenske advised that at the last Village Board meeting, the Mayor and Board of Trustees approved a 2% increase in the Gateway SRA membership dues. All other fees and costs will remain the same for the 2016/17 Fiscal Year Budget.

6. DISCUSSION – Community Resource Center (CRC) Design

Interim Superintendent Fenske reviewed the list of proposed changes to the CRC design that had been discussed at the September Parks meeting. Commissioners concurred with moving the location of the kitchen to be next to a multi-purpose room. Commissioners also discussed about make the conference room into a reception area with a partition wall in order to have citizens "greeted" when they enter the door.

The Commissioners requested more detailed information as far as room dimensions be brought for the next meeting for further discussion.

7. VISITORS' BUSINESS

There was no Visitors' Business.

8. COMMUNICATIONS

There were no Communications.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:01 p.m.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Grimsby, Kanaverskis, Landsman, Lazarski, Pionke, and Stetina. NAYS: None. ABSENT: Commissioner Schuurman.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

November 3, 2015

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook that was held on October 12th, 2015 at 5:30 p.m. at the Village Hall, 7760 Quincy Street, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

The meeting was called to order at 5:30 p.m.

ROLL CALL

Those present at roll call were Chief Mark Shelton, Deputy Chief Mark Altobella, Chairman of the Public Safety Committee Terrence Kelly, Trustee Michael Mistele, Trustee Sue Berglund and Trustee Gayle Neal.

Trustee Michael Mistele and Trustee Gayle Neal departed the meeting at 5:50 p.m.

1. Reviewed the September 14th, 2015 public safety committee meeting minutes.
The Committee approved the September 14th, 2015 Public Safety Committee Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 08/17/2015 – 09/13/2015 - Information.
4. Reviewed the Monthly Expenditure Report for September 2015 – Information.
5. Reviewed the Monthly Offense Summary Report for September 2015 - Information.
6. Reviewed the Letter(s) of Recognition and Appreciation – Information
7. DISCUSSION ITEMS
 - 2016 New Law Review
The new 2016 laws include the Police and Community Relations Improvement Act, Uniform Crime Reporting Act, Law Enforcement Officer Worn Body Camera Act, and the Illinois Police Training Act were discussed by all Committee members.
 - *The Chief reported that an addition to the current General Orders specifying the Illinois State Police in the Policy/General Order as the Law Enforcement Agency to investigate any officer-involved death involving an officer employed by Willowbrook.*
 - *The Chief reported that requirements in the Uniform Crime Reporting Act are already being followed by the department.*
 - *The Chief reported that the use of officer-worn body cameras may be mandatory at some point in the future. The department understands that cameras will be a very normal accessory for police officers. The department has no opposition to cameras but, with the quickly changing technology, camera abilities, different accessories and/or ways to wear the camera, it may be beneficial to watch and educate ourselves on how other experiences are reported and then decide which cameras are most useful and dependable. The consideration of cost, storage, redacting and numerous requirements within the Act should be explored before making the investment. The Chief also explained that the DuPage County States' Attorney along with the DuPage County Circuit Clerk have asked DuPage police agencies to be patient as they explore*

a possible Countywide camera usage and storage so the County States' Attorney's Office would be able to have one central storage possibly on a secured "cloud" storage. Costs for cameras, storage and redacting are yet to be determined. The police department wants to be on the forefront of body worn camera usage but, also be prudent and exercise sound understanding of the implications and future abilities of this technology. The Public Safety Committee and Chief Shelton all agreed to be observant and optimistic about future purchases and the installation of body worn cameras. The Committee also acknowledged that at some time it may be a State mandate. The Committee concurred that the police department monitor and review future developments and report on them when a better history of their usage is learned.

The Training Act bullets mentioned in the Act are already addressed by the department and CALEA standards. The Chief noted that the budget crisis with the State of Illinois is affecting the Mobile Training Units (NEMRT) and that some scheduled training classes have been cancelled. None of which are mandatory at this time.

The Chief explained and discussed to the Committee the personnel shift adjustments that were done which alleviated overtime postings and eliminated (9) shifts of overtime. Officers were requested and agreed to change shifts to cover other shifts because of retirements and an officer's medical leave.

- **Future Training For Officers**

The Chief discussed with the Committee future personnel training. The Chief advised the need to provide more training/experience to the newer officers in the various specialties. In the next few years anticipated retirement will leave some specialty trained areas without trained officers. By sending officers now, the department will continue with longevity in these enforcement areas.

8. * VISITOR'S BUSINESS (Public comment is limited to three minutes per person).
None

9. **ADJOURNMENT**

The meeting was adjourned at 6:32p.m.

Next meeting scheduled November 9th, 2015 at 6:00 p.m.