

A G E N D A

REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, FEBRUARY 23, 2009, AT 7:30 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. OMNIBUS VOTE AGENDA
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - February 9, 2009 (APPROVE)
 - c. Minutes - Personnel Manual Workshop - February 9, 2009 (APPROVE)
 - d. Minutes - Executive Session - January 12, 2009 (APPROVE)
 - e. Minutes - Executive Session - February 9, 2009 (APPROVE)
 - f. Warrants - February 23, 2009 - \$121,195.72 (APPROVE)
 - g. RESOLUTION NO. 09-R-05 - A RESOLUTION AUTHORIZING THE EXECUTION OF CHANGE ORDER NUMBER 14 - PUBLIC WORKS FACILITY CONTRACT - FBG CORPORATION (ADOPT)
 - h. MOTION TO APPROVE - PUBLIC WORKS FACILITY CONSTRUCTION CONTRACT: PAYOUT #5 - PARTIAL PAYMENT, FBG CONSTRUCTION CORPORATION - \$76,500.00 (APPROVE)

NEW BUSINESS

5. PRESENTATION - DUPAGE COUNTY RECOGNITION OF PATRIOTIC EMPLOYER AWARD
6. PROCLAMATION - DELL RHEAS CHICKEN BASKET
7. VISITOR'S BUSINESS (Public comment is limited to three minutes per person)
8. DELINQUENT WATER BILLS

OLD BUSINESS

9. COMMITTEE REPORTS
10. ATTORNEY'S REPORT
11. CLERK'S REPORT
12. ADMINISTRATOR'S REPORT
13. EXECUTIVE SESSION
14. RESOLUTION - A RESOLUTION MAKING A DETERMINATION
RELATIVE TO THE RELEASE OF EXECUTIVE SESSION
MINUTES PURSUANT TO THE ILLINOIS OPEN MEETINGS
ACT
15. RESOLUTION - A RESOLUTION AUTHORIZING THE
DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF
CLOSED MEETINGS
16. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 9, 2009, AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 7:30 p.m. by Acting Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Paul Schoenbeck, Sandra O'Connor, Timothy McMahon and Acting President Napoli. ABSENT: None. Also present were Village Clerk Leroy Hansen, Village Attorney Thomas Good, Village Administrator Phil Modaff, Chief of Police Edward Konstanty, Director of Municipal Services Timothy Halik, Village Planner Sara Hage and Administrative Intern Garrett Hummel.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Acting President Napoli asked everyone to join him in saying the Pledge of Allegiance.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - January 26, 2009 (APPROVE)
- c. Minutes - Board Workshop - January 12, 2009 (APPROVE)
- d. Warrants - February 9, 2009 - \$83,719.96 (APPROVE)
- e. Monthly Financial Report - January 31, 2009 - \$16,538,091.40 (ACCEPT)
- f. APPLICATION FOR LICENSE TO HOLD A RAFFLE - ROTARY CLUB OF DARIEN - MARCH 16, 2009 (APPROVE)
- g. APPLICATION FOR LICENSE TO HOLD A RAFFLE - ST. BALDNICK'S FOUNDATION FUNDRAISER - MARCH 15, 2009 (APPROVE)
- h. ORDINANCE NO. 09-0-05 - AN ORDINANCE AUTHORIZING THE SALE OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF WILLOWBROOK (PASS)

Acting President Napoli asked if any Board member wanted any item(s) removed from the Omnibus Vote Agenda for discussion. No Board member wanted any item(s) removed from the Omnibus Vote Agenda.

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

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

5. VISITOR'S BUSINESS (Public comment is limited to three minutes per person)

Phyllis Zimmer, 6446 Tennessee Avenue, commented that the Village continues to direct storm water onto her property.

6. RESOLUTION - A RESOLUTION TO ADOPT MUNICIPAL LEGISLATIVE POSITIONS AND PRIORITIES FOR THE 2009 LEGISLATIVE SESSION

Administrator Modaff advised the Board that the DuPage Mayors and Managers Conference annually develops its Legislative Action Program with the goal of establishing a comprehensive platform on legislative issues in order to protect and benefit the interests of its member municipalities. As a member of the DuPage Mayors and Managers Conference, by adopting the Resolution this evening, the Village Board adopts as its legislative positions and priorities, the positions, goals and principles of the Conference's 2009 Legislative Action Program with the following priorities: 1) Public Safety Pension Reforms; 2) Streamlined Sales Tax; 3) Amend the Public Safety Employee Benefits Act; 4) Support Capital Funding for Infrastructure and 5) Funding for Mitigation of Increased Railroad Traffic.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele, to adopt Resolution No. 09-R-04.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

OLD BUSINESS

7. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele reported that the milder weather is helping with the progress of the Public Works Facility. Closure of the building is expected within two weeks.

Trustee Schoenbeck had no report.

Trustee O'Connor had no report.

Trustee McMahon had no report.

8. ATTORNEY'S REPORT

Village Attorney Good had no report.

9. CLERK'S REPORT

Village Clerk Hansen had no report.

10. ADMINISTRATOR'S REPORT

Administrator Modaff had no report.

Acting President Napoli reported that he and Administrator Modaff met with some of the restaurant owners over the weekend and the main issue was signage.

Acting President Napoli informed the Board that he had received a number of logo models and a committee will review the submittals and make recommendations.

11. EXECUTIVE SESSION

Acting President Napoli asked for a motion to adjourn into Executive Session to discuss personnel.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele, to adjourn into Executive Session to discuss personnel at the hour of 7:46 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

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Village Board Minutes
February 9, 2009

PRESENTED, READ and APPROVED,

_____, 2009

Acting Village President

Minutes transcribed by Mary Partyka.

MINUTES OF THE SPECIAL MEETING OF THE PERSONNEL MANUAL WORKSHOP OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 9, 2009, AT THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The workshop was called to order at the hour of 8:10 p.m. by Acting Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Paul Schoenbeck, Sandra O'Connor, Timothy McMahon and Acting President Napoli. ABSENT: None. Also present were Village Clerk Leroy Hansen, Village Attorney Robin Jones, Village Administrator Phil Modaff, Chief of Police Edward Konstanty, Director of Finance Sue Stanish and Administrative Intern Garrett Hummel.

A QUORUM WAS DECLARED

3. DISCUSSION - PERSONNEL MANUAL UPDATE

Administrator Modaff noted that the goal for this evening was to review primarily the items from the last meeting that still needed discussion and those items are highlighted in yellow.

Administrator Modaff reviewed the following items:

ARTICLE ONE

Section 1.1 - Purpose and Scope of Policy

The language for this section will be strengthened by including language suggested by the Village Attorney: "*Policies in this manual provide information and guidance to employees, but the Village reserves the right to amend or change the policies at its discretion with or without notice to employees.*"

Section 1.6(I) - Definitions: Relative definition

The Board had debated how to define children. A general definition was proposed that provides for "*children whether biological, adopted, foster or child under legal guardianship.*"

The Board removed foster children from the definition of children.

ARTICLE TWO

Section 2.4 - Drug/Alcohol Testing - CDL

Administrator Modaff had questioned if we need to include a specific CDL drug testing policy and the Attorney advised to reference the requirements of the federal law.

Trustee Kelly asked with respect to Section 2.2 if preference is given to residents with respect to promotions as well as initial employment.

Administrator Modaff responded generally, with all things being equal, yes we can offer preference to residents unless it is somehow prohibited by law.

Section 2.11(E)1 - Compensatory Time

Administrator Modaff noted he initially created this for department heads in the event there was difficulties with too much compensation time being accumulated or used straining a department; it could be required they choose compensation time or overtime at the time it is actually assigned. He recommended abandoning the proposed language.

Section 2.14 - Official Personnel File

There was a question of access by the Board members to personnel files. The Village Attorney indicated there is really no clear cut law on this issue but did not recommend Board members having access to personnel files due to confidential and personal items included in the file.

Section 2.16 (E and G) - Use of Equipment and Village Vehicle

The question arose as to when a Village employee who is not assigned a Village vehicle is there an exposure with them driving their own vehicle. The Village Attorney noted that we could suggest and encourage an employee to drive a Village vehicle but for reasons of safety and personal comfort we should allow the employee the opportunity not to do that and that the personnel manual acknowledge the employee liability.

Trust Schoenbeck noted that it did not address his concern about a person having an accident when they use their own vehicle, they make a claim with their insurance company and they ask what the person was doing. The insurance company could state the employee was working and they do not have business related work coverage on their auto so they would not be covered. The person then comes back to the employer. He felt that unless you can validate the employee's auto insurance for coverage on work related business, the employee should use a Village vehicle.

Administrator Modaff responded that in the case of an employee using their own vehicle, the Village would be covered. IRMA noted that they cannot cover individual employee vehicles. One of the reasons we included this language is that employees will be made aware in the receipt of the manual that should they not make use of a Village vehicle they may face liability and it would be up to the employee to find out if they are covered.

Trustee Schoenbeck felt that we should get validation on the insurance should an employee choose not to use a Village vehicle or we just say use the pool vehicle.

Administrator Modaff asked that, as a matter of policy, do we want to force employees to drive village vehicles or do we want to encourage them to but through receipt of the personnel manual, for which each employee will sign off on the manual, advising them that they may face personal liability.

Trustee Schoenbeck suggested adding that it is recommended to consult your personal auto insurance if you would be covered while driving personal vehicles for Village business.

Section 2.21 Political Activity

Administrator Modaff noted that the Attorney included language mostly referencing the section of the Village Code which covers political activity.

Section 2.29 - Workplace Violence Policy

This is a new section and was done in concert with the Village Attorney and was strongly encouraged by our Employee Assistance Program.

Trustee Kelly inquired if this only applied to Police. Administrator Modaff responded to applies to all.

Trustee Kelly asked what is being said when we identify the "workplace"; is it this building or is it any place within the Village. What are we saying when we talk of on village business; is on village business anyplace or just within the village.

Attorney Good responded that it is his opinion the workplace is anywhere the employee is engaged on Village business generally, on Village time. He also noted that various companies now define workplace as they see fit.

Trustee O'Connor asked if the working from home would be considered the workplace. Attorney Good responded that he doubted it relates to being at home, but he would check.

Section 2.30 - Smoking Policy

Administrator Modaff noted that the Board agreed to prohibit any employee from smoking on any portion of the facility located at 7760 Quincy Street. Staff was also asked to look into if we could prohibit employees from smoking in village vehicles and within 15 feet. The Attorney advised that we could do that.

Trustee Baker asked if we would need to include the address of the new Public Works building or could we just note any Village facility. Administrator Modaff responded we could change it to read any Village facility.

ARTICLE THREE

Section 3.1 - Employee Insurance Benefits

Administrator Modaff noted that the amount of life insurance would be changed from \$25,000 to an amount not less than 1.75 times base pay not to exceed \$150,000. Trustee Schoenbeck had requested the Staff to prepare a cost estimate to provide \$250,000 life insurance to the Village Administrator, Department Heads and Deputy Chiefs. The cost would be \$2,700 or a difference of \$972 from the original proposal. Administrator Modaff noted that he and the department heads should not receive an elevated benefit of \$250,000.

Section 3.5(E) - Leave With Out Pay

Language added referencing unpaid military leave.

Section 3.8 - Military Leave

The Attorney reviewed and included updated language in compliance with related laws.

Trustee Kelly asked what would happen is someone is called up under a State matter (National Guard) instead of a Federal matter. Attorney Good responded that he could not give an answer off hand but it is very specific as to when the benefits apply. He advised if Trustee Kelly wished he can get the exact report.

Section 3.9(H) Sickness and Disability Leave

Administrator Modaff noted this is one of the areas when allowing an employee to take sick leave to care for a family member should be applied to a more restricted list. The "foster" child would also be removed from this list.

Section 3.13 - Bereavement Leave

Administrator Modaff noted this section would provide this benefit to non-union employees and a qualifying relative would be as defined in Article I, the amended definitions.

Section 3.14 - Emergency Leave

This would be a benefit for a more restricted list of relatives.

ARTICLE FOUR

All the changes were made by the Village Attorney to comply with current State and Federal law.

ARTICLE FIVE

Administrator Modaff noted the main section of this Article is related to the salary plan and has been re-written in its entirety.

Appendix A - Personnel Evaluation Handbook

Administrator Modaff advised that this section needs to be re-written and money is budgeted in FY09-10 to hire an HR consultant to help do that.

Appendix B - Merit Pay Plan

Administrator Modaff informed the Board that this is the section that they adopted last year. The philosophy is that no employee should earn less than the bottom of the pay range and no employee should earn more than the top of the pay range. Every year staff would review survey data. The Board would consider and approve a cost of living increase based on the Midwest CPI-U Second Half Average of the previous year and also consider a merit increase for eligible employees. The language is in the section that this is the guideline the Board will follow. There is language included to advise the employees that these are the guidelines we are following and references financial ability. The Board did approve new range assignments with minimum and maximum salaries and we talked about no one being paid over the top of the range. Starting this May 1, when they normally would get pay raises, those employees already over the top will not get a raise until their range moves up. Each range will be adjusted by whatever cost of living increase the Board approves.

Trustee McMahon suggested removing the word "approval" from the last two paragraphs under Section 5.5 - "Ranges Within Each Grade."

Trustee O'Connor suggested that under Section 5.15 - Salary Administration Plan the language in the last sentence of the

February 9, 2009

second paragraph be changed. The amended language would read "in accordance with economic considerations".

Trustee Schoenbeck asked if the Board will receive just the changes that have been suggested in addition to what is in this manual.

Administrator Modaff responded his plan is to present the Board with a clean copy of the manual for their approval and a spreadsheet as a guideline to what was changed.

Appendix B - Exhibit 1 (job descriptions)

This entire section will be re-written in FY09-10 to more closely reflect the actual work being performed by each position.

Appendix B - Addendum 1 - Achievement Level Program

This program will be eliminated given the Board's adoption of a merit component of the pay plan adopted in April 2008 since it is no longer necessary.

Appendix C - Political Activity

This section was removed in its entirety.

Appendix D - General Employee Safety Handbook

Staff recommends updating and removing this section from the manual to be combined with the loss prevention manual as a separate document.

Appendix H - Employee Assistance Program

This entire section will be re-written in FY09-10 in cooperation with the Employee Assistance Program counselors and staff.

Trustee Schoenbeck asked if we were to talk about not only the safety day but the safety dollar amount or did we agree that all monies go to the employees.

Administrator Modaff responded that the manual was amended to eliminate the safety day from the program and that it was agreed the Board does want to revisit the issue of compensation but wanted to hold off until the other matter before the labor board is settled.

4. ADJOURNMENT

MOTION: Made by Trustee McMahon, seconded by Trustee Schoenbeck, to adjourn the workshop meeting at the hour of 9:04 p.m.

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PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele,
Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2009

Acting Village President

Minutes transcribed by Mary Partyka.

WARRANTS

February 23, 2009

| | |
|--------------------------------------|------------------|
| GENERAL CORPORATE FUND ----- | \$ 52,648.65 |
| WATER FUND ----- | 54,717.78 |
| HOTEL/MOTEL TAX FUND ----- | 3,205.63 |
| T I F SPECIAL REVENUE FUND ----- | 360.00 |
| POLICE PENSION FUND ----- | 39.00 |
| WATER CAPITAL IMPROVEMENT FUND ----- | 1,551.07 |
| CAPTIAL PROJECT FUND ----- | <u>8,673.59</u> |
| TOTAL WARRANTS ----- | \$121,195.72 |



Sue Stanish, Director of Finance

APPROVED:

Robert A. Napoli, Acting Village President

VILLAGE OF WILLOWBROOK

RUN DATE: 02/17/09

BILLS PAID REPORT FOR FEBRUARY, 2009

PAGE: 1

RUN TIME: 02:29PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|---|---|--|
| ACCURINT (21) 1009686-2009JAN FEES-DUES-SUBSCRIPTIONS 01-451-307 | 02/24 CK# 72362 01-30-630-307 | \$30.00 30.00 |
| ACE STORE NO. 11 (17) 406957/4 BUILDING MAINTENANCE SUPPLIES 01-405-351 406957/4 MAINTENANCE - VEHICLES 01-520-409 | 02/24 CK# 72363 01-10-466-351 01-35-735-409 | \$6.47 2.49 3.98 |
| AFLAC (46) D7088/FEB 09 EMP DED PAY - AFLAC/ACCIDENT 01-210-217 D7088/FEB 09 EMP DED PAY - AFLAC/OTHER INS 01-210-218 | 02/24 CK# 72364 01-210-217 01-210-218 | \$2,471.66 543.18 1,928.48 |
| AL WARREN OIL CO (2205) 1508371 GASOLINE INVENTORY 01-190-126 1509741 GASOLINE INVENTORY 01-190-126 1509742 GASOLINE INVENTORY 01-190-126 | 02/24 CK# 72365 01-190-126 01-190-126 01-190-126 | \$4,408.72 1,883.04 2,028.25 497.43 |
| ASPEN AUTO BODY INC. (125) 16960 VEHICLES - NEW & OTHER 01-545-625 | 02/24 CK# 72367 01-35-765-625 | \$748.00 748.00 |
| AT & T LONG DISTANCE (66) 9854192715/JAN PHONE - TELEPHONES 01-420-201 | 02/24 CK# 72368 01-10-455-201 | \$96.97 96.97 |
| AZAVAR AUDIT SOULUTIONS INC (158) 7451 UTILITY TAX 01-310-205 | 02/24 CK# 72369 01-310-205 | \$429.29 429.29 |
| BLACK GOLD SEPTIC (208) 44359 MAINTENANCE - BUILDING 01-405-228 | 02/24 CK# 72370 01-10-466-228 | \$103.20 103.20 |
| KARYN A BYRNE (267) SEPT - JAN 09 CODE ENFORCEMENT INSPECTION 01-565-119 | 02/24 CK# 72371 01-40-830-119 | \$1,662.50 1,662.50 |
| CATHERINE ROESEKE (1862) WL68663 TRAFFIC FINES 01-310-502 | 02/24 CK# 72372 01-310-502 | \$50.00 50.00 |
| CENGAGE LEARING (2238) 87209173 FEES DUES SUBSCRIPTIONS 01-551-307 | 02/24 CK# 72373 01-40-810-307 | \$81.53 81.53 |
| CENTER MASS INC (2239) 502 4/22-4/26 SCHOOLS-CONFERENCE TRAVEL 01-451-304 | 02/24 CK# 72374 01-30-630-304 | \$1,084.10 1,084.10 |
| CHICAGO METRO AGENCY FOR PLANNING (2129) LOCAL CONTRB FEES DUES SUBSCRIPTIONS 01-15-510-307 | 02/24 CK# 72375 01-15-510-307 | \$89.29 89.29 |
| CHIEF (342) 254607 COMMODITIES 01-482-331 | 02/24 CK# 72376 01-30-670-331 | \$370.99 370.99 |
| COLLEGIATE PACIFIC (362) 92971149 PARK LANDSCAPE SUPPLIES 01-610-341 | 02/24 CK# 72378 01-20-565-341 | \$63.49 63.49 |
| COMMONWEALTH EDISON (370) 4403140110/FEB ENERGY - STREET LIGHT 01-530-207 | 02/24 CK# 72379 01-35-745-207 | \$89.13 89.13 |
| COMMUNICATIONS DIRECT, INC. (371) SR86295 NEW VEHICLES 01-485-625 SR86296 NEW VEHICLES 01-485-625 SR86458 MAINTENANCE - RADIO EQUIPMENT 01-451-421 SR86459 MAINTENANCE - RADIO EQUIPMENT 01-451-421 | 02/24 CK# 72380 01-30-680-625 01-30-680-625 01-30-630-421 01-30-630-421 | \$5,458.64 1,962.50 2,337.15 623.79 535.20 |
| D & D BUSINESS, INC (2128) 2272 OFFICE SUPPLIES 01-501-301 | 02/24 CK# 72381 01-35-710-301 | \$50.00 50.00 |
| D. POLLACK GLASS CO. (431) 042838 BUILDING MAINTENANCE SUPPLIES 01-405-351 | 02/24 CK# 72382 01-10-466-351 | \$11.25 11.25 |
| DPMS FIREARMS LLC (2240) 301340 OPERATING EQUIPMENT 01-451-401 | 02/24 CK# 72383 01-30-630-401 | \$4.59 4.59 |

VILLAGE OF WILLOWBROOK

RUN DATE: 02/17/09

BILLS PAID REPORT FOR FEBRUARY, 2009

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RUN TIME: 02:29PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|---|---|--|
| CHRISTOPHER M. DRAKE (489) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72384 01-30-630-345 | \$210.48 210.48 |
| DUPAGE COUNTY TREASURER (497) 5789/JAN 09 EDP-SOFTWARE 01-457-212 | 02/24 CK# 72385 01-30-640-212 | \$250.00 250.00 |
| DUPAGE COUNTY E.T.S.B. 911 (513) #48 FEB 09 PHONE - TELEPHONES 01-451-201 | 02/24 CK# 72387 01-30-630-201 | \$468.37 468.37 |
| DUPAGE MAYORS AND MGRS. CONF. (527) 5613 SCHOOLS-CONFERENCE TRAVEL 01-420-304 | 02/24 CK# 72388 01-10-455-304 | \$275.00 275.00 |
| FBINAA - ILLINOIS CHAPTER (572) 500/507 FEES-DUES-SUBSCRIPTIONS 01-451-307 | 02/24 CK# 72390 01-30-630-307 | \$170.00 170.00 |
| FEDERAL EXPRESS CORP. (592) 9-069-67193 POSTAGE & METER RENT 01-451-311 | 02/24 CK# 72391 01-30-630-311 | \$19.30 19.30 |
| FINLON STEPHEN (596) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72392 01-30-630-345 | \$130.45 130.45 |
| FULLER'S CAR WASHES (642) 440/JAN 09 GAS-OIL-WASH-MILEAGE 01-420-303 | 02/24 CK# 72393 01-10-455-303 | \$36.95 36.95 |
| GORDON FLESCH (695) OHJ790 COPY SERVICE 01-420-315 | 02/24 CK# 72394 01-10-455-315 | \$194.21 194.21 |
| GORSKI & GOOD (696) 19841 FEES - VILLAGE ATTORNEY 01-425-239 19842 FEES - VILLAGE ATTORNEY 01-425-239 19843 FEES - VILLAGE ATTORNEY 01-425-239 19844 FEES - VILLAGE ATTORNEY 01-425-239 19845 FEES - VILLAGE ATTORNEY 01-425-239 19846 FEES - VILLAGE ATTORNEY 01-425-239 19847 FEES - VILLAGE ATTORNEY 01-425-239 19848 FEES - VILLAGE ATTORNEY 01-425-239 19849 FEES - VILLAGE ATTORNEY 01-740-239 19849 FEES - VILLAGE ATTORNEY 01-425-239 | 02/24 CK# 72395 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 01-07-435-239 01-10-470-239 | \$6,606.00 864.00 648.00 90.00 2,664.00 54.00 450.00 180.00 1,134.00 234.00 288.00 |
| GORSKI & GOOD (697) 19846-WESTLAW FEES - VILLAGE ATTORNEY 01-425-239 19847-WESTLAW FEES - VILLAGE ATTORNEY 01-425-239 19848-WESTLAW FEES - VILLAGE ATTORNEY 01-425-239 19849-WESTLAW FEES - VILLAGE ATTORNEY 01-425-239 | 02/24 CK# 72396 01-10-470-239 01-10-470-239 01-10-470-239 01-10-470-239 | \$123.62 21.83 24.56 57.15 20.08 |
| W.W. GRAINGER (1999) 9836596834 OPERATING EQUIPMENT 01-540-401 | 02/24 CK# 72397 01-35-755-401 | \$69.84 69.84 |
| DEBBIE HAHN (748) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72399 01-30-630-345 | \$166.50 166.50 |
| HOLIDAY INN WILLOWBROOK (804) 9009 RETIREMENT PARTY - PEC 01-130-111 9009 APPRECIATION DINNERS 01-05-420-367 | 02/24 CK# 72401 01-130-111 01-05-420-367 | \$2,994.10 1,794.10 1,200.00 |
| HOME DEPOT COMMERCIAL (808) 9590229 OPERATING EQUIPMENT 01-540-401 | 02/24 CK# 72402 01-35-755-401 | \$10.71 10.71 |
| HSC PARTNERSHIP (817) MARCH RENT - STORAGE 01-420-231 | 02/24 CK# 72403 01-10-455-231 | \$1,772.00 1,772.00 |
| I.M.R.F. PENSION FUND (917) FEB 09 SLEP PENSION 01-420-155 | 02/24 CK# 72404 01-10-455-155 | \$1,714.50 1,714.50 |

VILLAGE OF WILLOWBROOK

RUN DATE: 02/17/09

BILLS PAID REPORT FOR FEBRUARY, 2009

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RUN TIME: 02:29PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|--|-----------------|------------|
| I.R.M.A. (966) | 02/24 CK# 72405 | \$1,617.15 |
| 1/30/09 SELF INS - DEDUCTIBLE 01-460-273 | 01-30-645-273 | 2,091.12 |
| 1/30/09 SELF INS - DEDUCTIBLE 01-515-272 | 01-35-730-272 | 473.97 |
| ILL. PUB. EMPL. LABOR REL. ASSN. (904) | 02/24 CK# 72406 | \$350.00 |
| 500/504 SCHOOLS-CONFERENCE TRAVEL 01-451-304 | 01-30-630-304 | 350.00 |
| INTN'L CODE COUNCIL INC (943) | 02/24 CK# 72407 | \$35.00 |
| GIUNTOLI FEES DUES SUBSCRIPTIONS 01-551-307 | 01-40-810-307 | 35.00 |
| JULIE, INC. (1018) | 02/24 CK# 72408 | \$37.00 |
| 01-09-1666/JAN J.U.L.I.E. 01-540-332 | 01-35-755-332 | 37.00 |
| KING CAR WASH (1057) | 02/24 CK# 72409 | \$471.50 |
| 60/JAN 09 GAS-OIL-WASH-MILEAGE 01-451-303 | 01-30-630-303 | 471.50 |
| MAINTENANCE ENGINEERING LTD (2221) | 02/24 CK# 72411 | \$414.99 |
| 2616892 BUILDING MAINTENANCE SUPPLIES 01-405-351 | 01-10-466-351 | 414.99 |
| MEADE ELECTRIC COMPANY (1236) | 02/24 CK# 72412 | \$220.56 |
| 639815 MAINTENANCE - STREET LIGHTS 01-530-223 | 01-35-745-223 | 220.56 |
| MIDWEST HEALTH WORKS (1273) | 02/24 CK# 72413 | \$115.00 |
| 13478 WELLNESS 01-440-276 | 01-10-480-276 | 115.00 |
| MINUTEMAN PRESS (1289) | 02/24 CK# 72414 | \$164.00 |
| 40300 OFFICE SUPPLIES 01-551-301 | 01-40-810-301 | 164.00 |
| NEOPOST INC (1359) | 02/24 CK# 72415 | \$248.50 |
| 12825483 POSTAGE & METER RENT 01-420-311 | 01-10-455-311 | 248.50 |
| NEXTEL COMMUNICATION (1357) | 02/24 CK# 72416 | \$1,307.41 |
| 320100510 FEB PHONE - TELEPHONES 01-420-201 | 01-10-455-201 | 62.24 |
| 320100510 FEB PHONE - TELEPHONES 01-25-610-201 | 01-25-610-201 | 56.14 |
| 320100510 FEB PHONE - TELEPHONES 01-451-201 | 01-30-630-201 | 839.79 |
| 320100510 FEB TELEPHONES 01-501-201 | 01-35-710-201 | 189.10 |
| 320100510 FEB TELEPHONES 01-551-201 | 01-40-810-201 | 160.14 |
| ORKIN EXTERMINATING (1439) | 02/24 CK# 72417 | \$59.50 |
| D-2604360 FEB MAINTENANCE - BUILDING 01-405-228 | 01-10-466-228 | 59.50 |
| PAK MAIL CENTER (1459) | 02/24 CK# 72418 | \$74.89 |
| 13176 POSTAGE & METER RENT 01-451-311 | 01-30-630-311 | 32.65 |
| 13183 POSTAGE & METER RENT 01-451-311 | 01-30-630-311 | 12.95 |
| 13657 POSTAGE & METER RENT 01-451-311 | 01-30-630-311 | 16.70 |
| 14308 POSTAGE & METER RENT 01-451-311 | 01-30-630-311 | 12.59 |
| PCS INTERNATIONAL (2201) | 02/24 CK# 72419 | \$77.50 |
| 121425 EDP-EQP. MAINTENANCE 01-457-263 | 01-30-640-263 | 77.50 |
| PEC JOSEPH (1549) | 02/24 CK# 72420 | \$555.90 |
| RTRMNT RETIREMENT PARTY - PEC 01-130-111 | 01-130-111 | 555.90 |
| PEPSI COLA GEN BOT (1479) | 02/24 CK# 72421 | \$125.66 |
| 9030003506 COMMISSARY PROVISION 01-420-355 | 01-10-455-355 | 125.66 |
| PET SUPPLIES PLUS (1483) | 02/24 CK# 72422 | \$99.96 |
| 521730 OPERATING EQUIPMENT 01-451-401 | 01-30-630-401 | 49.98 |
| 521731 OPERATING EQUIPMENT 01-451-401 | 01-30-630-401 | 49.98 |
| PETTY CASH C/O SUE STANISH (1492) | 02/24 CK# 72423 | \$138.21 |
| 2/16/09 SCHOOLS-CONFERENCE TRAVEL 01-05-410-304 | 01-05-410-304 | 34.47 |
| 2/16/09 SCHOOLS-CONFERENCE TRAVEL 01-420-304 | 01-10-455-304 | 29.36 |
| 2/16/09 PUBLIC RELATIONS 01-435-365 | 01-10-475-365 | 31.50 |
| 2/16/09 PHONE - TELEPHONES 01-451-201 | 01-30-630-201 | 42.88 |

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|---|---|--|
| PIECZYNSKI LINDA S. (1503) 4388/JAN FEES - SPECIAL ATTORNEY 01-451-241 | 02/24 CK# 72424 01-30-630-241 | \$980.00 980.00 |
| PIPELINE PLUMBING INC (1507) 5139 MAINTENANCE - BUILDING 01-405-228 | 02/24 CK# 72425 01-10-466-228 | \$395.00 395.00 |
| DANIEL POLFLIET (1522) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72426 01-30-630-345 | \$261.97 261.97 |
| POMP'S TIRE SERVICE INC (1529) 525595 MAINTENANCE - VEHICLES 01-520-409 | 02/24 CK# 72427 01-35-735-409 | \$482.88 482.88 |
| PRO-TEK LOCK AND SAFE (1547) 73463 MAINTENANCE - GARAGE 01-510-413 | 02/24 CK# 72428 01-35-725-413 | \$88.00 88.00 |
| PROTAC POLICE & FIRE EQUIPMENT INC (1544) 6820 UNIFORMS 01-451-345 | 02/24 CK# 72429 01-30-630-345 | \$11.94 11.94 |
| LORI RINELLA (2204) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72430 01-30-630-345 | \$202.50 202.50 |
| LAURIE SCHMITZ (1680) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72431 01-30-630-345 | \$18.00 18.00 |
| PAUL SCHOENBECK (2241) 2/4 MTG SCHOOLS-CONFERENCE TRAVEL 01-05-410-304 | 02/24 CK# 72432 01-05-410-304 | \$69.32 69.32 |
| STAPLES (1767) 8011625630 OFFICE SUPPLIES 01-05-410-301 8011625630 OFFICE SUPPLIES 01-420-301 8011625630 OFFICE SUPPLIES 01-501-301 8011679882 OFFICE SUPPLIES 01-420-301 8011679882 OFFICE SUPPLIES 01-501-301 8011679893 OFFICE SUPPLIES 01-451-301 | 02/24 CK# 72433 01-05-410-301 01-10-455-301 01-35-710-301 01-10-455-301 01-35-710-301 01-30-630-301 | \$676.94 5.49 253.70 52.00 73.95 155.98 135.82 |
| STERICYCLE INC (1772) 40000615842 JAIL SUPPLIES 01-465-343 | 02/24 CK# 72434 01-30-650-343 | \$34.44 34.44 |
| STERLING CODIFIERS INC. (1773) 8860 CODIFY ORDINANCES 01-415-261 | 02/24 CK# 72435 01-10-455-266 | \$517.00 517.00 |
| STREICHER'S (1787) 1594543 UNIFORMS 01-451-345 | 02/24 CK# 72436 01-30-630-345 | \$600.00 600.00 |
| CYNTHIA STUHL (1788) 09 UNIFORMS UNIFORMS 01-451-345 | 02/24 CK# 72437 01-30-630-345 | \$130.50 130.50 |
| T.P.I. (1886) 3030/JAN 09 REIMB 3030/JAN 09 REIMB. 3030/JAN 09 CODE ENFORCEMENT INSPECTION 01-565-119 | 02/24 CK# 72438 01-40-820-258 01-40-830-115 01-40-830-119 | \$3,600.08 2,004.08 630.00 966.00 |
| TALLGRASS SYSTEMS LTD. (1834) 63275-A MAINTENANCE - VEHICLES 01-451-409 | 02/24 CK# 72439 01-30-630-409 | \$95.00 95.00 |
| TAMELING GRADING (1836) TG5/JAN 09 MAINTENANCE - EQUIPMENT 01-525-411 | 02/24 CK# 72440 01-35-740-411 | \$250.00 250.00 |
| THOMPSON ELEV. INSPECT. SERVICE (1873) 09-0408 ELEVATOR INSPECTION 01-565-117 | 02/24 CK# 72441 01-40-830-117 | \$2,193.00 2,193.00 |
| TOM & JERRY'S SHELL SERVICES (1883) 27077 MAINTENANCE - VEHICLES 01-451-409 28451 MAINTENANCE - VEHICLES 01-451-409 39124 MAINTENANCE - VEHICLES 01-451-409 39135 MAINTENANCE - VEHICLES 01-451-409 | 02/24 CK# 72443 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 | \$960.92 5.98 20.00 45.85 25.45 |

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | | ACCOUNT NUMBER | AMOUNT |
|--|-----------------|----------------|-------------|
| 39161 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 25.45 |
| 39178 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 24.95 |
| 39200 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 25.45 |
| 39220 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 25.45 |
| 39234 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 177.39 |
| 39251 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 509.85 |
| 39274 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 39.10 |
| 48238 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 36.00 |
| UNIFIRST (1926) | 02/24 CK# 72444 | | \$172.25 |
| 0610416420 MAINTENANCE - BUILDING 01-405-228 | | 01-10-466-228 | 172.25 |
| UNIVERSITY OF ILLINOIS (1934) | 02/24 CK# 72445 | | \$100.00 |
| 3/18/09 PARK LANDSCAPE SUPPLIES 01-610-341 | | 01-20-565-341 | 100.00 |
| WAREHOUSE DIRECT (2002) | 02/24 CK# 72446 | | \$599.00 |
| 215715-0 OFFICE SUPPLIES 01-451-301 | | 01-30-630-301 | 549.50 |
| 233618-0 OFFICE SUPPLIES 01-25-610-301 | | 01-25-610-301 | 145.32 |
| C233618-0 OFFICE SUPPLIES 01-25-610-301 | | 01-25-610-301 | -76.14 |
| C233618-1 OFFICE SUPPLIES 01-25-610-301 | | 01-25-610-301 | -19.68 |
| WESTERN REMAC INC (2036) | 02/24 CK# 72447 | | \$435.40 |
| 32942 MAINTENANCE SUPPLIES 01-615-331 | | 01-20-570-331 | 25.00 |
| 32943 ROAD SIGNS 01-540-333 | | 01-35-755-333 | 410.40 |
| WESTFIELD FORD (2028) | 02/24 CK# 72449 | | \$172.13 |
| 257596 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 40.55 |
| OCS255206 MAINTENANCE - VEHICLES 01-420-409 | | 01-10-455-409 | 131.58 |
| WILLOWBROOK FORD INC. (2056) | 02/24 CK# 72451 | | \$967.80 |
| 6039640/1 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 703.00 |
| 6039787/2 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 44.90 |
| 6040696/1 MAINTENANCE - VEHICLES 01-451-409 | | 01-30-630-409 | 57.90 |
| 8005647/1 OPERATING EQUIPMENT 01-451-409 | | 01-30-630-409 | 162.00 |
| TOTAL GENERAL CORPORATE FUND | | | \$52,648.65 |

VILLAGE OF WILLOWBROOK

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WATER FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | | ACCOUNT NUMBER | AMOUNT |
|---|-----------------|----------------|-------------|
| ALARM DETECTION SYSTEMS INC (61) | 02/24 CK# 72366 | | \$462.63 |
| 92825/MAR/MAY REPAIR, MAINTENANCE-STANDPIPE, PUMP | | 02-50-425-485 | 141.75 |
| 94593/MAR/MAY REPAIR, MAINTENANCE-STANDPIPE, PUMP | | 02-50-425-485 | 141.75 |
| 94594/MAR/MAY REPAIR, MAINTENANCE-STANDPIPE, PUMP | | 02-50-425-485 | 179.13 |
| BLACK GOLD SEPTIC (208) | 02/24 CK# 72370 | | \$141.80 |
| 44359 MATERIALS, SUPPLIES, STANDPIPE, PUM | | 02-50-425-475 | 141.80 |
| COMMONWEALTH EDISON (370) | 02/24 CK# 72379 | | \$2,866.84 |
| 46511111049/FEB ENERGY - ELECTRIC PUMP 02-420-206 | | 02-50-420-206 | 1,357.75 |
| 5071072051/FEB ENERGY - ELECTRIC PUMP 02-420-206 | | 02-50-420-206 | 1,509.09 |
| DUPAGE WATER COMMISSION (521) | 02/24 CK# 72389 | | \$44,456.43 |
| 8113/JAN 09 PURCHASE OF WATER 02-420-575 | | 02-50-420-575 | 44,456.43 |
| H-B-K WATER METER SERVICE (739) | 02/24 CK# 72398 | | \$1,562.96 |
| 09-30 NEW - METERING EQUIPMENT 02-435-461 | | 02-50-435-461 | 1,562.96 |
| HD SUPPLY WATERWORKS, LTD (2191) | 02/24 CK# 72400 | | \$2,154.55 |
| 8552289 WATER DISTRIBUTION REPAIR-MAINTENAN | | 02-50-430-277 | 1,588.00 |
| 8552302 WATER DISTRIBUTION REPAIR-MAINTENAN | | 02-50-430-277 | 276.00 |
| 8552323 WATER DISTRIBUTION REPAIR-MAINTENAN | | 02-50-430-277 | 290.55 |
| M.E. SIMPSON COMPANY INC (1235) | 02/24 CK# 72410 | | \$525.00 |
| 18391 LEAK SURVEYS 02-430-276 | | 02-50-430-276 | 525.00 |
| NEXTEL COMMUNICATION (1357) | 02/24 CK# 72416 | | \$140.82 |
| 320100510 FEB PHONE - TELEPHONES 02-401-201 | | 02-50-401-201 | 140.82 |
| PIPELINE PLUMBING INC (1507) | 02/24 CK# 72425 | | \$585.00 |
| 5165 PUMP INSPECTION REPAIR MAINTAIN STA | | 02-50-420-491 | 585.00 |
| WESTERN UTILITY CONTRACTORS INC (2035) | 02/24 CK# 72448 | | \$1,821.75 |
| 209063 WATER DISTRIBUTION REPAIR-MAINTENAN | | 02-50-430-277 | 1,821.75 |
| TOTAL WATER FUND | | | \$54,717.78 |

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HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|-----------------------------|-----------------|------------|
| DUPAGE CONVENTION (494) | 02/24 CK# 72386 | \$3,205.63 |
| 6384 ADVERTISING 03-435-317 | 03-53-435-317 | 3,205.63 |
| TOTAL HOTEL/MOTEL TAX FUND | | \$3,205.63 |

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T I F SPECIAL REVENUE FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|---------------------------------------|-----------------|----------|
| GORSKI & GOOD (696) | 02/24 CK# 72395 | \$360.00 |
| 19850 FEES - VILL ATTORNEY 05-425-239 | 05-59-425-239 | 360.00 |
| TOTAL T I F SPECIAL REVENUE FUND | | \$360.00 |

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POLICE PENSION FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|--|-----------------|---------|
| THOMPSON, ROSENTHAL & WATTS LLP (1869) | 02/24 CK# 72442 | \$39.00 |
| 13764 LEGAL FEES 07-401-242 | 07-62-401-242 | 39.00 |
| TOTAL POLICE PENSION FUND | | \$39.00 |

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WATER CAPITAL IMPROVEMENTS FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | ACCOUNT NUMBER | AMOUNT |
|---------------------------------------|-----------------|------------|
| WILLIAMS ARCHITECTS (2051) | 02/24 CK# 72450 | \$1,551.07 |
| 13198 ARCHITECTURAL FEES 09-405-247 | 09-65-405-247 | 1,551.07 |
| TOTAL WATER CAPITAL IMPROVEMENTS FUND | | \$1,551.07 |

VILLAGE OF WILLOWBROOK
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CAPITAL PROJECT FUND

CHECKS & DIR. DEBITS

| DESCRIPTION | | ACCOUNT NUMBER | AMOUNT |
|--|-----------------|----------------|------------|
| CHRISTOPHER B. BURKE (333) | 02/24 CK# 72377 | | \$7,122.52 |
| 85493 75TH STREET EXTENSION 10-545-411 | | 10-68-545-411 | 7,122.52 |
| WILLIAMS ARCHITECTS (2051) | 02/24 CK# 72450 | | \$1,551.07 |
| 13198 ARCHITECT FEES 10-540-408 | | 10-68-540-408 | 1,551.07 |
| TOTAL CAPITAL PROJECT FUND | | | \$8,673.59 |

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SUMMARY ALL FUNDS

| BANK ACCOUNT | DESCRIPTION | AMOUNT | |
|--------------|---|------------|----|
| 01-110-105 | GENERAL CORPORATE FUND-CHECKING - 0010330283 | 52,648.65 | * |
| 02-110-105 | WATER FUND-CHECKING 0010330283 | 54,717.78 | * |
| 03-110-105 | HOTEL/MOTEL TAX FUND-CHECKING 0010330283 | 3,205.63 | * |
| 05-110-105 | T I F SPECIAL REVENUE FUND-CHECKING 0010330283 | 360.00 | * |
| 07-110-105 | POLICE PENSION FUND-CHECKING 0010330283 | 39.00 | * |
| 09-110-105 | WATER CAPITAL IMPROVEMENTS FUND-CHECKING - 100564-4 | 1,551.07 | * |
| 10-110-105 | CAPITAL PROJECT FUND-CHECKING 0010330283 | 8,673.59 | * |
| | TOTAL ALL FUNDS | 121,195.72 | ** |

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

| | |
|---|---|
| ITEM TITLE: A RESOLUTION AUTHORIZING THE EXECUTION OF CHANGE ORDER NUMBER 14 – PUBLIC WORKS FACILITY CONTRACT – FBG CORPORATION | AGENDA NO. 49 AGENDA DATE: 2/23/09 |
|---|---|

| | |
|---|--|
| STAFF REVIEW: Tim Halik, Director of Municipal Services | SIGNATURE: |
| LEGAL REVIEW: | SIGNATURE: |
| RECOMMENDED BY VILLAGE ADMIN.: | SIGNATURE: |
| REVIEWED & APPROVED BY COMMITTEE: | YES <input checked="" type="checkbox"/> on 2/09/09 NO <input type="checkbox"/> N/A <input type="checkbox"/> |

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

As raised by Municipal Services Committee Chairman Mistele during the February 9th Board meeting, a change order is required due to a design reconfiguration by ComEd for the electric service for the new building.

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

This Change Orders represent a total increase to the contract in the amount of \$4,050.00. The following is a summary of the nature of this change order:

| # | TYPE | AMOUNT (+ OR -) | EXPLANATION |
|----|----------|-----------------|--|
| 14 | Addition | \$4,050.00 | The underground electric service for the public works garage was planned to be tapped from the existing service which feeds the pump house building. Upon further review of the existing underground service feeder by ComEd, it was determined that the new service should be looped from the new building and continue to serve the pump house. Given the service transformer for the new building will be looped rather than fed from the already existing feed, an additional conduit run is required resulting in added material and labor costs. |

Staff recommends that the resolution authorizing the above Change Order as presented be adopted.

ACTION PROPOSED:
 Adopt resolution.

RESOLUTION NO. 09-R-05

A RESOLUTION AUTHORIZING THE EXECUTION OF CHANGE ORDER
NUMBER 14 – PUBLIC WORKS FACILITY CONTRACT – FBG
CORPORATION

BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Administrator is authorized to execute Change Order Number 14 in favor of FBG Corporation, in a total amount not to exceed \$4,050.00 with respect to the item contained on the change order, copies of which are attached hereto and collectively made a part of this Resolution as Exhibit "A". It is determined that the circumstances necessitating these change orders were not foreseeable at the time the contract was signed, the change orders are germane to the original contract as signed, and the change orders are in the best interest of the Village and authorized by law.

BE IT FURTHER RESOLVED that the Village Clerk of the Village of Willowbrook is hereby directed to forward a certified copy of this Resolution to FBG Corporation; 1015 South Route 83; Elmhurst, Illinois 60126; Attention: Mr. Carl Wegman; with a copy to the Director of Municipal Services.

ADOPTED and APPROVED this 23rd day of February, 2009

APPROVED:

Acting Village President

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

 **AIA** Document G701™ – 2001

Change Order

| | | |
|--|---|---|
| PROJECT (Name and address): New Public Works Facility 700 Willowbrook Centre Parkway Willowbrook, IL 60527 | CHANGE ORDER NUMBER: 014 DATE: January 19, 2009 | OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/> |
| TO CONTRACTOR (Name and address): FBG Corporation 1015 South Route 83 Elmhurst, IL 60126 | ARCHITECT'S PROJECT NUMBER: 2007-015 CONTRACT DATE: September 8, 2008 CONTRACT FOR: General Construction | |

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

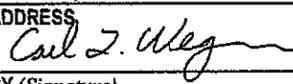
Superior Electrical Systems, Inc.
Change Electric Service Length and Quantity.....\$ 3,430.00
FBG Corporation Project Margin\$ 580.00
FBG Corporation Project Bond.....\$ 40.00
TOTAL CHANGE ORDER NO. 014..... \$ 4,050.00

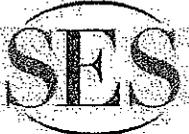
| | |
|--|------------------------|
| The original Contract Sum was | \$ 1,743,000.00 |
| The net change by previously authorized Change Orders | \$ 36,563.00 |
| The Contract Sum prior to this Change Order was | \$ 1,779,563.00 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 4,050.00 |
| The new Contract Sum including this Change Order will be | \$ 1,783,613.00 |

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is June 5, 2009

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

| | | |
|--|---|---|
| <u>Williams Architect</u> ARCHITECT (Firm name) | <u>FBG Corporation</u> CONTRACTOR (Firm name) | <u>Village of Willowbrook</u> OWNER (Firm name) |
| <u>450 E. Gundersen Drive</u> <u>Carol Stream, IL 60188</u> ADDRESS | <u>1015 South Route 83</u> <u>Elmhurst, IL 60126</u> ADDRESS | <u>7760 Quincy Street</u> <u>Willowbrook, IL 60527</u> ADDRESS |
| <u>BY (Signature)</u> | <u></u> BY (Signature) | <u>BY (Signature)</u> |
| <u>Thomas Schlensker</u> (Typed name) | <u>Carl Wegman</u> (Typed name) | <u>Phillip J. Modaff</u> (Typed name) |
| <u>DATE</u> | <u>1-20-9</u> DATE | <u>DATE</u> |



SUPERIOR ELECTRICAL SYSTEMS, INC.

CHANGE ORDER REQUEST

Change Order Request #: 4241-0002

Date: 1/16/2009

Project: #4241 Willowbrook Public Works Facility

Project #: 4241

To: FBG Corporation

From: Superior Electrical Systems, Inc.

**Attn: Carl Wegman
1015 S. Route 83
Elmhurst, IL 60126**

**Frank Vaughan
600 Industrial Drive
Suite 303
Naperville, IL 60563**

Ph.: (630) 941-4700 Fax: (630) 941-7799

Ph.: 630.778.6615 Fax: 630.778.6614

We hereby propose to make the following changes:

Additional Primary Conduit

1. Furnish and install additional conduit per the Com Ed sketch dated 11/14/08.
2. Additional 30' to the original conduit run and 130' for an additional run.

| | |
|--------------------------|-------------|
| Change Order Price | \$3,430.00 |
| Original Contract Amount | \$90,000.00 |

This price is good for 0 days. If conditions change, this price is void.
We are requesting a time extension of 0 days in conjunction with this change.

Frank Vaughan
Author

1/16/2009
Date

Accepted The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

CHANGE ORDER REQUEST SUMMARY

Project: #4241 Willowbrook Public Works Facility

COR #: 4241-0002

Labor

| Labor Type | MHrs | \$/Hr | Burden | Fringe | Tax | Total |
|-------------|-------|---------|--------|---------|--------|------------|
| 701 Foreman | 26.05 | \$37.68 | \$0.00 | \$47.32 | \$0.00 | \$2,214.25 |
| Subtotal | | | | | | \$2,214.25 |

Material

| Material | Quantity | Cost | Tax | Total |
|--------------|----------|----------|--------|----------|
| See Attached | 1 | \$755.38 | \$0.00 | \$755.38 |
| Subtotal | | | | \$755.38 |

| | |
|------------|----------------|
| Total Cost | \$2,969.63 |
| Overhead | \$296.96 |
| Profit | \$163.33 |
| Total | \$3,430.00 |

| | Description | Qty | Date | Price | U |
|---|---------------------|-----|------------|----------|---|
| 1 | 4" PVC | 130 | 12/19/2006 | 128.00 | C |
| 2 | 4" PVC 90 DEG ELBOW | 2 | 2/9/2005 | 1,080.00 | C |
| 3 | 4" PVC FEM ADAPTER | 2 | 12/5/2001 | 862.11 | C |
| 4 | 4" GRC 90 DEG ELBOW | 2 | 2/9/2005 | 4,466.00 | C |
| 5 | 4" STEEL LOCKNUT | 4 | 12/5/2001 | 703.74 | C |
| 6 | 4" STL GRD BUSHING | 2 | 12/5/2001 | 1,443.61 | C |
| 7 | 4" WITH STONE | 30 | 6/6/2005 | 13.46 | E |
| | Totals | | | | |

| | Description | Qty | Disc | Net |
|---|---------------------|-----|------|----------|
| 1 | 4" PVC | 130 | 0.00 | 128.00 |
| 2 | 4" PVC 90 DEG ELBOW | 2 | 0.00 | 1,080.00 |
| 3 | 4" PVC FEM ADAPTER | 2 | 0.00 | 862.11 |
| 4 | 4" GRC 90 DEG ELBOW | 2 | 0.00 | 4,466.00 |
| 5 | 4" STEEL LOCKNUT | 4 | 0.00 | 703.74 |
| 6 | 4" STL GRD BUSHING | 2 | 0.00 | 1,443.61 |
| 7 | 4" WITH STONE | 30 | 0.00 | 13.46 |
| | Totals | | | |

| | Description | Qty | Labor | U |
|---|---------------------|-----|--------|---|
| 1 | 4" PVC | 130 | 12.00 | C |
| 2 | 4" PVC 90 DEG ELBOW | 2 | 150.00 | C |
| 3 | 4" PVC FEM ADAPTER | 2 | 50.00 | C |
| 4 | 4" GRC 90 DEG ELBOW | 2 | 232.50 | C |
| 5 | 4" STEEL LOCKNUT | 4 | 18.75 | C |
| 6 | 4" STL GRD BUSHING | 2 | 52.50 | C |
| 7 | 4" WITH STONE | 30 | 0.00 | E |
| | Totals | | | |

| | Description | Qty | Total Mat(\$) | Total Hours |
|---|---------------------|-----|---------------|-------------|
| 1 | 4" PVC | 130 | 166.40 | 15.60 |
| 2 | 4" PVC 90 DEG ELBOW | 2 | 21.60 | 3.00 |
| 3 | 4" PVC FEM ADAPTER | 2 | 17.24 | 1.00 |
| 4 | 4" GRC 90 DEG ELBOW | 2 | 89.32 | 4.65 |
| 5 | 4" STEEL LOCKNUT | 4 | 28.15 | 0.75 |
| 6 | 4" STL GRD BUSHING | 2 | 28.87 | 1.05 |
| 7 | 4" WITH STONE | 30 | 403.80 | 0.00 |
| | Totals | | 755.38 | 26.05 |

| | Description | Qty | Mat. Cond. | Lab. Cond. |
|---|---------------------|-----|------------|------------|
| 1 | 4" PVC | 130 | Normal | Normal |
| 2 | 4" PVC 90 DEG ELBOW | 2 | Normal | Normal |
| 3 | 4" PVC FEM ADAPTER | 2 | Normal | Normal |
| 4 | 4" GRC 90 DEG ELBOW | 2 | Normal | Normal |
| 5 | 4" STEEL LOCKNUT | 4 | Normal | Normal |
| 6 | 4" STL GRD BUSHING | 2 | Normal | Normal |
| 7 | 4" WITH STONE | 30 | Normal | Normal |
| | Totals | | | |

| | Description | Qty | Manufacturer Name |
|---|---------------------|-----|--------------------------|
| 1 | 4" PVC | 130 | CONDUIT & FTGS PVC-DB-EE |
| 2 | 4" PVC 90 DEG ELBOW | 2 | CONDUIT & FTGS PVC-DB-EE |

| | Description | Qty | Manufacturer Name |
|---|---------------------|-----|----------------------------|
| 3 | 4" PVC FEM ADAPTER | | 2 CONDUIT & FTGS PVC-DB-EE |
| 4 | 4" GRC 90 DEG ELBOW | | 2 CONDUIT FTGS RIGID |
| 5 | 4" STEEL LOCKNUT | | 4 CONDUIT & CBL FTGS |
| 6 | 4" STL GRD BUSHING | | 2 CONDUIT & CBL FTGS |
| 7 | 4" WITH STONE | 30 | |
| | Totals | | |

| | Description | Qty | Catalogue Number |
|---|---------------------|-----|------------------|
| 1 | 4" PVC | 130 | |
| 2 | 4" PVC 90 DEG ELBOW | 2 | |
| 3 | 4" PVC FEM ADAPTER | 2 | |
| 4 | 4" GRC 90 DEG ELBOW | 2 | |
| 5 | 4" STEEL LOCKNUT | 4 | |
| 6 | 4" STL GRD BUSHING | 2 | |
| 7 | 4" WITH STONE | 30 | |
| | Totals | | |

| | Description | Qty | Price Code | Reference |
|---|---------------------|-----|-------------|-----------|
| 1 | 4" PVC | 130 | 98006006010 | |
| 2 | 4" PVC 90 DEG ELBOW | 2 | 98006006050 | |
| 3 | 4" PVC FEM ADAPTER | 2 | 98006006250 | |
| 4 | 4" GRC 90 DEG ELBOW | 2 | 98002000170 | |
| 5 | 4" STEEL LOCKNUT | 4 | 98007012010 | |
| 6 | 4" STL GRD BUSHING | 2 | 98007012154 | |
| 7 | 4" WITH STONE | 30 | | |
| | Totals | | | |

| | Description | Qty | Supplier Name |
|---|---------------------|-----|---------------|
| 1 | 4" PVC | 130 | |
| 2 | 4" PVC 90 DEG ELBOW | 2 | |
| 3 | 4" PVC FEM ADAPTER | 2 | |
| 4 | 4" GRC 90 DEG ELBOW | 2 | |
| 5 | 4" STEEL LOCKNUT | 4 | |
| 6 | 4" STL GRD BUSHING | 2 | |
| 7 | 4" WITH STONE | 30 | |
| | Totals | | |

| | Description | Qty | Supplier Code |
|---|---------------------|-----|---------------|
| 1 | 4" PVC | 130 | |
| 2 | 4" PVC 90 DEG ELBOW | 2 | |
| 3 | 4" PVC FEM ADAPTER | 2 | |
| 4 | 4" GRC 90 DEG ELBOW | 2 | |
| 5 | 4" STEEL LOCKNUT | 4 | |
| 6 | 4" STL GRD BUSHING | 2 | |
| 7 | 4" WITH STONE | 30 | |
| | Totals | | |

| | Labor Type | Crew | Hours | Rate \$ | SubTotal | Brdn % |
|---|------------|------|-------|---------|----------|--------|
| 1 | 701-LABOR | 1.00 | 26.05 | 37.68 | 981.56 | |
| | Totals | 1.00 | 26.05 | 37.68 | 981.56 | |

| | Labor Type | Frng \$ | Brdn Tot. | Frng Tot. | Total |
|---|------------|---------|-----------|-----------|----------|
| 1 | 701-LABOR | 47.32 | | 1,232.69 | 2,214.25 |
| | Totals | 47.32 | | 1,232.69 | 2,214.25 |

| | Labor Type | Full Rate | Code |
|---|------------|-----------|------|
| 1 | 701-LABOR | 85.00 | |
| | Totals | 85.00 | |

| | Final Pricing | Value (\$) | Pct (%) |
|--|-------------------------------|------------|---------|
| | Database Material (Extension) | 755.38 | |
| | Material Total | 755.38 | |
| | Direct Labor | 2,214.25 | |
| | Labor Total | 2,214.25 | |
| | Total Cost | 2,969.63 | |
| | Database Material Overhead | 75.54 | 10.000 |
| | Labor Overhead | 221.43 | 10.000 |
| | Total Overhead | 296.97 | 10.000 |
| | Database Material Markup | 41.55 | 5.000 |
| | Labor Markup | 121.78 | 5.000 |
| | Total Markup | 163.33 | 5.000 |
| | Selling Price | 3,429.93 | |
| | Final Price | 3,429.93 | |

| | Final Pricing | Alarm | Code |
|--|-------------------------------|-------|------|
| | Database Material (Extension) | | |
| | Material Total | | |
| | Direct Labor | | |
| | Labor Total | | |
| | Total Cost | | |
| | Database Material Overhead | | |
| | Labor Overhead | | |
| | Total Overhead | | |
| | Database Material Markup | | |
| | Labor Markup | | |
| | Total Markup | | |
| | Selling Price | | |
| | Final Price | | |

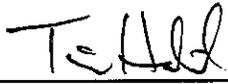
| | Price Summary | Value | % |
|--|-------------------------------|----------|---------|
| | Database Material | 755.38 | 22.023 |
| | Material Total | 755.38 | 22.023 |
| | Direct Labor | 981.56 | 28.617 |
| | Direct Labor Burden & Fringes | 1,232.69 | 35.939 |
| | Labor Total | 2,214.25 | 64.557 |
| | Prime Cost | 2,969.63 | 86.580 |
| | Total Overhead | 296.97 | 8.658 |
| | Net Cost | 3,266.60 | 95.238 |
| | Total Profit | 163.33 | 4.762 |
| | Selling Price | 3,429.93 | 100.000 |
| | Final Price | 3,429.93 | 100.000 |
| | Labor Risk Ratio % | 7.3763 | |
| | Total Labor Hours | 26.05 | |
| | Average Labor Cost Per Hour | 85.00 | |

| | Price Summary | Alarm |
|--|-------------------------------|-------|
| | Database Material | |
| | Material Total | |
| | Direct Labor | |
| | Direct Labor Burden & Fringes | |
| | Labor Total | |
| | Prime Cost | |
| | Total Overhead | |
| | Net Cost | |
| | Total Profit | |
| | Selling Price | |
| | Final Price | |
| | Labor Risk Ratio % | |
| | Total Labor Hours | |
| | Average Labor Cost Per Hour | |

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

| | |
|---|--|
| ITEM TITLE: MOTION TO APPROVE – PUBLIC WORKS FACILITY CONSTRUCTION CONTRACT: PAYOUT #5 – PARTIAL PAYMENT, FBG CONSTRUCTION CORPORATION | AGENDA NO. 4h AGENDA DATE: <u>2/23/09</u> |
|---|--|

| | |
|---|--|
| STAFF REVIEW: Tim Halik, Director of Municipal Services | SIGNATURE:  |
| LEGAL REVIEW: N/A | SIGNATURE:  |
| RECOMMENDED BY VILLAGE ADMIN.: | SIGNATURE:  |
| REVIEWED & APPROVED BY COMMITTEE: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> | |

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

At its regular meeting on September 8, 2008, the Village Board approved a contract with FBG Construction Corporation to construct the new public works garage. The current payout request includes payment for completed work including contractor general conditions, continued completion of masonry, and payment for change order #12 (winter conditions).

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

Given this portion of work is now completed, a request for a fifth partial payment was received. The request was forwarded to the Architect of Record to review. Williams Architects has reviewed the request and has provided their approval of a partial payout in the amount of \$76,500.00 We have also received a partial waiver of lien from the General Contractor in the current requested payment amount. A complete copy of the Payment #5 – Partial Payment Request is attached.

As required, the contractor submitted the attached itemized receipts of expenditures from the \$10,000 winter conditions allowance the Village Board previously approved. Please note that the contractor spent a total of \$12,238, of which \$2,238 was paid by FBG.

Staff would recommend that the Village President and Board of Trustees authorize Payout #5 – Partial Payment to FBG Construction Corporation in the amount of \$76,500.00. The authorized payment amount would be expended from the following building construction fund:

| FUND | ACCOUNT | DESCRIPTION | UNEXPENDED |
|------------------|---------------|-----------------------|----------------|
| CAPITAL PROJECTS | 10-68-540-415 | Public Works Facility | \$1,470,372.87 |

ACTION PROPOSED:

Approve motion.

APPLICATION AND CERTIFICATE FOR PAYMENT

(OWNER): Village Of Willowbrook
7760 Quincy Street
Willowbrook, IL 60527

PROJECT: Willowbrook Public Works
710 Willowbrook Ctr
Willowbrook, IL 60527

APPLICATION NO: 5 DISTRIBUTION TO:
OWNER
ARCHITECT
CONTRACTOR

CONTRACTOR (CONT): F.B.G. Corporation
1015 S. Rte 83 Ste E
Elmhurst, IL 60126-4966

VIA (ARCHITECT): Williams Architects

ARCHITECT'S
PROJECT NO: 2007-015

CONTRACT FOR: General Contracting

CONTRACT DATE: 09/08/08

CONTRACTOR'S APPLICATION FOR PAYMENT

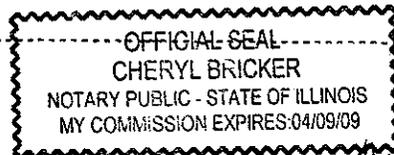
Application is made for Payment, as shown below, in connection with the contract. Continuation Sheet is attached.

CHANGE ORDER SUMMARY

| Change Orders approved in previous months by owner | ADDITIONS | DEDUCTIONS |
|--|---------------|------------|
| TOTAL | 36047.00 | |
| Approved this Month | | |
| Number | Date Approved | |
| TOTALS | | |
| Net Change by Change Orders | \$ 36047.00 | |

1. ORIGINAL CONTRACT SUM \$ 1743000.00
2. Net Change by Change Orders \$ 36047.00
3. CONTRACT SUM TO DATE \$ 1779047.00
4. TOTAL COMPLETED & STORED TO DATE \$ 732022.67
(Column G)
5. RETAINAGE:
 - a. 10.00 % of Completed Work \$ 64062.68
(Column D+E)
 - b. 10.00 % of Stored Material \$ 7226.10
(Column F)
 - Total Retainage (Line 5a+5b) or
(Total in Column I) \$ 71288.78
6. TOTAL EARNED LESS RETAINAGE \$ 660733.89
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) .. \$ 504233.89
8. CURRENT PAYMENT DUE \$ 76500.00
9. BALANCE TO FINISH, PLUS RETAINAGE \$ 1118313.11
(Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.



CONTRACTOR: F.B.G. Corporation

Carl J. Weg

Date: 2-16-09

State of: *Illinois* County of: *DeWitt*
Subscribed and Sworn to before me this *16* day of *Feb* 2009
Notary Public:
My Commission expires: *Cheryl Bricker*

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ *76,500*
(Attach explanation if amount certified differs from the amount applied for)

ARCHITECT: Williams Architects

By: *[Signature]* Date: 2-16-09

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

te : 02/13/09 - Fri
me : 15:56:38

F.B.G. Corporation
AIA CONTINUATION SHEET

Application No. : 5
Application Date : 02/13/09
Period To : 02/13/09

b : 08-14 Willowbrook Public Works

Architect Project No. : 2007-015

| tem No. | Description of Work | Scheduled Value | Previous Complt'd | Current Complt'd | Stored Material | Tot.Compl. & Stored | % Comp | Balance To Finish | Retainage |
|---------|----------------------------|-----------------|-------------------|------------------|-----------------|---------------------|--------|-------------------|-----------|
| . | General Conditions | 302063.00 | 119557.67 | 30000.00 | .00 | 149557.67 | 49.51 | 152505.33 | 14955.77 |
| A | CO#2 | 1100.00 | 1100.00 | .00 | .00 | 1100.00 | 100.00 | .00 | 110.00 |
| B | CO#3 | 264.00 | 264.00 | .00 | .00 | 264.00 | 100.00 | .00 | 26.40 |
| C | CO#4 | 2340.05 | 2340.05 | .00 | .00 | 2340.05 | 100.00 | .00 | 234.01 |
| D | CO#5 | -1170.00 | -1170.00 | .00 | .00 | -1170.00 | 100.00 | .00 | -117.00 |
| E | CO#6 | -325.00 | -325.00 | .00 | .00 | -325.00 | 100.00 | .00 | -32.50 |
| F | CO#9 | -60.00 | -60.00 | .00 | .00 | -60.00 | 100.00 | .00 | -6.00 |
| G | CO#10 | 314.00 | 314.00 | .00 | .00 | 314.00 | 100.00 | .00 | 31.40 |
| . | Bond | 18873.00 | 18873.00 | .00 | .00 | 18873.00 | 100.00 | .00 | .00 |
| A | CO#1 | 65.00 | 65.00 | .00 | .00 | 65.00 | 100.00 | .00 | .00 |
| B | CO#2 | 11.00 | 11.00 | .00 | .00 | 11.00 | 100.00 | .00 | .00 |
| C | CO#3 | 19.00 | 19.00 | .00 | .00 | 19.00 | 100.00 | .00 | .00 |
| D | CO#4 | 162.00 | 162.00 | .00 | .00 | 162.00 | 100.00 | .00 | .00 |
| E | CO#5 | -12.00 | -12.00 | .00 | .00 | -12.00 | 100.00 | .00 | .00 |
| F | CO#9 | -5.00 | -5.00 | .00 | .00 | -5.00 | 100.00 | .00 | .00 |
| G | CO#10 | 22.00 | 22.00 | .00 | .00 | 22.00 | 100.00 | .00 | .00 |
| . | Testing Allowance | 10000.00 | 7970.00 | .00 | .00 | 7970.00 | 79.70 | 2030.00 | 797.00 |
| A | CO#1 TESTING | 6500.00 | .00 | .00 | .00 | .00 | .00 | 6500.00 | .00 |
| . | Hardware Allowance | 2000.00 | .00 | .00 | .00 | .00 | .00 | 2000.00 | .00 |
| . | Excavation | 32000.00 | 30000.00 | .00 | .00 | 30000.00 | 91.46 | 2000.00 | 3000.00 |
| A | CO#4 EXCAVATION | 13767.95 | 13767.95 | .00 | .00 | 13767.95 | 100.00 | .00 | 1376.80 |
| . | Site Utilities | 68500.00 | 68500.00 | .00 | .00 | 68500.00 | 100.00 | .00 | 6850.00 |
| . | Asphalt Paving | 98600.00 | .00 | .00 | .00 | .00 | .00 | 98600.00 | .00 |
| . | Fence/Guardrails | 77000.00 | 1500.00 | .00 | .00 | 1500.00 | 1.95 | 75500.00 | 150.00 |
| . | Retaining Wall/Landscape | 34400.00 | 18000.00 | .00 | .00 | 18000.00 | 54.67 | 15592.00 | 1800.00 |
| A | CO#10 | 1848.00 | 1848.00 | .00 | .00 | 1848.00 | 100.00 | .00 | 184.80 |
| . | Concrete | 160000.00 | 84373.00 | .00 | .00 | 84373.00 | 52.73 | 75627.00 | 8437.30 |
| . | Precast Concrete | 15000.00 | 15000.00 | .00 | .00 | 15000.00 | 100.00 | .00 | 1500.00 |
| . | Masonry | 309000.00 | 115000.00 | 45000.00 | .00 | 160000.00 | 51.78 | 149000.00 | 16000.00 |
| . | Structural Steel | 124079.00 | 15633.00 | .00 | 65361.00 | 80994.00 | 65.28 | 43085.00 | 8099.40 |
| A | Co#3 Str Steel | 1556.00 | 1556.00 | .00 | .00 | 1556.00 | 100.00 | .00 | 155.60 |
| . | Carpentry/Drywall/Ceiling | 36000.00 | .00 | .00 | .00 | .00 | .00 | 36000.00 | .00 |
| . | Cabinets/Tops | 7500.00 | .00 | .00 | .00 | .00 | .00 | 7500.00 | .00 |
| . | Roofing/Sheetmetal | 95000.00 | .00 | .00 | .00 | .00 | .00 | 95000.00 | .00 |
| . | Doors/Frames/Hardware | 17000.00 | .00 | .00 | .00 | .00 | .00 | 17000.00 | .00 |
| . | Overhead Doors | 19765.00 | .00 | .00 | .00 | .00 | .00 | 19765.00 | .00 |
| . | Wood Windows | 16000.00 | .00 | .00 | .00 | .00 | .00 | 16000.00 | .00 |
| . | Ceramic Tile | 10433.00 | .00 | .00 | .00 | .00 | .00 | 10433.00 | .00 |
| . | Painting | 25000.00 | .00 | .00 | .00 | .00 | .00 | 25000.00 | .00 |
| . | Toilet Acc/Lockers/Compart | 10500.00 | .00 | .00 | .00 | .00 | .00 | 10500.00 | .00 |
| A | CO#9 | -350.00 | -350.00 | .00 | .00 | -350.00 | 100.00 | .00 | -35.00 |
| . | Equipment | 6900.00 | .00 | .00 | 6900.00 | 6900.00 | 100.00 | .00 | 690.00 |
| . | Fire Sprinklers | 21400.00 | .00 | .00 | .00 | .00 | .00 | 21400.00 | .00 |
| . | Plumbing | 70000.00 | 37500.00 | .00 | .00 | 37500.00 | 53.57 | 32500.00 | 3750.00 |
| . | Hvac | 65107.00 | .00 | .00 | .00 | .00 | .00 | 65107.00 | .00 |
| . | Electrical | 90000.00 | 22500.00 | .00 | .00 | 22500.00 | 25.00 | 67500.00 | 2250.00 |
| . | CO#12 | 10000.00 | .00 | 10000.00 | .00 | 10000.00 | 100.00 | .00 | 1000.00 |

als : 1779047.00 574761.67 85000.00 72261.00 732022.67 41.15 1047024.33 71200.78
cent: 32.31 4.78 4.06 41.15 58.85

Waiver of Lien to Date

State of Illinois } SS
 County of DuPage } SS

Gty # _____
 Loan # _____
 Escrow # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Willowbrook
 to furnish General Contracting
 for the premises known as 710 Willowbrook Centre Parkway, Willowbrook, IL. 60527
 of which Village of Willowbrook is the owner.

THE undersigned, for and in consideration Seventy Six Thousand Five Hundred and No/100***
\$76,500.00 Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and
 release any lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanic's liens, with respect to and on said
 above-described and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or
 other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus or machinery, furnished
 to this date by the undersigned for the above-described premises.

Given under my hand signed and seal this
16th day of February 2009

Signature and Seal: 

Note: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and
 title of signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and desig-
 nate himself as partner.

CONTRACTOR'S AFFIDAVIT

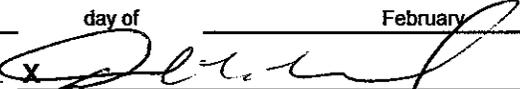
State of Illinois } SS
 County of DuPage } SS
 TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn deposes and says that he is David Mac Marshall
Vice President of the FBG Corporaiton
 who is the contractor for the General Contracting work on
 building located at 710 Willowbrook Centre Parkway, Willowbrook, IL. 60527
 owned by Village of Willowbrook
 That the total amount of the contract including extra's is \$1,779,047.00 on which he has received payment of
\$584,233.89 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that
 there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnish-
 ed material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material
 entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and
 material required to complete said work according to plans and specification:

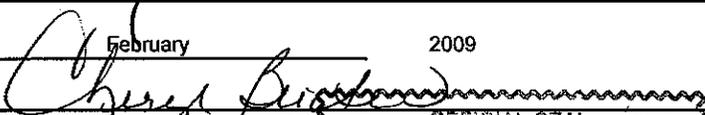
| Names | What for | Contract Price | Amount Paid | This Payment | Balance Due |
|--------------------------------------|---------------------|----------------|--------------|--------------|----------------|
| FBG Corporaiton | General Contracting | \$1,779,047.00 | \$584,233.89 | \$76,500.00 | \$1,118,313.11 |
| TOTAL LABOR AND MATERIAL TO COMPLETE | | \$1,779,047.00 | \$584,233.89 | \$76,500.00 | \$1,118,313.11 |

That there are not other contracts for said work outstanding, and that there is nothing due or to become due to any person for materials, labor
 or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 16th day of February 2009

Signature: 

Subscribed and sworn before me this 16th day of February 2009

Signature: 

Transcribed from Chicago Title Insurance Company F.1722 R5/92

CHERYL BRICKER
 NOTARY PUBLIC - STATE OF ILLINOIS
 MY COMMISSION EXPIRES: 04/09/09

Timothy Halik

From: Carl Wegman [carl@fbgcorporation.com]
Sent: Tuesday, February 17, 2009 1:11 PM
To: Timothy Halik
Cc: Tom Schlensker
Subject: back up for winter conditions
Attachments: Winter Conditions One Backup 2 17 9.pdf

February 17, 2009

Tim,

I have attached back up information for winter conditions, the total is \$12,238, which is more than the \$10,000 approved.

If there is any additional to be spent on winter conditions, please let me know. The next two weeks look bad, temperature wise, for much to be completed.

Carl Wegman Carl@FBGCorporation.com
Project Manager

FBG Corporation www.FBGCorporation.com
1015 South Route 83
Elmhurst, Illinois 60126
(630) 941 4700 ext. 304
FAX 7799

<<Winter Conditions One Backup 2 17 9.pdf>>

JOE'S MASONRY

506 Walnut
Elmhurst, IL 60126

Phone: 630-530-8129

Fax: 630-782-0491

Change Order

#4

| |
|--|
| Bill To: |
| FBG Corporation 1015 S Route 83 Elmhurst, IL 60126 |

| | |
|---------------------|--------------|
| Date | Job # |
| 1/8/2009 | |

1-13-09

WS

| Quantity | Description | U/M | Rate | Amount |
|--------------------|------------------------|-----|---------|------------------|
| 1 | Labor for snow removal | 4hr | \$78.00 | \$312.00 |
| Total Due = | | | | \$ 312.00 |

All change orders must be signed by both parties before any work will be started.

All change orders are due upon receipt

General Contractor: Will Jackson

| |
|-----------------|
| RECEIVED |
| JAN 28 2009 |
| IN FIELD |

Joe's Masonry: _____

JOE'S MASONRY

506 Walnut
Elmhurst, IL 60126

Phone: 630-530-8129
Fax: 630-782-0491

Change Order #5

| |
|--|
| Bill To: |
| FBG Corporation 1015 S Route 83 Elmhurst, IL 60126 |

| | |
|-------------|--------------|
| Date | Job # |
| 1/22/2009 | |

| Quantity | Description | U/M | Rate | Amount |
|--------------------|------------------------------------|------|----------|--------------------|
| 3 | Labor per day To Build Scaffold | 24hr | \$78.00 | \$1,873.00 |
| 10 | Scaffold Hoops 1 weel | | | \$250.00 |
| 3 | Rolls of plastic to cover scaffold | | \$260.00 | \$780.00 |
| Total Due = | | | | \$ 2,903.00 |

All change orders must be signed by both parties before any work will be started.
All change orders are due upon receipt

General Contractor: Will Jackson

Joe's Masonry: _____

| |
|-----------------|
| RECEIVED |
| JAN 28 2009 |
| IN FIELD |

JOE'S MASONRY

506 Walnut

Elmhurst, IL 60126

Phone: 630-530-8129

Fax: 630-782-0491

Change Order

#7

| |
|--|
| Bill To: |
| FBG Corporation 1015 S Route 83 Elmhurst, IL 60126 |

| | |
|-------------|--------------|
| Date | Job # |
| 1/28/2009 | |

| Quantity | Description | U/M | Rate | Amount |
|--------------------|------------------------------------|------|----------|--------------------|
| 5 | Labor per day To Build Scaffold | 40hr | \$78.00 | \$3,120.00 |
| 10 | Scaffold hoops 1 week | | | \$250.00 |
| 1 | Rolls of plastic to cover scaffold | | \$260.00 | \$260.00 |
| Total Due = | | | | \$ 3,630.00 |

All change orders must be signed by both parties before any work will be started.
All change orders are due upon receipt

General Contractor: CW 2-2-9

Joe's Masonry: Del Carparts

RECEIVED
FEB 02 2009
REVIEWED
W.S.

JOE'S MASONRY

506 Walnut
Elmhurst, IL 60126

Phone: 630-530-8129
Fax: 630-782-0491

Change Order

#8

| |
|--|
| Bill To: |
| FBG Corporation 1015 S Route 83 Elmhurst, IL 60126 |

| | |
|-------------|--------------|
| Date | Job # |
| 1/29/2009 | |

| Quantity | Description | U/M | Rate | Amount |
|--------------------|---------------------------------------|------|---------|--------------------|
| 5 | Labors to cover scaffold with plastic | 45hr | \$78.00 | \$3,510.00 |
| Total Due = | | | | \$ 3,510.00 |

All change orders must be signed by both parties before any work will be started.
All change orders are due upon receipt

General Contractor: CW 2-2-9

Joe's Masonry: Del Calypte

| |
|--|
| RECEIVED FEB 02 2009 REVIEWED W.S. |
|--|

JOE'S MASONRY

506 Walnut
Elmhurst, IL 60126

Phone: 630-530-8129
Fax: 630-782-0491

Change Order

#6

| |
|--|
| Bill To: |
| FBG Corporation 1015 S Route 83 Elmhurst, IL 60126 |

| | |
|-------------|--------------|
| Date | Job # |
| 1/23/2009 | |

| Quantity | Description | U/M | Rate | Amount |
|--------------------|---|------|---------|--------------------|
| 3 | 3 labors to cover scaffold with plastic | 24hr | \$78.00 | \$1,873.00 |
| 2 | Tie wire | | \$5.00 | \$10.00 |
| Total Due = | | | | \$ 1,883.00 |

All change orders must be signed by both parties before any work will be started.
All change orders are due upon receipt

General Contractor: Will Jackson

| |
|-----------------|
| RECEIVED |
| JAN 28 2009 |
| IN FIELD |

Joe's Masonry: _____



223 TILDEN AVENUE • P.O. BOX 687
 LA GRANGE, ILLINOIS 60525
 (708) 354-7200

Invoice

| DATE | INVOICE # |
|----------|-----------|
| 1/7/2009 | 50797 |

| |
|---|
| Bill To |
| Joe's Masonry 506 Walnut Elmhurst, IL 60126 |

| |
|----------------|
| Ship To |
| Elgin |

| P.O. No. | Terms | Due Date | Ship Date | Ref. Number-Ticket |
|----------|----------|-----------|-----------|--------------------|
| | Net 25th | 2/25/2009 | 1/7/2009 | |

| Description | Qty | Rate | Amount |
|-------------------------|-----|--------|-----------|
| 40' Reinforced Visqueen | 8 | 235.00 | 1,880.00T |
| Scaffold Clips | 400 | 1.00 | 400.00T |
| Tie Wire | 25 | 4.00 | 100.00T |

| | |
|--------------------------|------------|
| Subtotal | \$2,380.00 |
| Sales Tax (9.25%) | \$220.15 |
| Total | \$2,600.15 |

MASONRY ACCESSORIES

16670 Cherry Creak Crt.

Joliet, IL. 60433

Phone: 815-724-0100

Fax: 815-724-0101

Receipt

| |
|--------------------|
| Bill To: |
| Joe's masonry |
| 506 walnut |
| Elmhurst, IL 60126 |

| | |
|-------------|--------------|
| Date | Job # |
| 2/16/2009 | N/A |

| Quantity | Description | U/M | Rate | Amount |
|--------------------|-----------------------------------|---------|----------|--------------------|
| | Rental: Scaffold Hoops (12 Hoops) | 6 weeks | \$250.00 | \$1,500.00 |
| 1 | Delivery Charge | 1 | \$300.00 | \$300.00 |
| Total Due = | | | | \$ 1,800.00 |

Village of Willowbrook

Proclamation

WHEREAS, Dell Rhea's Chicken Basket has been a fixture of Historic Route 66, the Willowbrook Community and surrounding suburban and Chicago-land communities since opening its doors in 1946; and

WHEREAS, Dell Rhea's Chicken Basket was inducted into "The National Register of Historic Places" on March 16, 2006; and

WHEREAS, Dell Rhea's Chicken Basket has served its famous fried chicken for over sixty years and was featured on a February 2, 2009 episode of the Food Network's *Diners, Drive-Ins and Dives*; and

WHEREAS, Dell Rhea's Chicken Basket has positively contributed to Willowbrook's history and sense of community with its outstanding food, uniqueness and significance in American cultural history; and

WHEREAS, Dell Rhea's Chicken Basket continues to thrive, serving the freshest food and attracting customers from around the world to its Willowbrook location.

NOW, THEREFORE, I, ROBERT A. NAPOLI, Acting President of the Village of Willowbrook, Illinois, do hereby convey the sincerest congratulations of the Village Board and the residents of Willowbrook for the contributions made by Dell Rhea's Chicken Basket to the community over the past sixty-three years and to express our best wishes for many more years of success and prosperity.

Proclaimed this 23rdth day of February, 2009.

Acting Village President

Attest:

Village Clerk

The Village of **WILLOWBROOK**

7760 Quincy Street • Willowbrook, Illinois 60527-5594 • Phone: (630) 323-8215 • Fax: (630) 323-0787

Acting Village President

January 28, 2009

Robert A. Napoli

Cacioppo, Joseph & Kathy
16 Kent Ct
Willowbrook Il 60527

Village Clerk

Re: Account No. 350395.003
Delinquent Water Bill

Leroy R. Hansen

Dear Mr. & Mrs. Cacioppo:

Village Trustees

Dennis Baker

Please be advised that your water bill is now delinquent in the amount of \$113.56. 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 February 23, 2009, will result in the immediate termination of your water service.

Terrence Kelly

Timothy McMahon

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.

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

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

Village Administrator

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

Philip J. Modaff

Sincerely,



Timothy J. Halik
Director of Municipal Services

TJH:pkp

The Village of **WILLOWBROOK**

7760 Quincy Street • Willowbrook, Illinois 60527-5594 • Phone: (630) 323-8215 • Fax: (630) 323-0787

Acting Village President

January 28, 2009

Robert A. Napoli

Marinkovich, Biljana
129 58th Pl
Clarendon Hills Il 60514

Village Clerk

Re: Account No. 353055.000
Delinquent Water Bill

Leroy R. Hansen

Dear Ms. Marinkovich:

Village Trustees

Dennis Baker

Please be advised that your water bill is now delinquent in the amount of \$96.02. 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 February 23, 2009, will result in the immediate termination of your water service.

Terrence Kelly

Timothy McMahon

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.

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

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

Village Administrator

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

Philip J. Modaff

Sincerely,



Timothy J. Halik
Director of Municipal Services

TJH:pkp

The Village of

WILLOWBROOK

7760 Quincy Street • Willowbrook, Illinois 60527-5594 • Phone: (630) 323-8215 • Fax: (630) 323-0787

Acting Village President

January 28, 2009

Robert A. Napoli

Meadowbrook Homes Inc.
800 79th St
Willowbrook Il 60527

Village Clerk

Re: Account No. 410670.002
Delinquent Water Bill

Leroy R. Hansen

Dear Sir or Madam:

Village Trustees

Please be advised that your water bill is now delinquent in the amount of \$138.56. 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 February 23, 2009, will result in the immediate termination of your water service.

Dennis Baker

Terrence Kelly

Timothy McMahon

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.

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

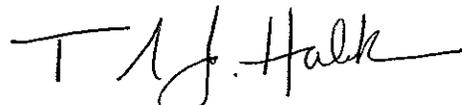
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, Il 60527 or call 920-2238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

Village Administrator

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

Philip J. Modaff

Sincerely,



Timothy J. Halik
Director of Municipal Services

TJH:pkp

The Village of **WILLOWBROOK**

7760 Quincy Street • Willowbrook, Illinois 60527-5594 • Phone: (630) 323-8215 • Fax: (630) 323-0787

Acting Village President

January 28, 2009

Robert A. Napoli

Worldwide Transmission Group
585 Executive Dr
Willowbrook II 60527

Village Clerk

Re: Account No. 410210.004
Delinquent Water Bill

Leroy R. Hansen

Dear Sir or Madam:

Village Trustees

Please be advised that your water bill is now delinquent in the amount of \$341.76. 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 February 23, 2009, will result in the immediate termination of your water service.

Dennis Baker

Terrence Kelly

Timothy McMahon

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.

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

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

Village Administrator

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

Philip J. Modaff

Sincerely,



Timothy J. Hank
Director of Municipal Services

TJH:pkp

VILLAGE OF WILLOWBROOK

BOARD MEETING

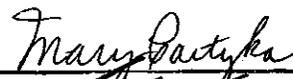
AGENDA ITEM - HISTORY/COMMENTARY

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

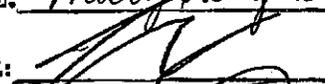
AGENDA NO. 14

AGENDA DATE: 2/23/09

STAFF REVIEW: Mary Partyka

SIGNATURE: 

LEGAL REVIEW: Tom Good

SIGNATURE: 

RECOMMENDED BY VILLAGE ADMIN.: Yes

SIGNATURE: 

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

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

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

The Village Administrator, Village Attorney and Deputy Clerk have reviewed the closed session minutes itemized on Schedules A & B of the Resolution. Attached for your reference is a copy of the "Procedure Giving Direction For The Release Of Executive Session Minutes." The Village Staff and Village Attorney recommend the adoption of the Resolution making a determination relative to the release of the closed session minutes pursuant to the Illinois Open Meetings Act as listed on the attached Schedules A & B.

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 09-R-_____

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

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

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

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

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

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

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

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

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

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

ADOPTED and APPROVED this _____ day of _____, 2009.

APPROVED:

Acting Village President

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

SCHEDULE "A"

**EXECUTIVE SESSION MINUTES
FOR WHICH THE NEED FOR CONFIDENTIALITY STILL EXISTS**

1990

October 22

1991

February 11-Item 3
March 25
August 12-Items 3&4

1992

January 27
February 24 9:30 pm
April 27
May 26
June 8

1993

March 22
April 26

1995

February 13-Item 3

1996

June 10
June 24

1997

February 24
March 10-Item 3
March 24-Item 3
July 28-Item 4

1998

April 27-Items 4&5
July 13-Item 6

1999

October 25-Item 3

2000

January 10-Item 6
February 28

2001

April 23-Item 3
May 29-Item 4
June 11
July 9-Item 4
August 13-Item 4
October 8-Item 3
November 26
December 10

2002

March 25-Item 3
April 8-Item 3
April 22-Item 3
May 28
July 8-Item 4
July 22
August 12
August 26
September 9
September 23
October 9
November 11
November 25
December 9

SCHEDULE "A" CONTINUED

2003

January 13-Item 3
January 27
February 10-Item 3
February 24
March 10
March 31-Item 3
April 28-Items 3&4
June 23
August 11-Item 3
November 21
November 24

2004

January 12-Item 4
January 26
March 8
May 10
May 24
June 14-Items 3&4
July 12-Item 5
September 13-Item 4
October 25
November 8

2005

January 24
February 14
February 28-Item 3
April 11
June 13
June 27-Items 3&4
July 11
September 27
October 22

2006

January 23
February 13-Item 3
March 13-Item 3
March 22
March 27
April 24
May 8-Item 3
May 22
June 12
September 25
October 9
November 13
December 11

2007

March 26
April 23
May 29
June 11
June 25
July 9
August 13
September 24
October 8
October 22
November 12
December 10

2008

January 14
January 28
February 19
April 14
April 28
May 12
September 8
October 27
November 10

2009

January 12
February 9

SCHEDULE "B"

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

2005

March 14-Item 3

The Village of

WILLOWBROOK

7760 Quincy Street • Willowbrook, Illinois 60527-5594 • Phone: (630) 323-8215 • Fax: (630) 323-0787

Acting Village President

Robert A. Napoli

February 19, 2009

Village Clerk

MEMO TO: Robert A. Napoli, Village President
Board of Trustees

Leroy R. Hansen

FROM: Phil Modaff, Village Administrator

SUBJECT: Release of Executive Session Minutes

Village Trustees

Attached please find the following documents:

Dennis Baker

- "Procedure Giving Direction for the Release of Executive Session Minutes"

Terrence Kelly

- "A Resolution Making a Determination Relative to the Release of Executive Session Minutes Pursuant to the Illinois Open Meetings Act"

Timothy McMahon

Michael Mistele

Sandra O'Connor

As you will note from the resolution, it is our recommendation that a need for confidentiality still exists as to the Executive Session minutes from the meetings set forth on Schedule "A". It is further our recommendation that the minutes listed on Schedule "B" no longer require confidential treatment and should be made available for public inspection.

Paul Schoenbeck

The details of Schedule "A" and Schedule "B" will be discussed in Executive Session during the next regular meeting of the President and Board of Trustees.

Village Administrator

Philip J. Modaff

PJM/mp

Attachments

**PROCEDURE GIVING DIRECTION
FOR THE RELEASE OF EXECUTIVE SESSION MINUTES**

SECTION A: Authority

Illinois Compiled Statutes, Chapter 102, Section 42.06 provides in part as follows:

" . . . Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential. . . . Each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed sessions. At such meetings determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection."

SECTION B: PROCEDURE

1. The President and Board of Trustees shall be presented a resolution making a determination as required by Chapter 102, Section 42.06 above, in most cases at a regular meeting in January and at a regular meeting in July.
2. Prior to said regular meeting of the President and Board of Trustees, the Village Administrator, the Deputy Village Clerk and the Village Attorney shall review all executive session minutes from meetings held subsequent to January 1, 1989. They shall recommend to the President and Board of Trustees minutes for which the need for confidentiality still exists. They shall further recommend the minutes which no longer require confidentiality to protect the public interest or the privacy of an individual. Recommendations shall be based on the standards set forth in Section 42.06.
3. The President and Board of Trustees shall discuss the recommendations of the Village Administrator, Deputy Village Clerk and Village Attorney in Executive Session, shall make a determination relative to their recommendations and shall act upon an appropriate resolution in open session following their determination.

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

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

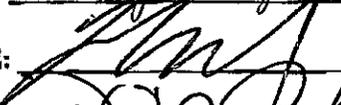
AGENDA NO. 15

AGENDA DATE: 2/23/09

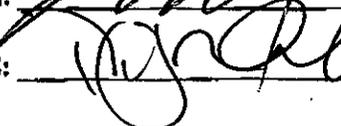
STAFF REVIEW: Mary Partyka

SIGNATURE: 

LEGAL REVIEW: Tom Good

SIGNATURE: 

RECOMMENDED BY VILLAGE ADMIN.: Yes

SIGNATURE: 

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

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

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

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

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 09-R-_____

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

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

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

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

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

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

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

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

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

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

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

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

2007

| | |
|----------|---------|
| March 26 | June 11 |
| April 23 | June 25 |
| May 29 | July 9 |

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

ADOPTED AND APPROVED this _____ day of _____, 2009.

APPROVED:

Acting Village President

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

 NAYS: _____

 ABSTENTIONS: _____

 ABSENT: _____