

## 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, APRIL 11, 2011, AT 7:00 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 - March 28, 2011 - (APPROVE)
  - c. Warrants - \$112,619.84 - April 11, 2011 - (APPROVE)
  - d. Monthly Financial Report - \$18,967,882.79 - March 31, 2011 (APPROVE)
  - e. A Resolution Proclaiming May 15, 2011 as Police Officers Memorial Day and the Week of May 15-17, 2011, as Police Week in the Village of Willowbrook - (ADOPT)

### NEW BUSINESS

5. AWARD PRESENTATION - ILLINOIS POLICY INSTITUTE, DOWNERS GROVE TOWNSHIP LOCAL TRANSPARENCY PROJECT AUDIT
6. VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only)
7. MOTION - BOARD ADVICE AND CONSENT TO PRESIDENT'S REAPPOINTMENT OF WILLIAM J. SCHULER TO THE OFFICE OF CHAIRMAN OF THE VILLAGE OF WILLOWBROOK'S BOARD OF POLICE COMMISSIONERS
8. A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE A CERTAIN CONTRACT - JANITORIAL SERVICES, ECO CLEAN MAINTENANCE, INC)
9. AN ORDINANCE ANNEXING CERTAIN PROPERTY - 315 65<sup>TH</sup> STREET, WILLOWBROOK, ILLINOIS - BASSLER

OLD BUSINESS

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

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MARCH 28, 2011 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 7:00 p.m. by Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were President Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker, Terrence Kelly, Michael Mistele, and Umberto Davi.

ABSENT: Trustees Frank Trilla and Paul Schoenbeck.

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Interim Finance Director Carrie Dittman, Deputy Chief Paul Oggerino, and Deputy Clerk Deborah Hahn

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Napoli asked Trustee Kelly to lead everyone in saying of the Pledge of Allegiance.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Regular Board Meeting - March 14, 2011 (Approve)
- c. Warrants - March 28, 2011 - \$149,842.27 (APPROVE)
- d. Application for License to Hold a Raffle - Gower West PTO - April 26, 2011 (APPROVE)
- e. Application for License to Hold a Raffle - Gower Foundation for Excellence in Education - May 4<sup>th</sup>, May 11<sup>th</sup>, May 18<sup>th</sup>, and May 25, 2011 (APPROVE)

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

MOTION: Made by Trustee Mistele, seconded by Trustee Baker to approve the Omnibus Vote Agenda.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, and Davi.  
NAYS: None. ABSENT: Trilla and Schoenbeck

MOTION DECLARED CARRIED

NEW BUSINESS

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

None present.

6. DELINQUENT WATER BILLS

Administrator Halik advised there were no past due water bills.

\*President Napoli presented Trustee Michael Mistele with a Proclamation for his knowledge of architectural design and his contributions as Chairman of the Village of Willowbrook's Municipal Service Committee, to allow the Village of Willowbrook's Public Works Building project to finish below the projected budget amount.

President Napoli also informed the Board that on March 24, 2011, the Village of Willowbrook received the "Structure of the Year" award under \$5 million dollars by the American Public Works Association. The Village's Public Works building will now be entered in a National award competition for its design by the architect Mark Bushhouse.

MOTION: Made by Trustee Baker, seconded by Trustee Davi to approve Proclamation for Trustee Mistele.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, and Davi. NAYS: None. ABSENT: Trilla and Schoenbeck.

MOTION DECLARED CARRIED

7. AN ORDINANCE ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2010 TO PAY THE PRINCIPAL AND INTEREST ON THE \$3,540,000 SPECIAL SERVICE AREA NUMBER ONE UNLIMITED AD VALOREM TAX BONDS, SERIES 2007, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Interim Finance Director Carrie Dittman reported that on December 7, 2007 the Village of Willowbrook issued a \$3,540,000 Special Service Area Number One ad Valorem Tax Bond to complete public improvements in the Town Center. In order for DuPage County to assess the proper property tax bill for the parties in the SSA and the TIF, a total of \$304,291.50 will be abated to

pay the debt service on the SSA bonds. The same amount abated will be paid into the TIF fund by the property tax owners. These same funds will then be transferred from the TIF fund into the SSA funds to pay debt services. This will be done each year until the TIF expires in 2013.

MOTION: Made by Trustee Baker, seconded by Trustee Mistele to approve Ordinance No. 11-O-03 for the abatement SSA and TIF funds.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, and Davi. NAYS: None. ABSENT: Trilla and Schoenbeck.

MOTION DECLARED CARRIED

8. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Davi had no report.

9. ATTORNEY'S REPORT

Attorney Hennessy had no report.

10. CLERK'S REPORT

Clerk Hansen reminded members that Election Day is next Tuesday, April 5, 2011.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report

12. PRESIDENT'S REPORT

No report.

13. EXECUTIVE SESSION

No Executive Session was held.

14. ADJOURNMENT

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Village Board Minutes  
March 28, 2011

MOTION: Made by Trustee Kelly, seconded by Trustee Baker to adjourn the meeting at the hour of 7:09 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, and Davi. NAYS: None. ABSENT: Trilla and Schoenbeck.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

\_\_\_\_\_, 2011.

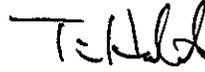
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Village President

Minutes transcribed by Debbie Hahn.

WARRANTS

April 11, 2011

GENERAL CORPORATE FUND	-----	\$91,143.58
WATER FUND	-----	3,839.84
HOTEL/MOTEL TAX FUND	-----	17,636.42
TOTAL WARRANTS	-----	\$112,619.84



\_\_\_\_\_  
Tim Halik, Village Administrator

APPROVED:

\_\_\_\_\_  
Robert A. Napoli, Village President

VILLAGE OF WILLOWBROOK  
 BILLS PAID REPORT FOR APRIL, 2011

RUN DATE: 04/05/11

RUN TIME: 12:53PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ACE STORE NO. 11 (17) 410337/4 OPERATING SUPPLIES & EQUIPMENT 01-503-401	04/12 CK# 77272 01-35-715-401	\$14.98 14.98
AFLAC (46) 612639ER/MAR11 EMP DED PAY - AFLAC FEE 01-210-221	04/12 CK# 77273 01-210-221	\$25.00 25.00
AL WARREN OIL CO (2205) 1655784 GASOLINE INVENTORY 01-190-126	04/12 CK# 77274 01-190-126	\$4,298.26 4,298.26
AMERICAN FIRST AID SERVICE INC (77) 119736 BUILDING MAINTENANCE SUPPLIES 01-405-351 119737 OPERATING EQUIPMENT 01-451-401	04/12 CK# 77275 01-10-466-351 01-30-630-401	\$74.70 33.00 41.70
ASHTON PLACE (133) B15525 COMMODITIES 01-482-331	04/12 CK# 77276 01-30-670-331	\$350.00 350.00
AT & T (67) 325-2761MAR11 PHONE - TELEPHONES 01-451-201 325-2776MAR11 PHONE - TELEPHONES 01-451-201 R26-5644MAR11 PHONE - TELEPHONES 01-420-201 R26-5644MAR11 PHONE - TELEPHONES 01-451-201	04/12 CK# 77278 01-30-630-201 01-30-630-201 01-10-455-201 01-30-630-201	\$1,741.24 38.33 38.33 832.29 832.29
BEST QUALITY CLEANING INC (194) 41316/MAR11 MAINTENANCE - BUILDING 01-405-228	04/12 CK# 77279 01-10-466-228	\$1,575.00 1,575.00
BILL ROBERTSON (1792) SOFTBALL SUMMER RECREATION FEES 01-310-815	04/12 CK# 77280 01-310-815	\$50.00 50.00
CCP INDUSTRIES (272) 656147 OPERATING SUPPLIES & EQUIPMENT 01-503-401	04/12 CK# 77281 01-35-715-401	\$136.52 136.52
COCA-COLA REFRESHMENTS USA INC (2260) 6498296905 COMMISSARY PROVISION 01-420-355	04/12 CK# 77282 01-10-455-355	\$122.25 122.25
COMCAST CABLE (365) 700 WB CNTAPR11 EQUIPMENT MAINTENANCE 01-503-263 7760 QUNCYAPR11 E.D.P. SOFTWARE 01-410-212	04/12 CK# 77283 01-35-715-263 01-10-460-212	\$186.90 74.90 112.00
COMMONWEALTH EDISON (370) 1844110006MAR11 ENERGY - STREET LIGHT 01-530-207 4215105154MAR11 ENERGY - STREET LIGHT 01-530-207 7432089030MAR11 ENERGY - STREET LIGHT 01-530-207	04/12 CK# 77284 01-35-745-207 01-35-745-207 01-35-745-207	\$3,181.53 995.05 625.69 1,560.79
DELTA DENTAL PLAN OF ILLINOIS (468) APRIL 2011 EMP DED PAY-INS 01-210-204 APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141 APRIL 2011 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141 APRIL 2011 EMPLOYEE BENEFIT - MEDICAL INSURANC APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-501-141 APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-551-141	04/12 CK# 77285 01-210-204 01-15-510-141 01-25-610-141 01-30-630-141 01-35-710-141 01-40-810-141	\$3,506.67 723.92 47.53 95.06 2,347.59 149.98 142.59
DONNA HAAG (2084) 2ND PRIZE WINTER PROGRAM MATERIALS & SERVICES	04/12 CK# 77286 01-20-585-121	\$120.00 120.00
DUPAGE COUNTY TREASURER (497) 8625/FEB 11 EDP-SOFTWARE 01-457-212	04/12 CK# 77287 01-30-640-212	\$250.00 250.00
DUPAGE MATERIALS COMPANY (526) 65370MB STREET & ROW MAINTENANCE 01-535-328	04/12 CK# 77288 01-35-750-328	\$116.15 116.15
DUPAGE COUNTY RECORDER (518) 201103290159 FEES DUES SUBSCRIPTIONS 01-15-510-307	04/12 CK# 77290 01-15-510-307	\$75.00 75.00

## VILLAGE OF WILLOWBROOK

RUN DATE: 04/05/11

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GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
EDWARD HOSPITAL (2370)	04/12 CK# 77291	\$17.50
20441 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	17.50
SCOTT EISENBEIS (547)	04/12 CK# 77292	\$139.30
TRUCK ENFRMNT GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	117.30
TRUCK ENFRMNT SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	22.00
FREDRIKSEN & SONS (638)	04/12 CK# 77293	\$106.00
130431 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	106.00
GABRIELLA RIOS (2084)	04/12 CK# 77294	\$80.00
3RD PRIZE WINTER PROGRAM MATERIALS & SERVICES	01-20-585-121	80.00
GOVT FINANCE OFCRS ASSN (705)	04/12 CK# 77295	\$170.00
0162001 FEES DUES SUBSCRIPTIONS 01-25-610-307	01-25-610-307	170.00
H AND R CONSTRUCTION INC. (742)	04/12 CK# 77296	\$520.00
13956 MAINTENANCE - EQUIPMENT 01-520-411	01-35-735-411	520.00
HARRY MATTSO (1792)	04/12 CK# 77297	\$100.00
SOFTBALL 2011 SUMMER RECREATION FEES 01-310-815	01-310-815	100.00
HIGH VOLTAGE ELECTRIC (779)	04/12 CK# 77298	\$2,080.00
8759 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	2,080.00
ILLINOIS PAPER COMPANY (898)	04/12 CK# 77299	\$88.50
583853 SCHOOLS-CONFERENCE TRAVEL 01-25-610-304	01-25-610-304	88.50
IND. ELEC. SUPPLY OF HINSDALE (929)	04/12 CK# 77300	\$28.50
195667 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	28.50
INTERGOVERNMENTAL PERSONNEL (934)	04/12 CK# 77301	\$40,551.84
APRIL 2011 EMP DED PAY-INS 01-210-204	01-210-204	6,826.63
APRIL 2011 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	489.03
APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	624.12
APRIL 2011 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	1,270.83
APRIL 2011 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	27,469.10
APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	1,492.75
APRIL 2011 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	1,890.35
APRIL 2011-2 EMP DED PAY-INS 01-210-204	01-210-204	489.03
JACK PHELAN DODGE (2285)	04/12 CK# 77302	\$3,027.12
COCS556664 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	807.98
DOCS55382 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	1,334.40
DOCS55665 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	884.74
JANE KRUEGER (2084)	04/12 CK# 77303	\$55.00
WEIGHT LOSS WINTER RECREATION FEES 01-310-816	01-310-816	55.00
JAYANT MALHOTRA (1862)	04/12 CK# 77304	\$100.00
35942067 RED LIGHT FINES 01-310-503	01-310-503	100.00
JULIE RYAN (1792)	04/12 CK# 77305	\$100.00
2011 SOFTBALL SUMMER RECREATION FEES 01-310-815	01-310-815	100.00
KATHY LOCKE (2084)	04/12 CK# 77306	\$55.00
WEIGHT LOSS CHN WINTER RECREATION FEES 01-310-816	01-310-816	55.00
LINDA FEINSTEIN (1792)	04/12 CK# 77307	\$50.00
SFTBALL 11 SUMMER RECREATION FEES 01-310-815	01-310-815	50.00
LINDCO EQUIPMENT SALES INC (1153)	04/12 CK# 77308	\$751.84
20110345B-P MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	751.84

## VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MARQUARDT & BELMONTE P.C. (2259) 4041/MAR 11 RED LIGHT ADJUDICATOR 01-30-630-246	04/12 CK# 77309 01-30-630-246	\$472.50 472.50
MIDWEST OFFICE INTERIORS, INC (1274) 247966 FURNITURE & OFFICE EQUIPMENT 01-451-405	04/12 CK# 77310 01-30-630-405	\$67.86 67.86
MIDWEST LASER SPECIALISTS, INC (1276) 1062875 OPERATING SUPPLIES 01-451-331 1063034 OPERATING SUPPLIES 01-451-331	04/12 CK# 77311 01-30-630-331 01-30-630-331	\$148.99 89.00 59.99
NEXTEL COMMUNICATION (1357) 952377363-002 DRUG FORFEITURE EXP. - STATE 01-465-348	04/12 CK# 77312 01-30-650-348	\$578.14 578.14
PACIFIC TELEMAGEMENT SERVICES (2197) 259482/APR 11 PHONE - TELEPHONES 01-420-201	04/12 CK# 77314 01-10-455-201	\$78.00 78.00
PAUL HOBBS (2084) 1ST PRIZE WINTER PROGRAM MATERIALS & SERVICES	04/12 CK# 77315 01-20-585-121	\$200.00 200.00
PCS INTERNATIONAL (2201) 126127 E.D.P. SOFTWARE 01-410-212 29344 CONSULTING SERVICES 01-25-615-306	04/12 CK# 77316 01-10-460-212 01-25-615-306	\$6,454.42 204.42 6,250.00
PELLICIONI ANDREW (1473) 11 UNIFORMS UNIFORMS 01-451-345	04/12 CK# 77317 01-30-630-345	\$79.66 79.66
PETTY CASH C/O TIM HALIK (1492) 4/4/11 COMMISSARY PROVISION 01-420-355 4/4/11 GAS-OIL-WASH-MILEAGE 01-451-303	04/12 CK# 77318 01-10-455-355 01-30-630-303	\$98.97 53.12 45.85
PAMELA PHILLIPS (1504) ADV 5/5 RGHON PUBLIC RELATIONS 01-435-365	04/12 CK# 77319 01-10-475-365	\$325.00 325.00
PIECZYNSKI LINDA S. (1503) 5130/MAR 11 FEES - SPECIAL ATTORNEY 01-451-241	04/12 CK# 77320 01-30-630-241	\$1,097.00 1,097.00
R&R PRINT N SERVE INC (1582) 25001 PRINTING & PUBLISHING 01-601-302	04/12 CK# 77321 01-20-550-302	\$2,986.80 2,986.80
RACKS AND STAND (2371) 31669265 OPERATING EQUIPMENT 01-451-401	04/12 CK# 77322 01-30-630-401	\$102.13 102.13
SERVICE SANITATION INC (1697) 6532769 RENT - EQUIPMENT 01-615-234	04/12 CK# 77323 01-20-570-234	\$186.00 186.00
SHELL OIL COMPANY (1706) 065199309103 GAS-OIL-WASH-MILEAGE 01-451-303	04/12 CK# 77324 01-30-630-303	\$68.29 68.29
STAPLES (1767) 8018088006 OFFICE SUPPLIES 01-420-301	04/12 CK# 77325 01-10-455-301	\$75.79 75.79
STREICHER'S (1787) 1823045 UNIFORMS 01-451-345	04/12 CK# 77326 01-30-630-345	\$280.97 280.97
SUBURBAN LIFE PUBLICATIONS (1805) 520061 PRINTING & PUBLISH 01-420-302	04/12 CK# 77327 01-10-455-302	\$107.26 107.26
TAMELING INDUSTRIES (1844) 70740 STREET & ROW MAINTENANCE 01-535-328	04/12 CK# 77328 01-35-750-328	\$66.00 66.00
TREE TOWNS (1894) 138407 PRINTING & PUBLISHING 01-551-302 158019 PRINTING & PUBLISH 01-420-302	04/12 CK# 77329 01-40-810-302 01-10-455-302	\$58.00 29.00 29.00
UNIFIRST (1926) 0610580901 MAINTENANCE - BUILDING 01-405-228	04/12 CK# 77331 01-10-466-228	\$198.50 153.55

VILLAGE OF WILLOWBROOK  
 BILLS PAID REPORT FOR APRIL, 2011

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
0610581028 MAINTENANCE - PW BUILDING	01-35-725-418	44.95
UNITED STATE POSTAL SERVICE (1946)	04/12 CK# 77332	\$2,500.00
26141291 PREPAID POSTAGE 01-190-102	01-190-102	2,500.00
VARDA SILENT ALARM (1961)	04/12 CK# 77333	\$343.96
24437 DRUG FORFEITURE EXP. - STATE 01-465-348	01-30-650-348	343.96
VERIZON WIRELESS (1972)	04/12 CK# 77334	\$1,151.88
2547220526 PHONE - TELEPHONES 01-05-410-201	01-05-410-201	78.56
2547220526 PHONE - TELEPHONES 01-451-201	01-30-630-201	780.88
2547220526 TELEPHONES 01-501-201	01-35-710-201	168.86
2547220526 TELEPHONES 01-551-201	01-40-810-201	123.58
WAREHOUSE DIRECT (2002)	04/12 CK# 77335	\$473.80
1066400-0 OFFICE SUPPLIES 01-420-301	01-10-455-301	83.10
1066400-0 OFFICE SUPPLIES 01-25-610-301	01-25-610-301	27.99
1079536-0 OFFICE SUPPLIES 01-420-301	01-10-455-301	167.89
1080671-0 OFFICE SUPPLIES 01-25-610-301	01-25-610-301	15.85
1082523-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	222.81
C1066400-0 OFFICE SUPPLIES 01-25-610-301	01-25-610-301	-27.99
C1080671-0 OFFICE SUPPLIES 01-25-610-301	01-25-610-301	-15.85
WEST CENTRAL MUNICIPAL CONF. (2027)	04/12 CK# 77336	\$916.86
7015 WELLNESS 01-440-276	01-10-480-276	916.86
WESTMONT SHELL (2231)	04/12 CK# 77337	\$150.00
/34343 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	150.00
LAW OFFICES OF WILLIAM J. HENNESSY (2277)	04/12 CK# 77338	\$7,850.00
MARCH 2011 FEES - VILLAGE ATTORNEY 01-425-239	01-10-470-239	7,850.00
WLBK BURR RIDGE CHAMBER OF COM (2053)	04/12 CK# 77339	\$182.00
ADM PRFSSNL DAY FEES DUES SUBSCRIPTIONS 01-420-307	01-10-455-307	182.00
TOTAL GENERAL CORPORATE FUND		\$91,143.58

RUN DATE: 04/05/11

VILLAGE OF WILLOWBROOK  
 BILLS PAID REPORT FOR APRIL, 2011

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WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AT & T MOBILITY (64)	04/12 CK# 77277	\$71.79
826930710/MAR11 PHONE - TELEPHONES 02-401-201	02-50-401-201	71.79
AT & T (67)	04/12 CK# 77278	\$602.32
323-0337MAR11 PHONE - TELEPHONES 02-401-201	02-50-401-201	226.96
323-0975MAR11 PHONE - TELEPHONES 02-401-201	02-50-401-201	274.77
734-9661MAR11 PHONE - TELEPHONES 02-401-201	02-50-401-201	100.59
DELTA DENTAL PLAN OF ILLINOIS (468)	04/12 CK# 77285	\$149.98
APRIL 2011 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	149.98
INTERGOVERNMENTAL PERSONNEL (934)	04/12 CK# 77301	\$1,539.44
APRIL 2011 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	1,539.44
NOVOTNY FRANK & ASSOC. INC. (1394)	04/12 CK# 77313	\$1,125.50
2008 CCR RPT FEES - ENGINEERING 02-405-245	02-50-405-245	561.00
2009 CCR RPT FEES - ENGINEERING 02-405-245	02-50-405-245	564.50
U.S. POSTMASTER (1948)	04/12 CK# 77330	\$185.00
#43 POSTAGE & METER RENT 02-401-311	02-50-401-311	185.00
VERIZON WIRELESS (1972)	04/12 CK# 77334	\$165.81
2547220526 PHONE - TELEPHONES 02-401-201	02-50-401-201	137.93
2547220527 PHONE - TELEPHONES 02-401-201	02-50-401-201	27.88
TOTAL WATER FUND		\$3,839.84

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HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE CONVENTION (494)	04/12 CK# 77289	\$15,136.42
251 ADVERTISING 03-435-317	03-53-435-317	3,960.00
255 ADVERTISING 03-435-317	03-53-435-317	9,176.42
256 ADVERTISING 03-435-317	03-53-435-317	1,500.00
257 ADVERTISING 03-435-317	03-53-435-317	3,000.00
258 ADVERTISING 03-435-317	03-53-435-317	-2,500.00
WLBK BURR RIDGE CHAMBER OF COM (2053)	04/12 CK# 77339	\$2,500.00
EXPO 2011 SPECIAL PROMOTIONAL EVENTS 03-436-379	03-53-436-379	2,500.00
TOTAL HOTEL/MOTEL TAX FUND		\$17,636.42

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR APRIL, 2011

RUN DATE: 04/05/11

RUN TIME: 12:53PM

SUMMARY ALL FUNDS

BANK ACCOUNT	DESCRIPTION	AMOUNT
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	91,143.58 *
02-110-105	WATER FUND-CHECKING 0010330283	3,839.84 *
03-110-105	HOTEL/MOTEL TAX FUND-CHECKING 0010330283	17,636.42 *
TOTAL ALL FUNDS		112,619.84 **

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

4d

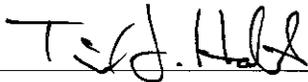
RUN: 04/05/11 9:20AM

SUMMARY OF FUNDS AS OF MARCH 31, 2011

PAGE: 1

FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		\$3,879,069.73
AGENCY CERTIFICATES	\$600,000.00	
MONEY MARKET	2,791,321.63	
MARKET VALUE	189,461.17	
PETTY CASH	950.00	
SAVINGS	297,336.93	
TOTAL	\$3,879,069.73	
WATER FUND		\$496,280.99
MONEY MARKET	\$496,280.99	
HOTEL/MOTEL TAX FUND		\$31,674.48
MONEY MARKET	\$31,674.48	
MOTOR FUEL TAX FUND		\$160,701.47
MONEY MARKET	\$160,701.47	
T I F SPECIAL REVENUE FUND		\$9,346.73
MONEY MARKET	\$9,346.73	
SSA ONE BOND & INTEREST FUND		\$39.66
MONEY MARKET	\$39.66	
POLICE PENSION FUND		\$13,876,147.79
AGENCY CERTIFICATES	\$4,596,190.90	
CERTIFICATE OF DEPOSIT	100,000.00	
MUNICIPAL BONDS	1,348,519.85	
MUTUAL FUNDS	5,146,833.25	
MONEY MARKET	435,296.00	
MARKET VALUE	1,547,893.13	
TREASURY NOTES	701,414.66	
TOTAL	\$13,876,147.79	
SSA ONE PROJECT FUND		\$51,565.99
MONEY MARKET	\$51,565.99	
WATER CAPITAL IMPROVEMENTS FUND		\$130,036.98
MONEY MARKET	\$130,036.98	
CAPITAL PROJECT FUND		\$332,859.90
MONEY MARKET	\$332,859.90	
2008 BOND FUND		\$159.07
MONEY MARKET	\$159.07	
TOTAL MONIES		\$18,967,882.79

RESPECTFULLY SUBMITTED THIS 31ST DAY OF MARCH, 2011



TIM HALIK, VILLAGE ADMINISTRATOR

ROBERT A. NAPOLI, VILLAGE PRESIDENT

VILLAGE OF WILLOWBROOK  
MONTHLY FINANCIAL REPORT

RUN: 04/05/11 9:20AM

DETAILED SUMMARY OF FUNDS AS OF MARCH 31, 2011

PAGE: 2

FUND DESCRIPTION	DETAIL	BALANCE
GENERAL CORPORATE FUND		\$3,877,853.24
AS PER SUMMARY, MARCH, 2011	\$3,879,069.73	
DUE TO/FROM WATER FUND	403.51	
DUE TO/FROM HOTEL/MOTEL TAX FUND	-1,620.00	
	\$3,877,853.24	
WATER FUND		\$495,877.48
AS PER SUMMARY, MARCH, 2011	\$496,280.99	
DUE TO/FROM GENERAL FUND	-403.51	
	\$495,877.48	
HOTEL/MOTEL TAX FUND		\$33,294.48
AS PER SUMMARY, MARCH, 2011	\$31,674.48	
DUE TO/FROM GENERAL FUND	1,620.00	
	\$33,294.48	
MOTOR FUEL TAX FUND		\$160,701.47
AS PER SUMMARY, MARCH, 2011	\$160,701.47	
T I F SPECIAL REVENUE FUND		\$9,346.73
AS PER SUMMARY, MARCH, 2011	\$9,346.73	
SSA ONE BOND & INTEREST FUND		\$39.66
AS PER SUMMARY, MARCH, 2011	\$39.66	
POLICE PENSION FUND		\$13,876,147.79
AS PER SUMMARY, MARCH, 2011	\$13,876,147.79	
SSA ONE PROJECT FUND		\$51,565.99
AS PER SUMMARY, MARCH, 2011	\$51,565.99	
WATER CAPITAL IMPROVEMENTS FUND		\$130,036.98
AS PER SUMMARY, MARCH, 2011	\$130,036.98	
CAPITAL PROJECT FUND		\$332,859.90
AS PER SUMMARY, MARCH, 2011	\$332,859.90	
2008 BOND FUND		\$159.07
AS PER SUMMARY, MARCH, 2011	\$159.07	
TOTAL MONIES		\$18,967,882.79

\$354,900.99 INTEREST POSTED THIS FISCAL YEAR

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2011

PAGE: 3

ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>GENERAL CORPORATE FUND</b>								
01-120-154		IMET	POOLED INVEST		0.31%	600,000.00	AC	N/A
			TOTAL AGENCY CERTIFICATES			\$600,000.00		
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.18%	47,754.26	MM	N/A
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.59%	1,377,471.79	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.50%	185,001.16	MM	N/A
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	1,181,094.42	MM	N/A
			TOTAL MONEY MARKET			\$2,791,321.63		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			189,461.17	MV	N/A
			TOTAL MARKET VALUE			\$189,461.17		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
			TOTAL PETTY CASH			\$950.00		
01-110-257		COMMUNITY BANK OF WB	SAVINGS			297,336.93	SV	N/A
			TOTAL SAVINGS			\$297,336.93		
			TOTAL GENERAL CORPORATE FUND			\$3,879,069.73		
			AVERAGE ANNUAL YIELD			0.36%		
<b>WATER FUND</b>								
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.50%	492,368.65	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	3,912.34	MM	N/A
			TOTAL MONEY MARKET			\$496,280.99		
			TOTAL WATER FUND			\$496,280.99		
			AVERAGE ANNUAL YIELD			0.50%		
<b>HOTEL/MOTEL TAX FUND</b>								
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	31,674.48	MM	N/A
			TOTAL MONEY MARKET			\$31,674.48		
			TOTAL HOTEL/MOTEL TAX FUND			\$31,674.48		
			AVERAGE ANNUAL YIELD			0.09%		
<b>MOTOR FUEL TAX FUND</b>								
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	160,701.47	MM	N/A
			TOTAL MONEY MARKET			\$160,701.47		
			TOTAL MOTOR FUEL TAX FUND			\$160,701.47		
			AVERAGE ANNUAL YIELD			0.09%		

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2011

PAGE: 4

ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
<b>T I F SPECIAL REVENUE FUND</b>							
05-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	9,346.73	MM	N/A
		TOTAL MONEY MARKET			\$9,346.73		
		TOTAL T I F SPECIAL REVENUE FUND			\$9,346.73		
		AVERAGE ANNUAL YIELD		0.09%			
<b>SSA ONE BOND &amp; INTEREST FUND</b>							
06-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	39.66	MM	N/A
		TOTAL MONEY MARKET			\$39.66		
		TOTAL SSA ONE BOND & INTEREST FUND			\$39.66		
		AVERAGE ANNUAL YIELD		0.10%			
<b>POLICE PENSION FUND</b>							
07-120-388	MBFINANCIAL BANK	FHLB		4.87%	57,125.20	AC	03/11/2011
07-120-326	MBFINANCIAL BANK	FHLMC		6.00%	200,116.00	AC	06/15/2011
07-120-355	MBFINANCIAL BANK	FFCB		4.25%	63,040.67	AC	07/11/2011
07-120-330	MBFINANCIAL BANK	FNMA		5.37%	68,598.60	AC	11/15/2011
07-120-342	MBFINANCIAL BANK	FHLB		4.88%	201,233.55	AC	11/15/2011
07-120-396	MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-393	MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-407	MBFINANCIAL BANK	FHLB		3.40%	152,676.00	AC	06/17/2014
07-120-380	MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-304	MBFINANCIAL BANK	FHLB		2.75%	200,656.60	AC	03/13/2015
07-120-392	MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394	MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374	MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363	MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402	MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298	MBFINANCIAL BANK	FNCT		7.00%	3,375.87	AC	02/01/2016
07-120-409	MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-421	MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-367	MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-433	MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-422	MBFINANCIAL BANK	FHLB		3.62%	50,597.80	AC	03/10/2017
07-120-404	MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-377	MBFINANCIAL BANK	FHLB		5.56%	74,351.25	AC	06/06/2017
07-120-428	MBFINANCIAL BANK	FNMA		1.50%	100,000.00	AC	08/24/2017
07-120-365	MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389	MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405	MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-391	MBFINANCIAL BANK	FHLB		4.50%	49,850.00	AC	02/28/2018
07-120-383	MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379	MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426	MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2011

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	MATURE TYPE	DATE
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	22,420.50	AC	12/18/2018
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-403		MBFINANCIAL BANK	FHLB		4.65%	50,062.50	AC	03/14/2019
07-120-429		MBFINANCIAL BANK	FFCB		3.87%	52,279.50	AC	05/07/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	37,000.82	AC	06/15/2019
07-120-306		MBFINANCIAL BANK	FHLB		4.35%	100,468.75	AC	08/05/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-430		MBFINANCIAL BANK	FNMA		4.12%	156,285.00	AC	02/24/2020
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-432		MBFINANCIAL BANK	FHLB		4.60%	202,218.75	AC	06/01/2022
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	403.96	AC	07/20/2024
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	17,065.38	AC	08/20/2028
TOTAL AGENCY CERTIFICATES						\$4,596,190.90		
07-120-292		MBFINANCIAL BANK	CD		4.20%	100,000.00	CD	12/12/2011
TOTAL CERTIFICATE OF DEPOSIT						\$100,000.00		
07-120-291		MBFINANCIAL BANK	BEDFORD PARK		5.00%	50,721.50	MB	12/15/2011
07-120-406		MBFINANCIAL BANK	SOTHERN ILL UNI		2.90%	25,102.50	MB	04/01/2012
07-120-418		MBFINANCIAL BANK	KANE COUNTY BL		2.00%	49,999.50	MB	12/15/2012
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	19,212.80	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-395		MBFINANCIAL BANK	KANE COUNTY FO		4.50%	100,000.00	MB	12/15/2014
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-338		MBFINANCIAL BANK	MOLINE		5.30%	100,000.00	MB	11/01/2015
07-120-301		MBFINANCIAL BANK	TINLEY PARK BLD		2.85%	49,405.50	MB	12/01/2015
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-300		MBFINANCIAL BANK	COOK COUNTY CC		4.40%	76,092.75	MB	12/01/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-425		MBFINANCIAL BANK	COOK COUNTY SI		3.90%	101,469.00	MB	12/01/2017
07-120-420		MBFINANCIAL BANK	COOK COUNTY #6		4.39%	50,050.00	MB	12/01/2018
07-120-417		MBFINANCIAL BANK	PALATINE II		4.30%	50,000.00	MB	12/01/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-423		MBFINANCIAL BANK	FOX RIVER GROVI		5.75%	103,199.00	MB	12/15/2023
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
TOTAL MUNICIPAL BONDS						\$1,348,519.85		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,146,833.25	MF	N/A
TOTAL MUTUAL FUNDS						\$5,146,833.25		

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2011

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.18%	114,731.81	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	320,564.19	MM	N/A
TOTAL MONEY MARKET						\$435,296.00		
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,547,893.13	MV	N/A
TOTAL MARKET VALUE						\$1,547,893.13		
07-120-411		MBFINANCIAL BANK	US TREAS INFL I		2.00%	130,325.05	TN	04/15/2012
07-120-354		MBFINANCIAL BANK	US T-NOTE		4.75%	128,530.89	TN	05/15/2014
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.15	TN	11/15/2017
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
TOTAL TREASURY NOTES						\$701,414.66		
TOTAL POLICE PENSION FUND						\$13,876,147.79		
AVERAGE ANNUAL YIELD						4.17%		
<b>SSA ONE PROJECT FUND</b>								
08-110-323		IMET	MONEY MARKET		0.31%	51,565.99	MM	N/A
TOTAL MONEY MARKET						\$51,565.99		
TOTAL SSA ONE PROJECT FUND						\$51,565.99		
AVERAGE ANNUAL YIELD						0.31%		
<b>WATER CAPITAL IMPROVEMENTS FUND</b>								
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	130,036.98	MM	N/A
TOTAL MONEY MARKET						\$130,036.98		
TOTAL WATER CAPITAL IMPROVEMENTS FUND						\$130,036.98		
AVERAGE ANNUAL YIELD						0.09%		
<b>CAPITAL PROJECT FUND</b>								
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	176,487.83	MM	N/A
10-110-325		IMET	MONEY MARKET		0.31%	156,372.07	MM	N/A
TOTAL MONEY MARKET						\$332,859.90		
TOTAL CAPITAL PROJECT FUND						\$332,859.90		
AVERAGE ANNUAL YIELD						0.19%		
<b>2008 BOND FUND</b>								
11-110-323		IMET	MONEY MARKET		0.31%	159.07	MM	N/A
TOTAL MONEY MARKET						\$159.07		
TOTAL 2008 BOND FUND						\$159.07		
AVERAGE ANNUAL YIELD						0.31%		
GRAND TOTAL INVESTED						\$18,967,882.79		

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY FUND AND MATURITY DATE AS OF MARCH 31, 2011

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
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INVESTMENT TYPES

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

VILLAGE OF WILLOWBROOK  
INVESTMENTS BY FUND (SUMMARY) MARCH 31, 2011

RUN: 04/05/11 9:20AM

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FUND	INVESTMENTS
GENERAL CORPORATE FUND	3,879,069.73
WATER FUND	496,280.99
HOTEL/MOTEL TAX FUND	31,674.48
MOTOR FUEL TAX FUND	160,701.47
T I F SPECIAL REVENUE FUND	9,346.73
SSA ONE BOND & INTEREST FUND	39.66
POLICE PENSION FUND	13,876,147.79
SSA ONE PROJECT FUND	51,565.99
WATER CAPITAL IMPROVEMENTS FUND	130,036.98
CAPITAL PROJECT FUND	332,859.90
2008 BOND FUND	159.07
TOTAL INVESTED (ALL FUNDS):	\$18,967,882.79

VILLAGE OF WILLOWBROOK  
 INVESTMENTS BY TYPE (SUMMARY) MARCH 31, 2011

RUN: 04/05/11 9:20AM

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TYPE	AMOUNT	YIELD	NON-INTEREST	TOTAL INV.
AGENCY CERTIFICATES	5,196,190.90	4.03 %		5,196,190.90
CERTIFICATE OF DEPOSIT	100,000.00	4.20 %		100,000.00
MUNICIPAL BONDS	1,348,519.85	4.66 %		1,348,519.85
MUTUAL FUNDS			5,146,833.25	5,146,833.25
MONEY MARKET	4,439,282.90	0.33 %		4,439,282.90
MARKET VALUE			1,737,354.30	1,737,354.30
PETTY CASH			950.00	950.00
SAVINGS			297,336.93	297,336.93
TREASURY NOTES	701,414.66	3.50 %		701,414.66
 TOTAL ALL FUNDS	 \$11,785,408.31		 \$7,182,474.48	 \$18,967,882.79

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENT SUMMARY BY INSTITUTION AS OF MARCH 31, 2011

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INSTITUTION	VILLAGE FUNDS	PENSION FUNDS	TOTAL FUNDS
COMMUNITY BANK OF WB	2,399,932.79	114,731.81	2,514,664.60
ILLINOIS FUNDS	1,693,293.91		1,693,293.91
IMET	808,097.13		808,097.13
IMET MARKET VALUE CONTRA	189,461.17	1,547,893.13	1,737,354.30
MBFINANCIAL BANK		12,213,522.85	12,213,522.85
VILLAGE OF WILLOWBROOK	950.00		950.00
TOTALS	\$5,091,735.00	\$13,876,147.79	\$18,967,882.79

VILLAGE OF WILLOWBROOK

RUN: 04/05/11 9:20AM

INVESTMENTS BY INSTITUTION AS OF MARCH 31, 2011

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
01-110-323		COMMUNITY BANK OF WB	MONEY MARKET		0.59%	1,377,471.79	MM	N/A
01-110-325		COMMUNITY BANK OF WB	MONEY MARKET		0.18%	47,754.26	MM	N/A
01-110-380		COMMUNITY BANK OF WB	MONEY MARKET		0.50%	185,001.16	MM	N/A
02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.50%	492,368.65	MM	N/A
07-110-202		COMMUNITY BANK OF WB	MONEY MARKET		0.18%	114,731.81	MM	N/A
01-110-257		COMMUNITY BANK OF WB	SAVINGS			297,336.93	SV	N/A
		TOTAL INVESTED				\$2,514,664.60		
01-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	1,181,094.42	MM	N/A
02-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	3,912.34	MM	N/A
03-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	31,674.48	MM	N/A
04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	160,701.47	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	9,346.73	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	39.66	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	130,036.98	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	176,487.83	MM	N/A
		TOTAL INVESTED				\$1,693,293.91		
01-120-154		IMET	POOLED INVEST		0.31%	600,000.00	AC	N/A
08-110-323		IMET	MONEY MARKET		0.31%	51,565.99	MM	N/A
10-110-325		IMET	MONEY MARKET		0.31%	156,372.07	MM	N/A
11-110-323		IMET	MONEY MARKET		0.31%	159.07	MM	N/A
		TOTAL INVESTED				\$808,097.13		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			189,461.17	MV	N/A
07-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			1,547,893.13	MV	N/A
		TOTAL INVESTED				\$1,737,354.30		
07-120-290		MBFINANCIAL BANK	MUTUAL FUND			5,146,833.25	MF	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	320,564.19	MM	N/A
07-120-388		MBFINANCIAL BANK	FHLB		4.87%	57,125.20	AC	03/11/2011
07-120-326		MBFINANCIAL BANK	FHLMC		6.00%	200,116.00	AC	06/15/2011
07-120-355		MBFINANCIAL BANK	FFCB		4.25%	63,040.67	AC	07/11/2011
07-120-330		MBFINANCIAL BANK	FNMA		5.37%	68,598.60	AC	11/15/2011
07-120-342		MBFINANCIAL BANK	FHLB		4.88%	201,233.55	AC	11/15/2011
07-120-292		MBFINANCIAL BANK	CD		4.20%	100,000.00	CD	12/12/2011
07-120-291		MBFINANCIAL BANK	BEDFORD PARK		5.00%	50,721.50	MB	12/15/2011
07-120-406		MBFINANCIAL BANK	SOTHERN ILL UNI		2.90%	25,102.50	MB	04/01/2012
07-120-411		MBFINANCIAL BANK	US TREAS INFL I		2.00%	130,325.05	TN	04/15/2012
07-120-418		MBFINANCIAL BANK	KANE COUNTY BL		2.00%	49,999.50	MB	12/15/2012
07-120-396		MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	19,212.80	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-354		MBFINANCIAL BANK	US T-NOTE		4.75%	128,530.89	TN	05/15/2014
07-120-407		MBFINANCIAL BANK	FHLB		3.40%	152,676.00	AC	06/17/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-395		MBFINANCIAL BANK	KANE COUNTY FC		4.50%	100,000.00	MB	12/15/2014
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-304		MBFINANCIAL BANK	FHLB		2.75%	200,656.60	AC	03/13/2015
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-338		MBFINANCIAL BANK	MOLINE		5.30%	100,000.00	MB	11/01/2015
07-120-301		MBFINANCIAL BANK	TINLEY PARK BLD		2.85%	49,405.50	MB	12/01/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	3,375.87	AC	02/01/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-300		MBFINANCIAL BANK	COOK COUNTY CC		4.40%	76,092.75	MB	12/01/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-422		MBFINANCIAL BANK	FHLB		3.62%	50,597.80	AC	03/10/2017
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-377		MBFINANCIAL BANK	FHLB		5.56%	74,351.25	AC	06/06/2017
07-120-428		MBFINANCIAL BANK	FNMA		1.50%	100,000.00	AC	08/24/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.15	TN	11/15/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-425		MBFINANCIAL BANK	COOK COUNTY SI		3.90%	101,469.00	MB	12/01/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-391		MBFINANCIAL BANK	FHLB		4.50%	49,850.00	AC	02/28/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-417		MBFINANCIAL BANK	PALATINE II		4.30%	50,000.00	MB	12/01/2018
07-120-420		MBFINANCIAL BANK	COOK COUNTY #6		4.39%	50,050.00	MB	12/01/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	22,420.50	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-403		MBFINANCIAL BANK	FHLB		4.65%	50,062.50	AC	03/14/2019
07-120-429		MBFINANCIAL BANK	FFCB		3.87%	52,279.50	AC	05/07/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	37,000.82	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-306		MBFINANCIAL BANK	FHLB		4.35%	100,468.75	AC	08/05/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-430		MBFINANCIAL BANK	FNMA		4.12%	156,285.00	AC	02/24/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-432		MBFINANCIAL BANK	FHLB		4.60%	202,218.75	AC	06/01/2022
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-423		MBFINANCIAL BANK	FOX RIVER GROVI		5.75%	103,199.00	MB	12/15/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	403.96	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	17,065.38	AC	08/20/2028
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$12,213,522.85		
01-110-911		VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
		GRAND TOTAL INVESTED				\$18,967,882.79		

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
01-120-154		IMET	POOLED INVEST		0.31%	600,000.00	AC	N/A
07-120-388		MBFINANCIAL BANK	FHLB		4.87%	57,125.20	AC	03/11/2011
07-120-326		MBFINANCIAL BANK	FHLMC		6.00%	200,116.00	AC	06/15/2011
07-120-355		MBFINANCIAL BANK	FFCB		4.25%	63,040.67	AC	07/11/2011
07-120-330		MBFINANCIAL BANK	FNMA		5.37%	68,598.60	AC	11/15/2011
07-120-342		MBFINANCIAL BANK	FHLB		4.88%	201,233.55	AC	11/15/2011
07-120-396		MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-393		MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-407		MBFINANCIAL BANK	FHLB		3.40%	152,676.00	AC	06/17/2014
07-120-380		MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-304		MBFINANCIAL BANK	FHLB		2.75%	200,656.60	AC	03/13/2015
07-120-392		MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394		MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-374		MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	3,375.87	AC	02/01/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-422		MBFINANCIAL BANK	FHLB		3.62%	50,597.80	AC	03/10/2017
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-377		MBFINANCIAL BANK	FHLB		5.56%	74,351.25	AC	06/06/2017
07-120-428		MBFINANCIAL BANK	FNMA		1.50%	100,000.00	AC	08/24/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-391		MBFINANCIAL BANK	FHLB		4.50%	49,850.00	AC	02/28/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	22,420.50	AC	12/18/2018
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-403		MBFINANCIAL BANK	FHLB		4.65%	50,062.50	AC	03/14/2019
07-120-429		MBFINANCIAL BANK	FFCB		3.87%	52,279.50	AC	05/07/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	37,000.82	AC	06/15/2019
07-120-306		MBFINANCIAL BANK	FHLB		4.35%	100,468.75	AC	08/05/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-430		MBFINANCIAL BANK	FNMA		4.12%	156,285.00	AC	02/24/2020
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-432		MBFINANCIAL BANK	FHLB		4.60%	202,218.75	AC	06/01/2022
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	403.96	AC	07/20/2024
07-120-299		MBFINANCIAL BANK	GNMA		6.00%	17,065.38	AC	08/20/2028
		TOTAL INVESTED				\$5,196,190.90		
07-120-292		MBFINANCIAL BANK	CD		4.20%	100,000.00	CD	12/12/2011

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-291		MBFINANCIAL BANK	BEDFORD PARK		5.00%	50,721.50	MB	12/15/2011
07-120-406		MBFINANCIAL BANK	SOTHERN ILL UNI		2.90%	25,102.50	MB	04/01/2012
07-120-418		MBFINANCIAL BANK	KANE COUNTY BL		2.00%	49,999.50	MB	12/15/2012
07-120-375		MBFINANCIAL BANK	MATOON		4.50%	19,212.80	MB	12/15/2013
07-120-381		MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-395		MBFINANCIAL BANK	KANE COUNTY FO		4.50%	100,000.00	MB	12/15/2014
07-120-356		MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-419		MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-338		MBFINANCIAL BANK	MOLINE		5.30%	100,000.00	MB	11/01/2015
07-120-301		MBFINANCIAL BANK	TINLEY PARK BLD		2.85%	49,405.50	MB	12/01/2015
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-300		MBFINANCIAL BANK	COOK COUNTY CO		4.40%	76,092.75	MB	12/01/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-425		MBFINANCIAL BANK	COOK COUNTY SE		3.90%	101,469.00	MB	12/01/2017
07-120-417		MBFINANCIAL BANK	PALATINE II		4.30%	50,000.00	MB	12/01/2018
07-120-420		MBFINANCIAL BANK	COOK COUNTY #6		4.39%	50,050.00	MB	12/01/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-423		MBFINANCIAL BANK	FOX RIVER GROV		5.75%	103,199.00	MB	12/15/2023
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025
07-120-431		MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-359		MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
		TOTAL INVESTED				\$1,348,519.85		
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02-110-209		COMMUNITY BANK OF WB	MONEY MARKET		0.50%	492,368.65	MM	N/A
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04-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	160,701.47	MM	N/A
05-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	9,346.73	MM	N/A
06-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	39.66	MM	N/A
09-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	130,036.98	MM	N/A
10-110-322		ILLINOIS FUNDS	MONEY MARKET		0.09%	176,487.83	MM	N/A
08-110-323		IMET	MONEY MARKET		0.31%	51,565.99	MM	N/A
10-110-325		IMET	MONEY MARKET		0.31%	156,372.07	MM	N/A
11-110-323		IMET	MONEY MARKET		0.31%	159.07	MM	N/A
07-110-335		MBFINANCIAL BANK	MONEY MARKET		0.15%	320,564.19	MM	N/A
		TOTAL INVESTED				\$4,439,282.90		
01-120-900		IMET MARKET VALUE CONTRA	MARKET VALUE			189,461.17	MV	N/A

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY TYPE AND MATURITY DATE AS OF MARCH 31, 2011

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-900	IMET MARKET VALUE CONTRA	MARKET VALUE			1,547,893.13	MV	N/A
	TOTAL INVESTED				\$1,737,354.30		
01-110-911	VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257	COMMUNITY BANK OF WB	SAVINGS			297,336.93	SV	N/A
07-120-411	MBFINANCIAL BANK	US TREAS INFL I		2.00%	130,325.05	TN	04/15/2012
07-120-354	MBFINANCIAL BANK	US T-NOTE		4.75%	128,530.89	TN	05/15/2014
07-120-410	MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-373	MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-387	MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.15	TN	11/15/2017
07-120-412	MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
	TOTAL INVESTED				\$701,414.66		
	GRAND TOTAL INVESTED				\$18,967,882.79		

VILLAGE OF WILLOWBROOK

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INVESTMENTS BY MATURITY DATE AND TYPE AS OF MARCH 31, 2011

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
01-120-154	IMET	POOLED INVEST		0.31%	600,000.00	AC	N/A
07-120-290	MBFINANCIAL BANK	MUTUAL FUND			5,146,833.25	MF	N/A
01-110-323	COMMUNITY BANK OF WB	MONEY MARKET		0.59%	1,377,471.79	MM	N/A
01-110-325	COMMUNITY BANK OF WB	MONEY MARKET		0.18%	47,754.26	MM	N/A
01-110-380	COMMUNITY BANK OF WB	MONEY MARKET		0.50%	185,001.16	MM	N/A
02-110-209	COMMUNITY BANK OF WB	MONEY MARKET		0.50%	492,368.65	MM	N/A
07-110-202	COMMUNITY BANK OF WB	MONEY MARKET		0.18%	114,731.81	MM	N/A
01-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	1,181,094.42	MM	N/A
02-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	3,912.34	MM	N/A
03-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	31,674.48	MM	N/A
04-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	160,701.47	MM	N/A
05-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	9,346.73	MM	N/A
06-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	39.66	MM	N/A
09-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	130,036.98	MM	N/A
10-110-322	ILLINOIS FUNDS	MONEY MARKET		0.09%	176,487.83	MM	N/A
08-110-323	IMET	MONEY MARKET		0.31%	51,565.99	MM	N/A
10-110-325	IMET	MONEY MARKET		0.31%	156,372.07	MM	N/A
11-110-323	IMET	MONEY MARKET		0.31%	159.07	MM	N/A
07-110-335	MBFINANCIAL BANK	MONEY MARKET		0.15%	320,564.19	MM	N/A
01-120-900	IMET MARKET VALUE CONTRA	MARKET VALUE			189,461.17	MV	N/A
07-120-900	IMET MARKET VALUE CONTRA	MARKET VALUE			1,547,893.13	MV	N/A
01-110-911	VILLAGE OF WILLOWBROOK	PETTY CASH			950.00	PC	N/A
01-110-257	COMMUNITY BANK OF WB	SAVINGS			297,336.93	SV	N/A
07-120-388	MBFINANCIAL BANK	FHLB		4.87%	57,125.20	AC	03/11/2011
07-120-326	MBFINANCIAL BANK	FHLMC		6.00%	200,116.00	AC	06/15/2011
07-120-355	MBFINANCIAL BANK	FFCB		4.25%	63,040.67	AC	07/11/2011
07-120-330	MBFINANCIAL BANK	FNMA		5.37%	68,598.60	AC	11/15/2011
07-120-342	MBFINANCIAL BANK	FHLB		4.88%	201,233.55	AC	11/15/2011
07-120-292	MBFINANCIAL BANK	CD		4.20%	100,000.00	CD	12/12/2011
07-120-291	MBFINANCIAL BANK	BEDFORD PARK		5.00%	50,721.50	MB	12/15/2011
07-120-406	MBFINANCIAL BANK	SOTHERN ILL UNI		2.90%	25,102.50	MB	04/01/2012
07-120-411	MBFINANCIAL BANK	US TREAS INFL I		2.00%	130,325.05	TN	04/15/2012
07-120-418	MBFINANCIAL BANK	KANE COUNTY BL		2.00%	49,999.50	MB	12/15/2012
07-120-396	MBFINANCIAL BANK	FNMA		4.38%	99,816.00	AC	07/17/2013
07-120-375	MBFINANCIAL BANK	MATOON		4.50%	19,212.80	MB	12/15/2013
07-120-381	MBFINANCIAL BANK	COLLINSVILLE		5.20%	20,260.20	MB	12/15/2013
07-120-393	MBFINANCIAL BANK	FHLMC		4.50%	51,782.00	AC	04/02/2014
07-120-354	MBFINANCIAL BANK	US T-NOTE		4.75%	128,530.89	TN	05/15/2014
07-120-407	MBFINANCIAL BANK	FHLB		3.40%	152,676.00	AC	06/17/2014
07-120-380	MBFINANCIAL BANK	FHLB		5.25%	51,035.00	AC	09/12/2014
07-120-395	MBFINANCIAL BANK	KANE COUNTY FO		4.50%	100,000.00	MB	12/15/2014
07-120-356	MBFINANCIAL BANK	WHEATON III		5.20%	29,935.80	MB	12/30/2014
07-120-304	MBFINANCIAL BANK	FHLB		2.75%	200,656.60	AC	03/13/2015
07-120-392	MBFINANCIAL BANK	FHLB		4.13%	100,932.00	AC	03/13/2015
07-120-394	MBFINANCIAL BANK	FFCB		4.15%	49,700.00	AC	03/25/2015
07-120-419	MBFINANCIAL BANK	MORTON GROVE		3.25%	50,064.00	MB	06/01/2015
07-120-374	MBFINANCIAL BANK	FHLB		5.50%	150,495.50	AC	06/12/2015
07-120-338	MBFINANCIAL BANK	MOLINE		5.30%	100,000.00	MB	11/01/2015
07-120-301	MBFINANCIAL BANK	TINLEY PARK BLD		2.85%	49,405.50	MB	12/01/2015

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ACCOUNT NUMBER	ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-413		MBFINANCIAL BANK	ROUND LAKE BEA		4.50%	75,618.00	MB	01/01/2016
07-120-414		MBFINANCIAL BANK	ALSIP II BLD AM		4.25%	50,000.00	MB	01/01/2016
07-120-363		MBFINANCIAL BANK	FFCB		4.88%	146,980.50	AC	01/11/2016
07-120-410		MBFINANCIAL BANK	US TREAS INFL I		2.00%	131,464.13	TN	01/15/2016
07-120-402		MBFINANCIAL BANK	FFCB		3.75%	50,280.00	AC	01/29/2016
07-120-298		MBFINANCIAL BANK	FNCT		7.00%	3,375.87	AC	02/01/2016
07-120-373		MBFINANCIAL BANK	US T-NOTE		5.13%	149,332.03	TN	05/15/2016
07-120-409		MBFINANCIAL BANK	FFCB		4.00%	100,242.00	AC	08/03/2016
07-120-367		MBFINANCIAL BANK	FHLB		5.37%	152,704.50	AC	09/09/2016
07-120-421		MBFINANCIAL BANK	FHLB		6.75%	154,370.25	AC	09/09/2016
07-120-300		MBFINANCIAL BANK	COOK COUNTY CC		4.40%	76,092.75	MB	12/01/2016
07-120-433		MBFINANCIAL BANK	FHLB		3.50%	105,217.60	AC	12/09/2016
07-120-415		MBFINANCIAL BANK	AURORA IL		4.00%	25,077.75	MB	12/30/2016
07-120-422		MBFINANCIAL BANK	FHLB		3.62%	50,597.80	AC	03/10/2017
07-120-404		MBFINANCIAL BANK	FFCB		4.63%	105,720.00	AC	03/21/2017
07-120-377		MBFINANCIAL BANK	FHLB		5.56%	74,351.25	AC	06/06/2017
07-120-428		MBFINANCIAL BANK	FNMA		1.50%	100,000.00	AC	08/24/2017
07-120-387		MBFINANCIAL BANK	US T-NOTE		4.25%	100,156.15	TN	11/15/2017
07-120-365		MBFINANCIAL BANK	FHLB		5.00%	25,000.00	AC	11/21/2017
07-120-425		MBFINANCIAL BANK	COOK COUNTY SI		3.90%	101,469.00	MB	12/01/2017
07-120-389		MBFINANCIAL BANK	FFCB		4.70%	202,900.00	AC	01/17/2018
07-120-405		MBFINANCIAL BANK	FFCB		4.67%	52,400.00	AC	02/27/2018
07-120-391		MBFINANCIAL BANK	FHLB		4.50%	49,850.00	AC	02/28/2018
07-120-383		MBFINANCIAL BANK	FFCB		4.95%	24,969.25	AC	09/10/2018
07-120-379		MBFINANCIAL BANK	FFCB		5.34%	51,339.50	AC	10/22/2018
07-120-417		MBFINANCIAL BANK	PALATINE II		4.30%	50,000.00	MB	12/01/2018
07-120-420		MBFINANCIAL BANK	COOK COUNTY #6		4.39%	50,050.00	MB	12/01/2018
07-120-426		MBFINANCIAL BANK	FHLB		3.75%	105,060.00	AC	12/14/2018
07-120-382		MBFINANCIAL BANK	COOK COUNTY		5.25%	24,750.00	MB	12/15/2018
07-120-345		MBFINANCIAL BANK	GNMA		5.00%	22,420.50	AC	12/18/2018
07-120-412		MBFINANCIAL BANK	US TREAS INFL I		2.13%	61,606.41	TN	01/15/2019
07-120-408		MBFINANCIAL BANK	FHLB		4.30%	75,942.60	AC	03/06/2019
07-120-403		MBFINANCIAL BANK	FHLB		4.65%	50,062.50	AC	03/14/2019
07-120-429		MBFINANCIAL BANK	FFCB		3.87%	52,279.50	AC	05/07/2019
07-120-369		MBFINANCIAL BANK	FHLB		5.38%	101,790.00	AC	05/15/2019
07-120-296		MBFINANCIAL BANK	GNMA POOL		4.50%	37,000.82	AC	06/15/2019
07-120-372		MBFINANCIAL BANK	SPORTS AUTHRTY		5.45%	25,153.50	MB	06/15/2019
07-120-306		MBFINANCIAL BANK	FHLB		4.35%	100,468.75	AC	08/05/2019
07-120-364		MBFINANCIAL BANK	FFCB		4.95%	72,869.25	AC	12/16/2019
07-120-416		MBFINANCIAL BANK	CRYSTAL LAKE BI		4.65%	25,000.00	MB	01/01/2020
07-120-430		MBFINANCIAL BANK	FNMA		4.12%	156,285.00	AC	02/24/2020
07-120-400		MBFINANCIAL BANK	TRANSIT AUTHY		6.33%	76,738.50	MB	12/01/2021
07-120-386		MBFINANCIAL BANK	FHLB		5.00%	248,695.50	AC	12/10/2021
07-120-432		MBFINANCIAL BANK	FHLB		4.60%	202,218.75	AC	06/01/2022
07-120-384		MBFINANCIAL BANK	FHLB		5.25%	256,522.75	AC	08/15/2022
07-120-295		MBFINANCIAL BANK	FHLB		2.00%	199,600.00	AC	02/16/2023
07-120-423		MBFINANCIAL BANK	FOX RIVER GROVI		5.75%	103,199.00	MB	12/15/2023
07-120-309		MBFINANCIAL BANK	GNMA		8.65%	403.96	AC	07/20/2024
07-120-427		MBFINANCIAL BANK	SCHOOL DIST 225		5.70%	50,000.00	MB	12/01/2025

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ACCOUNT NUMBER ID. NO.	FINANCIAL INSTITUTION	CERTIFICATE NUMBER	TERM (DAYS)	ANNUAL YIELD	PRINCIPAL	TYPE	MATURE DATE
07-120-431	MBFINANCIAL BANK	WILL COUNTY FPI		5.50%	106,684.00	MB	12/15/2025
07-120-299	MBFINANCIAL BANK	GNMA		6.00%	17,065.38	AC	08/20/2028
07-120-359	MBFINANCIAL BANK	HOFFMAN ESTS		5.40%	13,985.55	MB	12/01/2033
	TOTAL INVESTED				\$18,967,882.79		
	GRAND TOTAL INVESTED				\$18,967,882.79		

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR MARCH, 2011

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
01-1100	Property Taxes	42.34	157,527.99	154,200.00	102.16	-3,327.99
01-1110	Other Taxes	552,026.28	5,466,762.10	5,578,235.00	98.00	111,472.90
01-1120	Licenses	827.00	111,242.59	99,770.00	111.50	-11,472.59
01-1130	Permits	11,181.98	195,891.59	103,500.00	189.27	-92,391.59
01-1140	Fines	40,065.15	770,507.88	684,400.00	112.58	-86,107.88
01-1150	Transfers-Other Funds	35,237.94	381,180.07	411,820.00	92.56	30,639.93
01-1160	Charges & Fees	3,820.00	48,414.95	50,300.00	96.25	1,885.05
01-1170	Park & Recreation Revenue	17,834.00	54,672.89	41,589.00	131.46	-13,083.89
01-1180	Other Revenue	9,207.87	344,699.22	362,641.00	95.05	17,941.78
**TOTAL	Operating Revenue	670,242.56	7,530,899.28	7,486,455.00	100.59	-44,444.28
<u>Non-Operating Revenue</u>						
01-3000	Non-Operating Revenue	174.63	24,729.32	30,000.00	82.43	5,270.68
**TOTAL	Non-Operating Revenue	174.63	24,729.32	30,000.00	82.43	5,270.68
***TOTAL	GENERAL CORPORATE FUND	670,417.19	7,555,628.60	7,516,455.00	100.52	-39,173.60

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR MARCH, 2011

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>WATER FUND</u>						
<u>Operating Revenue</u>						
02-1160	Charges & Fees	163,081.99	1,734,765.18	1,940,408.00	89.40	205,642.82
**TOTAL	Operating Revenue	163,081.99	1,734,765.18	1,940,408.00	89.40	205,642.82
<u>Non-Operating Revenue</u>						
02-3100	Other Income	193.04	2,752.24	11,197.00	24.58	8,444.76
02-3200	Charges & Fees	0.00	2,400.00	1,500.00	160.00	-900.00
**TOTAL	Non-Operating Revenue	193.04	5,152.24	12,697.00	40.58	7,544.76
***TOTAL	WATER FUND	163,275.03	1,739,917.42	1,953,105.00	89.08	213,187.58
<u>HOTEL/MOTEL TAX FUND</u>						
<u>Operating Revenue</u>						
03-1110	Other Taxes	5,504.55	59,408.77	72,000.00	82.51	12,591.23
03-1160	Charges & Fees	0.00	0.00	0.00	0.00	0.00
03-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	5,504.55	59,408.77	72,000.00	82.51	12,591.23
<u>Non-Operating Revenue</u>						
03-3100	Other Income	1.62	19.10	10.00	191.00	-9.10
**TOTAL	Non-Operating Revenue	1.62	19.10	10.00	191.00	-9.10
<u>Transfers</u>						
03-4000	Transfers	0.00	0.00	0.00	0.00	0.00
**TOTAL	Transfers	0.00	0.00	0.00	0.00	0.00
***TOTAL	HOTEL/MOTEL TAX FUND	5,506.17	59,427.87	72,010.00	82.53	12,582.13
<u>MOTOR FUEL TAX FUND</u>						
<u>Operating Revenue</u>						
04-1110	Other Taxes	16,823.35	256,521.28	214,800.00	119.42	-41,721.28
**TOTAL	Operating Revenue	16,823.35	256,521.28	214,800.00	119.42	-41,721.28
<u>Non-Operating Revenue</u>						
04-3100	Other Income	10.30	193.25	100.00	193.25	-93.25
**TOTAL	Non-Operating Revenue	10.30	193.25	100.00	193.25	-93.25
***TOTAL	MOTOR FUEL TAX FUND	16,833.65	256,714.53	214,900.00	119.46	-41,814.53

VILLAGE OF WILLOWBROOK

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REVENUE REPORT FOR MARCH, 2011

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>T I F SPECIAL REVENUE FUND</u>						
<u>Operating Revenue</u>						
05-1000	Operating Revenue	0.00	722,053.25	0.00	0.00	-722,053.25
**TOTAL	Operating Revenue	0.00	722,053.25	0.00	0.00	-722,053.25
<u>Non-Operating Revenue</u>						
05-3100	Other Income	0.67	168.44	0.00	0.00	-168.44
**TOTAL	Non-Operating Revenue	0.67	168.44	0.00	0.00	-168.44
***TOTAL	T I F SPECIAL REVENUE FUND	0.67	722,221.69	0.00	0.00	-722,221.69
<u>SSA ONE BOND FUND</u>						
<u>Operating Revenue</u>						
06-1000	Operating Revenue	0.00	312,037.49	319,040.00	97.81	7,002.51
**TOTAL	Operating Revenue	0.00	312,037.49	319,040.00	97.81	7,002.51
<u>Non-Operating Revenue</u>						
06-3000	Non-Operating Revenue	0.00	99.92	0.00	0.00	-99.92
**TOTAL	Non-Operating Revenue	0.00	99.92	0.00	0.00	-99.92
***TOTAL	SSA ONE BOND FUND	0.00	312,137.41	319,040.00	97.84	6,902.59
<u>POLICE PENSION FUND</u>						
<u>Operating Revenue</u>						
07-1150	Transfers-Other Funds	42,472.24	518,151.83	552,139.00	93.84	33,987.17
07-1180	Other Revenue	15,274.17	177,115.90	210,000.00	84.34	32,884.10
**TOTAL	Operating Revenue	57,746.41	695,267.73	762,139.00	91.23	66,871.27
<u>Non-Operating Revenue</u>						
07-3100	Other Income	404,463.42	1,136,861.82	350,000.00	324.82	-786,861.82
**TOTAL	Non-Operating Revenue	404,463.42	1,136,861.82	350,000.00	324.82	-786,861.82
***TOTAL	POLICE PENSION FUND	462,209.83	1,832,129.55	1,112,139.00	164.74	-719,990.55
<u>SSA ONE PROJECT FUND</u>						
<u>Operating Revenue</u>						
08-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 91.67

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REVENUE REPORT FOR MARCH, 2011

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>Non-Operating Revenue</u>						
08-3000	Non-Operating Revenue	12.95	128.30	250.00	51.32	121.70
**TOTAL	Non-Operating Revenue	12.95	128.30	250.00	51.32	121.70
***TOTAL	SSA ONE PROJECT FUND	12.95	128.30	250.00	51.32	121.70
<u>WATER CAPITAL IMPROVEMENTS FUND</u>						
<u>Operating Revenue</u>						
09-1000	Operating Revenue	0.00	0.00	34,100.00	0.00	34,100.00
**TOTAL	Operating Revenue	0.00	0.00	34,100.00	0.00	34,100.00
<u>Non-Operating Revenue</u>						
09-3000	Non-Operating Revenue	9.42	181.09	400.00	45.27	218.91
**TOTAL	Non-Operating Revenue	9.42	181.09	400.00	45.27	218.91
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	9.42	181.09	34,500.00	0.52	34,318.91
<u>CAPITAL PROJECT FUND</u>						
<u>Operating Revenue</u>						
10-1000	Operating Revenue	0.00	0.00	0.00	0.00	0.00
10-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00
<u>Non-Operating Revenue</u>						
10-3000	Non-Operating Revenue	53.20	679.52	4,000.00	16.99	3,320.48
**TOTAL	Non-Operating Revenue	53.20	679.52	4,000.00	16.99	3,320.48
***TOTAL	CAPITAL PROJECT FUND	53.20	679.52	4,000.00	16.99	3,320.48
<u>2008 BOND FUND</u>						
<u>Operating Revenue</u>						
11-1180	Other Revenue	0.00	0.00	0.00	0.00	0.00
**TOTAL	Operating Revenue	0.00	0.00	0.00	0.00	0.00
<u>Non-Operating Revenue</u>						
11-3000	Non-Operating Revenue	0.00	159,902.83	159,744.00	100.10	-158.83
**TOTAL	Non-Operating Revenue	0.00	159,902.83	159,744.00	100.10	-158.83
***TOTAL	2008 BOND FUND	0.00	159,902.83	159,744.00	100.10	-158.83

VILLAGE OF WILLOWBROOK  
REVENUE REPORT FOR MARCH, 2011

PRCT. OF YR: 91.67  
RUN: 04/05/11 9:34AM

RECAP BY FUND

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ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>FUND SUMMARY</u>						
1	GENERAL CORPORATE	670,417.19	7,555,628.60	7,516,455.00	100.52	-39,173.60
2	WATER	163,275.03	1,739,917.42	1,953,105.00	89.08	213,187.58
3	HOTEL/MOTEL TAX	5,506.17	59,427.87	72,010.00	82.53	12,582.13
4	MOTOR FUEL TAX	16,833.65	256,714.53	214,900.00	119.46	-41,814.53
5	T I F SPECIAL REVENUE	0.67	722,221.69	0.00	0.00	-722,221.69
6	SSA ONE BOND & INTEREST	0.00	312,137.41	319,040.00	97.84	6,902.59
7	POLICE PENSION	462,209.83	1,832,129.55	1,112,139.00	164.74	-719,990.55
8	SSA ONE PROJECT	12.95	128.30	250.00	51.32	121.70
9	WATER CAPITAL IMPROVEMENTS	9.42	181.09	34,500.00	0.52	34,318.91
10	CAPITAL PROJECT	53.20	679.52	4,000.00	16.99	3,320.48
11	2008 BOND	0.00	159,902.83	159,744.00	100.10	-158.83
	TOTALS ALL FUNDS	1,318,318.11	12,639,068.81	11,386,143.00	111.00	-1,252,925.81

VILLAGE OF WILLOWBROOK  
EXPENDITURE REPORT FOR MARCH, 2011  
GENERAL CORPORATE FUND

PRCT. OF YR: 91.67

RUN: 04/05/11

9:36AM

PAGE: 1

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>VILLAGE BOARD &amp; CLERK</u>								
01-05-410-3	GENERAL MANAGEMENT	2,593.11	30,113.08	76.62	39,304.00	9,190.92	38.31	78,608.00
01-05-420-3	COMMUNITY RELATIONS	0.00	9,220.48	1,844.10	500.00	-8,720.48	922.05	1,000.00
01-05-425-6	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-430-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	VILLAGE BOARD & CLERK	2,593.11	39,333.56	98.82	39,804.00	470.44	49.41	79,608.00
<u>BOARD OF POLICE COMMISSIONERS</u>								
01-07-435-3	ADMINISTRATION	375.00	3,234.74	25.37	12,750.00	9,515.26	12.69	25,500.00
01-07-440-5	OTHER	0.00	8,972.00	85.45	10,500.00	1,528.00	42.72	21,000.00
01-07-445-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BOARD OF POLICE COMMISSIONERS	375.00	12,206.74	52.50	23,250.00	11,043.26	26.25	46,500.00
<u>ADMINISTRATION</u>								
01-10-455-5	GENERAL MANAGEMENT	16,664.95	508,147.63	114.12	445,256.00	-62,891.63	57.06	890,512.00
01-10-460-3	DATA PROCESSING	189.88	5,256.34	134.78	3,900.00	-1,356.34	67.39	7,800.00
01-10-461-1	LEGISLATIVE SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-465-2	ADMINISTRATION-GENERAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-466-3	BUILDINGS	4,593.08	51,163.53	109.14	46,880.00	-4,283.53	54.57	93,760.00
01-10-470-2	LEGAL SERVICES	5,670.00	86,322.83	57.55	150,000.00	63,677.17	28.77	300,000.00
01-10-471-2	FINANCIAL AUDIT	5,968.50	44,302.00	40.27	110,000.00	65,698.00	20.14	220,000.00
01-10-475-3	COMMUNITY RELATIONS	0.00	3,702.23	70.38	5,260.00	1,557.77	35.19	10,520.00
01-10-480-2	RISK MANAGEMENT	82.00	210,658.87	102.88	204,762.00	-5,896.87	51.44	409,524.00
01-10-485-6	CAPITAL IMPROVEMENTS	0.00	4,389.51	58.72	7,475.00	3,085.49	29.36	14,950.00
01-10-490-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	ADMINISTRATION	33,168.41	913,942.94	93.88	973,533.00	59,590.06	46.94	1,947,066.00
<u>PLANNING &amp; ECONOMIC DEVELOPMENT</u>								
01-15-510-4	GENERAL MANAGEMENT	2,914.89	37,458.91	85.04	44,048.00	6,589.09	42.52	88,096.00
01-15-515-4	DATA PROCESSING	0.00	2,425.00	97.00	2,500.00	75.00	48.50	5,000.00
01-15-520-2	ENGINEERING	3,732.38	66,451.60	101.45	65,500.00	-951.60	50.73	131,000.00
01-15-535-2	RISK MANAGEMENT	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-15-540-6	CAPITAL IMPROVEMENTS	0.00	621.84	121.22	513.00	-108.84	60.67	1,025.00
01-15-544-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLANNING & ECONOMIC DEVELOPMENT	6,647.27	106,957.35	92.96	115,061.00	8,103.65	46.48	230,121.00
<u>PARKS &amp; RECREATION DEPT</u>								
01-20-550-3	ADMINISTRATION	5,395.45	78,417.47	84.56	92,735.00	14,317.53	42.28	185,470.00
01-20-555-3	PARKS & RECREATION-ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-20-560-2	ADMINISTRATION	0.00	0.00	0.00	2,500.00	2,500.00	0.00	5,000.00
01-20-565-3	LANDSCAPING	1,702.53	55,292.87	69.67	79,365.00	24,072.13	34.83	158,730.00
01-20-570-4	MAINTENANCE	0.00	26,907.97	76.48	35,185.00	8,277.03	38.24	70,370.00
01-20-575-5	SUMMER PROGRAM	4,000.00	13,622.27	81.58	16,698.00	3,075.73	40.79	33,396.00
01-20-580-5	FALL PROGRAM	5,411.20	10,904.68	141.62	7,700.00	-3,204.68	70.81	15,400.00
01-20-585-5	WINTER PROGRAM	4,732.00	12,116.46	98.03	12,360.00	243.54	49.01	24,720.00
01-20-590-5	SPECIAL RECREATION SERVICES	7,531.87	41,061.79	82.95	49,500.00	8,438.21	41.48	99,000.00
01-20-595-6	CAPITAL IMPROVEMENTS	0.00	56,950.44	100.53	56,650.00	-300.44	50.27	113,300.00
01-20-599-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PARKS & RECREATION DEPT	28,773.05	295,273.95	83.72	352,693.00	57,419.05	41.86	705,386.00
<u>FINANCE DEPARTMENT</u>								
01-25-610-4	GENERAL MANAGEMENT	8,433.46	247,491.43	90.78	272,642.00	25,150.57	45.39	545,284.00



VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 GENERAL CORPORATE FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
01-45-849-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PLAN COMMISSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	GENERAL CORPORATE FUND	484,792.38	6,558,976.72	89.73	7,309,735.00	750,758.28	44.86	14,619,468.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011

PRCT. OF YR: 91.67

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WATER FUND

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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER DEPARTMENT</u>								
02-50-401-4	ADMINISTRATION	20,706.17	260,034.16	92.02	282,594.00	22,559.84	46.01	565,188.00
02-50-405-2	ENGINEERING	92.00	92.00	1.79	5,150.00	5,058.00	0.89	10,300.00
02-50-410-5	INTERFUND TRANSFERS	35,237.94	432,298.07	86.18	501,636.00	69,337.93	43.09	1,003,272.00
02-50-415-2	RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
02-50-417-4	EDP	1,000.00	11,227.00	76.63	14,650.00	3,423.00	38.32	29,300.00
02-50-420-5	WATER PRODUCTION	56,859.84	732,734.85	88.66	826,478.00	93,743.15	44.33	1,652,956.00
02-50-425-4	WATER STORAGE	0.00	4,963.74	86.33	5,750.00	786.26	43.16	11,500.00
02-50-430-4	TRANSPORTATION & DISTRIBUTION	1,272.74	80,029.72	129.07	62,005.00	-18,024.72	64.53	124,010.00
02-50-435-4	METERS & BILLING	465.36	4,379.47	25.60	17,110.00	12,730.53	12.80	34,220.00
02-50-440-6	CAPITAL IMPROVEMENTS	0.00	7,954.10	26.69	29,805.00	21,850.90	13.34	59,610.00
02-50-449-7	CONTINGENCIES-DEBT SERVICE	0.00	164,240.00	100.00	164,240.00	0.00	50.00	328,480.00
**TOTAL	WATER DEPARTMENT	115,634.05	1,697,953.11	88.93	1,909,418.00	211,464.89	44.46	3,818,836.00
***TOTAL	WATER FUND	115,634.05	1,697,953.11	88.93	1,909,418.00	211,464.89	44.46	3,818,836.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 HOTEL/MOTEL TAX FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>HOTEL/MOTEL</u>							
03-53-401-4	ADMINISTRATION	1,000.00	11,901.76	82.08	14,500.00	2,598.24	41.04	29,000.00
03-53-435-3	PUBLIC RELATIONS & PROMOTION	1,096.46	22,444.85	42.35	53,000.00	30,555.15	21.17	106,000.00
03-53-436-3	SPECIAL EVENTS	0.00	1,646.26	36.58	4,500.00	2,853.74	18.29	9,000.00
03-53-449-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	HOTEL/MOTEL	2,096.46	35,992.87	49.99	72,000.00	36,007.13	25.00	144,000.00
***TOTAL	HOTEL/MOTEL TAX FUND	2,096.46	35,992.87	49.99	72,000.00	36,007.13	25.00	144,000.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 MOTOR FUEL TAX FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>MOTOR FUEL TAX</u>							
04-56-401-3	PAVEMENT MARKINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-405-3	ROAD SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-410-3	SNOW REMOVAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-415-2	STREET LIGHTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-420-2	TRAFFIC SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-425-3	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-56-430-6	CAPITAL IMPROVEMENTS	0.00	196,254.83	90.03	218,000.00	21,745.17	45.01	436,000.00
04-56-439-7	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	MOTOR FUEL TAX	0.00	196,254.83	90.03	218,000.00	21,745.17	45.01	436,000.00
***TOTAL	MOTOR FUEL TAX FUND	0.00	196,254.83	90.03	218,000.00	21,745.17	45.01	436,000.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 T I F SPECIAL REVENUE FUND

PRCT. OF YR: 91.67  
 RUN: 04/05/11 9:36AM

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
05-59-401-3	ADMINISTRATION - GENERAL	0.00	97,958.81	0.00	0.00	-97,958.81	0.00	0.00
05-59-410-5	PRINCIPAL EXPENSE	0.00	623,047.82	0.00	0.00	-623,047.82	0.00	0.00
05-59-425-2	ATTORNEY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	T I F SPECIAL REVENUE FUND	0.00	721,006.63	0.00	0.00	-721,006.63	0.00	0.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 SSA ONE BOND FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>SSA BOND</u>							
06-60-550-4	DEBT SERVICE	0.00	319,040.00	100.00	319,040.00	0.00	50.00	638,080.00
06-60-555-7	SSA BOND & INTEREST FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	SSA BOND	0.00	319,040.00	100.00	319,040.00	0.00	50.00	638,080.00
***TOTAL	SSA ONE BOND FUND	0.00	319,040.00	100.00	319,040.00	0.00	50.00	638,080.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 POLICE PENSION FUND

PRCT. OF YR: 91.67  
 RUN: 04/05/11 9:36AM

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
07-62-401-5	POLICE PENSION FUND	27,803.66	323,986.47	87.17	371,663.00	47,676.53	0.00	0.00
***TOTAL	POLICE PENSION FUND	27,803.66	323,986.47	87.17	371,663.00	47,676.53	0.00	0.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 SSA ONE PROJECT FUND

PRCT. OF YR: 91.67  
 RUN: 04/05/11 9:36AM

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>BUILDING AND ZONING DEPT</u>								
08-40-401-9	SSA FUND ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BUILDING AND ZONING DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>SSA ONE PROJECT</u>								
08-63-401-9	SSA FUND ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08-63-445-6	PUBLIC IMPROVEMENTS	0.00	0.00	0.00	51,657.00	51,657.00	0.00	103,314.00
08-63-555-7	SSA ONE PROJECT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	SSA ONE PROJECT	0.00	0.00	0.00	51,657.00	51,657.00	0.00	103,314.00
***TOTAL	SSA ONE PROJECT FUND	0.00	0.00	0.00	51,657.00	51,657.00	0.00	103,314.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 WATER CAPITAL IMPROVEMENTS FUND

PRCT. OF YR: 91.67  
 RUN: 04/05/11 9:36AM

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>WATER CAPITAL IMPROVEMENTS</u>								
09-65-405-2	WATER CAPITAL IMPROV FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09-65-410-5	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09-65-440-6	CAPITAL IMPROVEMENTS	0.00	17,166.50	49.05	35,000.00	17,833.50	24.52	70,000.00
**TOTAL	WATER CAPITAL IMPROVEMENTS	0.00	17,166.50	49.05	35,000.00	17,833.50	24.52	70,000.00
***TOTAL	WATER CAPITAL IMPROVEMENTS FUND	0.00	17,166.50	49.05	35,000.00	17,833.50	24.52	70,000.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR MARCH, 2011  
 CAPITAL PROJECT FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>CAPITAL PROJECTS</u>								
10-68-430-5	CAPITAL PROJECTS FUND	0.00	108,625.76	100.00	108,626.00	0.24	50.00	217,252.00
10-68-540-4	PUBLIC WORKS FACILITY ARCHITECT FEES	10,774.00	20,627.53	206.28	10,000.00	-10,627.53	103.14	20,000.00
10-68-545-4	75TH ST EXTENSION PROJECT	0.00	428.00	0.00	0.00	-428.00	0.00	0.00
10-68-550-4	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	CAPITAL PROJECTS	10,774.00	129,681.29	109.32	118,626.00	-11,055.29	54.66	237,252.00
***TOTAL	CAPITAL PROJECT FUND	10,774.00	129,681.29	109.32	118,626.00	-11,055.29	54.66	237,252.00

VILLAGE OF WILLOWBROOK  
EXPENDITURE REPORT FOR MARCH, 2011  
2008 BOND FUND

PRCT. OF YR: 91.67  
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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
***TOTAL	2008 BOND FUND	0.00	159,743.76	100.00	159,744.00	0.24	50.00	319,488.00
<u>FUND SUMMARY</u>								
1	GENERAL CORPORATE	484,792.38	6,558,976.72	89.73	7,309,735.00	750,758.28	44.86	14,619,468.00
2	WATER	115,634.05	1,697,953.11	88.93	1,909,418.00	211,464.89	44.46	3,818,836.00
3	HOTEL/MOTEL TAX	2,096.46	35,992.87	49.99	72,000.00	36,007.13	25.00	144,000.00
4	MOTOR FUEL TAX	0.00	196,254.83	90.03	218,000.00	21,745.17	45.01	436,000.00
5	T I F SPECIAL REVENUE	0.00	721,006.63	0.00	0.00	-721,006.63	0.00	0.00
6	SSA ONE BOND & INTEREST	0.00	319,040.00	100.00	319,040.00	0.00	50.00	638,080.00
7	POLICE PENSION	27,803.66	323,986.47	87.17	371,663.00	47,676.53	0.00	0.00
8	SSA ONE PROJECT	0.00	0.00	0.00	51,657.00	51,657.00	0.00	103,314.00
9	WATER CAPITAL IMPROVEMENTS	0.00	17,166.50	49.05	35,000.00	17,833.50	24.52	70,000.00
10	CAPITAL PROJECT	10,774.00	129,681.29	109.32	118,626.00	-11,055.29	54.66	237,252.00
11	2008 BOND	0.00	159,743.76	100.00	159,744.00	0.24	50.00	319,488.00
	TOTALS ALL FUNDS	641,100.55	10,159,802.18	96.17	10,564,883.00	405,080.82	49.84	20,386,438.00

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

MONTH DIST	SALE MADE	FISCAL YEAR				
		06-07	07-08	08-09	09-10	10-11
MAY	FEB	\$182,680	\$196,248	\$230,603	\$216,102	\$223,555
JUNE	MAR	\$211,605	\$212,513	\$254,996	\$252,558	\$281,024
JULY	APR	\$244,002	\$218,275	\$250,123	\$239,611	\$259,844
AUG	MAY	\$260,808	\$256,375	\$303,260	\$278,006	\$284,173
SEPT	JUNE	\$254,830	\$270,220	\$294,396	\$284,544	\$314,663
OCT	JULY	\$236,588	\$231,584	\$277,421	\$269,750	\$276,383
NOV	AUG	\$232,607	\$231,838	\$265,822	\$267,033	\$279,375
DEC	SEPT	\$238,039	\$229,820	\$263,557	\$253,713	\$260,636
JAN	OCT	\$215,032	\$233,691	\$238,194	\$236,393	\$273,809
FEB	NOV	\$234,989	\$258,730	\$290,210	\$253,516	\$290,009
MARCH	DEC	\$279,998	\$344,175	\$313,051	\$339,352	\$355,102
APRIL	JAN	\$207,236	\$224,731	\$216,559	\$193,834	
TOTAL		\$2,798,415	\$2,908,200	\$3,198,192	\$3,084,413	\$3,098,574
MONTHLY AVG		\$233,201	\$242,350	\$266,516	\$257,034	\$281,689

YEAR TO DATE LAST YEAR : \$2,890,579  
 YEAR TO DATE THIS YEAR : \$3,098,574  
 DIFFERENCE : \$207,995

PERCENTAGE OF INCREASE :

7.20%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$3,121,250  
 PERCENTAGE OF YEAR COMPLETED : 91.67%  
 PERCENTAGE OF REVENUE TO DATE : 99.27%  
 PROJECTION OF ANNUAL REVENUE : \$3,306,356  
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$185,106  
 EST. PERCENT DIFF ACTUAL TO BUDGET 5.9%

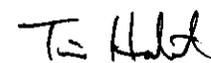
# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A RESOLUTION PROCLAIMING MAY 15, 2011 POLICE OFFICERS MEMORIAL DAY AND THE WEEK OF MAY 15-20, 2011 AS POLICE WEEK IN THE VILLAGE OF WILLOWBROOK

**AGENDA NO.** 4e**AGENDA DATE:** 04/28/11**STAFF REVIEW:** Mark Shelton**SIGNATURE:** **LEGAL REVIEW:** DNA**SIGNATURE:** N/A**RECOMMENDED BY VILLAGE ADMIN.:****SIGNATURE:** **REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The President of the United States of America is authorized to proclaim May 15 of each year as Police Officers Memorial Day and the calendar week of each year during which such May 15 occurs as Police Week. With this national campaign, the Village of Willowbrook and the Willowbrook Police Department will be participating in the program through the adoption of this resolution and making the public aware of this campaign.

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

The Village Staff recommends that the President and Board of Trustees adopt the attached Resolution proclaiming May 15, 2011 Police Officers Memorial Day and the week of May 15-20, 2011 as Police Week.

**ACTION PROPOSED:**

ADOPTION OF THE RESOLUTION.

RESOLUTION NO. 11-R- \_\_\_\_\_

A RESOLUTION PROCLAIMING MAY 15, 2011 AS  
POLICE OFFICERS MEMORIAL DAY AND THE WEEK OF  
MAY 15 - 20, 2011 AS POLICE WEEK IN THE  
VILLAGE OF WILLOWBROOK

---

WHEREAS, The Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, the members of the law enforcement agency of Willowbrook play an essential role in safeguarding the rights and freedoms of Willowbrook; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the law enforcement agency of Willowbrook unceasingly provide a vital public service;

NOW, THEREFORE BE IT RESOLVED that the Village of Willowbrook, call upon all citizens of Willowbrook to observe May 15, 2010, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes; and

THEREFORE BE IT RESOLVED that the Village of Willowbrook, call upon all citizens of Willowbrook and upon all patriotic, civic and educational organizations to observe the week of May 15-20,

20110, as Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

ADOPTED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

APPROVED:

\_\_\_\_\_  
Village President

ATTEST:

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

ROLL CALL VOTE:      AYES: \_\_\_\_\_  
                             NAYS: \_\_\_\_\_  
                             ABSTENTIONS: \_\_\_\_\_  
                             ABSENT: \_\_\_\_\_

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:** MOTION – BOARD ADVICE AND CONSENT TO PRESIDENT’S REAPPOINTMENT OF WILLIAM J. SCHULER AS A MEMBER OF THE VILLAGE BOARD OF POLICE COMMISSIONERS

**AGENDA NO.** 7

**AGENDA DATE:** 4/11/2011

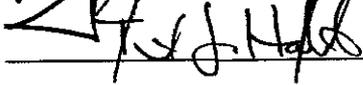
**STAFF REVIEW:**

**SIGNATURE:** 

**LEGAL REVIEW:**

**SIGNATURE:** 

**RECOMMENDED BY VILLAGE ADMIN.:**

**SIGNATURE:** 

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

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

The Village President has the authority to appoint volunteer members to the various Boards and Commissions that report to the President and Board of Trustees. This evening, the Village President will recommend the reappointment of a member of the Board of Police Commissioners.

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

On April 30, 2011, William J. Schuler’s term as a Member of the Board of Police Commissioners will expired. The Village President recommends the reappointment of William J. Schuler to serve on the Board of Police Commissioners for a term of three (3) years or April 30, 2014. (See attached biography).

**ACTION PROPOSED:** A motion to concur with the Village President’s recommendation to reappoint William J. Schuler to the Village Board of Police Commissioners.

# William J. Schuler

---

6523 Cambridge Road Willowbrook IL 60527-5403

phone: 630 794 0000  
wireless: 630 399 6300

April 6, 2011

Mr. Robert Napoli, Village President  
Village of Willowbrook  
7760 Quincy Street  
Willowbrook IL 60527

Dear Bob:

Following is a summary of my background and experience for your use as you and the Board of Trustees consider my reappointment to the Board of Police Commissioners, where I currently serve the village as its chairman.

I have been a homeowner and resident of the village since 1999 when my son Jim and I returned to Illinois from Peapack NJ, where we lived while I was employed by AT&T at its headquarters in Basking Ridge NJ. Prior to relocating to New Jersey to accept the position at AT&T, I was an original owner of a townhouse at Lake Hinsdale Village and resident of Willowbrook in the 1970s.

In addition to my experience on the Board of Police Commissioners, I have extensive experience in the telecommunications industry in customer service and credit and collection operations, billing systems, management information and reporting, and sales support. As a business consultant, I have supported the development of processes and special purpose databases to monitor and analyze customer call volumes and traffic patterns, simulate the impact of billing options and rate changes on customer traffic samples, and managed systems development and implementation projects.

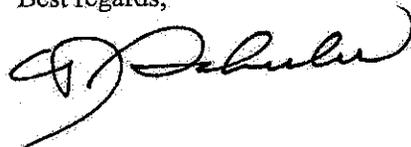
I am presently employed by Pinnacle Technical Resources, Dallas TX under contract to AT&T where I serve AT&T's wholesale customers and manage international dial codes for AT&T's wholesale product team. I have been supporting AT&T's wholesale product in various capacities as required to meet the needs of my AT&T clients since 1996.

My previous experience includes consulting assignments for MCI in Arlington VA and NYNEX (now Verizon) in New York City. Prior to transferring to AT&T's corporate headquarters in the mid-1980s, I had twenty years experience with Illinois Bell, where I had managerial assignments in several city and suburban business offices.

I hold a Bachelor of Science in Business Administration (BSBA) degree from Loyola University of Chicago; am a Past Grand Knight of Knights of Columbus Council 11386, Peapack NJ; and was charter president of the Evening Lions Club, Elmhurst IL.

Please let me know if you have any questions or need any additional information.

Best regards,



---

schuler@att.net

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

<p style="text-align: center;"><b>ITEM TITLE:</b></p> <p>A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE A CERTAIN CONTRACT – JANITORIAL SERVICES, ECO CLEAN MAINTENANCE, INC.</p>	<p>AGENDA NO. 8</p> <p>AGENDA DATE: <u>4/11/11</u></p>
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<p><b>STAFF REVIEW:</b> Tim Halik, Village Administrator</p>	<p><b>SIGNATURE:</b> <u>TE Halik</u></p>
<p><b>LEGAL REVIEW:</b> N/A</p>	<p><b>SIGNATURE:</b> <u>N/A</u></p>
<p><b>RECOMMENDED BY:</b> Tim Halik, Village Administrator</p>	<p><b>SIGNATURE:</b> <u>TE Halik</u></p>
<p><b>REVIEWED &amp; APPROVED BY COMMITTEE:</b> YES <input checked="" type="checkbox"/> on April 11, 2011 NO <input type="checkbox"/> N/A <input type="checkbox"/></p>	

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

The Village held a public bid opening for the annual janitorial services contract on Monday, April 4, 2011 at 10:30 AM. The required legal notice advertising for the bid opening was published in the *Suburban Life* newspaper on February 18, 2011. Nine (9) bid documents were picked-up by various vendors, and six (6) of them attended the mandatory pre-bid meeting held on March 11<sup>th</sup>. Two (2) vendors submitted completed bids:

<u>Vendor</u>	<u>Bid</u>
Eco Clean Maintenance, Inc.	\$17,388.00/yr. (\$1,449.00/mo.)
Glass Tree Cleaning Service	\$18,900.00/yr. (\$1,575.00/mo.)

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

The contract price of our current contract with Best Quality Cleaning, Inc. is \$18,900/yr. (the same as the high bidder above). Therefore, the contract with Eco Clean Maintenance, Inc. to provide the same service is 8%, or \$1,512, lower than the current contract price. The contract start date is May 1, 2011 and the FY 11/12 Budget includes the following funding for both this maintenance contract and Village Hall cleaning supplies:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGETED</u>
GF - Admin.	01-10-466-228	Maintenance - Building	\$35,620.00

Staff has contacted four (4) of the references provided by Eco Clean and we have received positive comments. A listing of the reference responses is attached.

**ACTION PROPOSED:**

Staff recommends that the President and Board of Trustees adopt the attached resolution authorizing the President and Village Clerk to execute a contract between the Village of Willowbrook and Eco Clean Maintenance, Inc. to provide janitorial services in the amount of \$17,388.00/yr. (\$1,449.00/month).

RESOLUTION NO. 11-R-\_\_\_\_\_

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE A CERTAIN CONTRACT – JANITORIAL SERVICES– ECO CLEAN MAINTENANCE, INC.

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BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village President and Village Clerk be and the same are hereby authorized to execute a certain contract, Eco Clean Maintenance, Inc., for the 2011/2012 Janitorial Services Contract in an amount not to exceed \$17,388.00, as set forth in the contract attached hereto as Exhibit "A" which is, by this reference, expressly incorporated herein.

ADOPTED and APPROVED this 11<sup>th</sup> day of April, 2011.

APPROVED:

\_\_\_\_\_  
Village President

ATTEST:

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

ROLL CALL VOTE:

AYES: \_\_\_\_\_

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

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

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

VILLAGE OF WILLOWBROOK

BIDDERS LIST

CODE: \_\_\_\_\_

PROJECT: Janitorial Service

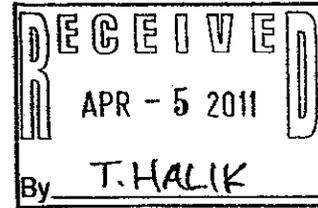
PLAN COST: -0-

BID OPENING: April 4 2011

ALWAYS BE SURE TO GET ZIP CODE  
AND FAX NUMBER PLEASE:

	NAME	ADDRESS	TELEPHONE	Cash or check & #	Other
1.	Perfect Cleaning Service, Inc. Slawek Jakowczuk	5852 N. North west Highway Chicago, IL 60631	Phone: (773) 774-7800 Fax: (773) 631-4880	Cash: ( ) Ck # _____	
	Cosmopolitan Building Services Donna Raymond	11 Eton Court South Barrington, IL 60010	Phone: (847) 934-0055 Fax: (847) 974-6433	Cash ( ) Ck # _____	Mailed; referred by Paul Oggerine
	ALLY INC CUSTODIAL SERV LARRY JENKINS	15 W 700 N FRONTAGE STE #116 BURR RIDGE, IL	Phone: 708-354-1228 Fax:	Cash ( ) Ck # _____	
4.	IMPERIAL SERVICES MARIA MARINO	500 WATERS EDGE, # 310 LEMBARD, IL 60148	Phone: 630- 470-4439 Fax: 630- 925-1814	Cash ( ) Ck # _____	PICKED - UP
5.	ZENO UNI-MAX	6230 1/2 W. ADDISON ST. CHICAGO, IL 60634	Phone: 773 481-6767 Fax:	Cash ( ) Ck # _____	Picked up.
	Crystal Maintenance Services Corp Monika Talar	1699 Wall Street Suite 504 Mount Prospect, IL 60056	Phone: 847-228-6555 Fax: 847-228-6588	Cash ( ) Ck # _____	Picked-up.
	Eco Clean Maintenance Inc Ursula Matelski	1900 E. 60th Road Suite 950 Schaumburg, IL 60173	Phone: 877-463-2601 Fax: 773-930-3353	Cash ( ) Ck # <del>1499.00</del>	Picked-up
	Alpha Building Maintenance Services Tom Maloney	12713 Hadley Rd. Homer Glen, IL 60491	Phone: 708-655-3994 Fax: 815-485-9088	Cash ( ) Ck # _____	Pick-up
	Glass Tree Cleaning Mike Shemshedin	1542 Wood Creek Trl. Bartlett, IL 60103	Phone: 630-697-2728 Fax: 630-483-2769	Cash ( ) Ck # 1575.00	Pick up.
10.			Phone: Fax:	Cash ( ) Ck # _____	
11.			Phone: Fax:	Cash ( ) Ck # _____	
12.			Phone: Fax:	Cash ( ) Ck # _____	
13.			Phone: Fax:	Cash ( ) Ck # _____	





## **Eco Clean Maintenance INC. Reference**

**4-5-2011**

**To: Tim Halik**

Below you will find the references for **Eco Clean Maintenance** companies and their responses to general questions in regarding to floor cleaning, request for changes in services, general dust cleaning, as well as facility size and overall building cleaning.

### **Reference #1) Mokena Community Park District**

Mokena Community Park District had nothing but praise for the Eco cleaning company. He(Jim) stated that they are consistent and willing to work with you as the property manager or owner. If He is in need of some type of floor cleaning the request is done the working next day. He also stated that in the past with other companies crew turnover has been a large issue yet with this company (Eco) He has had no crew turnover which has resulted in his standard of cleaning remaining consistent. Again he stated no major complaints with this company and also reiterated their willingness to correct or change any process which is not satisfactory to the owner or building manager.

### **Reference #2) The Oaks recreation and fitness center**

The Oaks recreation and fitness center was contacted and is generally satisfied with all work performed by the Eco cleaning company. In regards to floor the maintenance personnel is extremely picky and has found that they(Eco) have been able to have all work done according to the building managers requirements. They service a 50,000 ft.<sup>2</sup> facility and they (Eco) has weekly visits with the building manager to discuss any complaints or request. Generally speaking they are handled immediately and corrected.

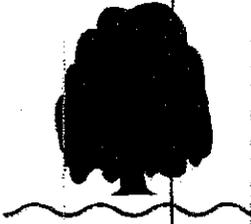
### **Reference #3) Egan water reclamation plant**

The Egan water reclamation plant was contacted and is very satisfied with Eco cleaning company. The primary use for this facility is in lab spill cleanup as well as office and restroom maintenance. The number one priority for this facility is showing up on time, which they have had no issues with since going with Eco cleaning company as well they have been extremely good with secondary callouts. Generally speaking this is the highest and best reference.

### **Reference #4) The Calumet City Police Department**

The city police department has been contacted 3 times of which I have yet to speak with proper personnel in regards to the cleaning of the facilities. I will attempt to contact them again in order to complete this review.

**BID PROPOSAL**  
**FOR**  
**THE VILLAGE OF WILLOWBROOK**  
**BY**  
**ECO CLEAN MAINTENANCE, INC.**



# Village of Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 · Fax: (630) 323-0787 · [www.willowbrookil.org](http://www.willowbrookil.org)

## LEGAL NOTICE

### REQUEST FOR BIDS

**Village President**

Robert A. Napoli

**Village Clerk**

Leroy R. Hansen

**Village Trustees**

Dennis Baker

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Schoenbeck

Frank A. Trilla

Notice is hereby given that the Village of Willowbrook is seeking bids for **Janitorial Services for the Village Hall and Police Department**, in accordance with specifications currently on file and which may be picked up in the office of the Village of Willowbrook Village Hall, located at 7760 Quincy Street, Willowbrook, Illinois 60527. Completed bids are due in the office of the Willowbrook Village Hall no later than 10:30 am on April 4, 2011, where said bids will be opened and publicly read aloud. There is also a mandatory pre-bid meeting to be held on Friday, March 11, 2011 at 10:00 AM to review the Village Hall facility. The Village of Willowbrook reserves the right to reject any or all bids or to accept any bid which, in its judgment, will be in the best interest of the public. No bid shall be withdrawn after opening of bids without the consent of the Village of Willowbrook, Willowbrook, Illinois, for a period of sixty (60) days. Only bids responsive to the provisions of the specifications will be considered.



**ECO CLEAN MAINTENANCE, INC.**

March 17, 2011

Village of Willowbrook  
7760 Quincy Street  
Willowbrook, IL 60527

Dear Sir/Madam:

I would like to take this opportunity to introduce our company. We are a commercial janitorial company specializing in providing state of the art janitorial services to companies with diversified requirements. We are very confident that our extremely competitive rates and the highest standard of services in the industry could be an added benefit to your company.

QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION are only two of a long list of reasons that separate us from our competition.

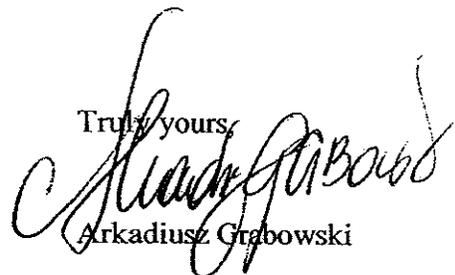
In *Eco Clean Maintenance, Inc.* we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

Enclosed please find projected price list for janitorial services to be provided at Village of Willowbrook.

Thank you for your time and I am looking forward to hearing from you. If you have any questions, please do not hesitate to contact me at 773-310-2002.

**YOUR SATISFACTION MEANS OUR SUCCESS!**

Truly yours,



Arkadiusz Grabowski

**1900 E. Golf Road • Suite 950 Schaumburg, IL 60173**  
**877-GO-ECO-01 (877-463-2601) • FAX 773-930-3353**  
**EMAIL [ecocleanmaintenance@yahoo.com](mailto:ecocleanmaintenance@yahoo.com)**



## **ECO CLEAN MAINTENANCE, INC.**

March 17, 2011

Village of Willowbrook  
7760 Quincy Street  
Willowbrook, IL 60527

Dear Sir/Madam:

Eco Clean Maintenance, Inc. has been engaged in the contracting business under the present name for almost three (2) years. It is a corporation established on December 12, 2008 in State of Illinois (See attached Certificate of Good Standing).

We have the following equipment available to complete the work:

- Mops
- Buckets
- Dusters and dust mops
- Side-by-side scrubbers
- Vacuum cleaners
- Carpet extractors (if necessary)
- Auto-scrubbers (if necessary)
- Buffers, etc.

Currently we employ 40 full-time staff members. Our company's Safety Supervisor is responsible for training of the new as well as the existing employees on a regular basis. Moreover, in order to provide our clients with the best quality of services, our supervisors are also required to complete the follow-up training in every 3 months of their employment. Our HR Department, Hiring Manager is responsible for recruiting process which includes the interview stage and employees screening procedures. Among all required forms, we always insist on filing out Form I-9 to verify prospective candidate's legal status. At all times, without exception, we require at least 4 documents showing claimed legal status. Upon the satisfactory results from character screening, verification of previous employment and recommendation letters, the candidate is interviewed by our Hiring Manager.

Eco Clean Maintenance, Inc. believes that employees are the most important factor of company's outstanding performance. Therefore, in order to meet with the clients' requirements, proper and professional training is mandatory. Our clients can be assured that all our personnel is required to complete 2 weeks of extensive training program prior to being assigned to new task.

Eco Clean Maintenance, Inc. believes that personnel's attire stands for company's good image. Therefore our employees are required to wear company's T-shirts and matching work pants. Also, the Identification Badge is attached to the uniform, if required.

The employees who will be actively engaged in the janitorial services at Village of Willowbrook are our highly trained and skilled staff members with average 8 years of experience who have performed satisfactorily on other contracts the company was awarded. Crew members who will be assigned to Village of Willowbrook speak fluent English. The supervisors who will be monitoring the



quality of the performance of the crew have been working for our company for 2 years and have 10- 5 years of experience.

In addition, our company operates 24 hours a day and the emergency contact information will be provided upon request. Our office is located within 20 miles from the above referenced facilities.

As a recognized company among the janitorial and custodial services suppliers, established Quality Assurance Program in order to provide its clients with professional and outstanding services. In order to meet with the clients' requirements and regularly expand superior standards of service. We systematically examine the level of our services.

Eco Clean Maintenance, Inc. is aware of diversity of services required by different clients. Therefore, we organize a "personalized quality plan" for our clients in order to meet with the mandatory responsibilities. We combine the procedure with the methods and frequencies for required work using the quality standards.

Our company's health and safety program is evaluated annually. However, we would like to be certain that our employees understand the health and safety training sessions required before starting new assignment. This includes review and monitoring of reported incidents at the job sites which become significant in upgrading and modifying our training programs.

Another way of keeping our employees safe and providing our clients with the best quality of service is through our safe work procedures. Our employees are required to recognize the simple procedures, like how to protect their own health and provide the safety work environment when performing particular job. Eco Clean Maintenance, Inc. provides its workers with customized operating procedures guidelines which differ from one another and depend in the type of performing work. The standards procedures include the following regulations:

Material handling;

Electrical safety;



- Emergency evacuation;
- Variety of required and allowed products, etc.

In Eco Clean Maintenance, Inc. we are proud of our safety and health programs. Our employees are well-informed about hazard issues. We are trying to keep our workers posted about the latest governmental regulations.

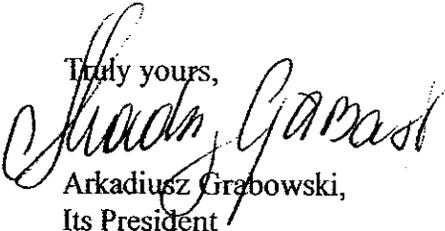
Enclosed please find our references showing our performance record (client, address, contact information, length of each contract, description of services, approximate contract amount).

There are no defaulted contracts or contracts which resulted in lawsuits. None of our officers filed for bankruptcy or were associated with contracts which resulted in lawsuits or contracts defaulted.

Eco Clean Maintenance, Inc. will provide a performance bond for amount of the contract with the following surety company:

Brunswick Companies  
Attn.: Mark Levinson  
2857 Riviera Drive  
Akron, OH 44333  
Ph: 330-865-4265  
Fax: 330-864-8661  
email: [mlevinson@brunswickcompanies.com](mailto:mlevinson@brunswickcompanies.com)

If you have any additional questions or concerns, please do not hesitate to contact us.

Truly yours,  
  
Arkadiusz Grabowski,  
Its President



SPECIFICATIONS AND CONTRACT DOCUMENTS  
for

**Janitorial Services**

Required For Use By:

**VILLAGE OF WILLOWBROOK**  
Willowbrook, Illinois 60527

- > **CONTRACTOR'S CERTIFICATION - BID PROPOSAL - PAGE 16**
  - \*\* MUST BE EXECUTED AND NOTARIZED \*\***
  - > **BIDS TO BE EXECUTED IN DUPLICATE**
  - > **ALL SIGNATURES TO BE SWORN BEFORE A NOTARY PUBLIC**
  - > **ALL INSURANCE REQUIREMENTS MUST BE MET**

CONTRACT PERIOD: May 1, 2011 thru April 30, 2012

ACCOUNT NUMBER: N/A

BID DEPOSIT: 5% of Bid Amount (See Page 4, Item 5)  
(Certified Check, Bank Cashier's Check or Bid Bond)

BOND(S) REQUIRED: Performance Security (See Page 4, Item 6)

DRAWINGS: N/A

BID OPENING - DATE/TIME/LOCATION: April 4, 2011 at 10:30 AM

VILLAGE HALL  
7760 Quincy Street  
Willowbrook, Illinois 60527

Issued by: \_\_\_\_\_

Village of Willowbrook, Illinois  
7760 Quincy Street  
Willowbrook, Illinois 60527  
(630) 323-8215

(1)

## BID NOTICE

The Village of Willowbrook will be accepting sealed bids for the item listed. Bids will be accepted at the Willowbrook Village Hall, 7760 Quincy Street, Willowbrook, until April 4, 2011 at the time shown below, at which time they will be opened and publicly read aloud.

<u>Contract #</u>	<u>Bid Item</u>	<u>Bid Opening</u>
2011-01	Janitorial Services	April 4, 2011 at 10:30 AM

Specifications may be obtained at the Village Hall, weekdays, between 8:30 a.m. and 4:30 p.m. Questions may be directed to the Municipal Services Department at (630) 323-8215.

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract.

The Village of Willowbrook reserves the right to reject any or all bids, to waive technicalities, and to accept any bid which is deemed to be in the best interest of the Village of Willowbrook.

The Village of Willowbrook, Illinois, does not discriminate on the basis of disability in the admission or access to, treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all Village of Willowbrook services, programs, and activities. The Village has a designated coordinator to facilitate compliance with the Americans with Disabilities Act of 1990 (ADA), as required by Section 35.107 of the U.S. Department of Justice regulation, and to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, as mandated by Section 8.5 of the U.S. Department of Housing and Urban Development regulations. For information, contact the Tim Halik, Village of Willowbrook, 7760 Quincy Street, Willowbrook, Illinois, 60527; (630) 323-8215, TDD (630)920-2259.

Upon request, this information can be made available in large print, audio tape, and/or computer disk.

## I. GENERAL CONDITIONS

### 1. DEFINITIONS

The following words and phrases, as used herein, shall have the meaning ascribed to them, as follows:

A. BIDDER shall mean (insert vendor name and address):

Eco Clean Maintenance, Inc  
- 1900 E. Golf Rd, Suite 950  
Schaumburg IL 60173

B. VILLAGE shall mean the Village of Willowbrook, DuPage County Illinois, an Illinois Municipal Corporation.

### 2. PREPARATION AND SUBMISSION OF BID

The Bidder must submit his/her bid in duplicate on the forms furnished by the Village of Willowbrook. All blank spaces on the bid form must be filled in if applicable. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership or a duly authorized officer, attested to by the Corporate Secretary, of a Corporation. The bid is contained in these documents and must remain attached thereto when submitted. All signatures and spaces are to be completed in ink or typewritten, where applicable. Prices/costs shall be in United States dollars. Incorrect completion, execution or submission of bids shall be sufficient grounds for rejection of a bid. The following documents shall be executed at the time of submission of a bid:

➤ **CONTRACTOR'S CERTIFICATION BID PROPOSAL - PAGE #16**

➤ **BID PROPOSAL PAGE**

**ALL BIDS SHALL BE SUBMITTED IN SEALED ENVELOPES CARRYING THE FOLLOWING INFORMATION ON THE FACE:**

**BIDDER'S NAME, ADDRESS, SUBJECT MATTER OF BID, DESIGNATED DATE OF BID OPENING AND HOUR DESIGNATED FOR BID OPENING.**

### 3. WITHDRAWAL OF BIDS

Bidders may withdraw their bids at any time prior to the time specified in the Bid Notice as the closing time for the receipt of bids.

However, no bid shall be withdrawn or cancelled for a period of sixty (60) calendar days after said advertised closing time for the receipt of bids, nor shall the successful bid be withdrawn, cancelled, or modified after having been accepted by the Village.

### 4. SUBMISSION OF ALTERNATE BIDS

Bidder may submit alternate bids provided that:

- > Cash bid proposals meet Village Specifications and are submitted separately.
- > The Village shall not consider an alternate bid which fails to meet specifications.

### 5. BID DEPOSIT

When required on Page I of these Specifications, all bids shall be accompanied by a bid deposit in the amount specified. Bid deposits shall be in the form of a certified check, a bank cashier's check drawn on a responsible bank doing business in the United States and shall be made payable to the Village of Willowbrook, or bid bond.

The bid deposit of all except the three lowest bidders on each contract will be returned within twenty (20) calendar days after the opening of the bids. The remaining bid deposits on each contract will be returned, with the exception of the accepted Bidder, after the contract is awarded. The bid deposit of the accepted Bidder will be returned after acceptance by the Village of satisfactory performance bond where such bond is required or completion of contract where no performance bond is required.

### 6. SECURITY FOR PERFORMANCE

When required on Page I of these Specifications, the successful Bidder or Bidders shall, within thirteen (13) calendar days after acceptance of the bid by the Village, furnish a performance bond in the full amount of the contract, in a form acceptable to the Village.

In the event that the successful Bidder(s) fails to furnish the performance bond within thirteen (13) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said bond.

### 7. EQUIVALENT PRODUCTS

In cases where a specified item is identified by a manufacturer's name, trade name or other reference, it is understood that the Bidder proposes to furnish the item as identified. If the Bidder proposes to furnish an "equal" item, the proposed "equal" item must be so indicated in the bid proposal. The Village shall be the sole determiner of the equalness of the substitute offered.

**8. BASIS OF AWARD**

The Village reserves the right to accept or reject any and all bids, in whole or in part, and to waive technicalities.

**9. ACCEPTANCE OF BID**

The Village shall make its determination with respect to bids within sixty (60) days, or within ninety (90) days where approval by other agencies is required, from the date of opening of bids. Should the Village fail to act within the times herein specified, all bids shall be rendered null and void. -

**10. CATALOGS**

Each Bidder shall submit catalogs, descriptive literature and detailed drawings, fully detailing features, designs, construction, appointments, finishes and the like, in order to fully describe the material or work proposed to be furnished.

**11. DELIVERY**

All materials shipped to the Village of Willowbrook must be shipped F.O.B. freight prepaid, designated location Willowbrook, Illinois. The materials must then be delivered where directed, and unloaded by the successful Bidder, or his/her agent. All deliveries shall be deemed to be "inside delivery". Truck deliveries shall be accepted before 2:30 p.m. on weekdays only. No deliveries shall be accepted on Saturdays, Sundays or holidays. The quantity of material delivered by truck shall be ascertained from a weight certificate issued by a duly licensed public weight-master. In the case of delivery by rail, weight will be ascertained from bill of lading from originating line, but the Village reserves the right to re-weigh at the nearest available railroad scale.

**12. GUARANTEES AND WARRANTEES**

All guarantees and warrantees required shall be furnished by the successful Bidder and shall be delivered to the Village before the final payment voucher is issued.

**13. SUBLETTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS**

No contract awarded by the Village of Willowbrook shall be assigned, in whole or in part, or any part of the same sub-contracted without the written consent of the Village Administrator. In no case shall such consent relieve the successful Bidder from his/her obligations or change the terms of the contract.

Any and all subcontractors shall be bound by contract to the same terms as the successful Bidder. Prior to commencing any work, subcontractors must place on file with the Village a certificate of insurance as outlined under "insurance".

The successful Bidder shall not transfer or assign any contract funds or claims due or to become due without the written approval of the Village Administrator having first been obtained.

**14. COMPETENCY OF BIDDER**

No bid shall be accepted from, or contract awarded to, any person, firm or corporation that is in arrears or is in default to the Village of Willowbrook upon any debt contract, or other obligation or who has failed to perform faithfully any previous contract with the Village.

The Bidder, if required, must present within forty-eight (48) hours evidence satisfactory to the Village of performance ability, possession of necessary facilities, equipment, pecuniary resources and adequate insurance to comply with the terms of these specifications and contract documents. The Village hereby reserves the right to reject any bid submitted by a Bidder who, in the sole and exclusive discretion of the Village, cannot completely perform the services or deliver the goods specified in these specifications.

**15. COMPLIANCE WITH OSHA STANDARDS, THE AMERICANS WITH DISABILITIES ACT, VILLAGE ORDINANCES AND STATE LAWS**

The equipment supplied to the Village of Willowbrook must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused. Bidder may be required at his/her expense to provide training to Village employees in the operation of equipment and its maintenance at the convenience of the Village.

Each contracting agency shall ensure that every contract to which it is a party shall comply with all relevant aspects of the Americans with Disabilities Act.

The Bidder will strictly comply with all ordinances of the Village of Willowbrook, the laws of the State of Illinois and United States Government.

**16. SPECIAL HANDLING**

Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the successful Bidder will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for first aid.

**17. MATERIAL INSPECTION AND RESPONSIBILITY**

The Village shall have a right to inspect any material to be used in carrying out this contract. The Village does not assume any responsibility for the availability of any materials and equipment required under this contract.

**18. TOXIC SUBSTANCES**

Successful Bidder shall notify the Village of, and provide material safety data sheets for all substances used or supplied in connection with this contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

Materials, components, or completed work not complying therewith, may be rejected by the Village and shall be replaced by the successful Bidder at no cost to the Village. Any materials or components rejected shall be removed within a reasonable time from the premises of the Village at the expense of the successful Bidder.

## 19. PRICE REDUCTIONS

If at any time after a contract is awarded the successful Bidder(s) makes a general price reduction in the comparable price of any material covered by the contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to the contract for the duration of the contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For the purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to successful Bidder's customers generally, or (2) in the successful Bidder's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this contract. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The successful Bidder shall invoice the Village at such reduced prices indicating on the invoice that the reduction is pursuant to the "price reduction" provision of this contract. The successful Bidder, in addition, shall within ten (10) days of any general price reduction, notify the Village Administrator of such reduction by letter. Failure to do so may result in termination of the contract.

## 20. TERMINATION OF CONTRACT

- A. The Village may, by written notice of default to the successful Bidder, terminate the whole or part of this contract in any one of the following circumstances:
1. If the successful Bidder fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or fails to provide the supplies or to perform the service at the exact price accepted by the Village (and any charges for contract changes mutually agreed to by the Village and the successful Bidder); or
  2. If the successful Bidder fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms, and in either of these two circumstances does not cure such failure within such period of time as the Village Administrator may direct in writing.
  3. If it is determined that successful Bidder knowingly falsified information provided to the Village.
  4. If it is determined that successful Bidder offered substantial gifts or gratuities to a Village official, employee, or agent whether in their official capacity or not.
  5. Any order is entered in any proceeding against the successful Bidder decreeing the dissolution of the successful Bidder and such order remains in effect for sixty (60) days.

6. The successful Bidder shall apply to any tribunal for the appointment of a trustee or receiver of any part of the assets of the successful Bidder, or commence any proceedings relating to the successful Bidder under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or other liquidation law of any jurisdiction, or any such application shall be filed, or any such proceedings shall be commenced, against the successful Bidder, and the successful Bidder indicates its approval, consent or acquiescence, or an order shall be entered appointing such trustee or receiver or adjudicating the successful Bidder bankrupt or insolvent, or approving the petition in any such proceeding, and such order remains in effect for sixty (60) days.

B. In the event the Village terminates this contract in whole or in part as provided in Paragraph (A) of this clause, the Village may procure, upon such terms in such manner as the Village Administrator may deem appropriate, supplies or services similar to those so terminated, and the successful Bidder shall be liable to the Village for any excess costs for such similar supplies or service, provided that the successful Bidder shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

## 21. EQUAL EMPLOYMENT OPPORTUNITY

Each contracting agency shall ensure every contract to which it is a party shall contain the following clause.

### EQUAL EMPLOYMENT OPPORTUNITY

In the event of the contractor's non-compliance with the provisions of this equal employment opportunity clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of the Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin, or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from the military service; and further that it will examine all job classifications to determine if minority persons or women are under utilized and will take appropriate affirmative action to rectify any such under utilization.
2. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the department's rules and regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not under utilized.

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations.  
  
If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such act and rules and regulations, the contractor will promptly so notify the department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
5. That it will submit reports as required by the department's rules and regulations, furnish all relevant information as may from time to time be requested by the department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's rules and regulations.
6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's rules and regulations.
7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**SUBCONTRACTS**

Each public subcontractor shall in turn include the equal employment opportunity clause set forth within these rules and regulations in each of its subcontracts under which any portion of the contract obligations are undertaken or assumed, said inclusion to be either verbatim or by reference so that the provisions of the clause will be binding upon such subcontractors.

**CONTRACTS OR SUBCONTRACTS WITH RELIGIOUS ENTITIES**

The requirements of the equal employment clause set forth above with respect to non-discrimination because of religion shall not apply to a religious corporation, association, educational institution or society with respect to the employment of individuals of a particular religion for the carrying on by such corporation, association, educational institution or society of its activities.

**22. INSURANCE SPECIFICATIONS**

- A. The successful Bidder shall not commence work under the contract until he/she has obtained all insurance required herein and such insurance has been approved by the Village.
- B. The successful Bidder shall maintain limits no less than:

<u>TYPE OF INSURANCE</u>	<u>MINIMUM INSURANCE COVERAGE</u>
<u>COMMERCIAL GENERAL LIABILITY</u>	
1. Comprehensive Form	COMBINED SINGLE LIMIT PER OCCURRENCE FOR BODILY INJURY AND PROPERTY DAMAGE <b>\$1,000,000</b>
2. Premises - Operations	
3. Explosion & Collapse Hazard	PERSONAL INJURY PER OCCURRENCE <b>\$1,000,000</b>
4. Underground Hazard	
5. Products/Completed Operations Hazard	GENERAL AGGREGATE <b>\$2,000,000</b>
6. Contractual Liability Coverage Included	
7. Broad Form Property Damage - construction projects only.	
8. Independent contractors	
9. Personal Injury	
Business Automobile Liability Any Auto, Owned, Non-Owned Rented/Borrowed	COMBINED SINGLE LIMIT PER OCCURRENCE FOR BODILY INJURY AND PROPERTY DAMAGE <b>\$1,000,000</b>
Worker's Compensation and Occupational Diseases	STATUTORY LIMIT
Employer's Liability Insurance per Occurrence	<b>\$500,000</b>

Coverage shall be at least as broad as (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured on a form at least as broad as the attached sample endorsement including ISO Additional Insured Endorsement (Exhibit A); (2) if requested, Owners and Contractors Protective Liability policy with the Village named as insured; (3) Insurance Services Office Business Auto Liability form number CA 0001, Symbol 01 "Any Auto"; and (4) Workers Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

- C. In the event of accidents of any kind, the successful Bidder shall furnish the Village with copies of all reports of such accidents at the same time that the reports are forwarded to any other interested parties.
- D. Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the Village, its officials, agents, employees, and volunteers; or the successful Bidder shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

**23. INSURANCE POLICY(S) ENDORSEMENT**

*SHALL BE PROVIDED PRIOR TO THE COMMENCEMENT OF WORK.*

VILLAGE OF WILLOWBROOK ("The Village")  
 Attention: Administration Department  
 7760 Quincy Street  
 Willowbrook, Illinois 60527

**A. POLICY INFORMATION.**

- 1. Insurance Company Sentinel Insurance
- 2. Policy Number 835BAFV5259
- 3. Policy Term: (From) 02/10/2011 (To) 02/10/2012
- 4. Endorsement Effective Date To be provided
- 5. Named Insured Eco Clean Maintenance, Inc
- 6. Address of Named Insured 1900 E. Golf Rd. #950,  
Schaumburg, IL 60173
- 7. Limit of Liability Any One Occurrence/  
Aggregate \$ 2,000,000
- 8. Deductible or Self-Insured Retention (Nil unless otherwise specified)  
\$ N/A

**B. VERIFICATION OF COVERAGE**

When required on Page 1 of these Specifications, the successful Bidder or Bidders shall, within seven (7) calendar days after acceptance of the bid by the Village, furnish the Village with certificates of insurance naming the Village, its officials, agents, employees and volunteers as additional insured, and with original endorsements affecting coverage required. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

In the event that the successful Bidder(s) fails to furnish the insurance coverage within fourteen (14) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said insurance.

The attached Additional Insured Endorsement (Exhibit A) shall be provided to the insurer for their use in providing coverage to the additional insured. Other additional insured endorsements may be utilized, if they provide a scope of coverage at least as broad as the coverage stated on the attached endorsement (Exhibit A). The Village reserves the right to request full certified copies of the insurance policies and endorsements.

**C. POLICY AMENDMENTS.**

Each policy shall contain, or be endorsed to contain, the following provisions:

**I. INSURED.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The Village, its officials, agents, employees, and volunteers are to be included as additional insured with regard to liability and defense of claims arising from: (a) activities performed by or on behalf of the successful Bidder, (b) products and completed operations of the successful Bidder, (c) premises owned, leased or used by the successful Bidder, and (d) automobiles owned, leased, hired or borrowed by the successful Bidder. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees, and volunteers.

**2. CONTRIBUTION NOT REQUIRED.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The insurance afforded by the policy shall be primary insurance as respects the Village, its officials, agents, employees, and volunteers; or stand in an unbroken chain of coverage excess of the successful Bidder's scheduled underlying primary coverage. In either event, any other insurance or self-insurance maintained by the Village, its officials, agents, employees, and volunteers shall be excess of this insurance and shall not contribute with it.

**3. SEVERABILITY OF INTEREST.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

The insurance afforded by the policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respect to the Company's limit of liability.

**4. SUBCONTRACTORS.**

(ALL COVERAGES)

The successful Bidder shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated in these General Conditions.

**5. PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS.**

(COMMERCIAL GENERAL LIABILITY AND BUSINESS  
AUTOMOBILE LIABILITY)

Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the Village, its officials, agents, employees, and volunteers.

**6. CANCELLATION NOTICE.**

(ALL COVERAGES)

The insurance afforded by the policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail return receipt requested has been given to the Village. Such notice shall be addressed as shown in the heading of the endorsement.

7. **SUBROGATION.**

(WORKERS COMPENSATION AND EMPLOYERS' LIABILITY)

The insurer shall agree to waive all rights of subrogation against the Village, its officials, agents, employees, and volunteers for losses arising from work performed by the successful Bidder for the Village.

8. **ACCEPTABILITY OF INSURERS.**

(ALL COVERAGES)

Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

9. **ASSUMPTION OF LIABILITY.**

(ALL COVERAGES)

The successful Bidder assumes liability for all injury to or death of any person or persons including employees of the successful Bidder, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in anyway arising out of any work performed pursuant to the contract.

**D. SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER.**

I, \_\_\_\_\_ (print/type name),  
warrant, and by my signature hereon do so certify, that the required coverage is  
in place.

Signature of: \_\_\_\_\_  
Authorized Representative (Original signature required on endorsement  
furnished to the Village).

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

24. **INDEMNITY HOLD HARMLESS PROVISION**

To the fullest extent permitted by law, the successful Bidder hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents, employees, and volunteers, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the Village, its officials, agents, employees, and volunteers; arising in whole or in part or in consequence of the performance of the work by the successful Bidder, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its officials, agents, employees, and volunteers, and the successful Bidder shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village, its officials, agents, employees, and volunteers, in any such action, the successful Bidder shall, at its own expense, satisfy and discharge same.

The successful Bidder expressly understands and agrees that any performance bond or insurance policies required by the contract, or otherwise provided by the successful Bidder, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents, employees, and volunteers, as herein provided.

The successful Bidder further agrees that to the extent that money is due the successful Bidder by virtue of the contract, an amount of said money as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

**ADDITIONAL INSURED ENDORSEMENT - EXHIBIT A**

Name of Insurer: \_\_\_\_\_

Name of Insured: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Policy Period: \_\_\_\_\_

Endorsement Effective Date: \_\_\_\_\_

This endorsement modifies coverage provided under the following:

**Commercial General Liability Coverage Part**

Name of Individuals or Organization:

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

WHO IS AN INSURED section of the policy / coverage document is amended to include as an insured, the individuals or organization shown above, but only with respect to liability "arising out of your work".

For purposes of this endorsement, "arising out of your work" shall mean:

1. Liability the Additional Insured may incur resulting from the actions of a contractor it hires.
2. Liability the Additional Insured may incur for negligence in the supervision of the Named Insured Contractors work.
3. Liability the Additional Insured may incur for failure to maintain safe worksite conditions.
4. Liability the Additional Insured may incur due to joint negligence of the Named Insured Contractor and the Additional Insured.

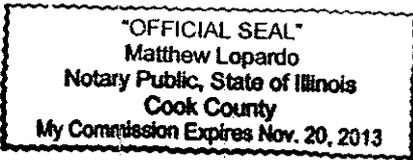
**CONTRACTOR'S CERTIFICATION - BID PROPOSAL**

Eco Clean Maintenance, Inc

(Name of Vendor)

, as part of its bid on a

contract for Janitorial Services to The Village of Willowbrook, Illinois, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4.



By: *Stuado Caporaso*  
Authorized Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME

This 1 day of

April, 20 11

MY COMMISSION EXPIRES:

11/20/2013

*Mar*  
NOTARY PUBLIC

CONTRACT - Page One of Two

1. This agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2011, between the Village of Willowbrook, acting by and through its Mayor and Board of Trustees and Eco Clean Maintenance, Inc
2. That for and in consideration of the payments and agreements mentioned in the Specifications and Contract Document attached hereto, Eco Clean Maintenance, Inc agrees with the Village of Willowbrook at his/her own proper cost and expense to furnish the equipment, material, labor, supplies and/or services as provided therein in full compliance with all of the terms of such specifications and contract documents attached hereto.
3. It is understood and agreed that the specifications and contract documents hereto attached, prepared by the Village of Willowbrook, are all essential documents of this contract and are a part hereof.
4. In witness whereof, the said parties have executed these presents on the date above mentioned.

(Village Seal)

VILLAGE OF WILLOWBROOK

Attest:

By: \_\_\_\_\_  
Village Clerk

By: \_\_\_\_\_  
Village Administrator

IF A CORPORATION

(Corporate Seal)

CORPORATE NAME

Attest:  
By: [Signature]  
Secretary

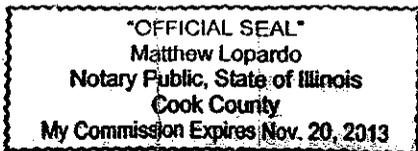
Eco Clean Maintenance, Inc  
By: [Signature]  
President, Artzedusz Guebowski

SUBSCRIBED AND SWORN BEFORE ME

This 1 day of April, 2011

MY COMMISSION EXPIRES:

11/20/2013  
[Signature]  
NOTARY PUBLIC



**IF A PARTNERSHIP**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Seal)

PARTNERS DOING BUSINESS UNDER THE NAME OF

\_\_\_\_\_

**SUBSCRIBED AND SWORN BEFORE ME**

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

MY COMMISSION EXPIRES: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

**IF AN INDIVIDUAL**

\_\_\_\_\_ (Seal)

**SUBSCRIBED AND SWORN BEFORE ME**

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

MY COMMISSION EXPIRES: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

## II. ADDITIONAL REQUIREMENTS FOR PUBLIC WORKS PROJECTS

### A. INTENT

It is the intent of these specifications and contract that a complete working improvement be constructed. All necessary work and materials shall be included; whether specifically called for or implied.

### B. LOCATION OF UTILITIES

The successful Bidder shall contact the Village of Willowbrook Department of Municipal Services at least seventy-two (72) hours before beginning work. Where required, electric, gas, telephone and cable utilities must be located in the field prior to construction. The Village bears no responsibility for damage done to existing utilities during construction.

### C. TRAFFIC CONTROL AND PROTECTION

Traffic control and protection - the successful Bidder's manner of prosecuting the work or revisions in the phasing of operations may require temporary traffic control devices to be installed. In such cases, all but not limited to, signs, signals, markings, traffic codes, barricades, warning lights, flagmen and other traffic control devices must conform with all provisions of the appropriate standards. The Village shall be the sole judge as to the acceptability of placement and maintenance of the traffic control devices prescribed in the appropriate standards. Said temporary traffic control devices shall be considered incidental to the contract and no compensation will be allowed.

### D. EXAMINATION OF SITE

The successful Bidder shall carefully examine the site and become familiar with the conditions under which he/she will have to execute the work required under this contract. Failure to do so will in no way relieve the successful Bidder of his/her responsibility under this contract.

### E. ADDITIONAL WORK

The Village reserves the right to order additional work during the course of construction. Prior to commencing any additional work, the successful Bidder shall submit his/her charges for performing the work and shall not proceed until the Village has approved the charges.

### F. PREVAILING WAGES

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract.

**F. PREVAILING WAGES (CONTINUED)**

Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above mentioned act and shall prepare any and all bids in strict compliance therewith. Copies of the prevailing rate of wages for this Village are on file in the office of the Village Clerk of the Village of Willowbrook.

**G. PROTECTION OF EXISTING FACILITIES**

Existing facilities, including grounds, structures, landscaping, and so forth, shall be protected by the successful Bidder. Any damage to existing facilities shall be reported to the Village and shall be repaired promptly by the successful Bidder when ordered to do so by the Village. All repairs of damage to existing facilities shall be made to the satisfaction of the Village. Failure to repair damage shall be just cause for withholding payment for work that becomes due.

**H. BIDDER'S RESPONSIBILITY**

The successful Bidder shall be responsible for constructing the improvements in accordance with the specifications. The successful Bidder shall have available on the job site at all times during construction, a complete set of specifications with all revisions thereto. The successful Bidder shall employ only workmen skilled in their trade and shall furnish full-time supervision of all construction. An English-speaking superintendent shall be at the site whenever construction is in progress. The superintendent shall have authority to receive and carry out instructions from the Village. The lack of a competent superintendent on the site during construction shall be just cause for the Village to order the work to cease.

**I. SITE CONDITION AND CLEAN-UP**

The successful Bidder shall store materials and equipment where directed by the Village and shall move same, if and when it becomes necessary at his/her own expense.

The successful Bidder shall have control over his/her employees' parking of automobiles on the site, and shall provide portable toilet facilities and receptacles for depositing waste paper and garbage. The successful Bidder shall keep the site neat and shall clean up any debris when directed to do so by the Village. Upon completion of the improvement, the site shall be left in a condition acceptable to the Village. Failure to keep the site neat, or clean-up debris when directed to do so shall be just cause for withholding payment due the successful Bidder and final acceptance will not be made until the site is in a condition acceptable to the Village.

**J. TRESPASS ON LAND**

The successful Bidder shall confine his/her operations and storage of materials and equipment to the job site, public right-of-way or easements. The successful Bidder shall exercise extreme caution so as not to trespass upon property of third parties not involved in the contract. In the event that the successful Bidder is to enter upon the property of third parties in the execution of the work, he/she shall obtain written permission prior to doing so, and submit evidence of said written permission to the Village.

**K. COPIES OF DRAWINGS AND SPECIFICATIONS**

The Village shall furnish to the Bidder, without charge, three (3) sets of specifications for that portion of the work to be performed by the Bidder. If the Bidder desires additional copies of the specifications, they may be secured from the Village at Bidder's expense.

**L. PROTECTION OF PUBLIC**

The Bidder shall erect and maintain sufficient signs, barricades, lights and fences and shall employ competent flagmen and watchmen to warn and guard the public against the hazards created by the construction of the work. The Bidder shall not allow hazardous conditions to remain without affording adequate protection to the public. If, in the opinion of the Village, a hazardous condition exists and the Bidder fails to correct the condition, or to protect the public, the Village may order the necessary precautions to safeguard the public, the cost of which will be deducted from payments due the Bidder. Flagrant disregard for the safety of the public shall constitute just reason for the Village to order cessation of work.

**M. GUARANTEE**

All work and materials furnished under this contract shall be guaranteed by the Bidder against defects, failure, improper performance and non-compliance with the contract documents for a period of one (1) year after completion and acceptance of the work under this contract. During the guarantee period, the Bidder shall repair and replace, at his/her own expense, when so ordered by the Village, all work that develops defects whether these defects may be inherent in the functioning of the piece of operating equipment, materials furnished or workmanship performed. Any equipment or material that is repaired or replaced shall have the guarantee period extended one (1) year from the date of the last repair or replacement.

**N. PAYMENT**

Final payment will be made when the work is accepted by the Village. The Bidder shall submit final waivers-of-lien covering all labor, material, equipment, services and so forth, prior to receiving final payments.

**O. ACCEPTANCE**

The work shall not be accepted by the Village until the Village has determined that all work is complete and in accordance with the specifications.

**VILLAGE OF WILLOWBROOK**

**BID #2011-01 JANITORIAL SERVICES SPECIFICATIONS**

There will be a **MANDATORY** pre-bid walk-thru of the facility on

**FRIDAY, MARCH 11, 2011 AT 10:00 AM**

All bidders must participate in this walk-thru in order to submit a bid. Bidders will meet at the Village Hall Building located at 7760 Quincy Street, Willowbrook for directions please call 630-323-8215.

## VILLAGE OF WILLOWBROOK

### BID #2011-01 JANITORIAL SERVICES SPECIFICATIONS

#### I. GENERAL TERMS AND CONDITIONS

##### A. GENERAL SPECIFICATIONS

1. In submitting this bid, the Contractor declares that the only persons or parties interested in the proposal as principals are those named herein; and that the bid is made without collusion with another person, firm, or corporation.
2. The Contractor further declares that he or she has carefully examined the Bid, Instructions to Bidders, Specifications, and Contract; and that he or she has inspected in detail the site of the proposed work and waives all right to plead any misunderstanding regarding the same.
3. The Contractor further understands and agrees that if this bid is accepted he is to furnish and provide all labor, services, materials, supplies, equipment, apparatus, and appliances as specified in this contract, except such materials as are to be furnished by the Village in the manner and at the time therein prescribed, and in accordance with the requirements therein set forth.
4. The Contractor further agrees that the Village may at any time during the progress of work covered by this contract order other work, and that all such work and materials shall be performed as extra work at the prices delineated in the contract, unless mutually agreed otherwise in advance of such work.
5. The Contractor further agrees to execute a contract for this work at time of bid proposal.
6. The Contractor further agrees to begin work on May 1, 2011 or as otherwise agreed with the Village of Willowbrook.

##### B. EXAMINATION OF SITE

Bidders shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles which may be encountered, and all other relevant matters concerning the work to be performed and the type of trimming required under this contract.

The Contractor to whom a contract is awarded will not be allowed any extra compensation by reason of any such matters of things concerning which the Contractor did not inform himself prior to bidding. The successful Contractor must employ, so far as reasonably possible as determined by the Village, such methods and means in the carrying out of his work as will not cause any interruption or interference with any other contractor.

##### C. MEETING BEFORE WORK BEGINS

It is mandatory that the Contractor meets with the Director of Municipal Services or his designee(s) prior to the start of work in order to review the contract specifications,

designate the appropriate project contacts, and the manner in which work will be proceeding, among other items.

**D. DAMAGE TO PUBLIC OR PRIVATE PROPERTY**

Any damage of public or private property caused by the Contractor's operations shall be resolved with the property owner within ten (10) days after damage occurs to the satisfaction of the Village. The Contractor shall inform the Village of any damage caused by the Contractor's operation on the day such damage occurs. Should the damage not be rectified within the time frame agreed upon or to the satisfaction of the Village, the Village reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damaged caused by the Contractor, and deduct these costs from any payment due the Contractor.

**E. PREVAILING WAGES**

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract. Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above mentioned act and shall prepare any and all bids in strict compliance therewith. Copies of the prevailing rate of wages for this Village are on file in the office of the Village Clerk of the Village of Willowbrook.

**F. ADDITIONAL WORK**

The Village reserves the right to order additional work at the same unit price as provided for in the contractor's bid. Prior to commencing any additional work, the bidder shall submit his charges for performing the work and shall not proceed until the Director of Municipal Services or his designee, has approved the charges in writing.

**G. SUBLETTING CONTRACT**

It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract or his right, title, or interest therein, or his power to execute such contract, to any other person, firm, or corporation, without the previous written consent of an authorized representative of the Village of Willowbrook; but in no case shall consent relieve the Contractor from his obligations or change the terms of the contract.

**H. DEFAULT**

The contract may be canceled or annulled by the Village in whole or in part by written notice of default to the Contractor upon nonperformance or violation of contract terms. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by the Village of Willowbrook, shall constitute contract default.

**I. BILLING & PAYMENT**

Billing shall be submitted by the Contractor on a monthly basis. Payment will be made by Village thirty (30) days or sooner after receipt of statement from Contractor

when all work has been completed in a satisfactory manner and the specifications stated herein have been met.

**J. BILLING & PAYMENT**

Billing shall be submitted by the Contractor on a monthly basis. Payment will be made by the Village thirty (30) days or sooner after receipt of statement from Contractor when all work has been completed in a satisfactory manner and the conditions herein have been met.

**II. DETAILED CLEANING SPECIFICATIONS**

**A. LOCATIONS TO BE CLEANED**

These specifications cover the cleaning of the Village Hall building, which consists of the Police Department, Administration offices and lobby area. These specifications are not to be construed as exclusive. It is intended that the services provided by the Contractor include all functions normally considered a part of workmanlike, satisfactory custodial work, whether or not specifically listed herein. The Village of Willowbrook's satisfaction with the cleaning services performed shall be of the utmost importance. The Contractor's employees shall always be presentable, courteous and receptive to the direction of the Village's representatives. There shall be at least one member of the Contractor's work crew capable of understanding clear directions and conversing in the English language with the Village's representatives.

**B. DAYS OF SERVICE**

Services shall be performed on the days and times as described below for each facility

<u>FACILITY</u>	<u>DAYS</u>	<u>TIMES</u>
Police Department	Sun - Sat	after 11:30 pm
Administration	Mon - Fri	between 9:00 pm-6:00 am
Village Hall Lobby Area	Mon - Fri	between 6:00 pm-6:00 am

Service will not be required in the Village Hall, Police Department, or Village Hall lobby area on the following holidays: New Year's Eve, New Year's day, Memorial day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve and Christmas Day.

**C. SUPERVISION AND TRAINING**

Competent English speaking supervisory personnel shall be present at each facility on a regular basis. The Contractor shall properly schedule and train all of its personnel. It is required that the supervisor visit the facilities being cleaned on a weekly basis to be sure that it has been completed in a satisfactory manner. The Village reserves the right to have the contractor assign a new contact, supervisor, and/or staff, for the Village's account if the current representative(s) are deemed unacceptable.

**D. UNIFORMS**

Uniforms are required to be worn (at least a smock or T-shirt with the corporate logo) and name tags are required for all employees. A picture ID with company logo must be on personnel at all times while cleaning at Village facilities.

**E. SAFETY**

The Contractor shall insure that all its employees or agents shall abide by all safety rules or regulations set by the Village of Willowbrook, as they pertain to the cleaning service operations, as well as, by general regulations and standards of the industry and in accordance with all applicable federal, state, and local regulations.

**F. SECURITY**

All cleaning service employees shall be carefully interviewed, screened, and reference checked by the Contractor before those employees are sent to any Village facility to commence providing services. Records of the same shall be provided to the Village by the Contractor for a specific cause, upon request. The Contractor shall agree to permit any person designated by the Village of Willowbrook to search any employee of the cleaning service. Any unusual occurrences will be reported immediately to the proper authority. Cleaning service personnel shall not disturb paper on desks, tables or cabinets. Cleaning crew is required to sign in and check out at the police department radio room on a daily basis.

**G. SUB-STANDARD WORK**

The Contractor recognizes that the Village, in its sole discretion, will determine whether the Contractor is performing in a timely and proper manner. By submitting a bill the Contractor is certifying that all work was completed as directed and specified in the contract and/or by Village representatives. Up to 20% will be deducted from the Contractor's monthly payments for documented instances of substandard workmanship. The deduction is taken from the payment for the month in which the substandard work was done.

**H. SUPPLIES**

The contractor shall supply all cleaning solutions, soaps, detergents, waxes, polishes, brooms, mops, rags, sponges, squeegees, buckets, mechanical polishers, buffers, vacuum cleaners and other items, tools or equipment needed to clean and sanitize the buildings. The following supplies will also be provided by the Contractor: paper towels to refill dispensers, soap for washrooms, toilet paper, urinal screens and waste can liners (see Attachment A). The Village of Willowbrook shall provide the Contractor with an appropriate secure area for the storage of cleaning supplies, implements and machinery; these implements, cleaning supplies and machinery will be kept in a sanitary and odor-free condition. All materials shall be stored in a manner/location as directed by the Village and such materials shall be moved by the Contractor if requested to do so by the Village. The contractor shall supply the Village with Material Safety Data Sheets (MSDS) for all cleaning solutions, soaps, detergents waxes and polished being used as part of the cleaning contract.

**I. WALK-THROUGH INSPECTIONS**

Mandatory quarterly walk through inspections with the cleaning supervisor will be scheduled with a Village's designee to observe and evaluate current service levels. Additional meetings will be at the Village's discretion. Punch list items must be completed no later than one week after notification from the Village. Punch list items not completed within the one week period will be subject to withholding 20% from the monthly payment for substandard work.

**J. FACILITY DESCRIPTION AND SERVICE INTERVALS**

Attached are descriptions of each facility and the service intervals for each area and each type of service to be performed. There are **twenty-six (26) pages** included in this section and it will be the responsibility of the Contractor to follow these directions. The Village of Willowbrook has invested considerable time in developing this section of the specification and expects that the specifications will be followed.

No other service intervals or service level will be allowed unless specifically authorized in writing by the Village of Willowbrook Director of Municipal Services.

**There will be a MANDATORY pre-bid walk-thru of the facility on Friday, March 11, 2011 at 10:00 AM. All bidders must participate in this walk-thru in order to submit a bid. Bidders will meet at the Village Hall Building located at 7760 Quincy Street, Willowbrook. For directions please call 630-323-8215.**

**K. OPTIONS**

**1. Carpet Cleaning**

Cleaning of carpet on an as requested basis. Carpet cleaning and floor waxing will be completed during the times listed under "Days of Service" and shall be done with minimum disruption. Furniture must be moved during stripping and waxing of the floor as well as during carpet cleaning and returned in its proper place upon completion.

**2. Initial Cleaning**

The initial cleaning will require a total cleaning of all facilities and shall include all items listed on the specification sheets for daily, weekly, bi-weekly, monthly, quarterly and semi-annually. The Village will allow two weeks to complete the initial cleaning (May 2 – May 16, 2011). This cleaning will be used to bring the facilities up to the best standards possible.

**L. MISCELLANEOUS SERVICES**

The Contractor shall be responsible for immediately reporting any severe irregularities that are discovered during the course of working in the Village facilities. These may include unlocked doors, broken windows, defective plumbing, as well as loose railings, etc.

**M. PROHIBITED ACTIONS**

The Contractor shall maintain proper security at all facilities in which work is being conducted. This includes, but is not limited to, keeping doors locked (i.e. not propping them open) and no unauthorized individuals shall be admitted into any building at any time by the Contractor.

N.

**ADDITIONAL SERVICES / EMERGENCY CONDITIONS**

The Contractor shall be capable of temporarily providing additional services and/or increased frequency of service if necessary due to emergency conditions or special use of the building (i.e. special public meetings on a weekend). Except for emergency conditions, the Village shall provide twenty-four (24) hour notice that increased services shall be required. Additional services outside of normal working hours and days of service, or requiring additional help during normal working hours, shall be paid at the hourly rate indicated in the contract.

**VILLAGE OF WILLOWBROOK  
 BID - #2011-01 JANITORIAL SERVICES**

Bidder, in submitting this bid, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto. This bid shall remain in force and effect for a twelve (12) month period, from May 1, 2011 through April 30, 2012.

<u>Facility</u>	<u>Address</u>	<u>Cost Including Supplies</u>
Village Hall Building	7760 Quincy Street	\$ <u>1,449.00</u> monthly

**OPTIONS**

1. Carpet Cleaning	throughout building	\$ <u>no charge</u> per request
2. Initial cleaning	All Facilities	\$ <u>no charge</u>
3. Additional Cleaning	As needed (per person)	\$ <u>12.50</u> per hour

Rates for services listed for 2011/12-contract period will not increase more than 0 % for the 2012/13-contract period. At its sole discretion, the Village of Willowbrook may extend the contract for an additional one-year term beginning May 1, 2012 and concluding April 30, 2013.

Name of Bidder: Eco Clean Maintenance, Inc  
 Address: 1900 E. Golf Rd, #950  
Schaumburg, IL 60173  
 Telephone No. 877-463-2601 Fax No. 773-930-3353  
 Signature: [Signature]  
 Title: President  
 Date: 03/12/11

Subscribed and sworn before me this 1 day of April, 2011.

My Commission Expires: 11/20/2013

[Signature]  
 Notary Public



## REFERENCES

The Contractor must list four (4) references, including at least one (1) municipality, listing firm, name, address, telephone number and contact person, for whom the Contractor has supplied janitorial services similar to those provided in these specifications, for a period no less than six (6) months.

Company Name: Mokeno Community Park District  
Address: 10925 LePorte Rd, Mokeno, IL 60448  
Phone #: 708-372-8867 Fax: 708-479-5381  
Contact Person: Jim VanGennep  
Dates of Service (from - to): March 2009 to Present (December 2011)

Company Name: The Oaks Recreation & Fitness Center  
Address: 10847 LePorte Rd, Mokeno, IL 60448  
Phone #: 708-372-1356 Fax: 708-390-2363  
Contact Person: Bill Buchholz  
Dates of Service (from - to): March 2010 to Present (March 2012)

Company Name: Egon Water Reclamation Plant  
Address: 550 S. Meacham Rd, Schaumburg, IL 60193  
Phone #: 847-584-5423 Fax: 847-584-5419  
Contact Person: Dan Bergstrom  
Dates of Service (from - to): May 2010 to Present (May 2013)

Company Name: Calumet City Police Department  
Address: 1200 Pulaski Rd, Calumet City, IL 60409  
Phone #: 708-868-2500 Ext. 282 Fax: e-mail: kglaser@calumetcity.org  
Contact Person: H. Kevin Glaser  
Dates of Service (from - to): February 2011 - Present (January 28, 2012)

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>POLICE DEPARTMENT</b>
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>OFFICES</b>							
<b>Desks</b>							
dust & spot damp wipe top	x						
dust & damp wipe sides		x					
polish desktop (wood)				x			
<b>Chairs</b>							
vacuum fabric	x						
dust & damp wipe frame & base	x						
polish (wood)				x			
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling bin	x						
<b>Filing cabinets/credenzas</b>							
dust & spot damp wipe		x					
polish (wood)			x				
<b>Wall Hangings</b>							
dust		x					
<b>Windows, Ledges &amp; Frames</b>							
dust frame and ledge		x					
damp wipe frame and ledge			x				
clean interior window				x			
dust blinds			x				

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>POLICE DEPARTMENT</b>
--------------------------

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Computers/Computer Screens</b>							
dust		x					
clean		x					
<b>Floors</b>							
vacuum carpet	x						
damp mop tile floors	x						
buff tile floors							every 3 days
strip & wax tile floors					x		
<b>Miscellaneous</b>							
wipe light switches	x						
dust/damp wipe overhead lights				x			
dust/damp wipe hvac vents				x			
dust/damp wipe doors & frames		x					
spot clean wall	x						
damp wipe telephones		x					
high dust for cobwebs		x					
<b>COMMON OFFICE AREAS &amp; HALLWAYS</b>							
<b>Desks</b>							
dust & spot damp wipe top	x						
dust & damp wipe sides		x					
polish desktop (wood)				x			
<b>Partitions</b>							
dust frames		x					
damp wipe frames				x			
vacuum fabric					x		
shampoo fabric						x	

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**POLICE DEPARTMENT**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Chairs</b>							
vacuum fabric	x						
dust & damp wipe frame & base	x						
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling bins	x						
<b>Filing cabinets/credenzas</b>							
dust & spot damp wipe		x					
polish (wood)				x			
<b>Wall Hangings</b>							
dust		x					
high-dust for cobwebs				x			
<b>Windows, Ledges &amp; Frames</b>							
dust frame and ledge		x					
damp wipe frame and ledge				x			
clean interior window				x			
<b>Computers/Computer Screens</b>							
dust		x					
clean glass		x					
<b>Floors</b>							
vacuum carpet	x						
damp mop tile floors	x						
buff tile floors							every 3 days
strip & wax tile floors					x		

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

### POLICE DEPARTMENT

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Miscellaneous</b>							
wipe light switches	x						
dust/damp wipe overhead lights				x			
dust/damp wipe hvac bents				x			
spot clean kick plates	x						
polish kick plates				x			
empty outdoor ashtrays	x						
spot clean walls	x						
clean interior/ext. door glass		x					
clean & disinfect water fountain	x						
clean vent on water fountain				x			
damp wipe telephones	x						
<b>RESTROOMS/LOCKER ROOMS</b>							
<b>Sinks &amp; Showers</b>							
clean & disinfect	x						
heavy clean & scrub shower			x				
<b>Commodes &amp; Urinals</b>							
clean & disinfect	x						
<b>Partitions</b>							
dust top & spot wash		x					
damp clean doors		x					
damp clean entire partition			x				
<b>Metal &amp; Hardware</b>							
damp wipe & polish	x						

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>POLICE DEPARTMENT</b>
--------------------------

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Mirrors</b>							
spray clean	x						
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
<b>Floors</b>							
damp mop	x						
vacuum	x						
damp wipe baseboards			x				
heavy clean & scrub tiles			x				
<b>Lockers</b>							
dust		x					
damp wipe		x					
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & doorframe	x						
spot clean light switch	x						
refill dispensers/paper products	x						
spot clean kick plates	x						
polish kick plates			x				
<b>KITCHEN/LUNCH ROOM</b>							
<b>Floors</b>							
damp mop	x						
damp wipe base boards			x				
buff tile floor							every 3 days
strip & wax tile floors						x	

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**POLICE DEPARTMENT**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Chairs</b>							
damp wipe seats	x						
damp wipe frames				x			
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
empty recycling	x						
<b>Sink &amp; Counter top</b>							
clean & disinfect	x						
<b>Appliance</b>							
damp wipe front	x						
dust top & sides		x					
clean inside of microwave		x					
clean coffee pot and machine	x						
damp wipe entire surface			x				
clean refrigerator (to be scheduled w/Village representative beforehand)				x			
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**POLICE DEPARTMENT**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>JAIL CELLS/BOOKING AREA</b>							
<b>Floors</b>							
sweep & damp mop	x						
buff							every 3 days
strip & wax floor						x	
<b>Table &amp; Counter Tops</b>							
clean & disinfect	x						
<b>Chairs &amp; Benches</b>							
damp wipe seats	x						
clean & disinfect seats and frame		x					
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
<b>Holding Cells</b>							
clean & disinfect floors	x						or as needed
clean & disinfect sink	x						or as needed
clean & disinfect commode	x						or as needed
clean & disinfect bed frame	x						or as needed
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
damp wipe telephones		x					
clean interior/exterior windows		x					as needed

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>OFFICES</b>							
<b>Desks</b>							
dust & spot damp wipe top	x						
dust & damp wipe sides		x					
polish desktop (wood)				x			
<b>Chairs</b>							
vacuum fabric	x						
dust & damp wipe frame & base	x						
polish (wood)				x			
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling	x						
<b>Filing cabinets/credenzas</b>							
dust & spot damp wipe		x					
polish (wood)			x				
<b>Wall Hangings</b>							
dust		x					
<b>Windows, Ledges &amp; Frames</b>							
dust frame and ledge		x					
damp wipe frame and ledge			x				
clean interior window				x			
dust blinds			x				

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Computers/Computer Screens</b>							
dust		x					
clean glass		x					
<b>Floors</b>							
vacuum carpet	x						
wet mop tile floors	x						
buff tile floors							every 3 days
strip & wax tile floors					x		
<b>Miscellaneous</b>							
wipe light switches	x						
dust/damp wipe overhead lights				x			
dust/damp wipe HVAC vents				x			
dust/damp wipe door & frames		x					
spot clean walls	x						
damp wipe telephone		x					
high dust for cobwebs		x					
<b>COMMON OFFICE AREAS &amp; HALLWAYS</b>							
<b>Desks</b>							
dust & spot damp wipe top	x						
dust and damp wipe sides		x					
polish desktop (wood)				x			
<b>Partitions</b>							
dust frames		x					
damp wipe frames				x			
vacuum fabric					x		
shampoo fabric						x	

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Chairs</b>							
vacuum fabric		x					
dust & damp wipe frame & base		x					
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling bins	x						
<b>Filing cabinets/credenzas</b>							
dust & spot damp wipe		x					
polish (wood)				x			
<b>Reception Area Countertops</b>							
dust & spots damp wipe	x						
<b>Wall Hangings</b>							
dust		x					
high-dust for cobwebs		x					
<b>Windows, Ledges &amp; Frames</b>							
dust frame and ledge		x					
damp wipe frame and ledge				x			
clean interior window				x			
<b>Computers/Computer Screens</b>							
dust		x					
clean glass		x					

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Floors</b>							
vacuum carpet	x						
damp mop tile floors	x						
buff tile floors							every 3 days
strip & wax tile floors					x		
<b>Miscellaneous</b>							
wipe light switches	x						
dust/damp wipe overhead lights				x			
dust/damp wipe hvac vents				x			
dust/damp wipe doors & frames		x					
spot clean kick plates	x						
polish kick plates				x			
empty outdoor ashtrays	x						
spot clean walls	x						
clean interior & exterior door glass		x					
clean & disinfect water fountain	x						
clean vent on water fountain				x			
damp wipe telephones		x					
<b>RESTROOMS</b>							
<b>Sinks &amp; Showers</b>							
clean & disinfect		x					
<b>Commodes &amp; Urinals</b>							
clean and disinfect	x						

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Partitions</b>							
dust top & spot wash		x					
damp clean doors		x					
damp clean entire partition			x				
<b>Metal &amp; Hardware</b>							
damp wipe & polish	x						
<b>Mirrors</b>							
spray clean	x						
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
<b>Floors</b>							
damp mop	x						
vacuum	x						
damp wipe base boards			x				
heavy clean & scrub			x				
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						
spot clean kick plates	x						
polish kick plates			x				
<b>KITCHEN/LUNCH ROOM</b>							
<b>Floors</b>							
damp mop	x						
damp wipe baseboards			x				

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
buff tile floor							every 3 days
strip & wax tile floors						x	
stack chairs when mopping lunchroom	x						
<b>Chairs</b>							
damp wipe seats	x						
damp wipe frames			x				
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
empty recycling bins	x						
<b>Sink &amp; Countertop</b>							
clean & disinfect	x						
<b>Appliances</b>							
damp wipe front	x						
dust top & sides		x					
damp wipe entire surface			x				
clean microwave inside and out	x						
clean refrigerator (to be scheduled w/Village representative beforehand)				x			
clean coffee pot and machine	x						

# BID #2011-01 JANITORIAL SERVICES

## ATTACHMENT A

### Cleaning Supplies for Janitorial Contract

ITEM	DESCRIPTION
Bath Roll Tissue	2 ply or better
Roll Paper Towels	Full Size
Multi-Fold Towels	Tri-fold
Deodorant Blocks	
Bottle Soap for dispensers	
Aerosol room fresheners (Refills)	
Floor Soap	
Can Liners	16 Gallon
Can Liners	33 Gallon
Can Liners	55 Gallon
Paper Cups	4.5 oz
Toilet Bowl Cleaner	
Stainless Steel Cleaner	
Glass Cleaners	
Multi Purpose Cleaners	
Toilet Brushes	
Hand Dusters	
Vacuum Cleaner	at least 1
Floor Scrubbers	at least 1
Floor strippers/waxers	

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

<b>ADMINISTRATION</b>
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
Miscellaneous							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**VILLAGE HALL LOBBY**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>RESTROOMS</b>							
Sinks, Commodes & Urinals							
clean & disinfect	x						
Partitions							
dust top & spot wash		x					
damp clean doors		x					
damp clean entire partition				x			
<b>Metal &amp; Hardware</b>							
damp wipe & polish	x						
Mirrors							
spray clean	x						
Wastebaskets							
empty & replace liner	x						
damp wipe exterior & interior			x				
Floors							
damp mop	x						
damp wipe baseboards			x				
heavy clean & scrub floors		x					
seal brick floors							annually
Miscellaneous							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						
spot clean kick plates	x						

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>VILLAGE HALL LOBBY</b>							
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>ENTRANCE WAYS &amp; VESTIBULES</b>							
<b>Door/Windows</b>							
clean glass interior/exterior	x						
dust/damp wipe frames/ledges		x					
<b>Floors</b>							
damp mop	x						
heavy clean & scrub floors		x					
vacuum carpet runners	x						
<b>Furniture &amp; Display Case</b>							
damp wipe reception counters	x						
dust displays, wall hangings		x					
clean glass			x				
<b>Outdoors -</b>							
Empty garbage cans at front and rear and rear entrances	x						

## **REFERENCES:**

### **The Oaks Recreation & Fitness Center**

10847 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-1316

Contact Person: Bill Bucholz

Job Description: Fitness Club Center

Building Size: 40,000 sq.ft.

Contract Period: March 2010- December 2011

Approximate contract amount:\$45,000.00

### **Mokena Community Park District**

10925 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-8867

Contact Person: Jim VanGennep

Job Description: Offices and Facilities

Building size: 14,000 sq.ft.

Contract Period: March 2009 – December 2010

Approximate contract amount:\$36,000.00

### **Egan Water Reclamation Plant**

550 S. Meacham

Schaumburg, IL 60193

Phone: (708) 584-5423



Contact Person: Dan

Job Description: Offices and Facilities

Building Size: 65,000 sq. ft.

Contract Period: May 2010- May 2013

Approximate contract amount:\$90,000.00

**Calumet City Police Department**

1200 Pulaski Road

Calumet City, IL 60409

Phone: (708) 868-2500, Ext. 282

Contact Person: Lt. Kevin Glaser

Job Description: Offices and Facilities

Building Size: 35,000 sq. ft.

Contract Period: February 2011- January 28, 2012

Approximate contract amount:\$36,864.00

**West Chicago Community Education Center**

950 E. Roosevelt Road

West Chicago, IL 60185

Phone: (630) 231-3348

Contact Person: Debbie Black

Job Description: Offices and Facilities

Building Size: 8,000 sq.ft.

Contract Period: July 2010- July 2011

Approximate contract amount:\$9,000.00

**Bloomington Center for Independent Learning**

Town Square Bloomington

1600 Bloomington



Bloomington, IL 60108

Phone: (630) 942-4905

Contact Person: Terry Milani-Bruno

Job Description: Offices and Facilities

Building Size: 8,000 sq.ft

Contract Period: July 2010- July 2011

Approximate contract amount:\$9,000.00

**U.S.M. (Transfield Services Group)**

1880 Markley Street

Norristown, PA 19401

Phone: ( 908 ) 235-2405

Contact Person: Susan Andrews

Job Description: Services and Retail

Building size: 3,500 sq.ft. - 95,000 sq.ft.

Contract Period: December 2008- Present

Approximate contract amount: Payable varies per service (up to \$2,500.00 per service)

**Clarin**

927 North Shore Drive

Lake Bluff, IL 60044

Phone: (847) 457-6617

Contact Person: Monica Bloomfield

Job Description: Offices and facilities

Building size: 25,000 sq.ft.

Contract Period: August 2009 - April 2010

Approximate contract amount:\$5,000.00



**Communication Science**

1550 Barclay Blvd.

Buffalo Grove, IL 60089

Phone: (847) 850-7500

Contact Person: Judy Franks

Job Description: Offices and facilities

Building size: 5,000 sq.ft.

Contract Period: July 2010 - July 2011

Contract amount: \$3,000.00

**Paragon Marketing Group**

7449 N. Natchez Ave, #100

Niles, IL 60714

Phone: (847) 676-6550

Contact Person: Jenny

Job Description: Offices and facilities

Building size: 10,000 sq.ft.

Contract Period: September 2010 - September 2011

Contract amount: \$9,000.00

**Walgreen Company**

4339 DiPaolo Center

Glenview, IL 60025

Phone: (847) 257-4820

Contact Person: Jim

Job Description: Offices and facilities

Building size: 10,000 sq.ft.

Contract Period: October 2010 - October 2011

Contract amount: \$15,000.00



**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**POLICE DEPARTMENT**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Chairs</b>							
damp wipe seats	x						
damp wipe frames				x			
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
empty recycling	x						
<b>Sink &amp; Countertop</b>							
clean & disinfect	x						
<b>Appliance</b>							
damp wipe front	x						
dust top & sides		x					
clean inside of microwave		x					
clean coffee pot and machine	x						
damp wipe entire surface			x				
clean refrigerator (to be scheduled w/Village representative beforehand)				x			
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**POLICE DEPARTMENT**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>JAIL CELLS/BOOKING AREA</b>							
<b>Floors</b>							
sweep & damp mop	x						
buff							every 3 days
strip & wax floor						x	
<b>Table &amp; Counter Tops</b>							
clean & disinfect	x						
<b>Chairs &amp; Benches</b>							
damp wipe seats	x						
clean & disinfect seats and frame		x					
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
<b>Holding Cells</b>							
clean & disinfect floors	x						or as needed
clean & disinfect sink	x						or as needed
clean & disinfect commode	x						or as needed
clean & disinfect bed frame	x						or as needed
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
damp wipe telephones		x					
clean interior/exterior windows		x					as-needed

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>OFFICES</b>							
<b>Desks</b>							
dust & spot damp wipe top	x						
dust & damp wipe sides		x					
polish desktop (wood)				x			
<b>Chairs</b>							
vacuum fabric	x						
dust & damp wipe frame & base	x						
polish (wood)				x			
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling	x						
<b>Filing cabinets/credenzas</b>							
dust & spot damp wipe		x					
polish (wood)			x				
<b>Wall Hangings</b>							
dust		x					
<b>Windows, Ledges &amp; Frames</b>							
dust frame and ledge		x					
damp wipe frame and ledge			x				
clean interior window				x			
dust blinds			x				

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	Bi- WEEKLY	MONTHLY	QUARTERLY	SEMI- ANNUAL	SPECIAL INSTRUCTIONS
Computers/Computer Screens							
dust		X					
clean glass		X					
Floors							
vacuum carpet	X						
wet mop tile floors	X						
buff tile floors							every 3 days
strip & wax tile floors					X		
Miscellaneous							
wipe light switches	X						
dust/damp wipe overhead lights				X			
dust/damp wipe HVAC vents				X			
dust/damp wipe door & frames		X					
spot clean walls	X						
damp wipe telephone		X					
high dust for cobwebs		X					
<b>COMMON OFFICE AREAS &amp; HALLWAYS</b>							
Desks							
dust & spot damp wipe top	X						
dust and damp wipe sides		X					
polish desktop (wood)				X			
Partitions							
dust frames		X					
damp wipe frames				X			
vacuum fabric					X		
shampoo fabric						X	

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<i>Chairs</i>							
vacuum fabric		x					
dust & damp wipe frame & base		x					
<i>Wastebaskets</i>							
empty & replace liner	x						
damp wipe interior/exterior			x				
empty recycling bins	x						
<i>Filing cabinets/credenzas</i>							
dust & spot damp wipe		x					
polish (wood)				x			
<i>Reception Area Countertops</i>							
dust & spots damp wipe	x						
<i>Wall Hangings</i>							
dust		x					
high-dust for cobwebs		x					
<i>Windows, Ledges &amp; Frames</i>							
dust frame and ledge		x					
damp wipe frame and ledge				x			
clean interior window				x			
<i>Computers/Computer Screens</i>							
dust		x					
clean glass		x					

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Floors</b>							
vacuum carpet	x						
damp mop tile floors	x						
buff tile floors							every 3 days
strip & wax tile floors					x		
<b>Miscellaneous I</b>							
wipe light switches	x						
dust/damp wipe overhead lights				x			
dust/damp wipe hvac vents				x			
dust/damp wipe doors & frames		x					
spot clean kick plates	x						
polish kick plates				x			
empty outdoor ashtrays	x						
spot clean walls	x						
clean interior & exterior door glass		x					
clean & disinfect water fountain	x						
clean vent on water fountain				x			
damp wipe telephones		x					
<b>RESTROOMS</b>							
<b>Sinks &amp; Showers</b>							
clean & disinfect		x					
<b>Commodes &amp; Urinals</b>							
clean and disinfect	x						

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>Partitions</b>							
dust top & spot wash		x					
damp clean doors		x					
damp clean entire partition			x				
<b>Metal &amp; Hardware</b>							
damp wipe & polish	x						
<b>Mirrors</b>							
spray clean	x						
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
<b>Floors</b>							
damp mop	x						
vacuum	x						
damp wipe base boards			x				
heavy clean & scrub			x				
<b>Miscellaneous</b>							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						
spot clean kick plates	x						
polish kick plates			x				
<b>KITCHEN/LUNCH ROOM</b>							
<b>Floors</b>							
damp mop	x						
damp wipe baseboards			x				

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**ADMINISTRATION**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
buff tile floor							every 3 days
strip & wax tile floors						x	
stack chairs when mopping lunchroom	x						
<b>Chairs</b>							
damp wipe seats	x						
damp wipe frames			x				
<b>Wastebaskets</b>							
empty & replace liner	x						
damp wipe exterior & interior			x				
empty recycling bins	x						
<b>Sink &amp; Countertop</b>							
clean & disinfect	x						
<b>Appliances</b>							
damp wipe front	x						
dust top & sides		x					
damp wipe entire surface			x				
clean microwave inside and out	x						
clean refrigerator (to be scheduled w/Village representative beforehand)				x			
clean coffee pot and machine	x						

# BID #2011-01 JANITORIAL SERVICES

## ATTACHMENT A

### Cleaning Supplies for Janitorial Contract

ITEM	DESCRIPTION
Bath Roll Tissue	2 ply or better
Roll Paper Towels	Full Size
Multi-Fold Towels	Tri- fold
Deodorant Blocks	
Bottle Soap for dispensers	
Aerosol room fresheners (Refills)	
Floor Soap	
Can Liners	16 Gallon
Can Liners	33 Gallon
Can liners	55 Gallon
Paper Cups	4.5 oz
Toilet Bowl Cleaner	
Stainless Steel Cleaner	
Glass Cleaners	
Multi Purpose Cleaners	
Toilet Brushes	
Hand Dusters	
Vacuum Cleaner	at least 1
Floor Scrubbers	at least 1
Floor strippers/waxers	

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

<b>ADMINISTRATION</b>	
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AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
Miscellaneous							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						

**BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST**

**VILLAGE HALL LOBBY**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>RESTROOMS</b>							
Sinks, Commodes & Urinals							
clean & disinfect	x						
Partitions							
dust top & spot wash		x					
damp clean doors		x					
damp clean entire partition				x			
Metal & Hardware							
damp wipe & polish	x						
Mirrors							
spray clean	x						
Wastebaskets							
empty & replace liner	x						
damp wipe exterior & interior			x				
Floors							
damp mop	x						
damp wipe baseboards			x				
heavy clean & scrub floors		x					
seal brick floors							annually
Miscellaneous							
spot clean walls	x						
spot clean door & door frame	x						
spot clean light switch	x						
refill dispensers/paper products	x						
spot clean kick plates	x						

## BID #2011-01 JANITORIAL CONTRACT SPECIFICATION CHECKLIST

**VILLAGE HALL LOBBY**

AREA & ITEM DESCRIPTION	DAILY	WEEKLY	BI-WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL	SPECIAL INSTRUCTIONS
<b>ENTRANCE WAYS &amp; VESTIBULES</b>							
Door/Windows							
clean glass interior/exterior	x						
dust/damp wipe frames/edges		x					
<b>Floors</b>							
damp mop	x						
heavy clean & scrub floors		x					
vacuum carpet runners	x						
<b>Furniture &amp; Display Case</b>							
damp wipe reception counters	x						
dust displays, wall hangings		x					
clean glass			x				
<b>Outdoors -</b>							
Empty garbage cans at front and rear and rear entrances	x						

## **REFERENCES:**

### **The Oaks Recreation & Fitness Center**

10847 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-1316

Contact Person: Bill Bucholz

Job Description: Fitness Club Center

Building Size: 40,000 sq.ft.

Contract Period: March 2010- December 2011

Approximate contract amount:\$45,000.00

### **Mokena Community Park District**

10925 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-8867

Contact Person: Jim VanGennep

Job Description: Offices and Facilities

Building size: 14,000 sq.ft.

Contract Period: March 2009 - December 2010

Approximate contract amount:\$36,000.00

### **Egan Water Reclamation Plant**

550 S. Meacham

Schaumburg, IL 60193

Phone: (815) 584-5423



Contact Person: Dan

Job Description: Offices and Facilities

Building Size: 65,000 sq. ft.

Contract Period: May 2010- May 2013

Approximate contract amount:\$90,000.00

**Calumet City Police Department**

1200 Pulaski Road

Calumet City, IL 60409

Phone: (708) 868-2500, Ext. 282

Contact Person: Lt. Kevin Glaser

Job Description: Offices and Facilities

Building Size: 35,000 sq. ft.

Contract Period: February 2011- January 28, 2012

Approximate contract amount:\$36,864.00

**West Chicago Community Education Center**

950 E. Roosevelt Road

West Chicago, IL 60185

Phone: (630) 231-3348

Contact Person: Debbie Black

Job Description: Offices and Facilities

Building Size: 8,000 sq.ft.

Contract Period: July 2010- July 2011

Approximate contract amount:\$9,000.00

**Bloomington Center for Independent Learning**

Town Square Bloomington

16 Bloomington



**ECO CLEAN MAINTENANCE, INC.**

Bloomington, IL 60108

Phone: (630) 942-4905

Contact Person: Terry Milani-Bruno

Job Description: Offices and Facilities

Building Size: 8,000 sq.ft

Contract Period: July 2010- July 2011

Approximate contract amount: \$9,000.00

**U.S.M. (Transfield Services Group)**

1880 Markley Street

Norristown, PA 19401

Phone: ( 908 ) 235-2405

Contact Person: Susan Andrews

Job Description: Services and Retail

Building size: 3,500 sq.ft. - 95,000 sq.ft.

Contract Period: December 2008- Present

Approximate contract amount: Payable varies per service (up to \$2,500.00 per service)

**Clarín**

927 North Shore Drive

Lake Bluff, IL 60044

Phone: (847) 457-6617

Contact Person: Monica Bloomfield

Job Description: Offices and facilities

Building size: 25,000 sq.ft.

Contract Period: August 2009 - April 2010

Approximate contract amount: \$5,000.00



**Communication Science**

1550 Barclay Blvd.

Buffalo Grove, IL 60089

Phone: (847) 850-7500

Contact Person: Judy Franks

Job Description: Offices and facilities

Building size: 5,000 sq.ft.

Contract Period: July 2010 - July 2011

Contract amount: \$3,000.00

**Paragon Marketing Group**

7449 N. Natchez Ave, #100

Niles, IL 60714

Phone: (847) 676-6550

Contact Person: Jenny

Job Description: Offices and facilities

Building size: 10,000 sq.ft.

Contract Period: September 2010 - September 2011

Contract amount: \$9,000.00

**Walgreen Company**

4339 DiPaolo Center

Glenview, IL 60025

Phone: (847) 257-4820

Contact Person: Jim

Job Description: Offices and facilities

Building size: 10,000 sq.ft.

Contract Period: October 2010 - October 2011

Contract amount: \$15,000.00



File Number 6647-166-7



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that

ECO-CLEAN MAINTENANCE INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON DECEMBER 12, 2008, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.

In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 3RD day of FEBRUARY A.D. 2010 .



Jesse White

SECRETARY OF STATE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/23/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER T.A. Cummings Jr. Company 4153 Main St. Skokie, IL 60076	CONTACT NAME:	
	PHONE (A/C No. Ext): (847)679-7350	FAX (A/C No.): (847)679-7361
	E-MAIL ADDRESS:	
	PRODUCER CUSTOMER ID #:	
INSURED ECO Clean Maintenance, Inc 1900 E Golf Road Suite 950 Schaumburg, IL 60173	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Appalachian Underwriters Inc	
	INSURER B: Sentinel Insurance Company	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: 2011-2012 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR (LWD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE: <input checked="" type="checkbox"/> OCCUR		8358AFV5259	02/10/2011	02/10/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DEDUCTIBLE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	8358ECRX2302	02/19/2011	02/19/2012	<input checked="" type="checkbox"/> WC-STATUTORY LIMITS E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA/EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Scott Cummings</i> Scott Cummings/RASM00

# Certificate of Completion



This Certifies That

Agnieszka B Dudek

is awarded this certificate for

OSHA - 10 Hour General Industry Outreach Training Program w/ PDF Study Guide

Credit Hours: 10

Completion Date: 12/29/2010 09:34 CST

Certificate Number:

  
Student Signature



Michael Millsap, Trainer C 0034819 and G 0021414

THE AMERICAN INSTITUTE OF ARCHITECTS



Bond No. 20-SUR-211376

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Eco-Clean Maintenance, Inc. 1900 E Golf Rd. #950 Schamburg, IL 60173

(Here insert full name, and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and

American Safety Casualty Insurance Company 444 Ocean Blvd., 18th Floor Long Beach, CA 90802

a corporation duly organized under the laws of the State of Oklahoma as Surety, hereinafter called the Surety, are held and firmly bound unto

Village of Willowbrook 7760 Quincy Street Willowbrook, IL 60527

(Here insert full name, and address or legal title of Owner)

as Oblige, hereinafter called the Oblige, in the sum of

Nine Hundred Thirty Dollars

( \$ 930.00 ) for the payment of which sum well and truly to be made, the said Principal

and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Janitorial Services, Janitorial Services, located in IL

(Here insert full name, address and description of project)

NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblige in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Oblige the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract with another party to perform the Work covered by said bid then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 31st day of March, 2011

Eco-Clean Maintenance, Inc.

[Signature of Arkadiusz Grabowski]

(Principal) Arkadiusz Grabowski (Seal)

[Signature of Witness]

(Witness)

American Safety Casualty Insurance Company

(Surety) [Signature]

Mark Levinson, Attorney-in-Fact

[Signature of Witness]

(Witness)





NUMBER  
20-SUR-21 1376

### POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS that American Safety Casualty Insurance Company has made, constituted and appointed, and by these presents does make, constitute and appoints

**Mark Levinson**

its true and lawful attorney-in-fact, for it and its name, place, and stead to execute on behalf of the said Company, as surety, bonds, undertaking and contracts of suretyship to be given to

#### ALL OBLIGEEES

provided that n bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

**\*\*ONE MILLION DOLLARS (\$1,000,000.00)\*\***

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company of the 6<sup>th</sup> day of August, 2009.

**RESOLVED**, that the President in conjunction with the Secretary or any Assistant Secretary may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the Company, to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any power of attorney previously granted to such persons.

**RESOLVED FURTHER**, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the company when:

(i) when signed by the President or any Vice-President and attested and sealed (if a seal is required) by any Secretary or Assistant Secretary or (ii) when signed by the President or any Vice-President or Secretary or Assistant Secretary, and counter-signed and sealed (if a seal is required) by a duly authorized attorney-in-fact or agent; or (iii) when duly executed and sealed (if a seal is required) by one or more attorney-in-fact or agents pursuant to and within the limits of the authority evidenced by the power of attorney issued by the Company to such person or persons.

**RESOLVED FURTHER**, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company; and such signature and seal when so used shall have the same force and effects as though manually affixed.

**IN WITNESS WHEREOF**, American Safety Casualty Insurance Company has caused its official seal to be hereunto affixed, and these presents to be signed by its President and attested by its Secretary this 6<sup>th</sup> day of August, 2009

Attest

Ambuj Jain



Joseph D. Scolto, Jr.

STATE OF GEORGIA )

COUNTY OF COBB )

On this 6<sup>th</sup> day of August, 2009, before me personally came Joseph D. Scolto, Jr., to me known, who, being by me duly sworn, did depose and say that he is the President of American Safety Casualty Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

JAMI BAILEY  
Notary Public, Hall Co., GA  
My Commission Expires Aug. 13, 2012

Jami Bailey, Notary Public

I, the undersigned, Secretary of American Safety Casualty Insurance Company, an Oklahoma corporation, DO HEREBY CERTIFY, that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney, is now in force.

Signed and sealed in the City of Atlanta, in the State of Georgia

Dated this 31<sup>st</sup> day of March, 2011



Ambuj Jain

ORIGINALS OF THIS POWER OF ATTORNEY ARE PRINTED WITH RED NUMERICAL NUMBERS  
DUPLICATES SHALL HAVE THE SAME FORCE AND EFFECT AS AN ORIGINAL ONLY WHEN ISSUED IN CONJUNCTION WITH THE ORIGINAL

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

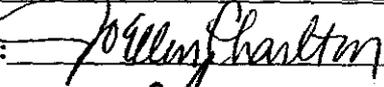
### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

AN ORDINANCE ANNEXING CERTAIN PROPERTY  
315 65<sup>th</sup> Street, Willowbrook, Illinois-Bassler

AGENT: QAGENDA DATE: 4/11/2011

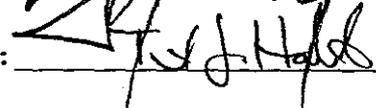
STAFF REVIEW: Jo Ellen Charlton, Planning Consultant

SIGNATURE: 

LEGAL REVIEW: Bill Hennessy

SIGNATURE: 

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: REVIEWED & APPROVED BY COMMITTEE: YES  NO  N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

On February 20, 2011, Max and Karen Bassler submitted a petition for annexation for the property located at 315 65<sup>th</sup> Street. The property is located on the southwest corner of Western Avenue and 65<sup>th</sup>. The Village of Willowbrook began providing water to this property pursuant to an annexation agreement dated March 27, 2000. This agreement required the voluntary annexation upon notice by the Village that they were contiguous to the Village's boundary. This property became contiguous upon the annexation associated with the May Subdivision approved by the Village Board on December 13, 2010.

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

The property to be annexed has been receiving Village water for over ten years. It is within the Village's planning boundaries, and upon being annexed will be shown on the zoning map as zoned R-1. It is improved with an existing newer two story home with frontage on 65<sup>th</sup> Street. As shown in the attached graphic, the annexation of this property is the first of a small group of properties in the block south of 65<sup>th</sup> and west of Western that when fully annexed, will complete Willowbrook's boundary agreements with Westmont and Darien in that area.

**ACTION PROPOSED:**

Approve the ordinance annexing the property at 316 65<sup>th</sup> Street..



ORDINANCE NO. 11-O-\_\_\_\_\_

AN ORDINANCE ANNEXING TERRITORY TO  
THE VILLAGE OF WILLOWBROOK  
315 65<sup>th</sup> Street

---

WHEREAS, there has been duly filed on or about February 20, 2011, with the Village Clerk of the Village of Willowbrook, DuPage County, Illinois, a Petition under oath requesting that the territory described on Exhibit "A" attached hereto and made a part hereof (the "SUBJECT REALTY") be annexed to the Village of Willowbrook; and,

WHEREAS, said Petition was presented to the Village pursuant to the provisions of 65 ILCS 5/7-1-8; and,

WHEREAS, said Petition has been signed by all of the owners of record of the SUBJECT REALTY and no electors reside upon the SUBJECT REALTY or, in the alternative, the Petition was signed by more than fifty-one percent (51%) of the electors residing on the SUBJECT REALTY; and,

WHEREAS, the SUBJECT REALTY is not within the corporate limits of any municipality and portions thereof are contiguous to the corporate limits of the Village of Willowbrook; and,

WHEREAS, the statutes of the State of Illinois provide that upon the filing of such Petition, the corporate authorities of the Village of Willowbrook may pass an Ordinance annexing said territory to the Village, if said Ordinance is passed by a majority vote of the corporate authorities; and,

WHEREAS, all notices required by law have been given,

have been given to the appropriate parties in a timely manner as required by Statute (copies of said Notices being attached hereto as Exhibit "B", and made part hereof).

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

SECTION ONE: That the SUBJECT REALTY be and the same is hereby annexed to the Village of Willowbrook, DuPage County, Illinois, together with all adjacent streets and highways contiguous to said territory, so that the new boundaries of said territory annexed shall extend to the far side of said adjacent streets and highways not within the corporate limits of any other municipality.

SECTION TWO: That the Village Clerk shall and is hereby authorized to file with the County Clerk of DuPage County, the Recorder of Deeds of DuPage County and the DuPage County Board of Election Commissioners, certified copies of this Ordinance together with an accurate map of the territory annexed appended thereto.

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

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

PASSED and APPROVED this 11<sup>th</sup> day of April, 2011.

APPROVED:

\_\_\_\_\_  
Village President

ATTEST:

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

ROLL CALL VOTE:      YEAS: \_\_\_\_\_  
                             NAYS: \_\_\_\_\_  
                             ABSTENTIONS: \_\_\_\_\_  
                             ABSENT: \_\_\_\_\_

EXHIBIT "A"

LEGAL DESCRIPTION OF SUBJECT REALTY

THE EAST 150.0 FEET OF THE NORTH HALF OF LOT 21 IN RICHFIELD FARMSITES, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 1922 AS DOCUMENT 160089, IN DUPAGE COUNTY, ILLINOIS.

Also includes: all adjacent rights of way not previously annexed to the village of willowbrook.

<u>LOT</u>	=	<u>22,500 SQ. FT</u>	<u>(0.52 ACRES)</u>
<u>RIGHT OF WAY</u>	=	<u>12,000 SQ. FT</u>	<u>(0.27 ACRES)</u>
<u>TOTAL AREA</u>	=	<u>34,500 SQ. FT</u>	<u>(0.79) ACRES)</u>

ADDRESS: 315 65<sup>th</sup> Street  
PERMANENT INDEX NUMBER: 09-22-204-046

Exhibit B

NOTICE OF PROPOSED ANNEXATION OF TERRITORY WITHIN THE  
TOWNSHIP OF DOWNERS GROVE TO THE VILLAGE OF WILLOWBROOK,  
ILLINOIS

TO: Downers Grove Township  
4340 Prince Street  
Downers Grove, Illinois 60515

Highway Commissioner: Lawrence "Andy" Anderson

Supervisor: Frank Wurster

Clerk: Diane A. Konicek

Assessor: Theresa A. Cockrell

Trustees: William J. Swanston  
Robert Del Sarto  
Kathleen Abbate  
Rita Carlson

You and each of you are hereby notified that the Village of Willowbrook, DuPage County, Illinois, is about to annex the territory hereinafter described, which may contain one or more highways under the jurisdiction of Downers Grove Township, pursuant to the provisions of 65 ILCS 5/7-1-8 and that such annexation shall be considered on April 11, 2011, at the hour of 7:00 P.M., (or at any subsequent regularly scheduled Village Board Meeting), at the Village Hall, 7760 Quincy, Willowbrook, Illinois.

Said territory is legally described on Exhibit "A" attached hereto, which is, by this reference, made a part thereof.

Respectfully submitted,

VILLAGE OF WILLOWBROOK  
DuPage County, Illinois

BY:   
Jo Ellen Charlton  
Planning Consultant

**Exhibit A**

THE EAST 150.0 FEET OF THE NORTH HALF OF LOT 21 IN RICHFIELD FARMSITES, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 1922 AS DOCUMENT 160089, IN DUPAGE COUNTY, ILLINOIS.

ALSO INCLUDES: ALL ADJACENT RIGHTS OF WAY NOT PREVIOUSLY ANNEXED TO THE VILLAGE OF WILLOWBROOK.

<u>LOT</u>	=	<u>22,500 SQ. FT</u>	<u>(0.52 ACRES)</u>
<u>RIGHT OF WAY</u>	=	<u>12,000 SQ. FT</u>	<u>(0.27 ACRES)</u>
<u>TOTAL AREA</u>	=	<u>34,500 SQ. FT</u>	<u>(0.79) ACRES)</u>

ADDRESS: 315 65<sup>th</sup> Street  
PERMANENT INDEX NUMBER: 09-22-204-046

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

**AFFIDAVIT OF SERVICE**

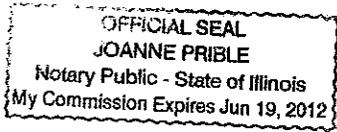
DEBORAH A. HAIN being first duly sworn, deposes and says under oath that she is DEPUTY CLERK of the Village of Willowbrook, DuPage County, Illinois, and that she did cause the foregoing Notice to be served upon the Highway Commissioner and Board of Trustees of Downers Grove Township, and each of them, by mailing true and correct copies of the same to said officers at the addresses set forth below their names on this 1ST day of April, 2011, at 5:00 P.M., by certified mail, return receipt requested, postage prepaid, and by depositing same in the United States mail at Willowbrook, Illinois.

Deborah A. Hain

SUBSCRIBED and SWORN to before me  
This 1 day of April, 2011.

Joanne Prible

Notary Public



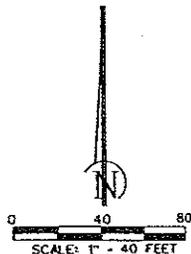


LEGAL DESCRIPTION

THE EAST 150.00 FEET OF THE NORTH HALF OF LOT 21 IN RICHFIELD FARMSITES, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 1922 AS DOCUMENT 160089, IN DU PAGE COUNTY, ILLINOIS.

ALSO INCLUDES: ALL ADJACENT RIGHTS OF WAY NOT PREVIOUSLY ANNEXED TO THE VILLAGE OF WILLOWBROOK.

LOT : 22,500± SQ. FT. ( 0.52± ACRES)
RIGHT OF WAY : 9,900± SQ. FT. ( 0.23± ACRES)
TOTAL AREA : 32,400± SQ. FT. ( 0.75± ACRES)
ADDRESS: 315 65TH STREET
PERMANENT INDEX NUMBER: 09-22-204-046



LEGEND

- EXISTING VILLAGE OF WILLOWBROOK CORPORATE BOUNDARY
[diagonal lines] AREA HEREBY ANNEXED

OWNER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

THIS IS TO CERTIFY THAT [blank] IS THE OWNER OF LAND HEREON SHOWN AND HAS CAUSED THE SAME TO BE ANNEXED TO THE VILLAGE OF WILLOWBROOK AS INDICATED HEREON, FOR THE USES AND PURPOSES SET FORTH, AND DO HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE TITLE HEREON INDICATED.

DATED THIS [blank] DAY OF [blank], 2011.

OWNER

NOTARY'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

I, [blank], A NOTARY PUBLIC, IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT [blank] PERSONALLY KNOWN TO ME TO BE THE TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNER, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE/SHE SIGNED THE ABOVE STATEMENT AS HIS/HER OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY AND NOTARIAL SEAL THIS [blank] DAY OF [blank], 2011.

NOTARY PUBLIC

MY COMMISSION EXPIRES: [blank]

VILLAGE BOARD CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

UNDER THE AUTHORITY PROVIDED BY 65 ILLINOIS COMPILLED STATUTES ACT 5/7-1-1, AND ORDINANCE ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF WILLOWBROOK, THIS ANNEXED PLAT WAS GIVEN APPROVAL BY THE VILLAGE OF WILLOWBROOK AND SHALL BE RECORDED ONLY BY THE VILLAGE CLERK OR THE VILLAGE CLERK'S DESIGNEE.

APPROVED AND ACCEPTED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, AT A MEETING THIS [blank] DAY OF [blank], A.D., 2011.

BY: [blank] PRESIDENT

ATTEST: [blank] VILLAGE CLERK

DUPAGE COUNTY RECORDER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

THIS INSTRUMENT [blank] WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS, ON THE [blank] DAY OF [blank], A.D., 2011 AT [blank] O'CLOCK [blank], M.

RECORDER OF DEEDS

RICHFIELD FARMSITES
RECORDED OCTOBER 24, 1922 AS DOCUMENT 160089

MC GAREL'S
RECORDED

65TH STREET

RICHFIELD FARMSITES
RECORDED OCTOBER 24, 1922 AS DOCUMENT 160089

GENERAL NOTES :

- 1. ALL DIMENSIONS ARE GIVEN IN FEET AND THEREOF.
2. NO DIMENSIONS SHALL BE DERIVED FROM S