

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, SEPTEMBER 24, 2012, AT 6:30 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - September 10, 2012 (APPROVE)
 - c. Warrants - \$266,500.72 (APPROVE)
 - d. Motion - Motion to Approve - 2012 MFT Roadway Maintenance Program: Payout #1 - Partial Payment, James D. Fiala Paving Company (APPROVE)
 - e. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal for the 2012 Fall Brush Collection Program - Mario's Tree Service and Landscaping (ADOPT)

NEW BUSINESS

6. DELINQUENT WATER BILLS
7. ORDINANCE - AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A COMMERCIAL SCHOOL ("MATHNASIUM") IN TENANT SPACE 18, 6300 S. KINGERY HIGHWAY, HINSDALE LAKE COMMONS SHOPPING CENTER
8. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK -- TITLE 2 CHAPTER 4 SECTION 2-4-6 - POWERS; DUTIES [OF THE BOARD OF POLICE COMMISSIONERS]

PRIOR BUSINESS

9. COMMITTEE REPORTS
10. ATTORNEY'S REPORT

11. CLERK'S REPORT
12. ADMINISTRATOR'S REPORT
13. MAYOR'S REPORT
14. EXECUTIVE SESSION:
 - a) REVIEW 2012 MINUTES - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings that were Lawfully Closed Under the Open Meetings Act
15. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 10, 2012 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Mayor Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Frank Trilla.

ABSENT: None

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Chief Mark Shelton, Deputy Chief Paul Oggerino, and Management Analyst Garrett Hummel.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Napoli asked Administrator Halik to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - August 27, 2012 (APPROVE)
- c. Minutes - Executive Session Meeting - August 13, 2012 (APPROVE)
- d. Warrants - \$64,677.42 (APPROVE)
- e. Monthly Financial Report - August 31, 2012 (APPROVE)
- f. Plan Commission Recommendation - Mathnasium, 6300 Kingery Highway, Unit #18 - Special Use Permit (RECEIVE)
- g. Proclamation - A Proclamation Designating October 2012 as Fire Prevention Month (APPROVE)
- h. Proclamation - A Proclamation Designating September 19, 2012 as, "No Text on Board - Pledge Day" (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION - A RESOLUTION ACCEPTING A PROPOSAL TO PURCHASE WINDOW TREATMENTS - NATIONAL WINDOW SHADE COMPANY

Administrator Halik stated that the Fiscal Year Budget 2012/13 includes \$3,500.00 to replace the current worn drapes in the Council Chambers. Discussion with window treatment consultants recommended that the best replacement for the draperies would be pleated shades and would provide sound absorption and opaqueness.

Two proposals were received with the lowest being from National Window Shade Co out of Willowbrook for a total amount of \$3,103.00.

Trustee Berglund requested that this item be deferred until the next meeting.

7. DISCUSSION - COMMITTEE OF THE WHOLE CONCEPT

Mayor Napoli brought this up for the Board's consideration. There currently are three committees with two Board members on each committee. A Committee of the Whole is a concept that some communities use. There would be one meeting every month with all Board members in attendance. Discussion would involve all three committees at that time. Meeting times would change due to a Committee of the Whole meeting would take longer than the half hour that is currently allotted.

Trustee Trilla stated that most of the work for the Finance Committee can be completed within 15 minutes most every time. Trustee Trilla stated that the advantage of this concept would allow him to know more about what is going on.

Trustee Baker stated that he concurs with the recommendation and suggested that this concept be tried out once or twice on a trial basis to see how it goes. Trustee Baker also stated that the Public Safety Committee meeting usually last only 20-25 minutes.

Trustee Berglund agreed and also stated that this concept should be tested out to see how it works out.

Trustee Davi questioned on the issue of a trustee attending another committee meeting. Mayor Napoli stated that the former legal counsel stated that a trustee could not attend a different committee because of being another trustee and would be considered a quorum of a Board meeting. Attorney Hennessy stated that this is not true. Trustee Davi stated that the purpose of separate committee meetings is for the committee members to discuss issues and if important enough, then bring it before all of the Board members. This is a way of filtering information.

Trustee Baker suggested that the next time there are committee meetings, which will be October 8th, those that wish to attend another subcommittee meeting can just walk in. If this approach does not satisfy everyone, then reconsider the Committee of the Whole.

Trustee Kelly stated that each of the agenda packets for the different committee meetings are available to the public. Trustee Kelly stated that all trustees should be provided with all the packet information. Trustee Kelly then stated that during the Board Meeting, the Chairman of each committee can provide a summary to the Board.

Trustee Baker stated that his only concern with this suggestion is that occasionally there are some confidential issues in the Public Safety Committee. Trustee Davi stated that the Chairman only needs to state that the issue is a confidential matter and does not need to go farther.

The Board's consensus was to have all committee agenda packets sent to all Board members each month.

PRIOR BUSINESS

8. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele stated that there is a schedule change for the Fall Brush Collection program. The program will be moved up a couple weeks to allow for the streets to be clear for Halloween.

Trustee Berglund had no report.

Trustee Davi stated that he is pleased to report on behalf of the Finance Committee that the IT replacement project has been completed and the entire project came in at \$3,356.36 under budget or approximately 5.5%.

Trustee Trilla had no report.

9. ATTORNEY'S REPORT

Attorney Hennessy had no report.

10. CLERK'S REPORT

Clerk Hansen stated that there are three options under Roberts Rules of Order that pertain to the discussion presented in Item #7. The Committee of the Whole would mandate changes:

- a) Citizens would not be members - Board members are. In a Committee of the Whole, discussion is not made part of the Board minutes.
- b) There is a quasi committee of the whole that is less formal.
- c) The third option is very informal that when a topic comes up that is of great interest that is desired to be discussed at length, all of the rules of discussion are waved; and this is recorded in the Board minutes.

11. ADMINISTRATOR'S REPORT

Administrator Halik stated that the Village has received notification from the Illinois Labor Relations Board of their acceptance of the Unit Clarification Petition. The Sergeant's Union has been abolished and the sergeant has been moved into the Patrol Officer's Union. Bargaining with the sergeant will now need to be completed. A bargaining meeting has been scheduled for September 26th.

12. MAYOR'S REPORT

Mayor Napoli had no report.

13. EXECUTIVE SESSION

- a) Consideration of the Performance of a Specific Employee of the Village Pursuant to 5 ILCS 120/2(c)(1)

ADJOURN INTO EXECUTIVE SESSION

MOTION: Made by Trustee Baker and seconded by Trustee Berglund to adjourn into Executive Session at the hour of 6:55 p.m.

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

MOTION DECLARED CARRIED

14. ADJOURNMENT

MOTION: Made by Trustee Baker and seconded by Trustee Mistele, to adjourn the Executive Session at the hour of 7:31 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

September 24, 2012.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

September 24, 2012

GENERAL CORPORATE FUND	-----	\$134,060.59
WATER FUND	-----	132,440.13
TOTAL WARRANTS	-----	\$266,500.72



Tim Halik, Village Administrator

APPROVED:

Robert A. Napoli, Mayor

VILLAGE OF WILLOWBROOK

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BILLS PAID REPORT FOR SEPTEMBER, 2012

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AFFY TAPPLE COMPANY (40)	09/25 CK# 80550	
14 CASES APPLES CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	\$280.00 280.00
AFLAC (46)	09/25 CK# 80551	
D7088/SEPT 12 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	\$1,894.62 410.86
D7088/SEPT 12 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,483.76
AL WARREN OIL CO (2205)	09/25 CK# 80552	
I0742389 GASOLINE INVENTORY 01-190-126	01-190-126	\$5,992.69 5,992.69
AT & T U-VERSE (SM) (2342)	09/25 CK# 80553	
105661049 AUG12 MAINTENANCE - PW BUILDING	01-35-725-418	\$7.44 7.44
AZAVAR AUDIT SOLUTIONS INC (158)	09/25 CK# 80554	
9031 / SEPT 12 UTILITY TAX 01-310-205	01-310-205	\$527.57 527.57
BLACK GOLD SEPTIC (208)	09/25 CK# 80555	
53553 / SEPT 12 MAINTENANCE - PW BUILDING	01-35-725-418	\$310.00 310.00
BRUCE WILSON (1862)	09/25 CK# 80556	
WL74667 TRAFFIC FINES 01-310-502	01-310-502	\$25.00 25.00
BSN SPORTS (2471)	09/25 CK# 80557	
94853434 ADA PARK IMPROVEMENTS 01-630-520	01-20-590-521	\$449.37 449.37
KARYN A BYRNE (267)	09/25 CK# 80558	
MAY 0 AUG 12 PART TIME INSPECTOR 01-565-109	01-40-830-109	\$1,202.25 1,202.25
CABELA'S MKTG & BRAND MGT INC (278)	09/25 CK# 80559	
19646998 UNIFORMS 01-501-345	01-35-710-345	\$643.78 643.78
CAR REFLECTIONS (296)	09/25 CK# 80560	
12834 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	\$725.00 725.00
CARYN SOVEREIGN (1466)	09/25 CK# 80561	
WEIGHT LOSS FALL RECREATION FEES 01-310-818	01-310-818	\$55.00 55.00
CHRISTOPHER B. BURKE (333)	09/25 CK# 80562	
107570 REIMB.	01-40-820-259	\$9,027.71 199.50
107571 REIMB.	01-15-520-254	220.00
107573 FEES - DRAINAGE ENGINEER 01-555-246	01-40-820-246	364.50
107574 REIMB.	01-15-520-254	1,045.00
107576 PLAN REVIEW - DRAINAGE ENGINEER 01-555-259	01-40-820-259	1,045.00
107590/AUG 12 PLAN REVIEW - PLANNER 01-15-520-257	01-15-520-257	6,153.71
COMMONWEALTH EDISON (370)	09/25 CK# 80563	
0423085170SEP12 RED LIGHT - COM ED	01-30-630-248	\$714.71 57.16
0791026027SEP12 RED LIGHT - COM ED	01-30-630-248	50.95
1024813000SEP12 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	1.26
4215105154SEP12 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	467.24
4403140110SEP12 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	72.02
6863089003SEP12 RED LIGHT - COM ED	01-30-630-248	66.08
CRAIN'S CHICAGO BUSINESS (407)	09/25 CK# 80564	
2012 - 1 YEAR FEES DUES SUBSCRIPTIONS 01-420-307	01-10-455-307	\$48.98 48.98
DELUXE BUSINESS FORMS & SUPPLIES (459)	09/25 CK# 80565	
W-2/1099 FORMS PRINTING & PUBLISHING 01-25-610-302	01-25-610-302	\$161.40 161.40
DUPAGE COUNTY TREASURER (497)	09/25 CK# 80566	
1146/AUG 12 EDP-SOFTWARE 01-457-212	01-30-640-212	\$250.00 250.00
DUPAGE COUNTY E.T.S.B. 911 (513)	09/25 CK# 80567	
ETS 030-12-5AUG PHONE - TELEPHONES 01-451-201	01-30-630-201	\$468.37 468.37

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ECO CLEAN MAINTENANCE INC (2385)	09/25 CK# 80569	\$1,749.00
2756/AUG 12 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,749.00
EXTREME GLOW (570)	09/25 CK# 80571	\$424.00
C0911.196 COMMODITIES 01-482-331	01-30-670-331	424.00
GORDON FLESCH (695)	09/25 CK# 80572	\$2.58
10102734 COPY SERVICE 01-420-315	01-10-455-315	2.58
W.W. GRAINGER (1999)	09/25 CK# 80573	\$77.87
9919636333 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	51.49
9922483517 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	11.57
9922483525 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	14.81
HALA NABULSI (586)	09/25 CK# 80575	\$55.00
WEIGHT LOSS FALL RECREATION FEES 01-310-818	01-310-818	55.00
HOME DEPOT COMMERCIAL (808)	09/25 CK# 80576	\$254.38
1025140 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	74.50
23262 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	75.41
6024337 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	57.99
63199 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	46.48
I.M.R.F. PENSION FUND (917)	09/25 CK# 80577	\$3,806.67
SEPT 2012 SLEP PENSION 01-10-455-155	01-30-630-156	3,806.67
I.R.M.A. (966)	09/25 CK# 80578	\$105.00
AUG 2012 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	105.00
INDUSTRIAL ELECTRICAL SUPPLY (929)	09/25 CK# 80579	\$87.33
210198 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	19.00
210283 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	68.33
INTERGOVERNMENTAL PERSONNEL (934)	09/25 CK# 80580	\$39,995.48
AUG/SEPT 2012 LIFE INS BENEFIT -APPOINTED/ELECTED	01-05-410-141	305.99
SEPT 12 BOZEK COMMANDERS HEALTH & DENTAL PAYABLE 01-210-226	01-210-226	538.05
SEPT 2012 EMP DED PAY-INS 01-210-204	01-210-204	10,298.32
SEPT 2012 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-10-455-141	1,095.04
SEPT 2012 EMPLOYEE BENEFITS - MEDICAL 01-15-510-141	01-15-510-141	686.68
SEPT 2012 EMPLOYEE BENEFIT - MEDICAL INS 01-25-610-141	01-25-610-141	1,383.50
SEPT 2012 EMPLOYEE BENEFIT - MEDICAL INSURANC	01-30-630-141	21,966.69
SEPT 2012 EMPLOYEE BENEFITS - MEDICAL 01-501-141	01-35-710-141	1,642.38
SEPT 2012 EMPLOYEE BENEFITS - MEDICAL 01-551-141	01-40-810-141	2,078.83
JEROME VANICEK (1862)	09/25 CK# 80581	\$25.00
WL73542 TRAFFIC FINES 01-310-502	01-310-502	25.00
JILL HEYSER (1466)	09/25 CK# 80582	\$100.00
2012 - PERMT#35 PARK PERMIT FEES 01-310-814	01-310-814	100.00
KACHUTHRESIA NEDUMGOTTIL (1466)	09/25 CK# 80583	\$241.00
DEPOIST #33 PARK PERMIT FEES 01-310-814	01-310-814	200.00
DEPOIST #33 CHECK PROCESSING FEE - GIFT CERTS 01-310-821	01-310-821	-4.00
PERMIT FEE #33 PARK PERMIT FEES 01-310-814	01-310-814	45.00
KIMBERLY SCHUCH (1466)	09/25 CK# 80584	\$35.00
2012 #39 PARK PERMIT FEES 01-310-814	01-310-814	35.00
KING CAR WASH (1057)	09/25 CK# 80585	\$495.50
60/AUG 12 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	495.50
KIPP'S LAWNMOWER SALES & SERVICE (1062)	09/25 CK# 80586	\$8.82
411525 MAINTENANCE - EQUIPMENT 01-520-411	01-35-735-411	8.82

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GENERAL CORPORATE FUND

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
THEODORE KOLODZIEJ (1075)	09/25 CK# 80587	
12 UNIFORMS UNIFORMS 01-451-345	01-30-630-345	\$620.00 620.00
KONICA MINOLTA BUSINESS SOLUTIONS (2319)	09/25 CK# 80588	
222138976 COPY SERVICE 01-451-315	01-30-630-315	\$407.12 215.60
222155046 COPY SERVICE 01-420-315	01-10-455-315	191.52
LASERCRAFT INC (2300)	09/25 CK# 80589	
10094./AUG 12 RED LIGHT - MISC FEE	01-30-630-249	\$1,537.50 1,537.50
10160 AUG 12 RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	22,475.00
CK 79451 CREDIT RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	-22,475.00
LEXIS (21)	09/25 CK# 80590	
1009686/AUG12 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	\$110.50 110.50
LION HEART (1154)	09/25 CK# 80591	
2042485 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	\$280.00 280.00
LONG MARK (1165)	09/25 CK# 80592	
12 UNFRMS UNIFORMS 01-451-345	01-30-630-345	\$115.03 115.03
MACNEIL AUTOMOTIVE PRODUCTS LTD. (1183)	09/25 CK# 80594	
2287771 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	\$139.74 139.74
NANCY GRINNELL (1792)	09/25 CK# 80595	
PILATES MAT SUMMER RECREATION FEES 01-310-815	01-310-815	\$34.00 34.00
NEOPOST LEASING (1358)	09/25 CK# 80596	
N3506097 POSTAGE & METER RENT 01-420-311	01-10-455-311	\$395.91 395.91
NUTOYS LEISURE PRODUCTS (1400)	09/25 CK# 80597	
38898 ADA PARK IMPROVEMENTS 01-630-520	01-20-590-521	\$1,426.80 1,033.00
38909 MAINTENANCE SUPPLIES 01-615-331	01-20-570-331	393.80
PCS INTERNATIONAL (2201)	09/25 CK# 80598	
129021 E.D.P. SOFTWARE 01-410-212	01-10-460-212	\$255.58 255.58
PEPSI COLA GEN BOT (1479)	09/25 CK# 80599	
20471311 COMMISSARY PROVISION 01-420-355	01-10-455-355	\$169.84 169.84
PETTY CASH C/O TIM HALIK (1492)	09/25 CK# 80600	
9/18 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	\$47.22 26.92
9/18 FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	20.30
PHILLIP'S FLOWERS (1498)	09/25 CK# 80601	
881341 PUBLIC RELATIONS 01-435-365	01-10-475-365	\$162.95 162.95
PHYSIO-CONTROL INC (1500)	09/25 CK# 80602	
413015852 OPERATING EQUIPMENT 01-451-401	01-30-630-401	\$84.00 84.00
PIECZYNSKI LINDA S. (1503)	09/25 CK# 80603	
5601/AUG 12 FEES - SPECIAL ATTORNEY 01-451-241	01-30-630-241	\$1,289.00 1,289.00
DANIEL POLFLIET (1522)	09/25 CK# 80604	
12 UNFRMS UNIFORMS 01-451-345	01-30-630-345	\$127.50 127.50
PUBLIC SAFETY DIRECT INC (2309)	09/25 CK# 80605	
23187 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	\$95.00 95.00
RAGS ELECTRIC, INC (1585)	09/25 CK# 80606	
15007 MAINTENANCE - STREET LIGHTS 01-530-223	01-35-745-223	\$413.80 90.00
15008 MAINTENANCE - STREET LIGHTS 01-530-223	01-35-745-223	135.00
15009 MAINTENANCE - STREET LIGHTS 01-530-223	01-35-745-223	188.80
RIGHT FIT SPORT FITNESS WELLNESS (2298)	09/25 CK# 80607	
4463/SNSBL FTNS FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	\$645.00 645.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ROSEANN SPREADBURY (1466) 2012 PERMIT #39 PARK PERMIT FEES 01-310-814	09/25 CK# 80608 01-310-814	\$200.00 200.00
RYDIN DECAL (1652) 277833 PRINTING & PUBLISH 01-420-302	09/25 CK# 80609 01-10-455-302	\$262.25 262.25
SAM SCHWARTZ ENGINEERING PLLC (2383) 58314 PLAN REVIEW - TRAFFIC CONSULTANT	09/25 CK# 80610 01-15-520-258	\$288.00 288.00
LAURIE SCHMITZ (1680) 12 UNIFORMS UNIFORMS 01-451-345	09/25 CK# 80611 01-30-630-345	\$203.28 203.28
SEASON COMFORT, CORP. (1687) 153850 SEPT/NOV MAINTENANCE - BUILDING 01-405-228	09/25 CK# 80612 01-10-466-228	\$578.00 578.00
SERVICE SANITATION INC (1697) 6689653 ADA RECREATION ACCOMMODATIONS 01-630-520	09/25 CK# 80613 01-20-590-520	\$136.00 136.00
SIKICH LLP (1722) 148632/AUG 12 FINANCIAL SERVICES 01-25-620-252	09/25 CK# 80614 01-25-620-252	\$8,234.00 8,234.00
SUBURBAN LEAP (2199) BOSSSES' DAY SCHOOLS-CONFERENCE TRAVEL 01-451-304	09/25 CK# 80615 01-30-630-304	\$104.00 104.00
SUBURBAN LIFE PUBLICATIONS (1805) 5326/583335 PRINTING & PUBLISHING 01-15-510-302 5326/583337 PRINTING & PUBLISHING 01-15-510-302	09/25 CK# 80616 01-15-510-302 01-15-510-302	\$563.79 351.09 212.70
SUBWAY (1811) OVRPD JULY 2012 PLACES OF EATING TAX 01-310-208	09/25 CK# 80617 01-310-208	\$391.89 391.89
SVEHLA ARTHUR (1817) 12 UNIFORMS UNIFORMS 01-451-345	09/25 CK# 80619 01-30-630-345	\$100.28 100.28
T.P.I. (1886) 6337/AUG 12 REIMB. 6337/AUG 12 PART TIME INSPECTOR 01-565-109 6337/AUG 12 REIMB.	09/25 CK# 80620 01-40-820-258 01-40-830-109 01-40-830-115	\$6,133.46 4,417.46 1,176.00 540.00
TAMELING GRADING (1836) TG5/AUG 12 LANDSCAPE MAINTENANCE SERVICES 01-610-342 TG5/AUG 12 STREET & ROW MAINTENANCE 01-535-328	09/25 CK# 80621 01-20-565-342 01-35-750-328	\$1,880.00 640.00 1,240.00
TAMELING INDUSTRIES (1844) 82183 LANDSCAPE MAINTENANCE SERVICES 01-610-342 82330 STREET & ROW MAINTENANCE 01-535-328	09/25 CK# 80622 01-20-565-342 01-35-750-328	\$269.55 258.05 11.50
TERESA JIMENEZ (1466) 2012 #41 PARK PERMIT FEES 01-310-814	09/25 CK# 80623 01-310-814	\$250.00 250.00
THOMPSON ELEV. INSPECT. SERVICE (1873) 12-3083 ELEVATOR INSPECTION 01-565-117	09/25 CK# 80624 01-40-830-117	\$86.00 86.00
TOM & JERRY'S SHELL SERVICES (1883) 44509-TOW MAINTENANCE - VEHICLES 01-451-409 46638 MAINTENANCE - VEHICLES 01-451-409 46673 MAINTENANCE - VEHICLES 01-451-409 46674 MAINTENANCE - VEHICLES 01-451-409 46691 MAINTENANCE - VEHICLES 01-451-409 46713 MAINTENANCE - VEHICLES 01-451-409 46718 MAINTENANCE - VEHICLES 01-451-409 46720 MAINTENANCE - VEHICLES 01-451-409 46735 MAINTENANCE - VEHICLES 01-451-409 46742 MAINTENANCE - VEHICLES 01-451-409	09/25 CK# 80625 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409 01-30-630-409	\$2,599.99 375.00 113.88 25.45 25.45 191.24 25.45 81.60 628.05 337.94 25.45

VILLAGE OF WILLOWBROOK

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
46743 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
46752 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	20.40
48632 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	724.63
UNIFIRST (1926)	09/25 CK# 80626	\$395.42
0610714551 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	166.95
0610714637 MAINTENANCE - PW BUILDING	01-35-725-418	49.76
0610717563 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	128.95
0610717649 MAINTENANCE - PW BUILDING	01-35-725-418	49.76
UNITED STATE POSTAL SERVICE (1946)	09/25 CK# 80627	\$2,500.00
26141291 9/17 PREPAID POSTAGE 01-190-102	01-190-102	2,500.00
VEDDER, PRICE, KAUFMAN & KAMM HOLZ PC (1971)	09/25 CK# 80628	\$4,263.00
444435 FEES - LABOR COUNSEL 01-425-242	01-10-470-242	4,263.00
VERIZON WIRELESS (1972)	09/25 CK# 80629	\$2,821.38
2793943915AUG12 PHONE - TELEPHONES 01-05-410-201	01-05-410-201	54.64
2793943915AUG12 PHONE - TELEPHONES 01-420-201	01-10-455-201	87.59
2793943915AUG12 PHONE - TELEPHONES 01-451-201	01-30-630-201	512.71
2793943915AUG12 OPERATING EQUIPMENT 01-451-401	01-30-630-401	809.94
2793943915AUG12 TELEPHONES 01-501-201	01-35-710-201	559.87
2793943915AUG12 TELEPHONES 01-551-201	01-40-810-201	796.63
WESTMORE SUPPLY CO (2427)	09/25 CK# 80630	\$928.75
AUG 2012 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	928.75
WESTOWN AUTO SUPPLY COMPANY (2026)	09/25 CK# 80631	\$123.95
46408 MAINTENANCE - VEHICLES 01-420-409	01-10-455-409	123.95
WIESBROOK SHEET METAL (2367)	09/25 CK# 80632	\$19,826.00
31919 PARK IMPROVEMENTS-NEIGHBORHOOD PARK	01-20-595-695	19,826.00
WILD GOOSE CHASE INC (2047)	09/25 CK# 80633	\$840.00
18038 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	840.00
WILL COUNTY CLERK (2049)	09/25 CK# 80634	\$10.00
LONG FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	10.00
WILLOWBROOK FORD INC. (2056)	09/25 CK# 80635	\$453.59
6119537/1 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	453.59
THE YOGA TEACHERS' GROUP INC (2109)	09/25 CK# 80636	\$1,015.00
7/30 - 9/6/12 SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	1,015.00
TOTAL GENERAL CORPORATE FUND		\$134,060.59

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR SEPTEMBER, 2012

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WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
COMMONWEALTH EDISON (370)	09/25 CK# 80563	\$765.00
4651111049-8/28 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	498.10
5071072051-8/28 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	266.90
DUPAGE WATER COMMISSION (521)	09/25 CK# 80568	\$119,124.28
9736 / AUG 12 PURCHASE OF WATER 02-420-575	02-50-420-575	119,124.28
ENVIRO TEST INC (555)	09/25 CK# 80570	\$87.50
12-129169AUG12 SAMPLING ANALYSIS 02-420-362	02-50-420-362	87.50
W.W. GRAINGER (1999)	09/25 CK# 80573	\$24.42
9913913043 MAINTENANCE - METER EQUIPMENT 02-435-463	02-50-435-463	24.42
H AND R CONSTRUCTION INC. (742)	09/25 CK# 80574	\$2,650.00
14375 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	2,650.00
INTERGOVERNMENTAL PERSONNEL (934)	09/25 CK# 80580	\$1,691.30
SEPT 2012 EMPLOYEE BENEFITS - MEDICAL	02-50-401-141	1,691.30
M.E. SIMPSON COMPANY INC (1235)	09/25 CK# 80593	\$645.00
22966 LEAK SURVEYS 02-430-276	02-50-430-276	645.00
SUNSET SEWER & WATER (2276)	09/25 CK# 80618	\$4,972.26
2012-175 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	882.00
2012-176 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	1,500.76
2012-178 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	2,369.00
2012-179 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	220.50
TAMELING GRADING (1836)	09/25 CK# 80621	\$1,920.50
TG5/AUG 12 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	1,920.50
VERIZON WIRELESS (1972)	09/25 CK# 80629	\$559.87
2793943915AUG12 PHONE - TELEPHONES 02-401-201	02-50-401-201	559.87
TOTAL WATER FUND		\$132,440.13

VILLAGE OF WILLOWBROOK

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SUMMARY ALL FUNDS

BANK ACCOUNT	DESCRIPTION	AMOUNT
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	134,060.59 *
02-110-105	WATER FUND-CHECKING 0010330283	132,440.13 *
	TOTAL ALL FUNDS	266,500.72 **

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: MOTION TO APPROVE – 2012 MFT ROADWAY MAINTENANCE PROGRAM: PAYOUT #1 – PARTIAL PAYMENT, JAMES D. FIALA PAVING CO.	AGENDA NO. 5d AGENDA DATE: <u>9/24/12</u>
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STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>
LEGAL REVIEW: N/A	SIGNATURE: <u>N/A</u>
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>

REVIEWED & APPROVED BY COMMITTEE: YES on September 10, 2012 NO N/A

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

At its regular meeting on May 14, 2012, the Village Board approved a contract with James D. Fiala Paving Company to complete the 2012 MFT Roadway Maintenance Program. This year's program consisted of re-paving 2.22 miles of streets in the northeast quadrant of the Village, replacement of worn pavement markings, and sealcoating and re-striping of Village owned parking facilities. After IDOT approval was received and all required paperwork, insurance and bond certificates were submitted, a notice to proceed with the project was issued by the Village and the work commenced.

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

Given the work is now completed, the contractor has submitted a request for partial payment. The request was forwarded to the Village Engineering Consultant for review and approval. A copy of their written recommendation to authorize Payment #1 – Partial Payment is attached. The following is a breakdown of the project costs to date:

TOTAL INVOICED AMOUNT:	\$197,151.45 (Contract Amount: \$188,947.82)
Less 5% Retainage:	\$9,857.57

Payout #1 Request:	\$187,293.88

Staff would recommend that the Mayor and Board of Trustees authorize Payout #1 – Partial Payment to James D. Fiala Paving Company in the amount of \$187,293.88. The Village has confirmed material quantities used, the contractor has submitted a partial waiver of lien, and an executed prevailing wage certification was received. The authorized payment amount would be expended from the following funds:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGETED</u>
MFT	04-56-430-684	Street Maintenance Contract	\$186,000
PARKS	01-20-595-694	Maintenance	\$10,000
ADMIN	01-10-485-602	Building Improvements	\$9,000
P.W.	01-35-765-684	Street Maintenance Contract	\$5,000

Once IDOT has approved the final project paperwork, the retainage amount will be released.

ACTION PROPOSED:
 Approve motion.

JAMES D. FIALA
PAVING COMPANY, INC.

Letter of Transmittal

500 E. Frontage Rd. N, Bolingbrook, IL 60440
 Phone: (630) 783-8311 Fax: (630) 783-8320



TO: Village of Willowbrook
 7760 Quincy Street
 Willowbrook IL 60527

Attn: Tony Witt

Date:	September 12, 2012	Job No:	32110
Job Name:	2012 MFT Program		
Job Location:			
Section #			
Re:	Invoice		

WE ARE SENDING YOU: Attached Under separate cover via MAIL the following items:

Item No.	Date	No.	Description
1	8/31/2012	1	Invoice for 2012 MFT Program

THESE ARE TRANSMITTED as checked below:

- | | |
|---|---|
| <input type="checkbox"/> For Approval | <input type="checkbox"/> Reviewed |
| <input type="checkbox"/> For your use | <input type="checkbox"/> Rejected |
| <input type="checkbox"/> For Review & Comment | <input type="checkbox"/> For Execution & Return |

REMARKS:

JAMES D. FIALA PAVING CO., INC
 500 EAST FRONTAGE RD N
 BOLINGBROOK, IL 60440
 630-783-8311

Invoice 3211001
 Page No. 1-

Pay Application	Date	Terms	Contract
1	31 AUG 2012	DUE UPON RECEIP	

Customer 1235

 VILLAGE OF WILLOWBROOK
 7760 QUINCY STREET
 WILLOWBROOK, IL 60527

Contract Location
Job Cost Project # 32110 VILLAGE OF WILLOWBROOK 2012 MFT PROGRAM VARIOUS LOCATIONS WILLOWBROOK, IL

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
010	BIT MAT PRIME COAT	GAL	2012.0000	0.0000	0.0000	0.0000	0.0100	0.00	0.00
020	HMA SC "D" N50	TON	1781.0000	0.0000	1872.9000	1872.9000	66.0000	123,611.40	123,611.40
030	HMA SRF REH 1 1/2 'S	SY	10501.0000	0.0000	10501.0000	10501.0000	2.3500	24,677.35	24,677.35
040	THPL PVT MK LN4"MSD	LF	1200.0000	0.0000	0.0000	0.0000	0.5000	0.00	0.00
050	THPL PVT MK LN4"YSD	LF	660.0000	0.0000	0.0000	0.0000	0.5000	0.00	0.00
060	THPL PVT MK LN4"YS	LF	5200.0000	0.0000	0.0000	0.0000	0.5000	0.00	0.00
070	THPL PVT MK LN4"WS	LF	6624.0000	0.0000	13471.0000	13471.0000	0.5000	6,735.50	6,735.50
080	THPL PVT MK L&S	SF	910.0000	0.0000	670.8000	670.8000	4.0000	2,683.20	2,683.20
090	THPL PVT MK LN 6"WS	FT	2730.0000	0.0000	2401.0000	2401.0000	0.7500	1,800.75	1,800.75
100	THPL PVT MK LN12"WS	FT	600.0000	0.0000	280.0000	280.0000	1.5000	420.00	420.00
110	THPL PVT MK LN 24"SB	FT	323.0000	0.0000	250.0000	250.0000	3.7500	937.50	937.50
120	PAINT PVT MK LN4"YS	FT	4800.0000	0.0000	4579.0000	4579.0000	0.3000	1,373.70	1,373.70
130	PAINT PVT MK LN24"MS	FT	145.0000	0.0000	24.0000	24.0000	2.0000	48.00	48.00
140	PAINT PVT MK L&S	SF	180.0000	0.0000	154.0000	154.0000	3.0000	462.00	462.00
150	PVT MK REM	SF	6467.0000	0.0000	5529.1300	5529.1300	0.8000	4,423.30	4,423.30
160	CL D PATCH 6"SPL	SY	201.0000	0.0000	229.0000	229.0000	60.0000	13,740.00	13,740.00
170	STR ADJ SPL	EA	3.0000	0.0000	0.0000	0.0000	300.0000	0.00	0.00
180	SEALCOAT	SF	106000.0000	0.0000	147625.0000	147625.0000	0.1100	16,238.75	16,238.75
Total Base Contract								197,151.45	197,151.45
Total Contract And Change Orders								197,151.45	197,151.45

JAMES D. FIALA PAVING CO., INC
 500 EAST FRONTAGE RD N
 BOLINGBROOK, IL 60440
 630-783-8311

Pay			
Application	Date	Terms	Contract
1	31 AUG 2012	DUE UPON RECEIP	

Customer 1235

 VILLAGE OF WILLOWBROOK
 7760 QUINCY STREET
 WILLOWBROOK, IL 60527

Contract Location
Job Cost Project # 32110
VILLAGE OF WILLOWBROOK
2012 MFT PROGRAM
VARIOUS LOCATIONS
WILLOWBROOK, IL

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
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Billing Summary For Contract 32110

	Current	To Date
Complete To Date	197,151.45	197,151.45
Materials On Hand	0.00	0.00
Sales Tax	0.00	0.00
Less Retainage @ 5.0000 %	9,857.57	9,857.57
Balance	187,293.88	187,293.88
Less Previous Payments		0.00
Total Amount Due	187,293.88	187,293.88



CHRISTOPHER B. BURKE ENGINEERING, LTD.
 9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX(847) 823-0520

September 18, 2012

Village of Willowbrook
 7760 Quincy Street
 Willowbrook, Illinois 60527



Attention: Tim Halik

Subject: 2012 MFT – Pay Request # 1
 (CBBEL Project No. 90-144 H136)

Dear Tim:

As requested we have reviewed Pay Request #1 dated August 31, 2012 (Invoice No. 3211001) from James D. Fiala Paving Co for the work performed. Work included milling, patching, resurfacing, striping, and sealcoating.

Total Completed	\$197,151.45
Retainage 5%	\$9,857.57
Pay Request #1	\$187,293.88

It is our understanding that Village staff has verified the invoiced quantities and quality of work and therefore, it is our opinion that it would be appropriate for the Village to pay the invoice in the amount of \$187,293.88 which includes 5% retainage of the work performed.

If you have any questions or would like to further discuss this letter, please do not hesitate to contact me.

Sincerely,

Daniel L. Lynch, PE, CFM
 Head, Municipal Engineering Department

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS } SS
COUNTY OF WILL

Gty # _____
Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Willowbrook
to furnish Labor, Equipment & Material
for the premises known as 2012 MFT Program
of which Village of Willowbrook is the owner.

The undersigned, for and in consideration of One-Hundred Eighty-Seven Thousand Two-Hundred Ninety-Three and 88/100
(\$187,293.88) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby
waive and release any and all lien or claim of, or right to, lien, under the Statutes of the State of Illinois, relating to mechanics' liens, with respect to and on
said above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or
other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus or machinery, furnished to this
date by the undersigned for the above-described premises.

Given under our hand...and seal...this 14th day of September 2012

Signature and Seal Barbara Olaska

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

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS } SS
COUNTY OF WILL

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn on oath, deposes and says that (s)he is Barbara Olaska, Secretary
of the James D. Fiala Paving Company, Inc.
who is the contractor for the 2012 MFT Program work on
the building located at Various Locations
owned by Village of Willowbrook

That the total amount of the contract including extras is \$197,151.45 on which he has received payment of \$0.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Names	What For	Contract Price	Amount Paid	This Payment	Balance Due
James D. Fiala Paving Company, Inc.	Labor, Equip & Mtl	\$156,627.85	\$0.00	\$151,826.24	\$4,801.61
Pavement Systems, Inc.	Sealcoat	\$18,122.45	\$0.00	\$17,216.33	\$906.12
Superior Road Striping, Inc.	Striping	\$22,401.15	\$0.00	\$18,251.31	\$4,149.84
ALL LABOR AND MATERIAL FROM FULLY PAID STOCK, DELIVERED IN OUR TRUCKS, CONSTRUCTED WITH OUR EQUIPMENT & LABOR.					
TOTAL LABOR AND MATERIAL NECESSARY TO COMPLETE:		\$197,151.45	\$0.00	\$187,293.88	\$9,857.57

Signed this 14th day of September 2012



Subscribed and sworn to before me this 14th day of September, 2012

Cheryl Pasowicz
Notary Public

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR THE 2012 FALL BRUSH COLLECTION PROGRAM – MARIO’S TREE SERVICE AND LANDSCAPING	AGENDA NO. 5e AGENDA DATE: <u>09/24/12</u>
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STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: _____
LEGAL REVIEW: N/A	SIGNATURE: _____
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: _____
REVIEWED & APPROVED BY COMMITTEE: YES <input checked="" type="checkbox"/> <u>on 9/10/12</u> NO <input type="checkbox"/> N/A <input type="checkbox"/>	

ITEM HISTORY (ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY, ETC.)

This past Spring, the Village-wide brush collection program was conducted the week of May 7th thru 11th. The program included curb-side chipping of piled brush throughout town. Afterwards, the resulting chips were dumped at the Village public works facility for future use at park sites. The chips are not of high quality, but can be used to top-dress the walking paths within Creekside Park. Currently, we have no use for additional chipped material at any Village facility. In addition, given it is a low-quality chip, it is not recommended that we consider making the material available to residents. Staff would recommend that the resulting chipped material from the Fall brush program be disposed of by the vendor (i.e., included in the scope of work of the Fall collection program). The Municipal Services Committee has suggested that staff consider the addition of a tub-grinding process as part of the Spring 2013 collection program so high-quality mulch could be made available to residents).

Staff has recently been using a new tree service contractor, Mario’s Tree Service and Landscaping, to complete some park work. We have found that the company has been very responsive, and performs high quality work at a low price. Therefore, we solicited a proposal from them to complete the 2012 Village-wide Fall Brush Collection Program. Mario offered a proposal of \$105/hour/crew to perform the program, which would include the removal and disposal of the resulting chips. This happens to be the same price that was offered by the prior contractor this past Spring, but the Village was responsible for the disposal of the chips. Using Mario, the estimated cost of the Fall Brush Collection Program would be \$9,450, which is below the budgeted amount, and includes the removal and disposal of the chips.

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

Staff anticipates that two (2) chipping crews would be required to work approximately 45 hours time to complete the Fall program. Therefore, the estimated cost of the program is \$9,450. The F.Y. 2012/13 Budget includes the following funding to conduct both the Spring and Fall Brush Collection Programs:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGETED</u>	<u>REMAINING</u>
PW – Street Maint.	01-35-755-284	Reimb. Exp. – Brush Pick-Up	\$20,000	\$12,180

ACTION PROPOSED:

Adopt resolution. The Fall Brush Program would be scheduled to occur the week of October 8th thru the 12th.

RESOLUTION NO. 12-R-_____

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO
ACCEPT A PROPOSAL FOR THE 2012 FALL BRUSH COLLECTION
PROGRAM – MARIO’S TREE SERVICE AND LANDSCAPING

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Mayor and Village Clerk be and the same are hereby authorized and directed to accept the proposal from Mario’s Tree Service and Landscaping on a time and material basis to complete the 2012 Fall Brush Collection Program in an amount set forth in the proposal attached hereto as Exhibit “A” which is, by this reference, expressly incorporated herein.

ADOPTED and APPROVED this 24th day of September, 2012

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

Mario's Tree Service

Proposal

P.O. Box 234

September 5, 2012

Addison IL 60101

(630) 624 - 9894

Bill to:

The Village of Willowbrook

7760 Quincy Street

Willowbrook, IL 60527

630-323-8215

Contact: Tony Witt

Fall Brush Pick Up

2 crews (2 men crew)

\$105/hrly/ per crew

Haul away wood chips

Brush pick will take place 2nd week of October.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE 3/9/2012

PRODUCER
 DANIEL SAUVE (15078)
 1999 W 75TH ST
 STE 200
 WOODRIDGE, IL 60517-0000
 630-910-5310 FAX: 630-910-5358

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED 3572215
 HOME FACILATATORS INC / DBA MARIOS LANDSCAPING
 1500 W GOLDENGATE DR
 ADDISON, IL 60101

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: COUNTRY Mutual Insurance Company

20990

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	AB9051813	3/5/2012	3/5/2013	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS Covered on Gen Liab	AV9052683	3/5/2012	3/5/2013	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EA ACC AGG
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE AGGREGATE
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> No If yes, describe under SPECIAL PROVISIONS below <input checked="" type="checkbox"/> Yes	AW9051803	3/5/2012	3/5/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

POLICY INFORMATION:
 HIRED AUTOS LIMIT AND NON-OWNED AUTOS LIMIT ARE INCLUDED IN THE EACH OCCURRENCE LIMIT AND GENERAL AGGREGATE LIMIT OF THE GENERAL LIABILITY
 (CONTINUED)

CERTIFICATE HOLDER

MARIO ARCE
 MARIO'S TREESERVICE & LANDSCAPING
 1500 W. GOLDENGATE DR
 ADDISON, IL 60101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Douglas M Bova

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE 3/9/2012

PRODUCER
DANIEL SAUVE (15078)
1999 W 75TH ST
STE 200
WOODRIDGE, IL 60517-0000
630-910-5310 FAX: 630-910-5358

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED 3572215
HOME FACILATATORS INC / DBA MARIOS LANDSCAPING
1500 W GOLDENGATE DR
ADDISON, IL 60101

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: COUNTRY Mutual Insurance Company

20990

INSURER B:

INSURER C:

INSURER D:

INSURER E:

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

WORKERS COMPENSATION EXCLUSIONS:
PROPRIETOR, PARTNER(S), EXECUTIVE OFFICER(S), MEMBERS(S) IS/ARE EXCLUDED ON WORKERS COMPENSATION BY ENDORSEMENT.

CERTIFICATE HOLDER

MARIO ARCE
MARIO'S TREESERVICE & LANDSCAPING
1500 W. GOLDENGATE DR
ADDISON, IL 60101

CANCELLATION

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AUTHORIZED REPRESENTATIVE

Douglas M Bova

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

David Anthony Salon & Spa
327 75th St
Willowbrook Il 60527

Re: Account No. 410820.004
Delinquent Water Bill

Dear Sir:

Please be advised that your water bill is now delinquent in the amount of \$188.53. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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

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

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



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August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mr. Michael Klicpera
101 W 75th St
Willowbrook IL 60527

Re: Account No. 111470.005
Delinquent Water Bill

Dear Mr. Klicpera:

Please be advised that your water bill is now delinquent in the amount of \$171.63. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



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August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Ms. Cindy Kozla
326 Sheridan Dr #2D
Willowbrook IL 60527

Re: Account No. 110825.000
Delinquent Water Bill

Dear Ms. Kozla:

Please be advised that your water bill is now delinquent in the amount of \$208.61. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



Village of Willowbrook

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Willowbrook, IL 60527-5594

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August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mr. Jerry Patano
334 Sheridan Dr # 1A
Willowbrook Il 60527

Re: Account No. 110870.003
Delinquent Water Bill

Dear Mr. Patano:

Please be advised that your water bill is now delinquent in the amount of \$111.63. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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

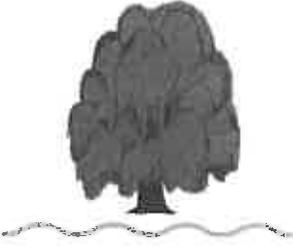
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



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Willowbrook, IL 60527-5594

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August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Ms. Niyole Pilipavichius
267 Snug Harbor Dr
Willowbrook Il 60527

Re: Account No. 112520.000
Delinquent Water Bill

Dear Ms. Pilipavichius:

Please be advised that your water bill is now delinquent in the amount of \$175.77. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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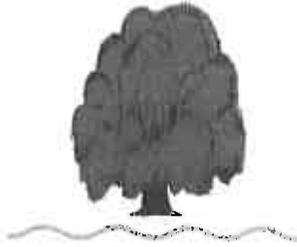
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



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August 28, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mr. & Mrs. Bernardino Villarreal
7730 Blackberry Ln
Willowbrook Il 60527

Re: Account No. 110385.001
Delinquent Water Bill

Dear Mr. & Mrs. Villarreal:

Please be advised that your water bill is now delinquent in the amount of \$95.76. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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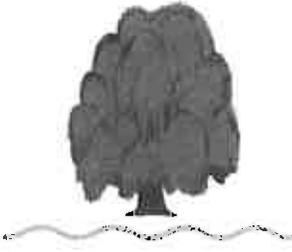
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



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Willowbrook, IL 60527-5594

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

August 28, 2012

Mayor

Robert A. Napoli

Mr. William White
222 Midway Dr
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 112125.003
Delinquent Water Bill

Dear Mr. White:

Please be advised that your water bill is now delinquent in the amount of \$236.82. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before September 24, 2012, will result in the immediate termination of your water service.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:
AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A COMMERCIAL SCHOOL ("MATHNASIUM") IN TENANT SPACE 18 6300 S. Kingery Highway, Hinsdale Lake Commons Shopping Center

AGENDA NO. 7
AGENDA DATE: 9/24/12

STAFF REVIEW: Jo Ellen Charlton,
Planning Consultant

SIGNATURE: Jo Ellen Charlton

LEGAL REVIEW: Bill Hennessy

SIGNATURE: William Hennessy

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: TC Hall

REVIEWED & APPROVED BY COMMITTEE:

YES NO N/A

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

The subject 20.96-acre site, is known as Hinsdale Lake Commons Shopping Center, and is located on the southwest side of Kingery Highway and 63rd Street. The center contains a total of 184,359 square feet, of which the proposed Mathnasium commercial school will occupy 1,800 square feet. The use is proposed in the southwest corner building, between Charter Fitness and Hallmark. Commercial schools are conditional uses in the B-2 zoning district, which allows the Village to better evaluate appropriateness of use, parking, loading, signage and other details.

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

The collective parking requirements for individual uses within the shopping center total 854 spaces. The center provides 858 parking spaces, for a surplus of 4 spaces. According to Village records, 5,008 square feet of space will remain vacant if Mathnasium is approved. The parking count includes 20 spaces for this 5,008 square foot space, plus the surplus 4 spaces, for a total of 24 spaces available to accommodate the remaining vacant space.

The proposed location, as described above, is ideally situated in a part of the shopping center that contains non-retail uses, making it unlikely that the space would be desirable for retailers. Additionally, the proposed use brings meaningful retail traffic to the center since the relatively short class times make it convenient to accomplish errands in the center, rather than going home or traveling to nearby shopping destinations.

Conditions to the approval are recommended and include additional signage restricting stopping, waiting and parking along the curb in front of the store, as well as a requirement for the shopping center to complete required landscaping around their new shopping center signs.

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

ACTION PROPOSED:

Approve the attached ordinance.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A
COMMERCIAL SCHOOL ("MATHNASIUM") IN TENANT SPACE 18
6300 S. Kingery Highway, Hinsdale Lake Commons Shopping Center

WHEREAS, on or about August 15, 2012, Omar Ali, as applicant, with approval of property owner Regency Centers, by its agent Nick Wibbenmeyer, Vice President Regency Centers, filed an application with the Village of Willowbrook, requesting that the Village grant a special use permit with respect to the property legally described in Exhibit "A" attached hereto, which is, by this reference, incorporated herein ("SUBJECT REALTY"); and,

WHEREAS, applicant specifically requested the Village grant the special use permit in Tenant Space 18 of the Subject Realty, as identified in Exhibit "B" attached hereto, which is, by this reference incorporated herein ("SUBJECT TENANT SPACE"); and,

WHEREAS, Notice of Public Hearing on said application was published on or about August 17, 2012 in a newspaper having general circulation within the Village, to-wit, the Suburban Life newspaper, all as required by the statutes of the State of Illinois and the ordinances of the Village; and,

WHEREAS, pursuant to said Notice, the Plan Commission of the Village of Willowbrook conducted a Public Hearing on or about September 5, 2012, all as required by the statutes of the State of Illinois and the ordinances of the Village; and,

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

WHEREAS, the Plan Commission forwarded its recommendations, including its Findings of Fact, to the Mayor and Board of Trustees on or about September 5, 2012, a copy of which is attached hereto as Exhibit "C" which is, by this reference, made a part hereof.

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

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

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

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

operated and maintained in accordance with all of the following conditions:

1. Up to two additional "Fire Lane/No Stopping, Waiting or Parking" signs shall be posted along the curb immediately in front of the Mathnasium location as recommended by the Village of Willowbrook.
2. No building permits shall be issued for the proposed Mathnasium until the landscaping surrounding the two newly installed shopping center signs at the main entrances have been planted in accordance with the approved landscape plan, and approved by the Village of Willowbrook in writing.

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

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

PASSED and APPROVED this 24th day of September, 2012.

APPROVED:

Mayor

ATTEST:

Village Clerk

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

EXHIBIT "A"

LEGAL DESCRIPTION

Lot 1 in Hinsdale Lake Commons, being a subdivision of part of the northwest $\frac{1}{4}$ of section 23, Township 38 North, Range 11, East of the Third Principal Meridian, according to the plat thereof recorded December 5, 1986 as document R86-154148, in DuPage County, Illinois.

EXHIBIT "B" TENANT SPACE

Willowbrook, IL 60527

3300 Robert Kingery Highway

Mathnasium of Hinsdale
6300 Robert Kingery Hwy
Willowbrook, IL 60527
SITE PLAN AND PROPOSED IMPROVEMENTS

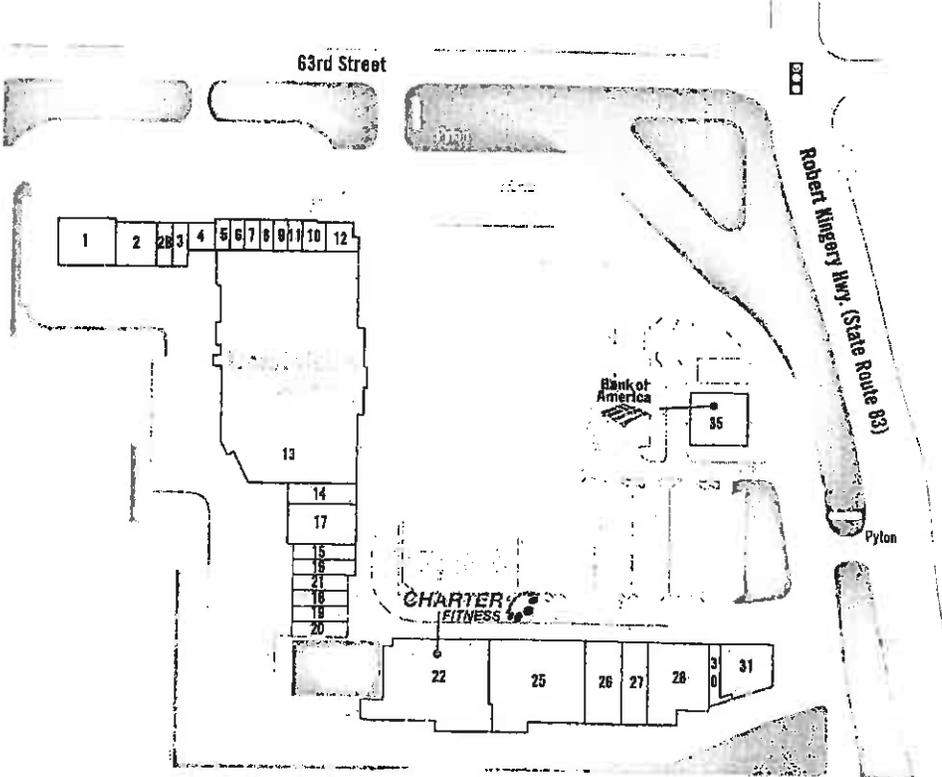
Center Size 178,959 SF

Available Space

0002	4,028 SF	0018	1,800 SF
0005	879 SF		

Current Retailers

0001	PHILLIES PIZZA BAR & GRILL	6,177 SF
0002B	TCBY	1,338 SF
0003	REICHARDT CLEANERS	1,347 SF
0004	STOGIES	1,451 SF
0006	HINSDALE LAKE OPTICS	878 SF
0007	EDWARD JONES	878 SF
0008	BELTONE HEARING AIDS	995 SF
0009	BORIC'S HAIRCARE	878 SF
0010	CARIBOU COFFEE	1,872 SF
0011	SUBWAY	878 SF
0012	FANNIE MAY CANDIES	1,534 SF
0013	DOMINICK'S	69,540 SF
0014	PALM BEACH TAN	3,000 SF
0015	LAVIDA MASAGE	2,070 SF
0018	CABINTRY SOLUTIONS	2,078 SF
0017	HALLMARK	5,996 SF
0019	DENTISTS OF HINSDALE	1,800 SF
0020	180 DEGREES	1,840 SF
0021	MEADE CHIROPRACTIC	1,800 SF
0022	CHARTER FITNESS	17,275 SF
0025	GOODWILL	22,800 SF
0028	SALON SUITES	4,786 SF
0027	ADVANCED PHYSICIANS GROUP	3,600 SF
0028	FMC DIALYSIS SERVICES	9,374 SF
	WILLOWBROOK	
0030	MAGIC NAILS	1,762 SF
0031	JUICY-O	5,801 SF
0035	LASALLE BANK	0 SF



AVAILABLE
 LEASED
 AVAILABLE (P/R)

EXHIBIT "C"
PLAN COMMISSION RECOMMENDATION

MEMORANDUM

MEMO TO: Robert Napoli, Mayor
Board of Trustees

MEMO FROM: Daniel Kopp, Plan Commission Chairman

DATE: September 6, 2012

SUBJECT: Omar Ali, Mathnasium, 6300 Kingery Highway, Consideration and Recommendation of a Special Use permit for a commercial school in Hinsdale Lake Commons Shopping Center

At the meeting of the Plan Commission held on September 5, 2012, the above was discussed and the following motion was made:

MOTION: Made by Commissioner Soukup, seconded by Commissioner Buckley that based on the submitted petition and testimony presented, the special use for an 1,800 square foot commercial school in space 18 in the Hinsdale Lake Commons shopping center meets the standards for a special use as outlined in the staff report prepared for the September 5, 2012 meeting; I move that the Plan Commission recommend approval of PC 12-03 subject to the following conditions:

1. Up to two additional "Fire Lane/No Stopping, Waiting or Parking" signs shall be posted along the curb immediately in front of the Mathnasium Store in locations recommended by the Village of Willowbrook.
2. No building permits shall be issued for the proposed Mathnasium until the landscaping surrounding the two newly installed shopping center signs at the main entrances have been planted in accordance with the approved landscape plan and approved by the Village of Willowbrook in writing.

ROLL CALL: AYES: Commissioners DelSarto, Remkus, Soukup, Vice Chairman Wagner, Buckley, Baker and Chairman Kopp. NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

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

DK/jp

FINDINGS OF FACT

1. An 1,800 square foot Mathnasium in Space 18 will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare. It is located among other non-retail uses in the shopping center.
2. An 1,800 square foot Mathnasium in Space 18 will not be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted subject to compliance with the condition that additional signage restricting stopping, waiting and parking in the drive aisle immediately in front of the store. The use will not diminish and impair property values in the neighborhood.
3. The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. the shopping center is already developed and an educational facility is a permitted special use in the zoning district.
4. Adequate utilities, access roads, drainage and/or other necessary facilities have been or are being provided. The existing shopping center is already provided with adequate utilities, access roads, drainage and other facilities.
5. The proposed use will not have an impact on ingress or egress to or from the public streets.
6. The special use itself conforms to all other applicable regulations of the district in which it is located. The shopping center's monument signage, however, is not currently compliant with the approved landscape plan. These signs were replaced earlier this summer to take advantage of the revised sign ordinance, and included required landscaping. Planting was delayed due to extreme heat earlier this summer, however, it appears that recent plantings are not consistent with the approved plan. Staff recommends this deficiency be corrected prior to the issuance of any building permits for the proposed Mathnasium.
7. Mathnasium has not requested approval in the past to locate in this shopping center.

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

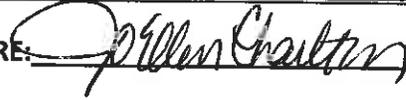
ITEM TITLE:
AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A
COMMERCIAL SCHOOL ("MATHNASIUM") IN TENANT SPACE 18
6300 S. Kingery Highway, Hinsdale Lake Commons
Shopping Center

AGENDA NO.

AGENDA DATE: 9/24/12

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)

The subject 20.96-acre site, is known as Hinsdale Lake Commons Shopping Center, and is located on the southwest side of Kingery Highway and 63rd Street. The center contains a total of 184,359 square feet, of which the proposed Mathnasium commercial school will occupy 1,800 square feet. The use is proposed in the southwest corner building, between Charter Fitness and Hallmark. Commercial schools are conditional uses in the B-2 zoning district, which allows the Village to better evaluate appropriateness of use, parking, loading, signage and other details.

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

The collective parking requirements for individual uses within the shopping center total 854 spaces. The center provides 858 parking spaces, for a surplus of 4 spaces. According to Village records, 5,008 square feet of space will remain vacant if Mathnasium is approved. The parking count includes 20 spaces for this 5,008 square foot space, plus the surplus 4 spaces, for a total of 24 spaces available to accommodate the remaining vacant space.

The proposed location, as described above, is ideally situated in a part of the shopping center that contains non-retail uses, making it unlikely that the space would be desirable for retailers. Additionally, the proposed use brings meaningful retail traffic to the center since the relatively short class times make it convenient to accomplish errands in the center, rather than going home or traveling to nearby shopping destinations.

Conditions to the approval are recommended and include additional signage restricting stopping, waiting and parking along the curb in front of the store, as well as a requirement for the shopping center to complete required landscaping around their new shopping center signs.

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

ACTION PROPOSED:

Approve the attached ordinance.

VILLAGE OF WILLOWBROOK
STAFF REPORT TO THE VILLAGE BOARD

Meeting Date: September 24, 2012

Prepared By: Jo Ellen Charlton, Planning Consultant

Case Number: 12-03

Case Title: Special Use for a commercial school - Mathnasium

Petitioner: Omar Ali, Owner, Mathnasium; 712 E. Roosevelt Road, Glen Ellyn, IL 60137

Action Requested by Applicant: Consideration and recommendation of a special use permit for a commercial school in Hinsdale Lake Commons Shopping Center

Location: 6300 S. Kingery Highway (Southwest corner of Route 83 and 63rd Street)

PINs: 09-23-101-025 and 09-23-101-026

Existing Zoning: B-2 with a Special Use Permit for a PUD

Existing Land Use: Mixed Use Retail, Restaurant and an Outlot for a Bank

Property Size: 20.96 acres

Surrounding Land Use:

	<i>Use</i>	<i>Zoning</i>
<i>North</i>	Willowbrook Square Shopping Ctr.	B-2/Special Use
<i>South</i>	Lake Hinsdale Village	R-4/Special Use
<i>East</i>	Single-Family Residential	R-4 and R-1
<i>West</i>	Multi-Family Residential and Whole Foods	R-5 and B-2

Documents Attached:

1. Hinsdale Lake Commons Site Plan, Tenant and Sqft. Listing
2. Lease Outline Drawing for Space 18/Proposed Layout
3. Traffic Plan
4. Findings of Fact – Standards for Special Uses

Plan Commission Recommendation: The Plan Commission recommended the Village Board approve this petition as outlined on Page 5 of this report.

Action Requested: Receive Plan Commission recommendation and approve attached ordinance.

Staff Recommendation: Staff supports the Plan Commission’s recommendation and approval of the attached ordinance.

Site Description: The shopping center consists of 184, 359 square feet of space, which includes a 5,400 square foot outlot building (Bank of America), on 20.96 acres.

Development Proposal: The applicant, with the property owner's authorization, is requesting approval of the following zoning item:

- Approval of a special use to allow an 1,800 square foot commercial school business (Mathnasium) to operate in tenant space 18 in the Hinsdale Lake Commons Shopping Center.

Mathnasium is a franchised tutoring center with approximately 300 locations in the United States. Students in first grade through twelfth grade attend Mathnasium to boost their math skills. On a typical day, Mathnasium will serve 30-40 students during instructional hours, which begin after school from 4 p.m. to 8 p.m. on Monday through Thursday, and from 11 a.m. to 3 p.m. on Sunday. Students attend for one hour sessions and the Center usually has four employees on a daily basis. The center has an open floor plan with several groups, called 'pods', where the students receive instruction. The center handles no more than 20 students at once. Parents walk their children into the center and must come inside to pick them up after a session is completed, or parents may stay in a waiting area if they wish. High school students that do not provide their own transportation are allowed to walk to their rides unaccompanied only if the parent signs a written consent.

Mathnasium proposes to locate in tenant space number 18 within the Hinsdale Lake Commons shopping center. This space is between Meade Chiropractic and Dentists of Hinsdale. It is four businesses south of the Hallmark store. With the leasing of this space, only about 5,000 square feet of space will remain in the center in two tenant spaces located at the northwest corner of the center.

Staff Analysis: The proposed location of Mathnasium in space number 18 is shown on the enclosed site plan labeled "Hinsdale Lake Commons". Their location in this part of the shopping center fits well with the non-retail uses that are clustered in this corner. A retail user would likely not find this location attractive, while Mathnasium parents will likely use the time their children are being tutored to shop or complete a work-out routine at establishments within the center.

Only minor modifications to the tenant space are required. A floor plan is enclosed and shows a largely open floor plan, with small new offices and conference rooms at the rear of the store. The applicant has stated students may enter from the front or the rear of the store. The parking field in front of the store is routinely filled with cars, presumably Charter Fitness Customers. Staff has concerns that the heavily occupied parking field in front of Mathnasium may be an incentive for parents to stop, drop off, or illegally park along the curb in the drive aisle in front of the store. This is not allowed and must be discouraged to provide continuous access by emergency vehicles. Staff recommends additional signage be posted in this area along the drive aisle prohibiting stopping, unloading and parking as a condition of approval. Mathnasium may also want to encourage parents to park and enter from the rear of the store, where there is ample parking.

Appropriateness of Use: The business is an appropriate use for this retail location within the shopping center, where no-retail users appear to be clustered. The business will also provide the center with additional customers looking to kill time and spend money while their students are being tutored.

Parking: The shopping center contains 858 parking spaces, which accommodates the existing tenants as shown in the table below. The proposed 1,800 square foot Mathnasium will require 9 parking spaces based on a maximum 20 students and 4 teachers at any given time. This is the same parking that would be required of most retail uses that require one parking space for every 200 feet. The remaining 5,000 square foot vacant space can accommodate a use that requires 24 parking spaces

Business	Sqft	Parking
180 degrees	1840	5
PROPOSED Mathnasium	1800	9
Dentists of Hinsdale	1800	11
Meade Chiropractic	1800	11
Advanced Physicians Group	3600	12
FMC dialysis services	9374	18
Charter Fitness	17275	70
Phillies	6177	62
Subway	978	10
TCBY	1338	7
Borics Haircare	978	5
Caribou Coffee	1872	9
Dominick's	69540	348
Palm Beach Tan	3000	15
Lavida Massage	2070	10
Salon Suites	4789	24
Magic Nails	1762	9
Juicy O	5801	29
Edward Jones	978	4
Reichardt Cleaners	1347	5
Stogies	1451	6
Hinsdale Lake Optics	978	4
Beltone Hearing Aids	995	4
Fannie May	1534	6
Cabinetry Solutions	2078	8
Hallmark	5996	24
Goodwill	22800	91
Vacant	5008	20
Lasalle Bank	5400	18
Totals	184359	854
Parking Provided		858
Difference		4

Traffic Flow & Access: The proposed use will not alter the approved traffic flow or access into or out of the shopping center.

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

Landscaping: The proposed use will not alter the approved landscape plan.

Wetlands/Stormwater Management: The proposed use will not alter the approved stormwater management plan.

Standards: Section 9-14-5.2 of the Willowbrook Zoning Ordinance establishes seven standards that must be evaluated by the Plan Commission and Village Board. Recommendations may include conditions of approval if appropriate to mitigate any negative impacts created by the special use. A list of the special use standards is provided in Attachment 3, along with the proposed findings to be incorporated in the Plan Commission's recommendation and the Village Board's ordinance if approved.

(A) That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Finding: An 1,800 square foot Mathnasium in Space 18 will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare. It is located among other non-retail uses in the shopping center.

(B) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Finding: An 1,800 square foot Mathnasium in Space 18 will not be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted subject to compliance with the condition that additional signage restricting stopping, waiting and parking in the drive aisle immediately in front of the store. The use will not diminish and impair property values in the neighborhood.

(C) That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The shopping center is already developed and an educational facility is a permitted special use in the zoning district.

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

The shopping center is already provided with adequate utilities, access roads, drainage and other facilities.

(E) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

The proposed use will not have an impact on ingress or egress to or from the public streets.

(F) That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission.

The special use itself conforms to all other applicable regulations of the district in which it is located. The shopping center's monument signage, however, is not currently compliant with the approved landscape plan. These signs were replaced earlier this summer to take advantage of the revised sign ordinance, and included required landscaping. Planting was delayed due to extreme heat earlier this summer, however, it appears that recent plantings are not consistent with the approved plan. Staff recommends this deficiency be corrected prior to the issuance of any building permits for the proposed Mathnasium.

(G) Conditions in the area have substantially changed, and at least one year has elapsed since any denial by the Village Board of any prior application for a special use permit that would have authorized substantially the same use of all or part of the site. (Ord. 97-O-05, 1-27-1997)

Mathnasium has not requested approval in the past to locate in this shopping center.

Summary of Plan Commission Hearing and Recommendation:

Nadia Hitchens, represented the applicant and described the request to the Plan Commission. Her comments are summarized as follows:

1. Mathnasium is a franchise that began in 2005 and currently has about 300 locations.
2. They work with local schools and PTAs, and offer scholarships to those with financial needs
3. The center will have room to support 20 children at one time, but they usually expect about 16.
4. The student/teacher ratio is a maximum of 5/1.
5. Sessions last from 1 to 1.5 hours depending on age.
6. Younger children cannot leave the premises unless a parent comes in.
7. She agreed to the additional signage restricting stopping, waiting and parking in front of the store and commented that they would instruct parents about acceptable procedures.

The Plan Commission discussed the following:

1. The back entrance would potentially be available for access (perhaps for handicapped students), however most students will enter through the front door.
2. The credentials of the teachers were discussed, and how they are trained.
3. In response to a question about whether there is a need for this use, Ms. Hitchens responded that they have parents in their Glen Ellyn facility that want to be here because it's closer to home. Mathnasium seeks locations in shopping centers because they provide parents with shopping opportunities while their children are being instructed.
4. A preference for retail uses instead of service/office uses was discussed, but the group recognized that the store had been vacant for years and that retailers would likely not find this location desirable.

There were no public comments on this petition.

The Plan Commission unanimously approved the following motion by a roll call vote of 7-0.

Based on the submitted petition and testimony presented, the special use for an 1,800 square foot commercial school in space 18 in the Hinsdale Lake Commons shopping center meets the standards for a special use as outlined in the staff report prepared for the September 5, 2012 meeting; therefore I move that the Plan Commission recommend approval of PC 12-03 subject to the following conditions:

1. **Up to two additional "Fire Lane/No Stopping, Waiting or Parking" signs shall be posted along the curb immediately in front of the Mathnasium Store in locations recommended by the Village of Willowbrook.**
2. **No building permits shall be issued for the proposed Mathnasium until the landscaping surrounding the two newly installed shopping center signs at the main entrances have been planted in accordance with the approved landscape plan and approved by the Village of Willowbrook in writing.**

Staff Recommendation: Staff supports the proposed use in the 1,800 square foot space number 18 and recommends the attached ordinance be approved.

Willowbrook, IL 60527

Net Size 178,959 SF

Hinsdale Lake

Available Space

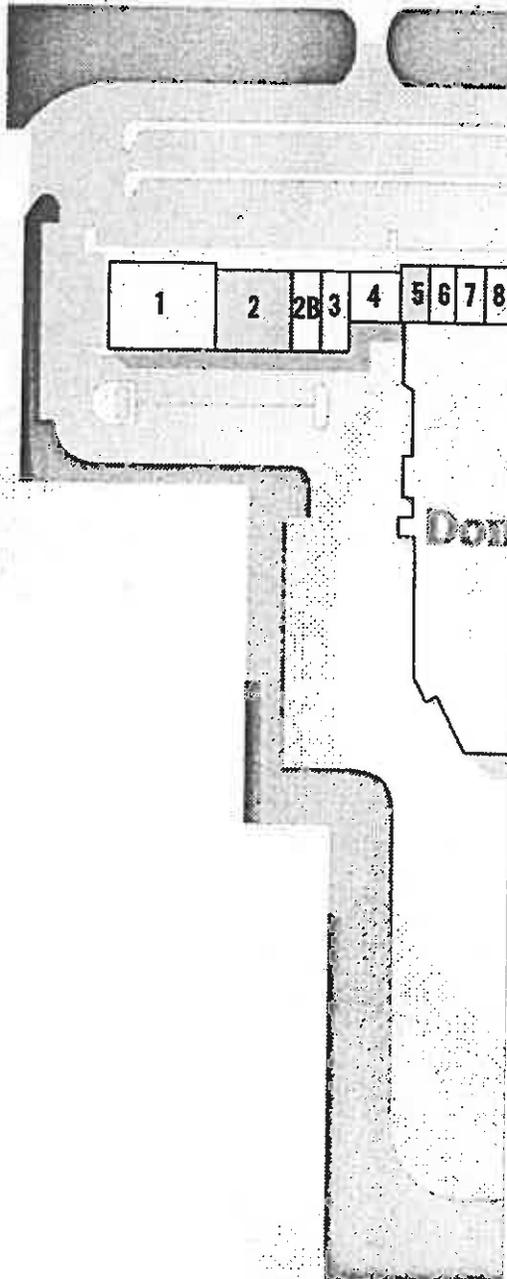
6300 Robert Kingery Highway

4,029 SF
979 SF

0018

1,800 SF

Current Retailers

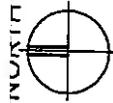


PHILLIES PIZZA BAR & GRILL	6,177 SF
TCBY	1,338 SF
REICHARDT CLEANERS	1,347 SF
STOGIES	1,451 SF
HINSDALE LAKE OPTICS	978 SF
EDWARD JONES	978 SF
BELTONE HEARING AIDS	995 SF
BORIC'S HAIRCARE	978 SF
CARIBOU COFFEE	1,872 SF
SUBWAY	978 SF
FANNIE MAY CANDIES	1,534 SF
DOMINICK'S	69,540 SF
PALM BEACH TAN	3,000 SF
LAVIDA MASAGE	2,070 SF
CABINETRY SOLUTIONS	2,078 SF
HALLMARK	5,996 SF
DENTISTS OF HINSDALE	1,800 SF
180 DEGREES	1,840 SF
MEADE CHIROPRACTIC	1,800 SF
CHARTER FITNESS	17,275 SF
GOODWILL	22,800 SF
SALON SUITES	4,789 SF
ADVANCED PHYSICIANS GROUP	3,600 SF
FMC DIALYSIS SERVICES	9,374 SF
WILLOWBROOK	
MAGIC NAILS	1,762 SF
JUICY-O	5,801 SF
LASALLE BANK	0 SF

AVAILABLE
 LEASED
 N/A

Mathnasium of Hinsdale
6300 Robert Kingery Hwy
Willowbrook, IL 60527
ARCHITECTURAL PLANS

LEASE OUTLINE DRAWING

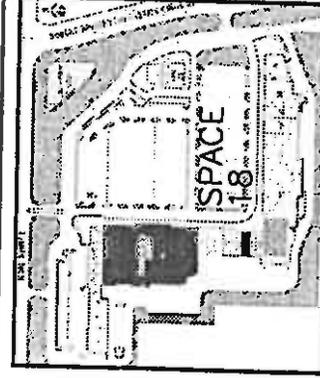


HINSDALE LAKE COMMONS
6300 ROBERT KINGERY HIGHWAY
WILLOWBROOK, IL 60527

regency centers
1211 W. 22ND STREET - SUITE 300
OAK BROOK, IL 60523

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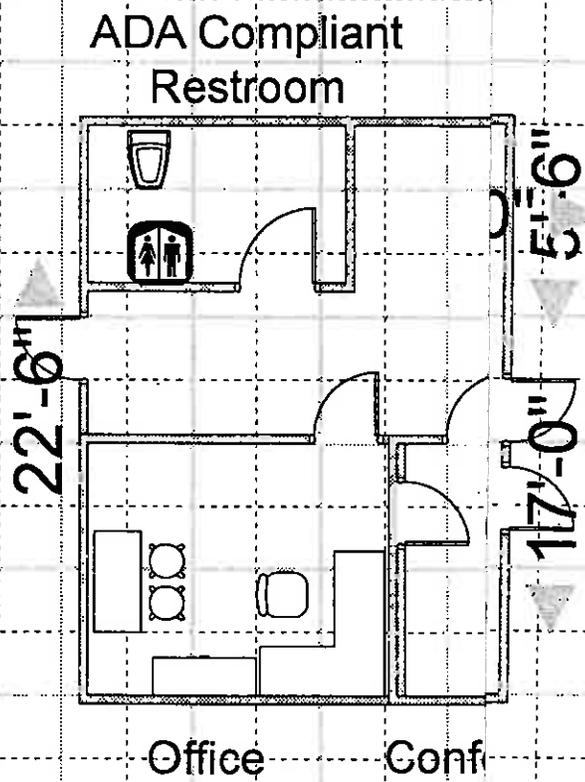
 KEY PLAN

DATE: 06-07-2011

JOB NO: 1104-04

SPACE NUMBER(S):

18



E LAKE COMMONS
 ROBERT KINGERY HWY
 W BROOK, IL 60527
 18

**Mathnasium of Hinsdale
6300 Robert Kingery Hwy
Willowbrook, IL 60527
TRAFFIC PLAN**

Students will enter the front or rear entrance accompanied by a parent. Upon arrival, the student will scan a barcode located on his/her work binder which will keep an accurate record of arrival and departure times. The parent usually will leave at this point or stay a few minutes to talk to the instructor. The average time spent on drop off is 3 minutes.

The range of ages is 8-15 years old. In the case of a high school students, parents may sign a consent form allowing us to let the student exit without a parent. Only in such a circumstance will a student leave without a parent.

At pick up, the student will scan out to record departure time and be standing/seated in the parent waiting area. Parents will enter and exit with child, the process will not take more than 2-3 minutes as well.

These patterns are pretty consistent and there is not much traffic or congestion around the entrance or directly outside the Center. It benefits us to ensure that parents pick up and drop off without too much delay as to avoid interrupting the students who are working. We make sure we communicate this expectation to parents at time of enrollment

Mathnasium Learning Center is a franchised, tutoring center with approximately 300 locations in the United States and around the world. Students in first grade through twelfth grade attend Mathnasium learning centers to boost their math skills. We are highly specialized; we teach only math. Members usually attend two or three times a week for maximum results. Our goal is to significantly increase your child's math skills, understanding of math concepts, and overall school performance, while building confidence and forging a positive attitude towards the subject. Our approach is to use sophisticated techniques to determine, with great accuracy, what a student knows and does not know. Next, we tailor-make a personalized and prescriptive learning program. Each student follows the program with the help of specially trained Mathnasium math tutors who provide instruction—and lots of warm encouragement. For proof of progress, we rely on the student's report card, independent tests, and parent testimony to measure the speed and magnitude of improvement in math skills, numerical thinking, and attitude.

On a typical day, our Center will be expected to serve 30-40 students during instructional hours, which begin after school from 4pm-8pm on Monday-Thursday. We also have weekend hours on Sundays from 11am-3pm. Students attend for 1 hour sessions and the Center usually has 4 employees on a daily basis. The Center has an open floor plan with several groupings, called 'pods', where the students receive instruction. There is also a conference room for parent meetings as well as an office for the Center Director. From time to time, we will hold themed math nights or other math-related celebrations open to the public and/or our enrolled students.

Most of our students come to the Center from 4pm-5:30pm, after which they trickle in until closing time. There can be no more than 20 students at the Center at once, so on our busiest days we are able to serve about 80 students daily. More typically, the range is 35-40 students a day. Parents walk their children into the Center and must come inside to pick them up after their session is completed. Parents also are welcome to stay in our waiting area for the entire session, if they wish. This, however, is rare. High Schoolers typically provide their own transportation to the Center or walk to their rides unaccompanied.

Willowbrook, IL 60527

Hinsdale Lake Commons

6300 Robert Kingery Highway

Mathnasium of Hinsdale
6300 Robert Kingery Hwy
Willowbrook, IL 60527
SITE PLAN AND PROPOSED IMPROVEMENTS

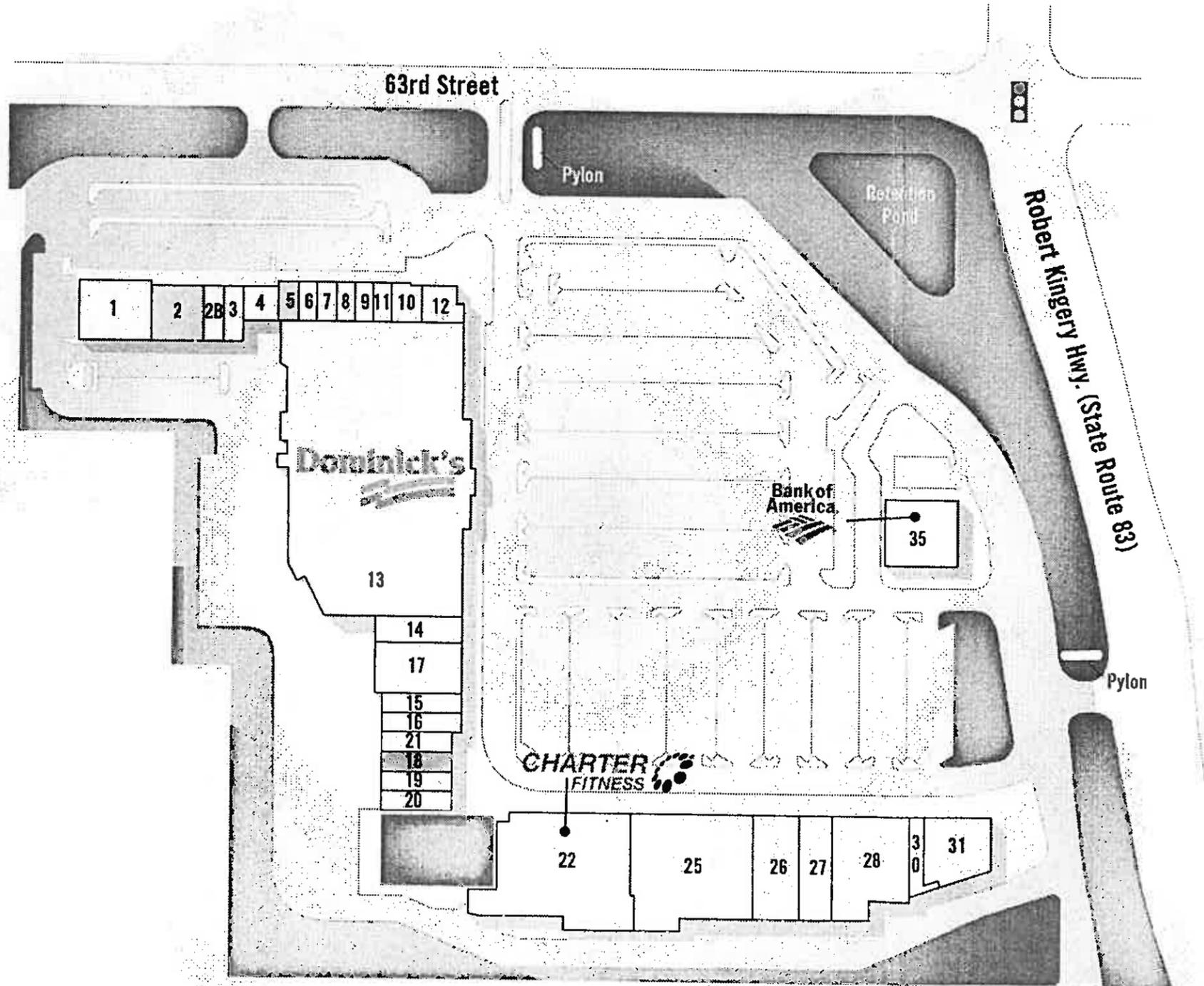
Center Size 178,959 SF

Available Space

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0005	979 SF		

Current Retailers

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	WILLOWBROOK	
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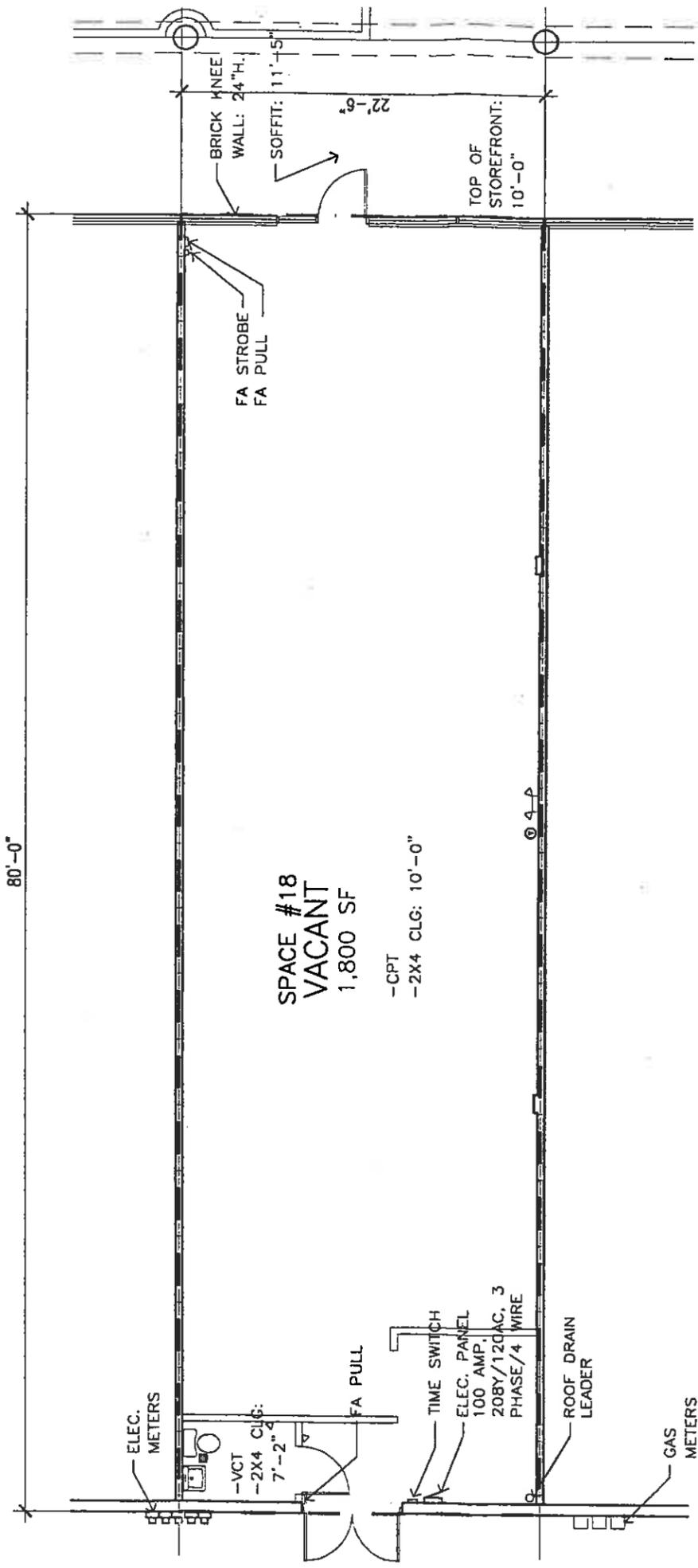


□ AVAILABLE □ LEASED □ NAP (NOT A PART)

Rev. 01/24/12



Mathnasium of Hinsdale
 6300 Robert Kingery Hwy
 Willowbrook, IL 60527
 ARCHITECTURAL PLANS



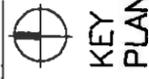
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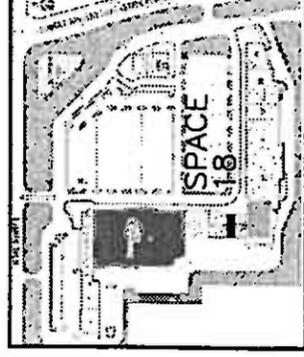
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regency centers
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 OAK BROOK, IL 60523



KEY
 PLAN



DATE: 06-07-2011

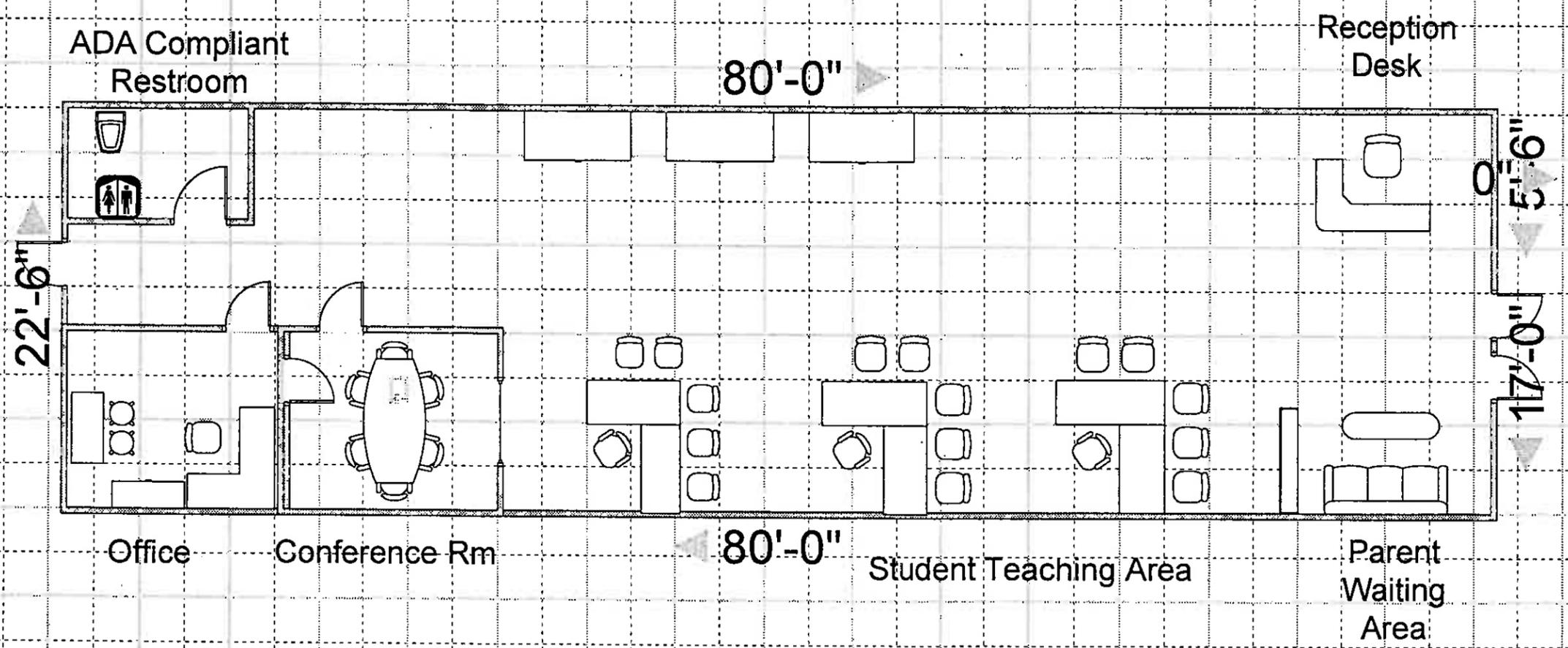
JOB NO: 1104-04

SPACE NUMBER(S):

18

SITE PLAN

Mathnasium of Hinsdale Proposed Layout



HINSDALE LAKE COMMONS
6300 ROBERT KINGERY HWY
WILLOWBROOK, IL 60527
SUITE 18

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE AMENDING THE VILLAGE CODE OF THE
VILLAGE OF WILLOWBROOK -- TITLE 2, CHAPTER 4, SECTION 2-4-6 --
POWERS; DUTIES [OF THE BOARD OF POLICE COMMISSIONERS]

AGENDA NO. 8

AGENDA DATE: 09/24/12

STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: William Hennessy, Village Attorney

SIGNATURE: William Hennessy

RECOMMENDED BY: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

ITEM HISTORY (ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY, ETC.)

The Village's current patrol officer hiring eligibility roster will expire on January 21, 2013. The process to test candidates to generate a new list may take approximately 4 to 5 months' time. Therefore, the Board of Police Commissioners (BOPC) is currently considering options to begin new hiring testing now.

At the last regular meeting of the Board, the issue of patrol officer hiring eligibility testing as related to the duties of the BOPC liaison was discussed. Although the Village Board holds the statutory authority to set the number and rank of officers with the police department, it is the BOPC that holds the authority to hire officers. During the discussion, the consensus of Village Board was to reserve the Board's ability to consider potential alternative ways in which to fill vacancies in the police department, to save money. Currently, the Board of Police Commissioners (BOPC) can move to hire a full-time replacement officer to fill a vacancy within the police department without the Village Board's consideration. Therefore, after the Board discussion, a suggestion was forwarded to the BOPC that they ought not generate a new list at this time. This would ensure that the decision to hire a full-time replacement officer be brought back to the Village Board, since the BOPC cannot hire an officer without an active hiring list in place.

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

This matter was further discussed at the BOPC's last meeting held on Friday, September 21st. At that time, the BOPC members advised that they feel their primary duty is to maintain an active hiring list at all times, so that it can be used when needed. Not doing so would create a lengthy delay in the hiring process, at the detriment of the community. That being said, the BOPC members also acknowledged that the decision to hire a replacement officer, or the consideration of potential other ways to fill a vacancy to save the Village money, should rest with the Village Board. The BOPC expressed a desire to work in harmony with the Village Board. Therefore, it was agreed that the BOPC would work towards generating a new hiring list, at minimal expense to the Village, and the Village Board would pass an ordinance amendment requiring that the corporate authorities must provide authorization to the BOPC in order to fill a vacancy in the police department. This will ensure that the Village Board is given an opportunity to consider the full fiscal impact of a hiring, and at the same time, an active hiring eligibility roster will always be in place when needed.

ACTION PROPOSED:

Pass the Ordinance.

ORDINANCE NO. 12-O-_____

AN ORDINANCE AMENDING THE VILLAGE CODE OF THE
VILLAGE OF WILLOWBROOK -- TITLE 2, CHAPTER 4, SECTION 2-4-6 –
POWERS; DUTIES [OF THE BOARD OF POLICE COMMISSIONERS]

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Code of the Village of Willowbrook be amended as follows:

SECTION ONE: That Title 2, Chapter 4, Section 2-4-6 of the Village Code of the Village of Willowbrook entitled “Powers; Duties” is hereby deleted in its entirety and, in lieu thereof, the following language shall be substituted:

“2-4-6: POWERS; DUTIES: The Board of Police Commissioners shall have all the powers and authority, and shall perform such duties as are provided and set forth in 65 Illinois Compiled Statutes 5/10-2.1-4 and as detailed in sub-section (A) below.

(A) The Board of Police Commissioners shall not make any original appointments or any promotional appointments in the department of police to fill vacancies therein until it has received a written resolution of the Village’s corporate authorities requesting such action; further, the said resolution shall be effective upon its formal adoption by a majority vote of the Village’s corporate authorities then holding office.

(B) The Board of Police Commissioners may provide for a system of weighing oral interview scores of patrol officer candidates predicated on a candidate’s receipt of college credit for the completion of any of the following job-related courses:

1) Law Enforcement.

- 2) Public administration.
- 3) Social science.
- 4) Police science.
- 5) Criminal justice.
- 6) Forensic science.
- 7) Adolescent behavior.”

SECTION TWO: 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 THREE: That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED and APPROVED this 24th day of September, 2012.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____