



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

AGENDA

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE TO BE HELD ON MONDAY, JANUARY 14, 2013, AT 6:00 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. November 12, 2012 Regular Meeting of the Municipal Services Committee
4. DISCUSSION – Proposed Kingery Highway Landscape Improvement Project
5. DISCUSSION – Illinois Public Works Mutual Aid Network (IPWMAN)
6. REPORT – Municipal Services Department
 - a. November & December Monthly Permit Activity Reports
 - b. Water System Pumpage Report
7. VISITOR'S BUSINESS
(Public comment is limited to three minutes per person)
8. COMMUNICATIONS
9. ADJOURNMENT



"A Place of American History"

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 12, 2012 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Trustee Suzanne Berglund, Management Analyst Garrett Hummel, and Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

- a. After review of the draft minutes from the October 8, 2012 Regular Meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes as presented. Trustee Berglund seconded the motion. Motion carried.

4. DISCUSSION – Draft Intergovernmental Agreement (IGA): Emergency Vehicle Preemption (EVP) Devices

Administrator Halik advised that IDOT is currently completing a Phase I study for improvements at Kingery and 63rd Street. The scope of the improvements, among other items, includes the modernization of the existing traffic signal. As part of the modernization, the traffic signal equipment will be replaced. Halik advised the Committee that the traffic signal is currently equipped with Emergency Vehicle Preemption devices. These devices are used by local fire and police agencies to temporarily interrupt the traffic signal cycle to provide for immediate access through the intersection by emergency vehicles. Halik advised that the cost for replacing these devices at the time the traffic signal equipment is replaced is estimated at \$6,900 by IDOT. Given these devices are used locally; IDOT will not pay for their replacement. Historically, the cost of maintaining these devices has been paid by the Tri-State Fire Protection District. Halik advised that in the committee packet is a summary, provided by Tri-State, of the annual maintenance costs relating to these devices since 2007. In light of the pending expense to replace the devices, Tri-State has requested consideration of a more equitable approach to funding the continued use of these devices. Since the devices are used by several local police and fire agencies, they have requested that we all share in the costs of the future maintenance and replacement of the devices. An Intergovernmental Agreement was drafted by Tri-State and submitted to the Village on October 31, 2012 for our consideration. The agreement includes that the future costs of these devices be shared by all local police and fire agencies that use them – not just by Tri-State. Staff agrees that since the Willowbrook Police also uses these devices in our emergency response efforts, it would be appropriate that we should share in the maintenance and replacement costs of them. Therefore, it is recommended that we consider a fair and equitable approach to splitting these costs among the agencies that use them. Chairman Mistele suggested that information regarding the annual operating costs of the devices be shared. He also questioned the proposed term of the agreement, and thought that a three year term with an annual review would be appropriate. In summary, Chairman Mistele stated that he agreed in principle with Tri-State's proposal.

5. DISCUSSION – P.W. Snow Plow Package Purchase

Administrator Halik advised that The F.Y. 2012/13 Budget includes funding to purchase and install a snow plow package on an existing public works vehicle. Halik advised that Public Works Vehicle #77 is a 2009 Ford F-150 4x4 pick-up truck. When this vehicle was originally purchased it was a replacement vehicle and the specifications did not include a snow plow package. The department has since concluded that if this vehicle were outfitted with a snow plow, it could be a useful resource in our annual Snow & Ice Control Program, specifically to be used in courts and cul-de-sacs, and at times when other snow plow vehicles are down for repairs. Halik advised that during our F.Y. 2012/13 Budget preparation, we checked prices to retrofit a 7'6" wide snowplow on the vehicle with an electrically powered hydraulic lift. \$4,600 was ultimately included in the budget for this purchase. The public works department continues to believe that the vehicle in question should be retrofitted with a snow plow for use in our Snow & Ice Control Program, and we would recommend that the plow be installed for the upcoming snow season. Therefore, three proposals were obtained from reputable equipment outfitters. Staff would recommend the purchase of the Western brand plow from Auto Truck Group. The proposal amount matches the budgeted amount and the vendor could begin the installation immediately. The Committee concurred with the staff recommendation and suggested that the item be placed on the consent agenda of the next Village Board meeting for consideration.

6. DISCUSSION – Grant Funding Update – Village Hall and Police Dept. Lighting Upgrade Project

Administrator Halik advised that this project was being managed by Management Analyst Hummel, so he would present the agenda item. Analyst Hummel advised that we have recently received notification of grant approval from I.C.E. for the project. So, in total, the Village will receive \$29,471.73 in grant proceeds for the project. Analyst Hummel asked how the Committee wishes to proceed with using the proceeds. There are several alternatives to completing the work which would require different levels of funding the Village's share. Chairman Mistele advised that it was his understanding that some of the lighting fixtures throughout the Village Hall were as much as 30 years old. As such, we should replace the entire fixtures and also consider dimmer controls as a potential future installation. Analyst Hummel advised that we stand to obtain an additional monetary incentive if the work were to be completed by February. The Committee recommended that the work be completed ASAP to obtain the additional incentive. Chairman Mistele also offered kudos to Analyst Hummel for his work on this project. Trustee Berglund agreed.

7. REPORT – 2012/13 Snow Plow Operations Manual

Administrator Halik advised the Committee that the 2012/13 Snow Plow Operations Manual has been compiled by Public Works Foreman Anthony Witt. A copy is included in the committee packet for review. Halik advised that Mr. Witt did an outstanding job in obtaining new contractor price quotes and assembling the new manual using the updated information. Under this topic, Administrator Halik also wished to advise the Committee that it is time for the department to order our requisite supply of chemically treated rock salt for use during the colder periods of the winter season. We have obtained a quote from North American Salt for 200 tons of treated salt. Halik advised that a resolution to accept the proposal from North American is on the consent agenda of tonight's Board meeting. The Committee was in agreement.

8. REPORT – Municipal Services Department

- a. Administrator Halik shared the monthly permit activity report for October showing that we have taken in only about \$6,000 in permit revenue for the month. In total, we have taken in 112% of our FY2012/13 budgeted revenue to date.
- b. Administrator Halik shared the water system pumpage report. The report indicates that through September we have pumped about 30 million gallons more this year than we did in the same period last year. Halik attributes this increase to the drought conditions we have experienced this summer. Overall we are tracking at about 52% of our pumpage projection five months into the year.

9. VISITOR'S BUSINESS

(none)

10. COMMUNICATIONS

Trustee Berglund suggested the use of a videographer to promote the Village in some specific way. Perhaps to produce a training-type video to educate individuals regarding the conduct of the red-light camera program. After a brief discussion, Chairman Mistele recommended that the focus of such a project be changed to instead promote the hotels. In this way, funds could potentially be used from the Hotel/Motel Tax Fund. Chairman Mistele further suggested that consideration be given to focus on the community as a whole to promote Willowbrook. Administrator Halik advised that he would share the Committee's recommendation with the Chairman of the Hotel/Motel Tax Advisory Committee, Mayor Napoli. He also shared that the next meeting of the Hotel/Motel Committee would be in mid to late January and that perhaps the Hotel Committee could discuss the concept further at that time.

11. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Berglund. The meeting was adjourned at 6:26 PM.

(Minutes transcribed by: Tim Halik, 1/9/13)

MUNICIPAL SERVICES COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

**DISCUSSION – PROPOSED KINGERY HIGHWAY
LANDSCAPE IMPROVEMENT PROJECT**

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

January 14, 2013

- Discussion Only
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report
- Report/documents requested by Committee

BACKGROUND

Several of the questions contained within the Village's 2012 Citizen Survey asked respondents to rate both the quality of streetscapes throughout town and the level of satisfaction of beautification projects undertaken by the Village. 70.8% of survey respondents rated streetscaping as either good or excellent, while 29.3% rated it as either fair or poor. With regard to beautification projects, 86.9% of respondents were satisfied with the scope and level of the projects, while 13.1% were not. Responses to these survey questions over the last four (4) years have identified a trend to be further considered.

REQUEST FOR FEEDBACK

During the 2013 construction season, the Illinois Department of Transportation (IDOT) will complete a resurfacing of Kingery Highway through town. Aside from the pavement resurfacing, the scope of work of this project will not include landscape improvements to medians. However, such a landscape improvement project is eligible for grant funding under the Illinois Transportation Enhancement Program (ITEP). Provided such a project is submitted for consideration during the grant cycle and approved, 80% of the costs could be funded through the grant, with 20% being the local share.

Staff has met with the engineering firm Wills Burke Kelsey (WBK) Associates to further discuss the scope of a Kingery Highway Landscape Improvement Project and the procedure to submit such a project for grant consideration. WBK has completed similar such projects for other municipalities and is very familiar with the ITEP grant application process. WBK has submitted a proposal to complete the preliminary design of such a landscape improvement project, which will include an estimate of probable costs. The preliminary design, and associated costs of the project, will be shared with the Board during the budget workshop in March. If the project is approved to proceed, adequate funding can be included in the FY 2013/14 budget, the final project can be submitted for grant funding through ITEP in October 2013, and if approved, the project could be completed in the Spring of 2014, after the 2013 roadway resurfacing project is completed.

STAFF RECOMMENDATION

There is funding available in the current year's General Fund budget, under Public Works – Engineering, to cover the \$5,000 cost of preliminary design by WBK Associates. Staff would recommend these excess funds be utilized for this purpose. To ensure the landscape design firm has adequate time in which to complete the preliminary work on this project before the Board budget workshop, this item has been placed on the Board agenda for the January 14th meeting for consideration.

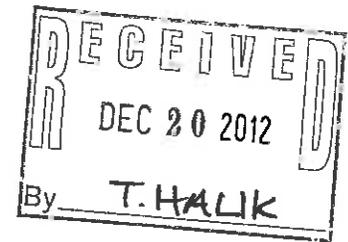


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WILLS BURKE KELSEY ASSOCIATES

December 18, 2012

Mr. Tim Halik - Village Administrator
Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527



**Subject: Proposal for Professional Landscape Design Services
IL Route 83 (Kingery Highway), Willowbrook, Illinois**

Dear Mr. Halik:

Wills Burke Kelsey Associates, Ltd. ("WBK") is pleased to provide this Proposal for Professional Landscape Design Services related to the proposed landscape improvements along IL Route 83 (Kingery Highway). The project is located between Interstate 55 and 63rd Street in the Village of Willowbrook, DuPage County, Illinois. The purpose of these services is to provide preliminary design and estimate of probable cost for the installation of plant material within the median of the existing roadway. We look forward to continuing our relationship with Willowbrook by providing Professional Landscape Design Services. Preparing this proposal requires the exercise of professional engineering judgment, and as such, this proposal remains the proprietary instrument of service of the firm Wills Burke Kelsey Associates. No portion of this proposal may be shared with another firm providing similar services. Included below is our understanding of the assignment, scope of services, and estimate of fee.

UNDERSTANDING OF THE ASSIGNMENT

Wills Burke Kelsey Associates, Ltd. understands that landscape design services are being requested by the Village of Willowbrook to develop a landscape signature for the planting of approximately 8,575 feet of median along IL Route 83 (Kingery Highway) through the Village. We understand a continuous median landscape may not be feasible due to budget constraints and the design efforts will focus on median locations providing the greatest impact.

In preparing this proposal, we have provided you with preliminary landscape services anticipated at this point in time. In doing so, we have made some assumptions which will need to be verified during the design process. Any findings which are not consistent with our assumptions may increase the budget for this project. We will thoroughly discuss any such findings with you and discuss any budget revisions prior to proceeding. Our assumptions are as follows:

- That the site was never used for storage of hazardous materials, and therefore the cost of an environmental assessment, mitigation, clean-up and environmental permitting services are not included in this proposal.

- That there will be no modifications to existing curbs or median widths of IL Route 83.
- That IDOT project plans for IL Route 83 will be used as base sheets for the preliminary landscape design plans. Survey is not included in this proposal.
- That all existing storm sewer and drainage provisions are of adequate capacity and depth, and are immediately adjacent to the medians. Storm sewer design is not included in this proposal.

SCOPE OF SERVICES

TASK 1 – PRELIMINARY LANDSCAPE DESIGN: We will observe and document existing field conditions within the median prior to designing a preliminary landscape concept. We will meet with the Village staff to determine initial budget and maintenance operations to identify a range of appropriate plant materials. We will prepare a preliminary landscape plan view, rendering and typical cross-sections, and plant materials list for presentation to the Village Board by March 1st, 2013. An estimate of probable construction cost will also be prepared for the preliminary landscape design.

SUPPLEMENTAL SERVICES

Engineering and surveying services which have not been included in the above detailed scope of work, are usually referred to as “Supplemental Services.” If, during the design and permitting process, it becomes apparent that additional services will be required, or if major changes in the scope of work are made by you or IDOT, upon your request, we shall perform or obtain from others such services. WBK will be paid for such services on an hourly basis, or based on subsequent proposal/contract agreements, at the option of Client.

Tasks considered as Supplemental Services include, but are not limited to, major changes to the scope of work, expert witness testimony in any litigation or other court proceedings involving this project, revisions to previously approved studies and/or design documents, major revisions to the existing roadway geometry, unanticipated improvements (on or off site), structural design, mechanical design, studies or reports not specifically listed under the Scope of Basic Services, contract writing or administration, review of payment applications, meetings or technical assistance during construction, punch list generation or review, preparation of any plats or record drawings not specifically listed under the Scope of Basic Services, design of buildings, hardscape, lighting, irrigation, signage, etc., and construction staking or re-staking not specifically listed in the Scope of Basic Services.

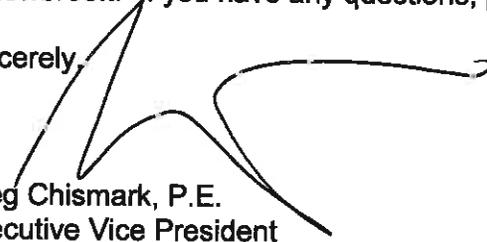
ESTIMATE OF FEE

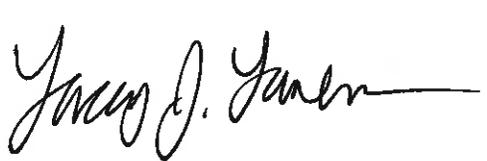
Task 1 – Preliminary Landscape Design	\$ 5,000.00
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We propose to bill you monthly based on the attached Schedule of Charges. We establish our contract in accordance with the attached General Terms and Conditions. These General Terms and Conditions are expressly incorporated into and are made an integral part of this contract for professional services. We reserve the right to increase our fees by five percent (5%) on December 31st of each calendar year.

If this proposal is acceptable, please sign both copies and return one (1) to us for our files to serve as a notice to proceed. Thank you for the opportunity to provide service to the Village of Willowbrook. If you have any questions, please do not hesitate to call.

Sincerely,


Greg Chismark, P.E.
Executive Vice President


Lacey Lawrence, RLA
Landscape Architect

Encl: Schedule of Charges (2012)
General Terms and Conditions (September 30, 2010)

**THIS PROPOSAL, SCHEDULE OF CHARGES, AND GENERAL TERMS & CONDITIONS
ACCEPTED FOR THE VILLAGE OF WILLOWBROOK:**

BY: _____

TITLE: _____

DATE: _____

WILLS BURKE KELSEY ASSOCIATES, LTD.
2012 Standard Charges for Professional Services

<u>Classification</u>	<u>Hourly Rate</u>
Principal	\$ 205
Engineer VI	\$ 196
Engineer V	\$ 162
Engineer IV	\$ 139
Engineer III	\$ 108
Engineer II	\$ 87
Engineer I	\$ 72
Engineering Technician IV	\$ 133
Engineering Technician III	\$ 113
Engineering Technician II	\$ 95
Engineering Technician I	\$ 81
Senior Structural Engineer	\$ 149
Senior Soil / Environmental Scientist V	\$ 149
Soil / Environmental Scientist	\$ 110
Environmental Resource Specialist IV	\$ 113
Environmental Resource Specialist III	\$ 100
Environmental Resource Specialist II	\$ 81
Environmental Resource Specialist I	\$ 75
Resource Planner V	\$ 144
Resource Planner IV	\$ 95
Resource Planner III	\$ 87
Resource Planner II	\$ 77
Survey III	\$ 113
GIS Analyst	\$ 81
Engineering Intern	\$ 45
Administrative	\$ 77
Office Professional	\$ 62
Direct Costs: Copies & Prints, Messenger & Delivery Services, Mileage, etc.	Cost +10%

Charges include overhead and profit.

*Wills Burke Kelsey Associates, Ltd. reserves the right to increase
these rates and costs by 5% effective January 1, 2013.*

**WILLS BURKE KELSEY ASSOCIATES, LTD.
GENERAL TERMS AND CONDITIONS**

1. **Relationship Between Engineer and Client:** WILLS BURKE KELSEY ASSOCIATES, LTD. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.

Furthermore, causes of action between the parties to this Agreement pertaining to acts of failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. **Responsibility of the Engineer:** Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. **Changes:** Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. **Suspension of Services:** Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the

resumptions of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. **Termination:** This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. **Documents Delivered to Client:** Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against

all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. **Reuse of Documents:** All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. **Standard of Practice:** The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. **Compliance with Laws:** The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement. With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

Further to the law and code compliance, the Client understands that the Engineer will strive to provide designs in accordance with the prevailing Standards of Practice as

previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. **Affirmative Action:** The Engineer is committed to the principles of equal employment opportunity. Moreover, as a government contractor bound by Executive Order 11246, Engineer takes its affirmative action obligations very seriously. Engineer states as its Policy of Affirmative Action the following:

It will be the policy of the Engineer to recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, age, disability, veteran status, national origin, or any other characteristic protected by applicable law.

All employment decisions shall be consistent with the principle of equal employment opportunity, and only job-related qualifications will be required.

All personnel actions, such as compensation, benefits, transfers, tuition assistance, social and recreational programs, etc. will be administered without regard to race, color, religion, sex, age, disability, veteran status, national origin, or any other characteristic protected by applicable law.

11. **Indemnification:** Engineer shall indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

12. **Opinions of Probable Cost:** Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project

Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.

13. **Governing Law & Dispute Resolutions:** This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

Any claim, dispute or other matter in question arising out of or related to this Agreement, which can not be mutually resolved by the parties of this Agreement, shall be subject to mediation as a condition precedent to arbitration (if arbitration is agreed upon by the parties of this Agreement) or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the Engineer's services, the Engineer may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

The Client and Engineer shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Requests for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitration or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

14. **Successors and Assigns:** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
15. **Waiver of Contract Breach:** The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.

16. **Entire Understanding of Agreement:** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
17. **Amendment:** This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
18. **Severability of Invalid Provisions:** If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
19. **Force Majeure:** Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
20. **Subcontracts:** Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
21. **Access and Permits:** Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer performs such services.
22. **Designation of Authorized Representative:** Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
23. **Notices:** Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
24. **Limit of Liability:** The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the

relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but are not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

25. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants as additional insureds on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

26. **Information Provided by Others:** The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.
27. **Payment:** Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly and as follows:

Collection Costs: In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies.

Suspension of Services: If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages

as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.

28. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver: Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the Illinois Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

29. Job Site Safety/Supervision & Construction Observation: The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services

be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

30. Insurance and Indemnification: The Engineer and the Client understand and agree that the Client will contractually require the Contractor to defend and indemnify the Engineer and/or any subconsultants from any claims arising from the Work. The Engineer and the Client further understand and agree that the Client will contractually require the Contractor to procure commercial general liability insurance naming the Engineer as an additional named insured with respect to the work. The Contractor shall provide to the Client certificates of insurance evidencing that the contractually required insurance coverage has been procured. However, the Contractor's failure to provide the Client with the requisite certificates of insurance shall not constitute a waiver of this provision by the Engineer.

The Client and Engineer waive all rights against each other and against the Contractor and consultants, agents and employees of each of them for damages to the extent covered by property insurance during construction. The Client and Engineer each shall require similar waivers from the Contractor, consultants, agents and persons or entities awarded separate contracts administered under the Client's own forces.

31. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.

MUNICIPAL SERVICES COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

**DISCUSSION – ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK
(IPWMAN)**

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

January 14, 2013

- Discussion Only
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report
- Report/documents requested by Committee

BACKGROUND

At a recent DuPage Mayors and Managers Conference Business Meeting, a representative from the Illinois Public Works Mutual Aid Network (IPWMAN) gave a presentation. The IPWMAN is a state-wide network of public works agencies that are organized to respond to an emergency situation when a community's resources are not capable of responding to the scope of the incident or have otherwise been exhausted. There are currently over 150 member communities that have joined the IPWMAN.

REQUEST FOR FEEDBACK

Although the Village is a current member of the DuPage County Public Works Mutual Aid Network, last Fall a meeting was held with current members to discuss possible movement of the group toward the state mutual aid network. The IPWMAN could more aptly handle the administrative aspects of providing a response, and resources could then be pulled from outside of DuPage County to respond to an incident within the county. Being a member of the IPWMAN does not create any obligation on its members to respond to an incident – response is always voluntary. If Willowbrook were in the unfortunate position that we would need to seek assistance from the IPWMAN, the first five (5) days of response is provided at no charge to the community. If the response effort was more than five (5) days, reimbursement is required. However, if state or federal funds were to become available as a result of a regional incident, the costs of the IPWMAN response may be reimbursable.

STAFF RECOMMENDATION

Given the size and resources currently available to Willowbrook to respond to a large-scale emergency incident in town, staff would recommend that membership in the IPWMAN should be considered. This network would provide the resources needed by the community to properly respond to such an incident. Membership dues for Willowbrook would be \$100/year.

IPWMAN



Illinois
Public Works
Mutual Aid Network

Mission Statement for IPWMAN

It is the mission of the Illinois Public Works Mutual Aid Network (IPWMAN), in the spirit of intergovernmental cooperation, to develop and maintain a statewide network of public works related agencies whose principal purpose is to provide mutual aid response and recovery assistance to each other when confronted with natural or man-made emergencies and disasters.

Who Can Join?

- Municipal Public Works Departments
- Public Water Agencies
- Public Waste Water Agencies
- Township Road Districts
- Unit Road Districts
- County Highway Departments
- Sanitary Districts
- Other Governmental Entities Performing Public Works Functions

Benefits of IPWMAN

- IPWMAN will offer comprehensive public works training assistance.
- IPWMAN will provide grant funding assistance.
- IPWMAN provides a network of diverse resources that will be efficiently directed to agencies before, during and after a disaster.
- The state-wide mutual aid program helps communities prepare and train to respond to disasters.
- IPWMAN affords opportunities for agencies to learn from others' experiences.
- Communities will have opportunities to become NIMS-compliant.
- Mutual aid agreements signed prior to emergency situations aid communities when applying for state and/or federal reimbursement.
- Initial assistance is provided without charge to the community.

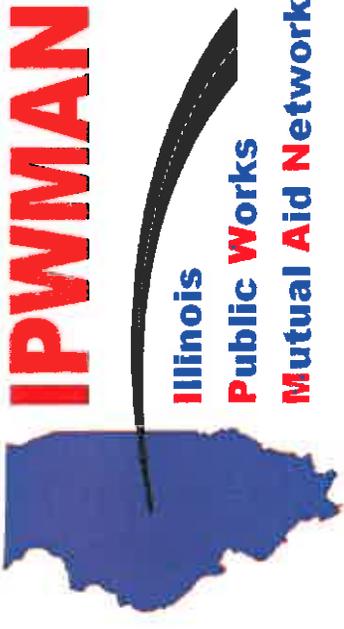


What is IPWMAN?

IPWMAN is a state-wide network of public works agencies organized to respond in an emergency situation when a community's or region's resources have been exhausted.

For a long time, public works agencies have assisted other public works agencies on an informal basis in times of need.

IPWMAN is a mutual aid network designed to efficiently direct resources to areas in need when necessary.



How to Join?
Mail your request for a membership packet to:

*Illinois Public Works Mutual Aid Network
1701 East Main Street
Urbana, Illinois 61802*

OR
*Visit our website:
www.ipwman.org*

OR
For more information, contact us at:

217.819.3155



No community is too small to be able to offer assistance; no community is too large to ask for help.



[ABOUT US](#) [FAQS](#) [DOCUMENTS](#) [TRAINING](#)

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About Us

Illinois Public Works Mutual Aid Network is...

A Statewide Mutual Aid System for ALL Public Works agencies in Illinois.
Public Agencies can help each other with personnel and resources for both natural and man-made disasters.
Over 150 Member Agencies Strong!

Federal Directive after 9/11 HSPD-8: Expanded definition of 1st responders to include Public Works personnel IPWMAN Mutual Aid Operations

Response is ALWAYS voluntary
No charge to recipient for first five days
More than five days provider will be reimbursed by the recipient.
If state or federal funds become available, IPWMAN response costs may be reimbursable.
You MUST JOIN to be eligible for Mutual Aid (possible exception is declared state or federal disaster)

[ABOUT US](#)[FAQS](#)[DOCUMENTS](#)[TRAINING](#)[Home](#)

Frequently Asked Questions

What is IPWMAN?

The Illinois Public Works Mutual Aid Network (IPWMAN) provides a formalized system for government agencies to enter into a written mutual aid agreement to provide and receive emergency assistance in the event of natural or man-made disasters or other situations that require action or attention beyond the normal capabilities of an agency. This organization embodies the concept of "community helping community" by providing an organized process for response to an emergency. An agency requesting assistance receives the type of equipment, materials and personnel services that are needed to react to the event.

What is the purpose of the Mutual Aid and Assistance Agreement?

The formation of IPWMAN complies with criteria established by the Federal Emergency Management Agency (FEMA) for recognizing the eligibility of costs under the Public Assistance Program incurred through mutual aid agreements between applicants and other entities. (FEMA Disaster Assistance Policy Number DAP9523.6, August 13, 2007)
IPWMAN provides a network to help others with personnel, equipment, materials and other resources for natural and man-made disaster response.

Who can belong to this organization?

This organization was formed to coordinate resources for local municipal public works departments, public water agencies, public waste water agencies, township road districts, unit road districts, county highway departments and any other governmental entity that performs a public works function as they respond to emergency situations.

Does my agency have the legal authority to become a member?

The Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides the basic legal authority for units of local government to contract with other units of government. Please consult your agency's legal counsel for detailed legal advice.

What are the benefits of belonging to this organization?

Members of IPWMAN –

1. In an emergency, members receive assistance from other members with appropriate resources. There is no cost for the first five days of assistance.
2. Provide a network of responding agencies with more diverse resources.
Have access to various resources for all areas within the state, not just limited to the areas in close proximity to the event.
3. Promote educational workshops and training to prepare agencies for emergencies and disasters
4. Have a membership agreement that provides reimbursement protocols after the first five days or if the disaster becomes eligible for FEMA or IEMA aid.
5. Have a defined operation plan that expedites the arrival of aid.

6. Have access to a list of emergency contacts.
7. Have added peace of mind knowing that your community has access to aid during time of need when local resources are overwhelmed.

How does an agency request aid?

In the event of **major incident disaster**:

1. The requesting agency assesses the extent of the event to determine what type of assistance is needed.
2. The requesting agency contacts its accredited Emergency Management Agency Coordinator to request needed assistance.
3. The Emergency Management Agency Coordinator will contact member agencies to secure the requested resources.

In the event of a **local emergency**:

1. The requesting agency assesses the extent of the event to determine what type of assistance is needed.
2. The requesting agency contacts the organization's Call Center to request assistance.
3. The organization's Call Center sends the request to member agency and coordinates response.

What is the difference between a major incident and a local emergency?

A major incident is a natural or man-made event that has widespread impact upon your community. Examples include tornados, ice storms with significant damage to utilities and public property, floods, wind storms, widespread damage from explosions or chemical spills as may result from railroad, freight or industrial accidents, and terrorist caused incidents.

A local emergency is an event that may have limited geographical impact requiring a response that exceeds the capacity of local agencies to respond. Examples may include large sewer, water main or pipeline collapses, bridge collapses, or an unusual event that requires specialized equipment for response that is not available locally.

Does an agency have to respond to a request for assistance?

No. The idea behind the mutual aid agreement is that we are here to help each other when an unusual situation needs an immediate response beyond our resources. There will be times when an agency may call for assistance, but another neighboring agency is unable to respond. They may be experiencing effects of the same disaster events, or may be fully committed to other work, or may not be in the financial position to assist. The mutual aid agreement does not obligate any agency to respond, nor does it require an explanation as to why it chose not to respond.

What if an agency responds and needs its resources back?

An agency is not expected to send resources if it impacts its own ability to effectively manage daily operations or response to its own emergency. Resources remain under the authority of the responding agency and can be recalled at any time.

What happens if an agency employees gets hurt while rendering aid to another agency?

Each member agency remains fully responsible for their employees. This means that each agency will pay their employees salary, benefits, insurance and provide liability coverage. Should a disaster become eligible for IEMA or FEMA reimbursement, these costs may be paid by FEMA.

How long must I provide assistance if deployed?

There is no obligation to respond. However, we ask that responding agencies put in at least one full work day. The total length of your response may be as long as the requestor needs assistance or as long as you can help, whichever is less. If you need to bring your resources home, you always have the right and authority to do so under the IPWMAN agreement.

Will an agency receive reimbursement after providing assistance?

The intent of "mutual aid" is that we help each other. We have the same relationship with each other—"If I need help, you will help me; if you need help, I will help you." The original premise of the mutual aid movement was that we helped each other without the thought of getting paid. Based on the principle of neighbor helping neighbor, no financial reimbursements will be paid to the responding community for the first 5 work days of assistance. (There is one

exception to this principle that will be explained later.)

In other words, the first 5 days of help are free.

Why are the first 5 days free? What happens after the first 5 days?

In the past, agencies operated with the understanding that the responding agency would not seek reimbursement from the agency requesting assistance unless the requesting agencies received state and/or federal assistance. That type of understanding is no longer possible. Under current federal guidelines, reimbursement cannot be contingent upon receiving state or federal assistance. Thus, IPWMAN is faced with a dilemma. If a responding agency does not bill the requesting agency for its personnel, equipment and materials, the responding agency may not receive funding from FEMA for work performed by the neighboring community. If the responding agency does bill the requesting agency, that agency may be pushed into further economic hardship as a result of a disaster that didn't qualify for state or federal assistance. Also, it was learned that bills submitted with "a wink and a nod" to informally indicate that the bill need not be paid will receive the same response from FEMA – they won't get paid. The agency plans to check past practice to verify performance on written agreements.

As a compromise, IPWMAN (with the assistance of the Illinois Emergency Management Agency) proposed a plan for reimbursement that will benefit both the requesting party and the responding party. Under the IPWMAN agreement, the responding party will provide personnel, equipment and materials for the first five (5) days of the event without reimbursement. If the requesting party requires assistance longer than five days, the responding party will bill the requesting party.

The value of donated assistance helps the community requesting help in a second way: The value of the unpaid assistance may be credited to the requesting agency as part of the nonfederal cost share of the requesting agency's emergency work under the provisions of Disaster Assistance Policy #9525.2., entitled "Donated Resources."

FEMA reimbursement may apply only after a Presidential declaration of emergency and the following eligibility requirements:

1. The assistance must be requested by the agency in need;
2. The work performed, supplies used and materials consumed are directly related to the disaster and is otherwise eligible for FEMA assistance;
3. The entity can provide documentation of rates and payment for services, if requested; and
4. The agreement is written and was in effect prior to the disaster.
5. **The One Exception: If an agency responds to a request for assistance made by the State of Illinois, the agency will be reimbursed from the first day of response.**

Can the responding party be forced to work at a location?

No. Although there may be times when a responding party may be relocated to better utilize the resource, the responding agency may refuse to go there.

What if an agency is part of another mutual aid agreement?

Signing the Illinois Public Works Mutual Aid Network Agreement does not invalidate any other mutual aid agreement. Signing the IPWMAN agreement should increase the resources available to the agency during an emergency situation.

Is there a fee for membership?

Yes. IPWMAN dues are a necessity to enable the organization to cover the operating costs for processing applications, maintaining resource records and updating and maintaining our website and to provide support for the IPWMAN dispatch center and costs to sustain the operation of the network. The dues paid by an agency are based upon the population of the area the agency serves. Currently, the dues have been established to be:

- \$100 for agencies with a population of 15,000 or less
- \$250 for agencies with a population between 15,001 and 75,000
- \$500 for agencies with a population greater than 75,000.

What does an agency need to do to become a member?

To become a member of IPWMAN, an agency must submit the following documents:

1. A signed copy of an ordinance, resolution or other legally binding document authorizing the agency to enter into the IPWMAN Mutual Aid Agreement,
2. A signed copy of the IPWMAN Mutual Aid Agreement,
3. A completed application form,

4. A list of mutual aid resources submitted to its local accredited/certified Emergency Management Agency, and
5. Payment of dues.

My agency is not NIMS compliant at this time. Can my agency still become a member?

Yes, your may become a member. However, should a disaster become eligible for IEMA or FEMA reimbursement, your organization may not be eligible to receive reimbursement unless you are NIMS compliant.

My county is a member. Do I need to become a member to get help?

Your county can assist you. To request aid from Illinois PW-MAN for your organization, you need to be willing to provide aid to others who may need help and therefore your organization should be a member of Illinois PW-MAN.

Where can my agency obtain more information about IPWMAN?

You can obtain a copy of the membership agreement, by-laws, operation plan and other information within the Documents section of this website.



List of Member Agencies (10/10/2012)

- | | | |
|---|-------------------------------------|----------------------------|
| Algonquin Township Road District | Menard County | Village of South Elgin |
| Village of Algonquin | Village of Milan | Village of Spring Grove |
| Village of Alsip | City of Moline | Stark County |
| Village of Antioch | Village of Morton | Village of Steelville |
| Village of Ashmore | Morton Township | Stephenson County |
| Village of Aurora | City of Mundelein | City of Streator |
| Village of Bannockburn | City of Murphysboro | Village of Tamaroa |
| Village of Barrington | Town of Normal | Tazewell County |
| Village of Bartlett | Village of North Aurora | Village of Third Lake |
| City of Batavia | City of North Chicago | City of Troy |
| Village of Bedford Park | Village of North Utica | Village of Union |
| Village of Beecher | Northville Township | City of Urbana |
| Village of Bellwood | Village of Oak Lawn | Village of Vernon Hills |
| Blackhawk Township | Village of Oak Park | Village of Villa Park |
| City of Bloomington | Village of Ogden | Waddams Township |
| Village of Bolingbrook | City of Olney | Warren Township |
| Village of Bridgeview | City of Ottawa | Washington Township |
| City of Canton | Palatine Township | Village of Wauconda |
| Village of Carbon Cliff | City of Palos Heights | Village of West Dundee |
| City of Cartersville | Palos Township | Village of Westmont |
| Central Lake County Joint Action Water Agency | City of Pekin | West Point Township |
| City of Champaign | City of Peoria | Williamson County |
| Champaign Township | Ferry County | Winnebago County |
| City of Charleston | City of Pinckneyville | Village of Winthrop Harbor |
| Chemung Township | Village of Pingree Grove | Village of Wonder Lake |
| Cherry Valley Township Road District | Village of Prairie Grove | Woodford County |
| Cincinnati Township | City of Prospect Heights | Village of Woodridge |
| Village of Coal Valley | City of Quincy | City of Woodstock |
| Coral Township Road District | Richmond Township | |
| City of Danville | Riley Township | |
| City of Decatur | Village of River Forest | |
| Village of Deerfield | Village of Riverside | |
| City of Des Plaines | Rock Island County | |
| Village of Diamond | City of Rolling Meadows | |
| Dunham Township | Village of Round Lake Beach | |
| City of Du Quoin | City of St. Charles | |
| City of Effingham | Village of St. Joseph | |
| Effingham County | Sangamon County | |
| Ela Township | Village of Savoy | |
| Village of Elwood | Village of Schaumburg | |
| City of Flora | Seneca Township | |
| Village of Forsyth | Village of Somonauk | |
| Franklin County | Village of South Barrington | |
| | City of Freeport | |
| | Fremont Township | |
| | City of Galesburg | |
| | City of Geneseo | |
| | City of Geneva | |
| | City of Genoa | |
| | Village of Glenview | |
| | Grafton Township | |
| | Village of Grayslake | |
| | Village of Greenwood | |
| | Greenwood Township | |
| | Grundy County | |
| | Village of Gurnee | |
| | Village of Hainesville | |
| | Village of Hanover Park | |
| | City of Harvard | |
| | Village of Hawthorn Woods | |
| | City of Herrin | |
| | Village of Hoffman Estates | |
| | City of Homewood | |
| | Village of Island Lake | |
| | City of Joliet | |
| | Kane County | |
| | Lake County | |
| | Village of Lake in the Hills | |
| | Village of Lake Zurich | |
| | City of LaSalle | |
| | Village of Libertyville | |
| | Village of Lincolnshire | |
| | Village of Lincolnwood | |
| | Village of Lockport | |
| | City of Lombard | |
| | Village of Long Grove | |
| | City of McHenry | |
| | McHenry County | |
| | McHenry Township | |
| | City of Macomb | |
| | Macon County | |
| | Village of Manhattan | |
| | City of Marengo | |
| | Marengo Township Highway Department | |
| | City of Marion | |



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-3215 • Fax: (630) 323-0787 • www.willowbrookil.org

MONTHLY REPORT
MUNICIPAL SERVICES DEPARTMENT
Permits issued for the month of November, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Asphalt Repair	1
Concrete	1
Drywall Replacement	1
Electric Service	2
Fence	12
Fire Alarm	1
Foundation Stabilization	1
Garage	1
Interior Demo	2
Kitchen Remodel	1
Patio	1
Paver Service Walk	1
Plan Review Fee	1
Railings	2
Remodel	1
Reoccupancy	2
Roof	7
Sign	1
Window Replacement	3
TOTAL	42
Final Certificates of Occupancy	1
Temporary Certificates of Occupancy	1
Permit Revenue for November, 2012	\$ 8,590.80
Total Revenue Collected for Fiscal Year To Date	\$ 132,362.31
Total Budgeted for Fiscal Year 2012/13	\$ 110,000.00
Total Percentage of Budgeted Revenue Collected to Date	120.33

Respectfully submitted,

Timothy Halik
Village Administrator



"A Place of American History"

MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

Fiscal Year 2012/13

MONTH	CURRENT FISCAL YEAR	PRIOR FISCAL YEAR
MAY	\$ 33,083.60	\$ 6,549.78
JUNE	\$ 30,569.43	\$ 8,191.48
JULY	\$ 11,471.85	\$ 8,768.00
AUGUST	\$ 14,433.22	\$ 10,021.23
SEPTEMBER	\$ 28,145.41	\$ 17,856.26
OCTOBER	\$ 6,068.00	\$ 6,894.82
NOVEMBER	\$ 8,590.80	\$ 27,628.77
DECEMBER		\$ 31,826.92
JANUARY		\$ 7,928.37
FEBRUARY		\$ 7,921.96
MARCH		\$ 32,009.48
APRIL		\$ 18,983.96
COLLECTED REVENUE	\$ 132,362.31	\$ 224,041.52
BUDGETED REVENUE	\$ 110,000.00	\$ 103,500.00
REVENUES COLLECTED- (OVER)/UNDER BUDGET	\$ (22,362.31)	\$ (120,541.52)
PERCENTAGE OF BUDGETED REVENUE COLLECTED	120.33	216.47

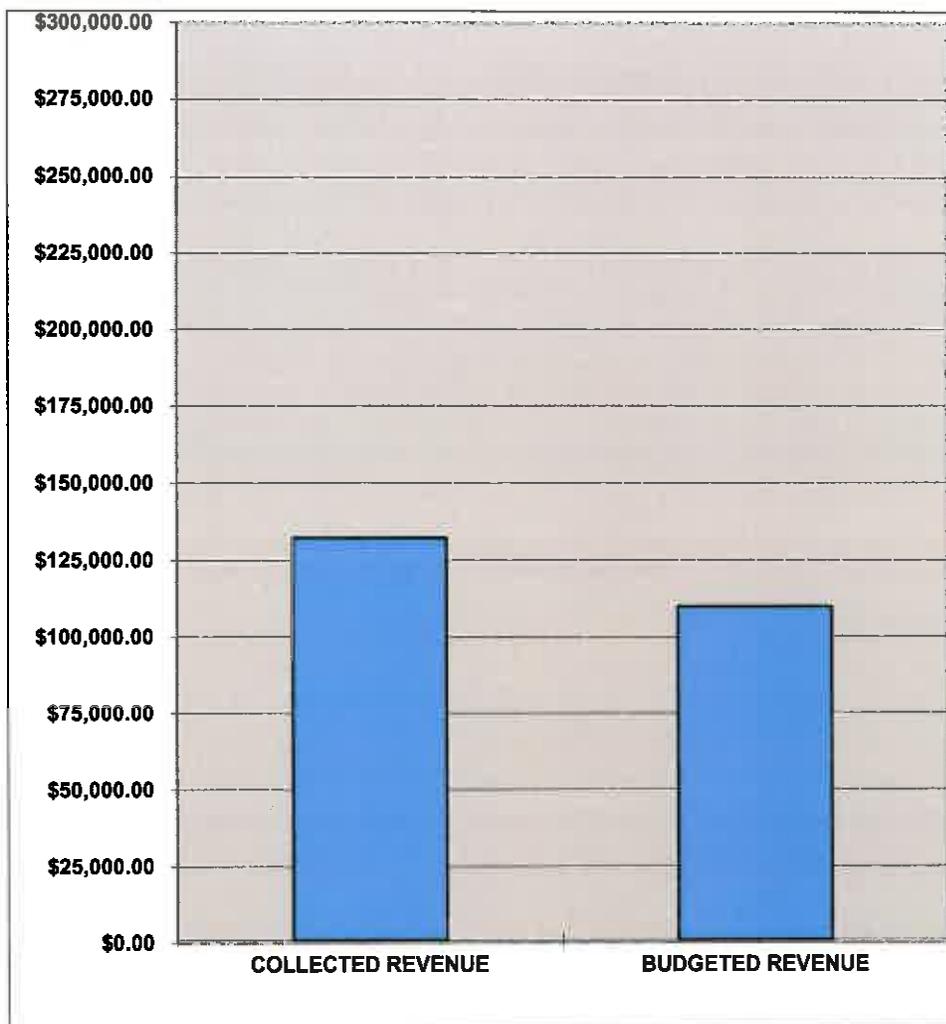
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

	Fiscal Year 12/13	Fiscal Year 11/12
COLLECTED REVENUE	\$ 132,362.31	\$224,041.52
BUDGETED REVENUE	\$ 110,000.00	\$103,500.00

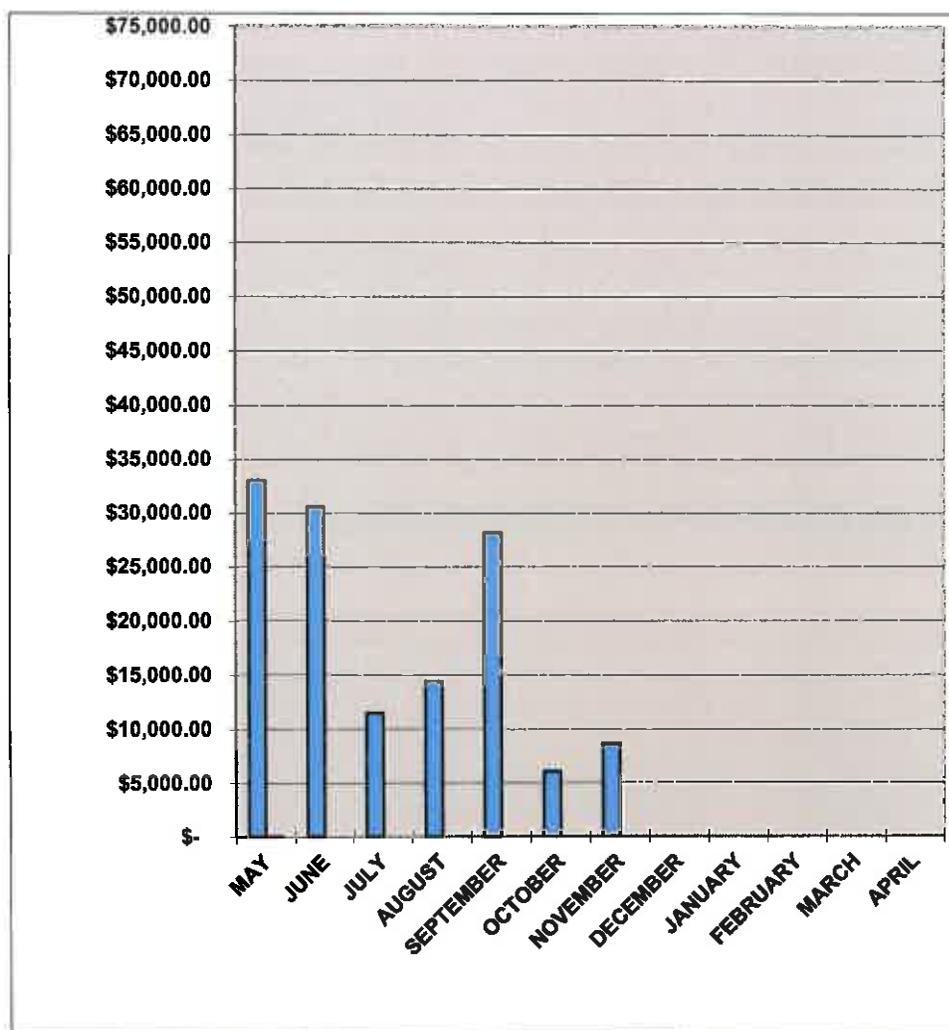
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



YEAR: 2012

Permit	Date Issued:	Name:	Address:	Permit Purpose:	Business Name:	Fee:	RES / COMM:	Date Released:	Date Permit Expires:
12-339	11/02/12	Austin Highland	7000 Adams	Asphalt Repair	Austin Highland	\$ 300.00	C	11/02/12	11/02/13
12-376	11/19/12	Willow Commons	305 - 341 75th Street	Concrete	Willow Commons	\$ 50.00	C	11/19/12	11/19/13
12-352	11/14/12	Tim Colt	6340 Americana	Drywall Replacement		\$ 75.00	R	11/14/12	11/14/13
12-345	11/01/12	Zoltan Baksey	7806 Eleanor Place	Electric Service		\$ 425.00	R	11/01/12	11/01/13
12-379	11/27/12	DuPage Water Comm	6700 Kingery	Electric Service		\$ 200.00	R	11/27/12	11/27/13
12-350	11/13/12	Irene Abrahamson	7705 Apple Tree Lane	Fence		\$ 50.00	R	11/13/12	11/13/13
12-363	11/19/12	Lake Hinsdale Village	12 Kent Ct.	Fence		\$ 50.00	R	11/19/12	11/19/13
12-364	11/19/12	Lake Hinsdale Village	14 Kent Ct.	Fence		\$ 50.00	R	11/19/12	11/19/13
12-365	11/19/12	Lake Hinsdale Village	4-6 Kane Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-366	11/19/12	Lake Hinsdale Village	16-18 Kane Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-367	11/19/12	Lake Hinsdale Village	30 Portwine	Fence		\$ 50.00	R	11/19/12	11/19/13
12-368	11/19/12	Lake Hinsdale Village	8 Kane Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-369	11/19/12	Lake Hinsdale Village	26 Kyle Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-372	11/19/12	Lake Hinsdale Village	20 Kent Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-373	11/19/12	Lake Hinsdale Village	40 Kyle Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-371	11/19/12	Lake Hinsdale Village	15 Kyle Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-370	11/19/12	Lake Hinsdale Village	24 Kyle Court	Fence		\$ 50.00	R	11/19/12	11/19/13
12-349	11/19/12	The Knolls	6141-43 Knollwood Rd	Fire Alarm		\$ 50.00	R	11/19/12	11/19/13
12-380	11/28/12	Atlas Restoration	232 Stanhope	Foundation Stabilization		\$ 250.00	R	11/27/12	11/27/13
12-346	11/01/12	Zoltan Baksey	7806 Eleanor Place	Garage area		\$ 500.00	R	11/01/12	11/01/13
12-351	11/08/12	Peter Burdi	760 Frontage Road	Interior Demo		\$ 200.00	C	11/01/12	11/01/13
12-356	11/13/12	Maureen Murray	6855 Kingery Highway	Interior Demo	Medical Office	\$ 500.00	C	11/13/12	11/13/13
12-375	11/19/12	Kevin Anetsberger	540 Executive Drive	Interior Demo		\$ 500.00	R	11/19/12	11/19/13
12-304	11/01/12	Martin Zelisko	6506 Wingate Road	Kitchen Remodel		\$ 400.80	R	11/01/12	11/01/13
12-381	11/29/12	Aruna Saini	816 73rd Court	Patio		\$ 250.00	R	11/30/12	11/30/13
12-354	11/13/12	Sharon Slayton	7623 Clarendon Hills Rd	Paver service walk		\$ 50.00	R	11/13/12	11/13/13
	11/20/12	Clarton Construction	565 Willowbrook Center	Plan Review Fee	Gas Technology	\$ 2,000.00	C	11/20/12	11/20/13
12-347	11/14/12	Lake Hinsdale Village	301 Lake Hinsdale Dr	Railings		\$ 75.00	R	11/14/12	11/14/13
12-353	11/19/12	Lake Hinsdale Village	23 Portwine Rd	Railings		\$ 50.00	R	11/19/12	11/19/13
12-348	11/13/12	Dan Hess	825 75th Street	Remodel	Tommy R's	\$ 400.00	C	11/13/12	11/13/13
12-355	11/13/12	Don Wiskes	620-22 Executive Drive	Reoccupancy	Premium Staffing	\$ 500.00	C	11/13/12	11/13/13
12-378	11/27/12	Don Morris Architect	616 Executive Drive	Reoccupancy	Don Morris Architect	\$ 200.00	C	11/27/12	11/27/13
12-329	11/13/12	Bob Brindac	5940 Bentley	Reroof		\$ 35.00	R	11/13/12	11/13/13
12-335	11/01/12	John Hoffman	301 61st Street	Roof		\$ 35.00	R	11/01/12	11/01/13
12-362	11/19/12	The Plastics Group	7409 Quincy	Roof	Plastics Group	\$ 200.00	C	11/19/12	11/19/13
12-374	11/19/12	Yiwei Liu	212 Somerset Road	Roof		\$ 35.00	R	11/19/12	11/19/13
12-377	11/19/12	Paul Chang	6447 Quincy Street	Roof		\$ 35.00	R	11/19/12	11/19/13
12-383	11/30/12	Ahmed Ahtesham	6706 Sheffield	Roof		\$ 35.00	R	11/30/12	11/30/13
12-382	11/30/12	Red Roof Inn	7535 Kingery	Roof	Red Roof Inn	\$ 200.00	C	11/30/12	11/30/13
12-358	11/09/12	Michael Heffner	7555 Madison	Sign		\$ 300.00	C	11/09/12	11/09/13
12-333	11/01/12	Virgin Dupit	145 Somerset Rd	Window Replacement		\$ 75.00	R	11/01/12	11/01/13
12-361	11/14/12	Aruna Saini	816 73rd Court	Window Replacement		\$ 75.00	R	11/14/12	11/14/13
12-357	11/14/12	Iris Schrey	15 Portwine Road	Window Replacement		\$ 75.00	R	11/14/12	11/14/13

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 58.33
 RUN: 12/03/12 10:50AM

REVENUE REPORT FOR NOVEMBER, 2012

PAGE: 1

ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
<u>Property Taxes</u>						
01-310-101	PROPERTY TAX LEVY-SRA	986.68	68,048.31	68,247.00	99.71	198.69
01-310-102	PROPERTY TAX LEVY-RD & BRIDGE	1,334.19	92,382.45	91,638.00	100.81	-744.45
01-310-103	PRIOR YEAR TAX COLL	0.00	0.00	0.00	0.00	0.00
*TOTAL	Property Taxes	2,320.87	160,430.76	159,885.00	100.34	-545.76
<u>Other Taxes</u>						
01-310-201	MUNICIPAL SALES TAX	330,698.71	2,133,342.75	3,493,374.00	61.07	1,360,031.25
01-310-202	ILLINOIS INCOME TAX	45,461.82	536,360.84	646,306.00	82.99	109,945.16
01-310-203	AMUSEMENT TAX	7,256.44	34,495.56	42,083.00	81.97	7,587.44
01-310-204	REPLACEMENT TAX	0.00	683.33	1,533.00	44.57	849.67
01-310-205	UTILITY TAX	84,534.64	673,719.74	1,163,633.00	57.90	489,913.26
01-310-207	TELECOMMUNICATION LEASE	0.00	31,183.92	29,699.00	105.00	-1,484.92
01-310-208	PLACES OF EATING TAX	36,096.84	272,359.14	450,581.00	60.45	178,221.86
01-310-209	WATER TAX	10,339.49	75,352.50	115,912.00	65.01	40,559.50
01-310-210	WATER TAX - CLARENDON WATER CO	0.00	472.56	700.00	67.51	227.44
*TOTAL	Other Taxes	514,387.94	3,757,970.34	5,943,821.00	63.22	2,185,850.66
<u>Licenses</u>						
01-310-301	VEHICLE LICENSES	0.00	0.00	0.00	0.00	0.00
01-310-302	LIQUOR LICENSES	31,000.00	46,250.00	51,500.00	89.81	5,250.00
01-310-303	BUSINESS LICENSES	18,564.00	40,259.00	40,770.00	98.75	511.00
01-310-305	VENDING MACHINE	225.00	980.00	2,000.00	49.00	1,020.00
01-310-306	SCAVENGER LICENSES	0.00	0.00	1,000.00	0.00	1,000.00
*TOTAL	Licenses	49,789.00	87,489.00	95,270.00	91.83	7,781.00
<u>Permits</u>						
01-310-401	BUILDING PERMITS	8,590.80	132,362.31	110,000.00	120.33	-22,362.31
01-310-402	SIGN PERMITS	300.00	3,687.17	3,000.00	122.91	-687.17
01-310-403	OTHER PERMITS	0.00	192.00	600.00	32.00	408.00
*TOTAL	Permits	8,890.80	136,241.48	113,600.00	119.93	-22,641.48
<u>Fines</u>						
01-310-501	CIRCUIT COURT FINES	6,820.63	68,405.61	130,000.00	52.62	61,594.39
01-310-502	TRAFFIC FINES	1,425.00	13,565.99	30,000.00	45.22	16,434.01
01-310-503	RED LIGHT FINES	25,292.00	365,868.00	540,000.00	67.75	174,132.00
*TOTAL	Fines	33,537.63	447,839.60	700,000.00	63.98	252,160.40



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

MONTHLY REPORT
MUNICIPAL SERVICES DEPARTMENT
Permits issued for the month of December, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Alarm System	2
Deck	1
Drywall & Insulation	1
Fence	2
Foundation Stabilization	1
Interior Alterations	1
Interior Floor Repair	1
Partial Remodel	1
Plan Review Fee	4
Reoccupancy	1
Temporary Sign	1
Tenant Buildout	1
Window Replacement	1
TOTAL	19
Final Certificates of Occupancy	0
Temporary Certificates of Occupancy	0
Permit Revenue for December, 2012	\$ 14,215.08
Total Revenue Collected for Fiscal Year To Date	\$ 146,377.39
Total Budgeted for Fiscal Year 2012/13	\$ 110,000.00
Total Percentage of Budgeted Revenue Collected to Date	133.07

Respectfully submitted,

Timothy Halik
Village Administrator



"A Place of American History"

MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

Fiscal Year 2012/13

MONTH	CURRENT FISCAL YEAR	PRIOR FISCAL YEAR
MAY	\$ 33,083.60	\$ 6,549.78
JUNE	\$ 30,569.43	\$ 8,191.48
JULY	\$ 11,471.85	\$ 8,768.00
AUGUST	\$ 14,433.22	\$ 10,021.23
SEPTEMBER	\$ 28,145.41	\$ 17,856.26
OCTOBER	\$ 6,068.00	\$ 6,894.82
NOVEMBER	\$ 8,590.80	\$ 27,628.77
DECEMBER	\$ 14,215.08	\$ 31,826.92
JANUARY		\$ 7,928.37
FEBRUARY		\$ 7,921.96
MARCH		\$ 32,009.48
APRIL		\$ 18,983.96
COLLECTED REVENUE	\$ 146,377.39	\$ 224,041.52
BUDGETED REVENUE	\$ 110,000.00	\$ 103,500.00
REVENUES COLLECTED-(OVER)/UNDER BUDGET	\$ (36,377.39)	\$ (120,541.52)
PERCENTAGE OF BUDGETED REVENUE COLLECTED	133.07	216.47

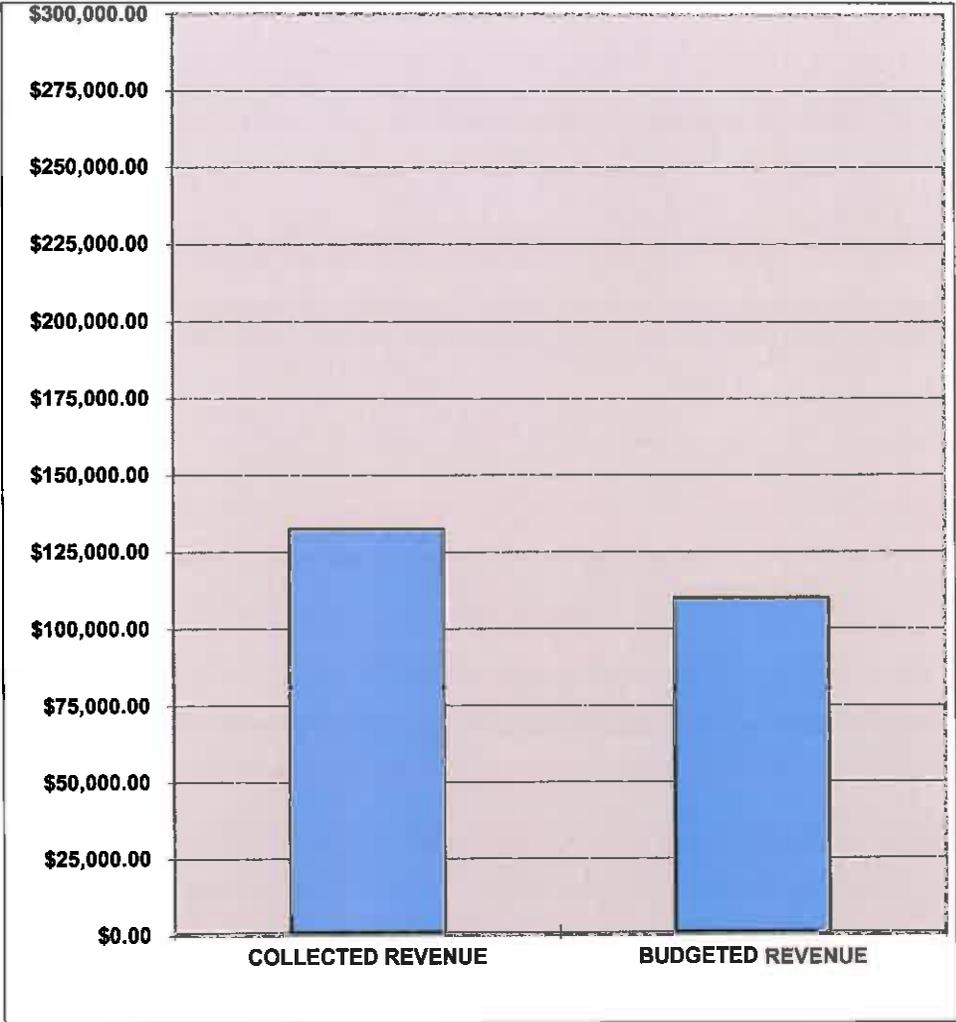
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE

	Fiscal Year 12/13	Fiscal Year 11/12
COLLECTED REVENUE	\$ 132,362.31	\$224,041.52
BUDGETED REVENUE	\$ 110,000.00	\$103,500.00

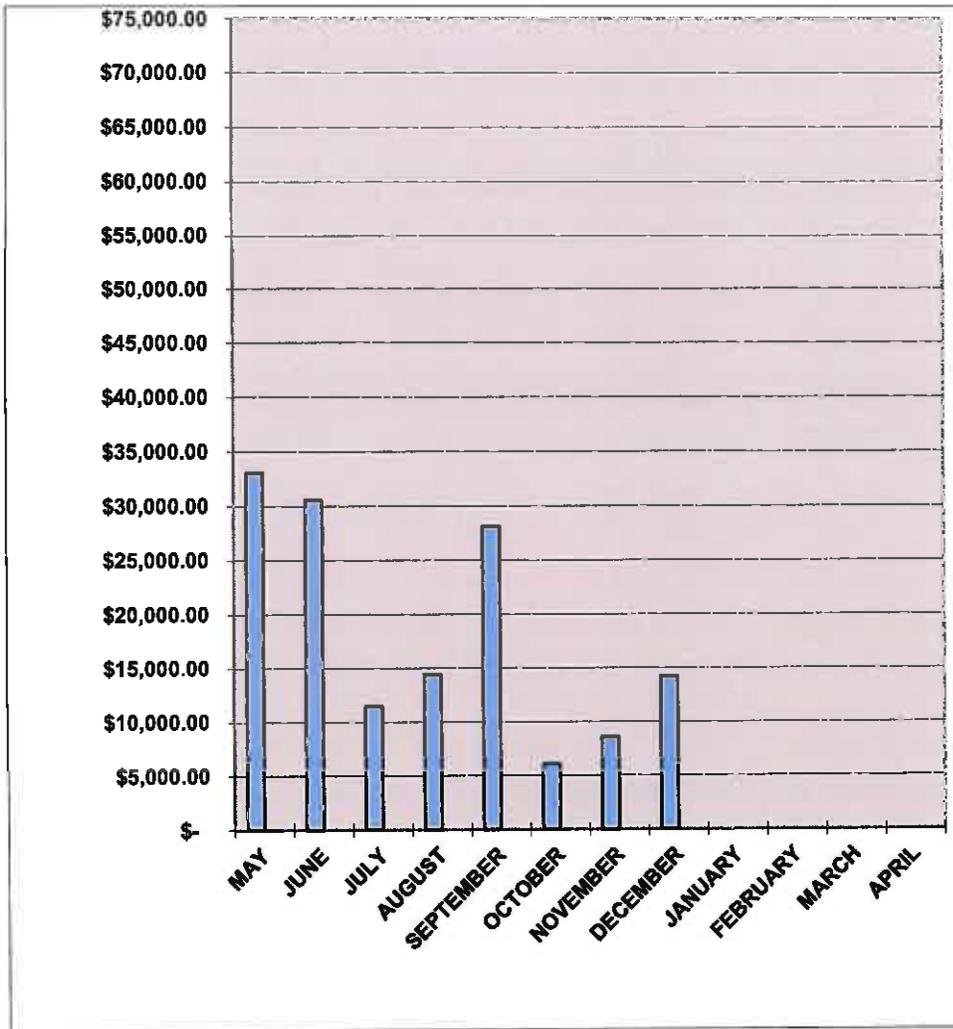
MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



MUNICIPAL SERVICES DEPARTMENT

PERMIT REVENUE



Permit	Date Issued:	Name:	Address:	Permit Purpose:	Business Name:	Fee:	RES / COMM:	Date Released:	Date Permit Expires:
12-384	12/05/12	Danga Kirimena	6426 Quincy Street	Deck		\$ 100.00	R	12/05/12	12/05/13
	12/06/12	Chick-fil-A	7101 Kingery	Plan Review Fee	Chick-fil-A	\$ 4,000.00	C	12/06/12	12/06/13
12-388	12/06/12	Greg Hendricks	7807 Virginia Ct	Window Replacement		\$ 75.00	R	12/06/12	12/06/13
12-380	12/10/12	Stanhope Square	232 Stanhope	Foundation Stabilization		\$ 250.00	R	12/10/12	12/10/13
12-387	12/11/12	G45 Technology	565 Willowbrook Center	Interior Alterations		\$ 1,051.65	R	12/11/12	12/11/13
12-385	12/11/12	Kevin Anetsberger	540 Executive Drive	Interior Floor Repair	Midwest Tungsten	\$ 2,172.00	C	12/11/12	12/11/13
12-351	12/12/12	Power Preservation	760 Frontage Road	Reoccupancy	Power Preservation	\$ 200.00	C	12/12/12	12/12/13
12-391	12/12/12	Lake Hinsdale Tower	6340 Americana	Drywall & Insulation		\$ 75.00	R	12/12/12	12/12/13
12-395	12/14/12	H E System Tech.	825 75th Street	Alarm System		\$ 100.00	R	12/14/12	12/14/13
12-394	12/14/12	William Winkler	701 Lake Hinsdale Dr	Partial Remodel		\$ 475.00	R	12/14/12	12/14/13
12-389	12/19/12	Constance Bothen	6333 Tremont Road	Fence		\$ 50.00	R	12/14/12	12/14/13
	12/19/12	Paul Michaels	7780 Quincy	Plan Review Fee		\$ 1,000.00	R	12/14/12	12/14/13
12-390	12/20/12	Laura Morse	6327 Tremont	Fence		\$ 50.00	R	12/20/12	12/20/12
12-360	12/20/12	Clovers Garden	735 Plainfield Road	Temporary Sign	Clovers Garden	\$ 100.00	C	12/20/12	12/20/13
12-397	12/21/12	SES of Illinois	760 Frontage Road	Alarm System	SES of Illinois	\$ 100.00	C	12/21/12	12/21/13
12-396	12/12/12	Susan Sankari	6855 Kingery Highway	Tenant Buildout	Medical Office	\$ 781.43	C	12/21/12	12/21/13
	12/26/12	Vinhkhanh Tran	7225 Kingery Highway	Plan Review Fee		\$ 2,000.00	R	12/26/12	12/26/13
	12/28/12	Jitender Batra	527 Ridgemoor	Plan Review Fee		\$ 750.00	R	12/28/12	12/28/13
	12/28/12	Arco Murray	540 Executive Drive	Plan Review Fee	Tungsten	\$ 1,000.00	C	12/28/12	12/28/13

VILLAGE OF WILLOWBROOK

PRCT. OF YR: 66.67

RUN: 01/03/13 9:41AM

REVENUE REPORT FOR DECEMBER, 2012

PAGE: 1

ACCT. NO.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	BUDGET AMOUNT	PERCENT COLLECTED	BUDGET REMAINING
<u>GENERAL CORPORATE FUND</u>						
<u>Operating Revenue</u>						
<u>Property Taxes</u>						
01-310-101	PROPERTY TAX LEVY-SRA	981.80	69,030.11	68,247.00	101.15	-783.11
01-310-102	PROPERTY TAX LEVY-RD & BRIDGE	1,367.90	93,750.35	91,638.00	102.31	-2,112.35
01-310-103	PRIOR YEAR TAX COLL	0.00	0.00	0.00	0.00	0.00
*TOTAL	Property Taxes	2,349.70	162,780.46	159,885.00	101.81	-2,895.46
<u>Other Taxes</u>						
01-310-201	MUNICIPAL SALES TAX	300,348.13	2,433,690.88	3,493,374.00	69.67	1,059,683.12
01-310-202	ILLINOIS INCOME TAX	45,094.36	581,455.20	646,306.00	89.97	64,850.80
01-310-203	AMUSEMENT TAX	7,815.50	42,311.06	42,083.00	100.54	-228.06
01-310-204	REPLACEMENT TAX	74.92	758.25	1,533.00	49.46	774.75
01-310-205	UTILITY TAX	85,580.50	759,300.24	1,163,633.00	65.25	404,332.76
01-310-207	TELECOMMUNICATION LEASE	0.00	31,183.92	29,699.00	105.00	-1,484.92
01-310-208	PLACES OF EATING TAX	39,700.39	312,059.53	450,581.00	69.26	138,521.47
01-310-209	WATER TAX	10,123.96	85,476.46	115,912.00	73.74	30,435.54
01-310-210	WATER TAX - CLARENDON WATER CO	0.00	472.56	700.00	67.51	227.44
*TOTAL	Other Taxes	488,737.76	4,246,708.10	5,943,821.00	71.45	1,697,112.90
<u>Licenses</u>						
01-310-301	VEHICLE LICENSES	0.00	0.00	0.00	0.00	0.00
01-310-302	LIQUOR LICENSES	22,250.00	68,000.00	51,500.00	132.04	-16,500.00
01-310-303	BUSINESS LICENSES	24,790.00	65,049.00	40,770.00	159.55	-24,279.00
01-310-305	VENDING MACHINE	65.00	1,045.00	2,000.00	52.25	955.00
01-310-306	SCAVENGER LICENSES	6,000.00	6,000.00	1,000.00	600.00	-5,000.00
*TOTAL	Licenses	53,105.00	140,094.00	95,270.00	147.05	-44,824.00
<u>Permits</u>						
01-310-401	BUILDING PERMITS	14,215.08	146,377.39	110,000.00	133.07	-36,377.39
01-310-402	SIGN PERMITS	50.00	3,737.17	3,000.00	124.57	-737.17
01-310-403	OTHER PERMITS	30.00	222.00	600.00	37.00	378.00
*TOTAL	Permits	14,295.08	150,336.56	113,600.00	132.34	-36,736.56
<u>Fines</u>						
01-310-501	CIRCUIT COURT FINES	5,189.94	73,595.55	130,000.00	56.61	56,404.45
01-310-502	TRAFFIC FINES	1,370.00	14,935.99	30,000.00	49.79	15,064.01
01-310-503	RED LIGHT FINES	41,645.00	383,758.00	540,000.00	71.07	156,242.00
*TOTAL	Fines	48,204.94	472,289.54	700,000.00	67.47	227,710.46

VILLAGE OF WILLOWBROOK - PUMPAGE REPORT
TOTAL GALLONS PUMPED
FY 02/03 - FY 12/13

Month	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
May	32,267,000	33,518,000	35,018,000	35,919,000	35,162,000	36,696,000	33,890,000	31,322,000	31,715,000	30,725,000	34,220,000
June	38,911,000	38,691,000	35,447,000	48,511,000	42,471,000	43,700,000	33,817,000	32,087,000	31,799,000	32,620,000	44,635,000
July	52,100,000	39,116,000	41,248,000	52,479,000	43,279,000	44,574,000	41,463,000	36,819,000	38,513,000	41,371,000	49,498,000
August	44,167,000	40,433,000	41,059,000	47,861,000	41,114,000	38,778,000	43,017,000	38,516,000	38,745,000	35,639,000	40,272,000
September	40,838,000	36,275,000	39,658,000	43,906,000	32,998,000	42,013,000	33,418,000	34,331,000	33,992,000	32,273,000	33,657,000
October	33,128,000	31,667,000	33,765,000	35,009,000	31,937,000	34,612,000	30,203,000	28,919,000	33,789,000	29,892,000	30,283,000
November	28,560,000	28,260,000	30,106,000	29,515,000	29,153,000	29,847,000	28,054,000	26,857,000	28,125,000	27,138,000	27,535,000
December	30,503,000	29,133,000	32,786,000	31,086,000	30,102,000	31,435,000	29,568,000	28,931,000	29,257,000	28,643,000	28,846,000
January	30,343,000	29,602,000	31,223,000	29,411,000	30,340,000	32,444,000	29,383,000	28,123,000	28,401,000	28,846,000	28,846,000
February	27,216,000	28,755,000	26,768,000	27,510,000	29,078,000	29,470,000	26,629,000	25,005,000	24,988,000	26,635,000	26,635,000
March	29,488,000	30,315,000	30,025,000	29,905,000	30,362,000	31,094,000	28,408,000	27,945,000	27,909,000	28,911,000	28,911,000
April	29,845,000	29,350,000	29,478,000	30,452,000	29,468,000	30,239,000	27,193,000	27,793,000	27,145,000	34,220,000	34,220,000
TOTAL	417,366,000	395,115,000	406,581,000	441,564,000	405,464,000	424,902,000	385,043,000	366,648,000	374,378,000	376,913,000	287,963,000

YEAR TO DATE LAST YEAR (gallons): 258,301,000
YEAR TO DATE THIS YEAR (gallons): 287,963,000
DIFFERENCE (gallons): 29,662,000

PERCENTAGE DIFFERENCE (+/-): 11.48%

FY11/12 PUMPAGE PROJECTION (gallons): 390,000,000
FY11/12 GALLONS PUMPED TO DATE: 287,963,000

CURRENT PERCENTAGE PUMPED COMPARED TO PROJECTION 73.84%

All table figures are in millions of gallons sold on a monthly basis per fiscal year.

Village of Willowbrook Pumpage Report

