

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, FEBRUARY 27, 2017, AT 6:30 P.M. AT THE **BURR RIDGE POLICE DEPARTMENT TRAINING ROOM, 7700 COUNTY LINE ROAD, BURR RIDGE, DUPAGE COUNTY, ILLINOIS**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - February 13, 2017 (APPROVE)
 - c. Warrants - \$86,703.55 (APPROVE)
 - d. Resolution - A Resolution Authorizing the Village Administrator's Acceptance of Project Change Order No. 22 - Replacing the Electrical Service Feeds on Existing HVAC Units, Project Change Order No. 23 - The Addition of Office Wall Insulation, Project Change Order No. 24 - The Addition of Upper Wall Insulation, and Project Change Order No. 25 - The Repair of Locker Room Floors - Police Expansion/Renovation Project, and Ratifying and Confirming the Village Administrator's Prior Execution of Said Change Orders (ADOPT)
 - e. Motion to Approve - Lake Hinsdale Park Renovation: Payout #2 - Partial Payment - George's Landscaping, Inc. (APPROVE)
 - f. Motion to Approve - Application for a License to Hold a Raffle - The Kerry Piper Irish-American Eatery (APPROVE)
 - g. Proclamation - A Proclamation Declaring May 20, 2017 as DuPage River Sweep Day Throughout DuPage County (ADOPT)

NEW BUSINESS

6. DELINQUENT WATER BILLS

PRIOR BUSINESS

7. COMMITTEE REPORTS
8. ATTORNEY'S REPORT
9. CLERK'S REPORT
10. ADMINISTRATOR'S REPORT
11. MAYOR'S REPORT
12. CLOSED SESSION:
 - a) Consideration of the Appointment, Employment, Compensation, and Performance of a Specific Employee of the Public Body, Pursuant to Chapter 5 ILCS 120/1(C)(1)
13. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 13, 2017 AT THE BURR RIDGE POLICE DEPARTMENT, TRAINING ROOM, 7700 COUNTY LINE ROAD, VILLAGE OF BURR RIDGE, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Thomas Bastian, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Berglund to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - January 9, 2017 (APPROVE)
- c. Minutes - Regular Board Meeting - January 23, 2017 (APPROVE)
- d. Warrants - \$355,391.90 (APPROVE)
- e. Monthly Financial Report - January 31, 2017 (APPROVE)
- f. Ordinance - An Ordinance Abating the Taxes Heretofore Levied for the Year 2016 to Pay the Principal and Interest on the \$4,930,000 General Obligation Bonds (Alternative Revenue Source), Series 2015 of the Village of Willowbrook, DuPage County, Illinois - Ordinance No. 17-O-05 (PASS)

- g. Resolution - A Resolution to Adopt the Legislative Acton Program of the DuPage Mayors and Managers Conference for the 2017 Legislative Session - Resolution No. 17-R-05 (ADOPT)
- h. Resolution - A Resolution Authorizing the Village Administrator's Acceptance of Project Change Order No. 19 - Floor Underlayment, and Change Order No. 20 - Adding four (4) floor receptacles in Training Room, and Ratifying and Confirming the Village Administrator's Prior Execution of Said Change Orders - Resolution No. 17-R-06 (ADOPT)
- i. Motion to Approve - Police Renovation Project: Payout #4 - Partial Payment, L.J. Morse Construction Company (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION - A RESOLUTION AUTHORIZING THE EXECUTION OF A LOCAL PUBLIC AGENCY AGREEMENT FOR FEDERAL PARTICIPATION IN THE 63RD STREET INTERSECTION AND APPROACH LIGHTING PROJECT

Administrator Halik related that, for many years, the Village has been attempting to obtain street lighting at the dark intersection of Kingery Highway and 63rd Street. This intersection is owned and maintained by the Illinois Department of Transportation (IDOT). IDOT has consistently replied that this intersection does not require additional lighting.

Administrator Halik stated that Mayor Trilla had designated this lighting project as a priority during his first campaign for Mayor. Mayor Trilla met with State Representative Patty Bellock and IDOT representatives back in October of 2014. At that time, the IDOT officials advised that they could not install lighting at the intersection and if the Village desired it, the Village would have to obtain permits and fund the project locally.

During the next available grant application cycle, a federal grant was applied for through the Surface Transportation Program. This program is primarily intended for road construction type project. Administrator Halik related that the DuPage Mayors and Managers Conference was urged to support our application.

On December 11, 2015, the Village was informed that the grant request was approved. Since this date, Administrator Halik related that he has been working with IDOT to complete the federal design approval process.

Administrator Halik stated that the approval has been received and the project can now go out for bid; which will be posted on the March 3, 2017 IDOT bid letting.

The federal grant will pay for just over \$365,000; or 61% of the \$598,630 total project. Administrator Halik advised that the work should begin in June and completed by September.

Administrator Halik related that the resolution will authorize the execution of the Local Public Agency agreement for federal participation to complete the project.

Administrator Halik thanked Mayor Trilla for his involvement in getting this long overdue project moving.

MOTION: Made by Trustee Davi and seconded by Trustee Oggerino to adopt Resolution No. 17-R-07 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION - A RESOLUTION ACCEPTING THE PROJECT BID SUBMITTED BY TECORP, INC., JOLIET, ILLINOIS, TO COMPLETE A PAINTING AND REHABILITATION OF THE EXISTING ABOVE-GRADE WATER STORAGE STRUCTURE LOCATED AT 7760 QUINCY STREET AND AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD FOR THE PROJECT

Administrator Halik reported that a public bid opening was held on January 9, 2017 for the full blasting and repainting of the Village water tank located within the municipal campus property. Six (6) sealed bids were received with the lowest qualified bid being turned in by Tecorp, Inc. in the amount of \$505,700. This bid is approximately \$290,000 less than the engineer's estimate.

The Municipal Services Committee reviewed the bid at their meeting earlier in the evening and recommended that a notice of award be issued to Tecorp, Inc.

If approved, the project will begin in late April or early May and should take 16 weeks to complete.

MOTION: Made by Trustee Kelly and seconded by Trustee Mistele to adopt Resolution No. 17-R-08 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT AND EXECUTE A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. - VILLAGE HALL SPHEROID HIGH TANK PAINTING AND REHABILITATION PROJECT

Administrator Halik advised that as part of the completion of the Village Hall Water Tank project, the shop drawings must be reviewed by the Village engineering consultant and the actual work will be monitored by a part-time resident engineer for the full 16-week duration of the project.

Christopher Burke Engineering completed this same work on the water tank rehab project on the 67th Street water tank in 2015, and provided an estimate for the same amount.

The Municipal Services Committee reviewed the proposal at their meeting earlier this evening and recommended that the proposal be accepted by the Village Board.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 17-R-09 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

9. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi advised the Board that the Village was awarded their 15th straight Budget Award and thanked Director Dittman for her hard work.

Trustee Oggerino had no report.

10. ATTORNEY'S REPORT

Attorney Bastian had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik advised that there will be a Special Joint Committee meeting for a budget preview on Monday, February 20th beginning at 5:00 p.m.

Administrator Halik also reported that Administrative Intern Tiffany Kolodziej has been hired for a full-time position in the private sector. Her last day with the Village will be February 24th.

13. MAYOR'S REPORT

Mayor Trilla had no report.

14. CLOSED SESSION

- a. DISCUSSION - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Destruction of Audio or Video Recordings of Closed Meetings Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Recordings as Mandated by 5 ILCS 120/2.06(3)(c)(1)
- b. DISCUSSION - Pursuant to 5 ILCS 120/2(c)(21) Regarding Previously Approved Minutes of Meetings That Were Lawfully Closed Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Minutes as Mandated by 5 ILCS 120/2.06(d), for Purposes of Possible Release

Attorney Bastian asked the Board if there was a need to go into Closed Session to discuss the destruction of audio tapes or the release of closed minutes from previous Closed Sessions. Consensus of the Board was that there was no need to discuss the items.

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

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 17-R-10 as presented.

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

MOTION DECLARED CARRIED

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

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 17-R-11 as presented.

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

MOTION DECLARED CARRIED

17. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:49 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

February 27, 2017.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

February 27, 2017

GENERAL CORPORATE FUND	-----	\$54,333.34
WATER FUND	-----	10,448.64
HOTEL/MOTEL TAX FUND	-----	3,000.00
WATER CAPITAL IMPROVEMENTS FUND	-----	2,618.37
L.A.F.E.R FUND	-----	12,949.03
RT 83/PLAINFIELD RD BUSSINESS DISTRICT TAX	-----	3,354.17
 TOTAL WARRANTS	 -----	 \$86,703.55

Carrie Dittman, Director of Finance

APPROVED:

Frank A. Trilla, Mayor

CHECK DISBURSEMENT REPORT FOR WILLOWBROOK
 CHECK DATE FROM 02/15/2017 - 02/28/2017

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
02/28/2017	APCHK	90097	5205847	4IMPRINT INC	PUBLIC RELATIONS	475-365	10	226.20
02/28/2017	APCHK	90098	9942043909	AIRGAS USA LLC	EQUIPMENT RENTAL	750-290	35	77.05
02/28/2017	APCHK	90100	46681	AMERICAN FIRST AID SERVICE I	OPERATING EQUIPMENT	630-401	30	12.65
02/28/2017	APCHK	90101	23870	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	13,485.00
			23870		RED LIGHT - MISC FEE	630-249	30	1,530.00
				CHECK APCHK 90101 TOTAL FOR				15,015.00
02/28/2017	APCHK	90102	13182 FEB 17	BLACK GOLD SEPTIC	MAINTENANCE - PW BUILDING	725-418	35	310.00
02/28/2017	APCHK	90103*	1214432-1139753	CALL ONE INC	PHONE - TELEPHONES	455-201	10	1,295.81
			1214432-1139753		PHONE - TELEPHONES	630-201	30	1,171.00
				CHECK APCHK 90103 TOTAL FOR				2,466.81
02/28/2017	APCHK	90104	2017 5K RACE	CHICAGO AREA RUNNERS ASSOCIA	FAMILY SPECIAL EVENT - RACE	585-154	20	250.00
02/28/2017	APCHK	90106**	134610	CHRISTOPHER B. BURKE	BUILDING IMPROVEMENTS	485-602	10	1,949.73
			134608		FEES - ENGINEERING REIMB.	520-245	15	385.00
			134612		PLAN REVIEW - ENGINEER	520-254	15	1,265.00
			134605		FEES - ENGINEERING	720-245	35	2,154.25
			134607		FEES - DRAINAGE ENGINEER	820-246	40	220.00
			134611		FEES - DRAINAGE ENGINEER REIMB.	820-246	40	300.00
			134609		PLAN REVIEW - DRAINAGE ENGINEER RE	820-259	40	1,306.47
			134613		PLAN REVIEW - DRAINAGE ENGINEER RE	820-259	40	254.50
				CHECK APCHK 90106 TOTAL FOR				7,834.95
02/28/2017	APCHK	90107	3076 FEB 17	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	466-228	10	2,515.74
02/28/2017	APCHK	90108	7695 BIGGS	COLLEGE OF DUPAGE	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	200.00
			7695 HANDZIK		SCHOOLS/CONFERENCES/TRAVEL	630-304	30	200.00
			7695 SCHALLER		SCHOOLS/CONFERENCES/TRAVEL	630-304	30	225.00
			7695 STRUGALA		SCHOOLS/CONFERENCES/TRAVEL	630-304	30	200.00
				CHECK APCHK 90108 TOTAL FOR				825.00
02/28/2017	APCHK	90109**	6863089003 FEB 17	COMMONWEALTH EDISON	RED LIGHT - COM ED	630-248	30	31.57
			0423085170 FEB 17		RED LIGHT - COM ED	630-248	30	46.87
			0791026027 FEB 17		RED LIGHT - COM ED	630-248	30	41.92
			7432089030 FEB 17		ENERGY - STREET LIGHTS	745-207	35	532.87

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
02/28/2017	APCHK	90110**	MARCH 2017	DELTA DENTAL PLAN OF ILLINOI	EMP DED PAY- INSURANCE	210-204	00	1,150.09
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	455-141	10	271.09
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	510-141	15	57.16
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	610-141	25	228.64
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	630-141	30	2,384.33
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	710-141	35	213.93
			MARCH 2017		HEALTH/DENTAL/LIFE INSURANCE	810-141	40	171.48
				CHECK APCHK 90110 TOTAL FOR				4,476.72
02/28/2017	APCHK	90111	16-4813-2	DESIGN PERSPECTIVES INC	PARK IMPROVEMENTS - NEIGHBORHOOD P	595-695	20	1,950.00
02/28/2017	APCHK	90112#	723994	DISCOVERY BENEFITS SIMPLIFY	EMP DED PAY - FSA FEE	210-221	00	46.20
			723994		HEALTH/DENTAL/LIFE INSURANCE	455-141	10	3.80
				CHECK APCHK 90112 TOTAL FOR				50.00
02/28/2017	APCHK	90113#	9793	DUPAGE MAYORS AND MGRS. CONF	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	55.00
			9793		SCHOOLS/CONFERENCES/TRAVEL	455-304	10	55.00
				CHECK APCHK 90113 TOTAL FOR				110.00
02/28/2017	APCHK	90114	16/17 CONTRIB	DUPAGE SENIOR CITIZENS COUNC	MEALS-ON-WHEELS	475-370	10	2,000.00
02/28/2017	APCHK	90117	17 UNFRMS	GADDIS DAVID	UNIFORMS	630-345	30	22.79
02/28/2017	APCHK	90118	0162001	GOVT FINANCE OFCRS ASSN	FEES/DUES/SUBSCRIPTIONS	610-307	25	170.00
02/28/2017	APCHK	90120	50260 FEB 17	HR SIMPLIFIED	HEALTH/DENTAL/LIFE INSURANCE	455-141	10	100.00
02/28/2017	APCHK	90121	101009 JAN 17	I.R.M.A.	SELF INSURANCE - DEDUCTIBLE	480-273	10	721.00
02/28/2017	APCHK	90122	0107435307	ILL. FIRE & POLICE COMM. ASS	FEES/DUES/SUBSCRIPTIONS	435-307	07	375.00
02/28/2017	APCHK	90123	STUCL RENWL	ILL. NOTARY DISCOUNT BONDING	FEES/DUES/SUBSCRIPTIONS	455-307	10	53.95
02/28/2017	APCHK	90124	17 UNFRMS	JOHN J. HANDZIK	UNIFORMS	630-345	30	30.19
02/28/2017	APCHK	90125	RPLCS CK 87533	KATHLEEN ERICKSEN	ESCHEATS/UNCLAIMED PROP PAYABLE	210-102	00	25.00
02/28/2017	APCHK	90126	2-13-17 MILEAGE	KATHY PLESHA	FUEL/MILEAGE/WASH	455-303	10	8.67
			LOBBY SCULPTURE		FURNITURE & OFFICE EQUIPMENT	485-611	10	69.98

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
02/28/2017	APCHK	90144	114164	CHECK APCHK 90142 TOTAL FOR				290.07
02/28/2017	APCHK	90145	17-0430	TAMELING INDUSTRIES	STREET & ROW MAINTENANCE	750-328	35	13.50
02/28/2017	APCHK	90146	835569507 JAN	THOMPSON ELEV. INSPECT. SERV	ELEVATOR INSPECTION REIMB.	830-117	40	86.00
02/28/2017	APCHK	90147	G7255	THOMSON REUTERS - WEST	FEES/DUES/SUBSCRIPTIONS	630-307	30	147.00
02/28/2017	APCHK	90148**#	88908	TOM & JERRY'S SHELL SERVICES	MAINTENANCE - VEHICLES	630-409	30	285.00
02/28/2017	APCHK	90149	0611026163	TRAFFIC CONTROL & PROTECTION	ROAD SIGNS	755-333	35	878.70
02/28/2017	APCHK	90150**#	9779617999 FEB 17	UNIFIRST	MAINTENANCE - BUILDING	466-228	10	228.30
02/28/2017	APCHK	90151	72372	VERIZON WIRELESS	PHONE - TELEPHONES	410-201	05	62.58
02/28/2017	APCHK	90152	72375		PHONE - TELEPHONES	455-201	10	24.19
02/28/2017	APCHK	90153	72395		PHONE - TELEPHONES	630-201	30	887.36
02/28/2017	APCHK	90154			TELEPHONES	710-201	35	134.37
02/28/2017	APCHK	90155			TELEPHONES	810-201	40	102.04
02/28/2017	APCHK	90156		CHECK APCHK 90150 TOTAL FOR				1,210.54
02/28/2017	APCHK	90157	72372	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - VEHICLES	735-409	35	157.98
02/28/2017	APCHK	90158	72375		MAINTENANCE - VEHICLES	735-409	35	34.19
02/28/2017	APCHK	90159	72395		MAINTENANCE - VEHICLES	735-409	35	222.08
02/28/2017	APCHK	90160		CHECK APCHK 90151 TOTAL FOR				414.25
02/28/2017	APCHK	90161**#	2/10/17	WLBK BURR RIDGE CHAMBER OF C	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	100.00
02/28/2017	APCHK	90162	92825 RELOCATE	ALARM DETECTION SYSTEMS INC	WELLHOUSE REPAIRS & MAIN - WB EXEC	425-474	50	1,163.67
02/28/2017	APCHK	90163	1214432-1139753	CALL ONE INC	PHONE - TELEPHONES	401-201	50	589.17
02/28/2017	APCHK	90164	100149519 JAN 17	CHICAGO SUN-TIMES, INC	PRINTING & PUBLISHING	401-302	50	432.16
02/28/2017	APCHK	90165**#	4651111049 FEB 17	COMMONWEALTH EDISON	ENERGY - ELECTRIC PUMP	420-206	50	1,190.99
02/28/2017	APCHK	90166**#	MARCH 2017	DELTA DENTAL PLAN OF ILLINOI	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	213.93
02/28/2017	APCHK	90167	17-132251 JAN 17	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	90.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND								
02/28/2017	APCHK	90119	170103	H-B-K WATER METER SERVICE	METERS FLOW TESTING	435-278	50	145.00
			170083		METERS FLOW TESTING	435-278	50	622.25
				CHECK APCHK 90119 TOTAL FOR				767.25
02/28/2017	APCHK	90141	8346	SHERIDAN PLUMBING & SEWER	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	1,590.00
02/28/2017	APCHK	90143	2017-038	SUNSET SEWER & WATER	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	3,977.10
02/28/2017	APCHK	90148**	21281	TRAFFIC CONTROL & PROTECTION	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	300.00
02/28/2017	APCHK	90150**	9779617999 FEB 17	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	134.37
					Total for fund 02 WATER FUND			10,448.64
Fund: 03 HOTEL/MOTEL TAX FUND								
02/28/2017	APCHK	90153**	17/18 PREPAID EXP	WLBK BURR RIDGE CHAMBER OF C	CHAMBER DIRECTORY	435-319	53	3,000.00
					Total for fund 03 HOTEL/MOTEL TAX FUND			3,000.00
02/28/2017	APCHK	90106**	134606	CHRISTOPHER B. BURKE	WATER TANK REPAIRS	440-604	65	2,618.37
					Total for fund 09 WATER CAPITAL IMPROVEMENTS F			2,618.37
02/28/2017	APCHK	90139	16101-201701042	RATHS, RATHS & JOHNSON, INC.	POLICE DEPT REMODEL (7760 QUINCY)	930-411	75	345.00
02/28/2017	APCHK	90152	0017567	WILLIAMS ARCHITECTS	POLICE DEPT REMODEL (7760 QUINCY)	930-411	75	12,604.03
					Total for fund 14 LAND ACQUISITION, FACILITY,			12,949.03
02/28/2017	APCHK	90115	72830 JAN 17	EHLERS & ASSOCIATES INC	CONSULTANTS-DESIGN & OTHER	510-232	15	2,150.00
02/28/2017	APCHK	90130**	71692 JAN 17	LAW OFFICES STORINO RAMELLO&	LEGAL FEES	401-242	15	1,204.17
					Total for fund 15 RT 83/PLAINFIELD RD BUSINESS			3,354.17
				TOTAL - ALL FUNDS				86,703.55

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR'S ACCEPTANCE OF PROJECT CHANGE ORDER NUMBER 22 – REPLACING THE ELECTRICAL SERVICE FEEDS ON EXISTING HVAC UNITS, PROJECT CHANGE ORDER NUMBER 23 – THE ADDITION OF OFFICE WALL INSULATION, PROJECT CHANGE ORDER NO. 24 – THE ADDITION OF UPPER WALL INSULATION, AND PROJECT CHANGE ORDER NO. 25 – THE REPAIR OF LOCKER ROOM FLOORS - POLICE EXPANSION/RENOVATION PROJECT, AND RATIFYING AND CONFIRMING THE VILLAGE ADMINISTRATOR'S PRIOR EXECUTION OF SAID CHANGE ORDERS

AGENDA NO.

5d

AGENDA DATE:

2/27/17

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE:

Tim Halik

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE:

THOMAS BASTIAN TH

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE:

Tim Halik

REVIEWED BY MUNI. SERVICES COMMITTEE: YES ☒ NO ☐ N/A ☐

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

At its regular meeting on October 10, 2016, the Village Board awarded a construction contract in the amount of \$3,152,000 to L.J. Morse Construction Company to complete the expansion/renovation of the Village Police Building located at 7760 Quincy Street. Construction work began on October 19, 2016 and since that time various work has occurred including demolition, completion of the sally port addition, interior framing, rough plumbing and electric, drywall installation, HVAC installations, and ordering of materials and equipment.

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

The following change orders represent a total addition in the contract in the amount of \$19,142.00. The following is a summary of the nature of the required change orders:

C.O. #	TYPE	AMOUNT (+ OR -)	EXPLANATION
22	Addition	\$3,839.00	The construction plans include the replacement of two (2) older roof top located HVAC units along with re-using four (4) existing units. Upon inspection of the existing four (4) units, it was discovered that the electric conduits and disconnect switches serving these units are deteriorated and it need of replacement.
23	Addition	\$3,073.00	During the interior demolition process, the exterior wall insulation (behind drywall) within several office areas was removed due to previous water damage. The construction plans did not call for the removal of this insulation. Therefore, the replacement of this insulation is an added cost to the owner.
24	Addition	\$6,308.00	The construction plans do not call out for exterior wall insulation to be located above the interior ceiling height. This area must be insulated to complete the thermal envelope required by the Illinois Energy Conservation Code (IECC).
25	Addition	\$5,922.00	Upon removal of the floor covering in both the men's and women's locker room areas, the underlying concrete floor was found to be deteriorated. Therefore, these floor areas must be re-coated to ensure that the new ceramic tile will properly adhere to the underlying floor.

Staff recommends that the resolution authorizing the above change orders as presented be adopted. In order to keep the project moving forward, Chairman Mistele and the Mayor were consulted and it was agreed that the change orders would be accepted and ratified by the Village Board after-the-fact.

ACTION PROPOSED:

Adopt resolution, which will serve to accept the change orders and ratify and confirm the Administrator's prior acceptance of the change orders.

Police Renovation Project
Summary of Change Orders (as of 2/21/17)

Status	Change Order Proposal No.	Change Order Issue No.	Change Order Description	Cost	Board Approved?
Accepted	1	1	Reconstruct Interior Office Walls from Demo.	\$6,901.00	11/14/2016
Accepted	2	2	Alternate Vehicle Carport Manufacturer	(\$7,453.00)	11/14/2016
Rejected	3		Manhole Removal	\$3,378.00	N/A
Accepted	4	7	Exterior Police Logo Revision	\$2,166.00	N/A
Accepted	5	3	Demo & Re-Construct Existing Exterior Door Canopies	\$13,562.00	11/28/2016
Accepted	6	8	Relocate Existing Ductwork to Accommodate 9/11 Artifact	\$1,999.00	N/A
Accepted	7	4	Sally Port Addition Footing Undercut (bearing soil)	\$1,391.00	N/A
Accepted	8	5	Drywall Finish - Conference Room No. 122	\$1,984.00	N/A
Accepted	9	6	Delete Concrete Floor Infills (not required)	(\$4,371.00)	N/A
Rejected	10		Locker Wall CMU Offset Issue	\$9,388.00	N/A
Accepted	11	9	Replace Interior Window (demolished by Village PW)	\$720.00	N/A
Accepted	12	10	Convert Locksets to Integrated Core System for Doors	\$1,342.00	N/A
Accepted	13	11	Header Addition over Door #131A (not shown in plans)	\$2,119.00	N/A
Accepted	14	12	Reinforcement of Storage Room Wall (not shown in plans)	\$1,665.00	N/A
Rejected	15		SA/RA Duct Lining	N/A	N/A
	16		Ceiling Conflicts (plan discrepancies)	\$3,581.00	
Rejected	17		Monument Pier Wall Structural Revisions	\$7,698.00	N/A
Accepted	18	16	Headers Req'd. Over Glass Walls (not shown in plans)	\$5,289.00	1/23/2017
Accepted	19	13	Delete Drywall Soffits in Toilet Rooms 107 & 108	(\$194.18)	N/A
Accepted	20	14	Replace Four (4) Exist. Exterior Doors	\$18,995.00	1/23/2017
Accepted	21	15	Installation of 4" Conduit Per ComEd	\$1,721.00	N/A
Accepted	22	17	Construct Five (5) Glass Wall Header Posts	\$528.00	N/A
Accepted	23	19	Floor Underlayment, R/R Two (2) Exist. Doors	\$13,213.00	2/13/2017
Rejected	24		Electric Receptacle Relocation & Additions, Rm. 124/126	\$731.00	N/A
Accepted	25	20	Add Four (4) Electric Receptacles in Training Room	\$4,271.00	2/13/2017
Accepted	26	18	Omit Roof Coverboard	(\$5,250.00)	N/A
Accepted	27	22	Conduit feed & Disconnect replacement - Exist. RTUs	\$3,839.00	2/27/2017
Accepted	28	21	Relocate TV Outlets in Room 132	\$383.00	N/A
Accepted	29	23	Install Rigid Insulation in Office Exterior Walls	\$3,073.00	2/27/2017
	30		9/11 Artifact Display Area Glass Railing	\$6,077.00	
Accepted	31	24	Add wall insulation in exterior walls to roof deck	\$6,308.00	2/27/2017
Accepted	32	25	Float men's and women's locker room floors	\$5,922.00	2/27/2017
	33		Install two (2) protective bollards - sally port remote acces:	\$1,886.00	
Accepted	34	26	Replace two (2) existing roof-top exhaust fans	\$1,349.00	N/A
	35		Remove exposed CMU & replace w/face brick	\$2,040.00	
Rejected	36		Replace storm inlet rim	\$1,005.00	N/A

	= Accepted	Original Contract Sum:	\$3,152,000.00
		Net Change by Change Orders To Date:*	\$81,471.82
		% of Net Change Orders to Original Contract Sum:	2.58%
		New Contract Sum:	\$3,233,471.82

RESOLUTION NO. 17-R-_____

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR'S ACCEPTANCE OF PROJECT CHANGE ORDER NUMBER 22 – REPLACING THE ELECTRICAL SERVICE FEEDS ON EXISTING HVAC UNITS, PROJECT CHANGE ORDER NUMBER 23 – THE ADDITION OF OFFICE WALL INSULATION, PROJECT CHANGE ORDER NO. 24 – THE ADDITION OF UPPER WALL INSULATION, AND PROJECT CHANGE ORDER NO. 25 – THE REPAIR OF LOCKER ROOM FLOORS - POLICE EXPANSION/RENOVATION PROJECT, AND RATIFYING AND CONFIRMING THE VILLAGE ADMINISTRATOR'S PRIOR EXECUTION OF SAID CHANGE ORDERS

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Administrator is hereby authorized to execute project change order number 22, attached hereto as Exhibit "A" and made a part hereof, in the additional amount of \$3,839.00 for the replacement of electrical service feeds on existing HVAC units, project change order number 23, attached hereto as Exhibit "B" and made a part hereof, in the additional amount of \$3,073.00 to add office wall insulation, project change order number 24, attached hereto as Exhibit "C" and made a part hereof, in the additional amount of \$6,308.00 to add upper wall insulation, and project change order number 25, attached hereto as Exhibit "D" and made a part hereof, in the additional amount of \$5,922.00 to repair locker room concrete floors, all being part of the police building expansion/renovation project. In addition, it is hereby authorized that the Village Administrator's prior execution of said change orders, be and the same, are hereby ratified and confirmed.

ADOPTED and APPROVED this 27th day of February, 2017.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



ARCHITECT'S CHANGE ORDER

Project: Village of Willowbrook
Police Facility Renovation / Expansion

Change Order No.: 022

To: L.J. Morse Construction Company
128 South Broadway
Aurora, IL 60505
Attn: Lou Morse

Change Order Date: 8 February 2017

Project No.: 2014-052

Contract For: General Construction

Contract Date: 26 September, 2016

You are directed to make the following changes in this Contract:

Replace all existing rooftop unit disconnect switches including feed extensions from below as outlined in L.J. Morse Construction Company Proposed Change Order PCO 027 dated 1/25/2017.

ADD: \$3,839.00

The original Contract Sum was	\$	3,162,000.00
Net Change by previous Change Orders	\$	81,018.00
The Contract Sum prior to this Change Order	\$	3,213,018.00
The Contract Sum will be increased by this Change Order	\$	3,839.00
The new Contract Sum including this Change Order will be	\$	3,216,857.00
The Contract Time will be increased by		0 days
The Date of Completion as of the date of this Change Order therefore is		17 August 2017

Williams Architects

L.J. Morse Construction Co.

Village of Willowbrook

500 Park Boulevard, Suite 800
Itasca, IL 60143

128 S. Broadway Ave.
Aurora, IL 60505

7760 Quincy Street
Willowbrook, IL 60527

By

By

By

Date

Date

Date

[Signature]
2/8/2017

[Signature]
2/14/17

[Signature]
2/8/17

L.J. Morse Construction Company

128 South Broadway

Aurora, IL 60505

PROPOSED CHANGE ORDER**No.00027**

Phone: 630.896.2696

Fax: 630.896.2697

RECEIVED**JAN 25 2017**VILLAGE OF
WILLOWBROOK

TITLE: RTU Conduits and Disconnects
PROJECT: Willowbrook Police Facility Renovatn
TO: Attn: Tim Halik
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527
Phone: 630.920.2261 Fax: 630.920.2427

DATE: 01/25/2017**JOB:** 2014-052**CONTRACT NO:** 1

RE: **To:** **From:** **Number:**

DESCRIPTION OF PROPOSAL

Included are the costs to re-pipe the conduit to the existing RTU's and install new disconnects as discussed.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Costs per Valley Quote		1		\$3,422.00	0.00%	\$0.00	\$3,422.00
002	LJM OHP		1		\$342.00	0.00%	\$0.00	\$342.00
00003	Bonds		1		\$75.00	0.00%	\$0.00	\$75.00

Unit Cost: \$3,839.00**Unit Tax:** \$0.00**Total:** \$3,839.00**APPROVAL:**

By: 
Tim Halik

Date: 2-8-17

By: _____
Louis J. Morse

Date: _____

PROPOSED CHANGE ORDER

Valley Electrical Contractors Inc.

Mail: Po Box 461
Deliveries only: 4485 State Route 71
Oswego, IL 60543
Telephone: 630-554-8200
Fax: 630-554-5543
Contact: Jim Nauert
Client Address:

Date: 1/24/2017
Project Name: Willowbrook Police Station
Project Number: 3498
Page Number: 1
Change Order #: 3498-7

L.J. Morse

Contact: Lou Morse
128 S. Broadway
Aurora, IL 60505
Telephone: 630-698-2696
Contact: Lou Morse

Work Description

We reserve the right to correct this quote for errors and omissions.

Replace four NEMA3R 60amp 250volt NF disconnects and roof feeds below roof with new. Please Note: Existing roof witches hats are not included in this change order however we recommend they should be do to their current condition.

Itemized Breakdown

Description	Qty
1" MINRLAC W/BOLT 2-B	8
1" GRC (GALV)	40
1" LT FLEX	24
1" LT STRAIGHT CONN	8
#10 THHN	56
#6 THHN	136
4-11/16x2-1/8" SQ BOX COMB KO	4
4-11/16" SQ BLANK COVER	4
60A 250V NF NEMA3R	4
# 6-3C 208V MOTOR TERM	4
DEMO 60A DSN SWITCH	4
Totals	

Summary

General Materials		704.42
Material Overhead	(@ 10.000 %)	70.44
Material Markup	(@ 5.000 %)	38.74
Material Total		813.60
JOURNEYMAN	(22.69 Hrs @ \$115.00)	2,609.35
Final Adjustment		-0.95
Final Amount		\$3,422.00

ORIGINAL

Exhibit "B"**L.J. Morse Construction Company**

128 South Broadway

Aurora, IL 60505

PROPOSED CHANGE ORDER**No.00029****Phone:** 630.896.2696**Fax:** 630.896.2697**RECEIVED****FEB -9 2017**VILLAGE OF
WILLOWBROOK

TITLE: Insulation @ Existing CMU Walls
PROJECT: Willowbrook Police Facility Renovatn
TO: Attn: Tim Halik
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527
Phone: 630.920.2261 Fax: 630.920.2427

DATE: 01/27/2017**JOB:** 2014-052**CONTRACT NO:** 1**CHANGE ORDER NO. 23**

RE: **To:** **From:** **Number:**

DESCRIPTION OF PROPOSAL

Costs to provide expanded polystyrene insulation board between furring channels at existing exterior CMU walls to 6" above ceiling height at the north wall of room 114, the east wall of rooms 112, 111 and 110 and the south wall of rooms 133 and 136

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Carpenter Labor		17	Hrs	\$107.59	0.00%	\$0.00	\$1,829.03
00002	Stock and Clean Laborer		2	Hrs	\$94.82	0.00%	\$0.00	\$189.64
00003	Materials - Expanded Polystyrene and Foam Board Adhesive		1		\$610.38	0.00%	\$0.00	\$610.38
00004	Delivery		1		\$110.00	0.00%	\$0.00	\$110.00
00005	LJM - OH&P		1		\$273.91	0.00%	\$0.00	\$273.91
00006	Bonds		1		\$60.04	0.00%	\$0.00	\$60.04

Unit Cost: \$3,073.00**Unit Tax:** \$0.00**Total:** \$3,073.00**APPROVAL:****By:**

Tim Halik

Date:

2-14-17

By:

Louis J. Morse

Date:

Exhibit "C"

L.J. Morse Construction Company

128 South Broadway

Aurora, IL 60505

Phone: 630.896.2696

Fax: 630.896.2697

PROPOSED CHANGE ORDER**No.00031****RECEIVED****FEB 13 2017****VILLAGE OF
WILLOWBROOK**

TITLE: Insulate existing walls
PROJECT: Willowbrook Police Facility Renovatn
TO: Attn: Tim Halik
 Village of Willowbrook
 835 Midway Drive
 Willowbrook, IL 60527
 Phone: 630.920.2261 Fax: 630.920.2427

DATE: 02/07/2017**JOB:** 2014-052**CONTRACT NO:** 1**CHANGE ORDER NO. 24**

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

- 1) Repair existing insulation and foil paper at existing cmu wall behind plumbing chase at Toilet Rm 108 and above drywall at south wall of Storage Rm 106
- 2) Fill in voids and touch up existing drywall at south wall of Storage Rm 106 and add 1/2" FRT Plywood to 4'-0" AFF entire length
- 3) Install Thermafiber from top of wall to deck at remaining perimeter exterior wall.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Add insulation using stick pins and Thermafiber at building perimeter excluding room 106, 1		0		\$0.00	0.00%	\$0.00	\$0.00
00002	Carpenter Labor		20		\$107.59	0.00%	\$0.00	\$2,205.60
00003	Stocking and Clean Labor		2		\$94.82	0.00%	\$0.00	\$189.64
00004	Materials		1		\$693.50	0.00%	\$0.00	\$693.50
00005	Repair existing insulation at rooms 106 and 108. Repair existing Drywall in room 108 and add fire treated plywood to 4' AFF		0		\$0.00	0.00%	\$0.00	\$0.00
00006	Carpenter hrs		10		\$107.59	0.00%	\$0.00	\$1,075.90
00007	Taper Hrs.		3		\$101.86	0.00%	\$0.00	\$305.58
00008	Stock and Clean		2		\$94.82	0.00%	\$0.00	\$142.23
00009	Materials		1		\$281.64	0.00%	\$0.00	\$281.64
00010	Add Thermafiber from floor to deck on exterior wall at room 107		0		\$0.00	0.00%	\$0.00	\$0.00
00011	Carpenter Hrs.		4		\$107.59	0.00%	\$0.00	\$376.56
00012	Stock and Clean		0		\$94.82	0.00%	\$0.00	\$47.41
00013	Materials		1		\$314.77	0.00%	\$0.00	\$314.77
00014	LJM OH/P		1		\$551.16	0.00%	\$0.00	\$551.16
00015	Bonds		1		\$124.00	0.00%	\$0.00	\$124.00

Unit Cost: \$6,308.01**Unit Tax: \$0.00****Total: ~~\$6,308.01~~****6308.00**

L.J. Morse Construction Company

128 South Broadway

Aurora, IL 60505

PROPOSED CHANGE ORDER

No.00031

Phone: 630.896.2696

Fax: 630.896.2697

APPROVAL:

By: _____



Tim Halik

Date: _____

2-14-17

By: _____

Louis J. Morse

Date: _____

L.J. Morse Construction Company

128 South Broadway

Aurora, IL 60505

PROPOSED CHANGE ORDER**No.00032****Phone:** 630.896.2696**Fax:** 630.896.2697**RECEIVED****FEB 20 2017**VILLAGE OF
WILLOWBROOK

TITLE: Locker Room Floor Repair
PROJECT: Willowbrook Police Facility Renovatn
TO: Attn: Tim Halik
 Village of Willowbrook
 835 Midway Drive
 Willowbrook, IL 60527
 Phone: 630.920.2261 Fax: 630.920.2427

DATE: 02/14/2017**JOB:** 2014-052**CONTRACT NO:** 1**CHANGE ORDER NO. 25**

RE: **To:** **From:** **Number:**

DESCRIPTION OF PROPOSAL

Included are the added costs to infill the existing floor due to drain height and prep extremely bad floor condition.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Costs per Douglas quote Womens		1		\$3,406.00	0.00%	\$0.00	\$3,406.00
00002	Costs per Douglas quote Mens		1		\$2,264.00	0.00%	\$0.00	\$2,264.00
00003	Deduct 4 hrs for concrete chipping		-4		\$98.00	0.00%	\$0.00	(\$392.00)
00004	LJM OH/P		1		\$528.00	0.00%	\$0.00	\$528.00
00005	Bonds		1		\$116.00	0.00%	\$0.00	\$116.00

Unit Cost: \$5,922.00**Unit Tax:** \$0.00**Total:** \$5,922.00**APPROVAL:****By:**

Tim Halik

By:

Louis J. Morse

Date:

2-21-17

Date:



200 Alder Drive
North Aurora, IL 60542

Phone: (630) 892-8620 Fax: (630) 630-897-8387

Date: 2/14/2017

Billing Name: LJ Morse
Address:
City, State, Zip:
Phone# :

Job Name: Willowbrook Police Facility Renovation
7760 S. Quincy Street
Willowbrook, IL

Change Order

We Propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of: **\$2,264.00**

Salesperson: Ryan Nolan

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Description	Price
Men's Locker Room 139/Men's Toilet 140: Furnish and install self-leveler to eliminate slope in existing concrete around drain. Drain is approx. 1 inch lower than perimeter floor heights. Fill low spots around some perimeter walls.	
Uzin PU 260 Primer: 1 pails	\$130.00
Uzin 172 Bi-turbo Leveler 55lb.: 17 bags	\$1,275.00
Installation Accessories	\$75.00
Freight / Delivery	\$0.00
Labor: 8 hours @ \$98.00	\$784.00

Unless otherwise stated, this bid does not include moving any furniture, prep time, cleanup to start the job, or removal of existing flooring. Any additional work that is necessary to complete the job, but not specified in the contract will incur a charge that will be added to the final bill.

CO Total: **\$2,264.00**

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date Accepted: _____

Signature: _____



200 Alder Drive
North Aurora, IL 60542

Phone: (630) 892-8620 Fax: (630) 630-897-8387

Date: 2/14/2017

Billing Name: LJ Morse
Address:
City,State,Zip:
Phone# :

Job Name: Willowbrook Police Facility Renovation
7760 S. Quincy Street
Willowbrook, IL

Change Order

We Propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of: **\$3,406.00**

Salesperson: Ryan Nolan

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Description	Price
Women's Locker Room 148: Grind/Demo high spots in existing concrete around 2 walls of perimeter.	
Women's Locker Room 148/Women's Toilet 147: Furnish and install self-leveler to eliminate slope in existing concrete around drain. Drain is approx. 1 inch lower than perimeter floor heights. Apply approx. 1/4" leveler in Locker area.	
Uzin PU 260 Primer: 1 pails	\$130.00
Uzin 172 Bi-turbo Leveler 55lb.: 26 bags	\$1,950.00
Installation Accessories	\$75.00
Freight / Delivery	\$75.00
Labor: 12 hours @ \$98.00	\$1,176.00

Unless otherwise stated, this bid does not include moving any furniture, prep time, cleanup to start the job, or removal of existing flooring. Any additional work that is necessary to complete the job, but not specified in the contract will incur a charge that will be added to the final bill.

CO Total: **\$3,406.00**

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted
You are authorized to do the work as specified. Payment will be made as outlined above.

Date Accepted: _____

Signature: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

Motion to Approve – Lake Hinsdale Park Renovation: Payout #2 – Partial Payment – George's Landscaping, Inc.

AGENDA NO.

5e

AGENDA DATE: 2/27/17

STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: _____

[Signature]

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: _____

THOMAS BASTIAN TR.

RECOMMENDED BY: Tim Halik,
Village Administrator

SIGNATURE: _____

[Signature]

REVIEWED & APPROVED BY MUNI. SERVICES COMMITTEE:

YES ☐

NO ☒

N/A ☐

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

The public bid opening for the Lake Hinsdale Park Renovation Project occurred on August 18, 2016 at 2:00 PM. A total of four (4) sealed bids were received prior to the deadline with the low bid received from George's Landscaping d/b/a GLI Services, Inc. in the total amount of \$79,063. The Village Board awarded a contract to George's Landscaping at their regular meeting on August 22, 2016. The signed resolution and executed contract was then sent to George's Patecki, President of George's Landscaping, via Fed-Ex on August 23, 2016 to be counter-signed and returned. A pre-construction meeting was held on September 6, 2016 at 9:30 AM at the Village Hall. The start of this project was delayed due to the contractor needing to finish contract work in other locations.

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

Work began in November and is now substantially complete. A final punchlist inspection was performed, which revealed the need to resolve a minor grading drainage issue, but the rest of the work was found to be satisfactory. Turf restoration will be checked in the spring. The contractor has submitted another request for partial payment. The following is a breakdown of the project costs to date:

(TOTAL CONTRACT AMOUNT: \$79,441.66 – slightly increased due to a \$378.66 project change order)

Invoice #1 amount: \$39,772.04 (Board approved January 9, 2017)

Invoice #2 amount: \$31,725.45

Retainage (10%): \$7,944.17

Staff would recommend that the Mayor and Board of Trustees authorize Payout #2 – Partial Payment to George's Landscaping Inc. in the amount of \$31,725.45. Partial Waivers of Lien and Certified Payroll Reports have been received and copies are attached. The authorized payment amount would be expended from the following fund:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AVAILABLE BALANCE</u>
GF – Park Improvements	01-20-595-695	Facilities	\$53,476.04

ACTION PROPOSED:

Approve motion.



MEMO

To: Tim Halik

From: Tod J. Stanton

Date: February 10, 2017

Certificate for Payment

Owner: Village of Willowbrook
835 Midway Drive
Willowbrook, Illinois 60527

Contract: 2016 Lake Hinsdale Park Improvements

Pay Application: 2

Based upon our observations at the site and on the data comprising the Contractor's Application for Payment, the work has progressed to the point indicated on the Application for Payment and to the best of our knowledge, the work covered by this Application for Payment is in accordance with the Contract Documents and that all amounts shown are due. Therefore, we recommend payment be made to George's Landscaping, Inc. for the amount approved in the Application for Payment.

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are made without prejudice to any rights of the owner or the contractor under this Contract.

Design Perspectives, Inc., by



Tod J. Stanton

Date: 2-10-17

PROJECT APPLICATION AND PROJECT CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702

OWNER: Village of Willowbrook
 835 Midway Drive
 Willowbrook, IL 60527
 (630) 920-2261

PROJECT: 2016 Lake Hinsdale Park Improvements

FROM: George's Landscaping, Inc.
 1410 Mills Road
 Joliet, IL 60433
 (815) 774-0350

VIA ARCH:
 Design Perspectives
 1280 Iniquis Ave., Suite 110
 Naperville, IL 60563
 (630) 428-3134

Application No.: TWO
Application Date: Tuesday, January 31, 2017
Period To: Tuesday, January 31, 2017
Project No.: 2016 Lake Hinsdale Park Imp
Contract Date: Wednesday, September 28, 2016
Copy to: OWNER
 ARCHITECT
 CONTRACTOR
 OTHER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 76,295.00
2. Net change by Change Orders	\$ 3,146.66
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 79,441.66
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 79,441.66

5. RETAINAGE:	
a. 10% of Completed Work (Columns D + E on G703)	\$ 7,944.17
b. 10% of Stored Material (Column F on G703)	\$ -
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$ 7,944.17

6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 71,497.49
---	--------------

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 39,772.04
8. CURRENT PAYMENT DUE	\$ 31,725.45
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 7,944.17

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 3,146.66	\$ -
Change Order #1	\$ -	\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ 3,146.66	\$ -
NET CHANGES BY Change Order	\$ -	\$ 3,146.66

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

CONTRACTOR: GLI Services, Inc. DBA George's Landscaping, Inc.

BY:  **DATE:** January 31, 2017

State of: Illinois
County of: Will
 Subscribed and sworn to before me this February day of 2017

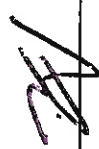
Notary Public:  **OFFICIAL SEAL**
 KEVIN O'CONNOR
 NOTARY PUBLIC, STATE OF ILLINOIS
 My Commission Expires Nov. 24, 2019

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

\$31,725.45

ARCHITECT: 

BY:  **DATE:** 2/12/17

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

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated in exact dollar and cents amounts.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: TWO
APPLICATION DATE: Tuesday, January 31, 2017
PERIOD TO: Tuesday, January 31, 2017
PROJECT NO.: 2016 Lake Hinsdale Park Imp

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATIONS						
1	Mobilization and Project Start Up	\$ 3,693.00	\$ 3,693.00	\$ -		\$ -	\$ 3,693.00	\$ 3,693.00	\$ 369.30
	Project & sit mobilization including construction staking and bond costs		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
2	Removals, Grading & Drainage	\$ 10,345.00	\$ 9,310.50	\$ 1,034.50		\$ -	\$ 10,345.00	\$ -	\$ 1,034.50
	Remove wood chips from existing playground area								
	Strip and stockpile all topsoil encountered during grading operations including 9 garden pots. Topsoil will be used to fulfill the requirements of this project.								
	Perform all grading and excavation to obtain subgrade for pavements and other grading requirements as shown or noted on plans and in accordance with the specifications. This to include fine grading of the 9 garden plots.								
	Re-spread clean stockpiled topsoil 4" thick minimum over all prepared subgrades and fine grade all disturbed areas.								
	Install playground drainage (French Drain & Pipe) as shown or noted on plans and in accordance with the specifications.								
	Paving								
3	Type 201 Concrete Paving	\$ 6,587.50	\$ 6,587.50	\$ -		\$ -	\$ 6,587.50	\$ -	\$ 658.75
4	Type 202 Limestone Path	\$ 5,359.50	\$ 5,359.50	\$ -		\$ -	\$ 5,359.50	\$ -	\$ 535.95
5	Furnish & Install Concrete Playground Curb	\$ 5,110.00	\$ 5,110.00	\$ -		\$ -	\$ 5,110.00	\$ -	\$ 511.00
6	Furnish & Install Playground Trench Edge (Spade Edging)	\$ 1,684.00	\$ 1,684.00	\$ -		\$ -	\$ 1,684.00	\$ -	\$ 168.40
	Playground Construction								
7	Furnish & Install Complete Playground	\$ 19,585.00	\$ -	\$ 19,585.00		\$ -	\$ 19,585.00	\$ -	\$ 1,958.50
8	Playground Area	\$ 900.00	\$ 675.00	\$ 225.00		\$ -	\$ 900.00	\$ -	\$ 90.00
	Furnish & Install Existing Playground Area								
9	Engineered Wood Fiber Safety Surface	\$ 1,610.00	\$ 1,610.00	\$ -		\$ -	\$ 1,610.00	\$ -	\$ 161.00

Tuesday, January 31, 2017

Tuesday, January 31, 2017

2016 Lake Hinsdale Park Imp

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATIONS	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE
10	Furnish & Install New Playground Area Engineered Wood Fiber Safety Surface	\$ 2,530.00	\$ -	\$ 2,530.00	\$ -	\$ 2,530.00	\$ -	\$ 253.00
11	Furnish & Install Bench	\$ 879.00	\$ -	\$ 879.00	\$ -	\$ 879.00	\$ -	\$ 87.90
12	Furnish & Install Litter Can	\$ 949.00	\$ -	\$ 949.00	\$ -	\$ 949.00	\$ -	\$ 94.90
13	Landscape Furnish & Install SEED with Blanket	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	ALTERNATE A SHADE STRUCTURE CONSTRUCTION	\$ 3,600.00	\$ 3,600.00	\$ -	\$ -	\$ 3,600.00	\$ -	\$ 360.00
14	Type 201 Concrete Paving	\$ 2,520.00	\$ 2,520.00	\$ -	\$ -	\$ 2,520.00	\$ -	\$ 252.00
15	Concrete Footing for Shelter	\$ 895.00	\$ 895.00	\$ -	\$ -	\$ 895.00	\$ -	\$ 89.50
16	Furnish & Install Shade Structure	\$ 6,738.00	\$ -	\$ 6,738.00	\$ -	\$ 6,738.00	\$ -	\$ 673.80
17	Furnish & Install Picnic Table	\$ 1,784.00	\$ -	\$ 1,784.00	\$ -	\$ 1,784.00	\$ -	\$ 178.40
18	Furnish & Install ADA Picnic Table	\$ 1,526.00	\$ -	\$ 1,526.00	\$ -	\$ 1,526.00	\$ -	\$ 152.60
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Change Order #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Actual size of swing set area is different than stated on bid drawings. Reduction of Limestone Path, Additional Turf Restoration, Additional stone required under concrete flatwork in playground area							
		\$ 3,146.66	\$ 3,146.66	\$ -	\$ -	\$ 3,146.66	\$ -	\$ 314.67
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 79,441.66	\$ 44,191.16	\$ 35,250.50	\$ -	\$ 79,441.66	\$ 3,693.00	\$ 7,944.17



STATE OF ILLINOIS

WAIVER OF LIEN TO DATE

Qty #

COUNTY OF WILL

Escrow #

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village Of Willowbrook to furnish General Construction for the premises know as Lake Hinsdale Park Improvements of which Village of Willowbrook is the owner.

THE undersigned, for and in consideration of Thirty One Thousand Seven Hundred Twenty Five and 04/100 (\$31,725.04) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.*

DATE January 31, 2017

COMPANY NAME: GLI Services, Inc. DBA George's Landscaping, Inc.

ADDRESS: 1410 Mills Road / Joliet, IL 60433

SIGNATURE AND TITLE

/ Project Manager

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS

COUNTY OF WILL

TO WHOM IT MAY CONCERN:

The undersigned, Bridget Clark being duly sworn, deposes and says that he or she is Project Manager of GLI Services, Inc. DBA George's Landscaping, Inc. who is the contractor furnishing General Construction work on the building located at Lake Hinsdale Park Improvements, Willowbrook, IL. owned by Village of Willowbrook, that the total amount of the contract including extras* is \$79,441.66 on which he or she has received payment of \$39,772.04 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and materials required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
George's Landscaping, Inc. 1410 Mills Road / Joliet, IL 60433	General Construction	\$61,655.17	\$39,772.04	\$13,938.96	\$7,944.17
Parkreation, Inc. 27 E. Palatine Rd. Prospect Hts, IL	Play Equipment	\$17,786.49	\$0.00	\$17,786.49	\$0.00
TOTAL LABOR AND MATERIALS INCLUDING EXTRAS* TO COMPLETE.		\$79,441.66	\$39,772.04	\$31,725.45	\$7,944.17

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE January 31, 2017

SIGNATURE:

/ Project Manager

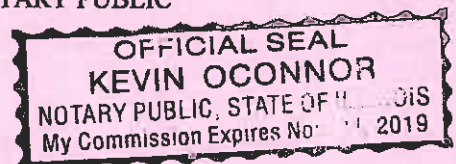
SUBSCRIBED AND SWORN TO BEFORE ME THIS 9th DAY OF February, 2017

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

f1722 R5/96

NOTARY PUBLIC

Provided by Chicago Title Insurance Company



I, Bridget Clark, Office Manager, do hereby state:

(c) EXCEPTIONS

[illegible]

Date: Dec-16, 2016
I, **Bridget Clark, Office Manager**, do hereby state:

(1) That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook, Lake Hinsdale Park, that during the payroll period commencing on Dec-05, 2016 and ending on Dec-11, 2016 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 949, 63 Stat. 108, 72 Stat. 987, 76 Stat. 357, 40 U.S.C. 278c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

☒ (a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS


in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

☐ (b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

Exception (Craft)	Explanation
	NO WORK THIS PERIOD
Remarks:	

Name and Title Bridget Clark, Office Manager	Signature 
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.	

Date: Dec-23, 2016

(1) That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook Lake Hinsdale Park; that during the payroll period commencing on Dec-12, 2016 and ending on Dec-18, 2016 all persons employed on the said project have been paid the full weekly wages earned, that no rebated have been or will be made either directly or indirectly to or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967, 76 Stat. 357, 40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentice employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

[illegible]

Remarks:

Name and Title
Bridget Clark, Office Manager

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Date: Dec-30, 2016
I, Bridget Clark, Office Manager, do hereby state:

(1) That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook Lake Hinsdale Park; that during the payroll period commencing on Dec-19, 2016 and ending on Dec-25, 2016 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (28 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967, 78 Stat. 357, 40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

☒ (a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS


In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

☐ (b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

☐ (c) EXCEPTIONS

Exception (Craft)	Explanation
	NO WORK THIS PERIOD
Remarks:	

Name and Title Bridget Clark, Office Manager	Signature 
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.	

Date: Jan-06, 2017

(1) That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook; Lake Hinsdale Park; that during the payroll period commencing on Dec-26, 2016 and ending on Jan-01, 2017 all persons employed on the said project have been paid the full weekly wages earned, or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (26 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 65 Stat. 108, 72 Stat. 967, 74 Stat. 357, 40 U.S.C. 2786), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, of if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ in addition to the basic hourly wage rates paid to each laborer or mechanic listed in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the contract shall be paid the rates as noted in Section 4(c) below.

(c) EXCEPTIONS

[illegible]

Remarks:

Name and Title
Bridget Clark, Office Manager

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Date: Jan-13, 2017

(1). That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook: Lake Hindle Park; that during the payroll period commencing on Jan-02, 2017 and ending on Jan-08, 2017 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (28 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 109, 72 Stat. 357, 76 Stat. 357, 40 U.S.C. 278c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

[illegible]

Name and Title
Bridget Clark, Office Manager

Signature _____

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Date: Jan-20, 2017

I, **Bridget Clark, Office Manager**, do hereby state:

(1). That I pay or supervise the payment of the persons employed by GLI SERVICES, INC. on the project Village of Willowbrook/Lake Hindale Park, that during the payroll period commencing on Jan-09, 2017 and ending on Jan-15, 2017 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said GLI SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 987, 76 Stat. 357, 40 U.S.C. 2786), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination Incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

in addition to the basic hourly wages rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in this contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

[illegible]

FOR OR SUPPLEMENTARY TO CIVIL OR CR

Name and Title
Bridget Clark, Office Manager

Signature: _____

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Contractor GLI SERVICES, INC.
1410 MILLS ROAD
JOLIET, IL 60433

Project Village of Willowbrook-Lake Hinsdale Park

Project/Contract #
Payroll Number
For Week Ending

Employee Name	Work ID	Classification	Pay Type	Hours Worked by Day														Timesheet Hours	Paid Hours	Pay Rate	Gross Pay	Job Gross Pay	Fringe Rate	Check Number	Total Gross Pay	Social Security	Medicare	Federal Tax	State Tax	Other	Deduct	Net Pay
				Mon	Tue	Wed	Thu	Fri	Sat	Sun																						
				9	10	11	12	13	14	15																						
██████████	██████████	DuPage Laborer	RT	8.00	2.00	7.25	7.00	8.00							32.25	32.25	40.20	1,286.45		0.00	51831	1,338.64	83.00	19.41	135.00	47.06	40.16	324.63	1,014.01			
██████████	██████████	DuPage Laborer	RT	8.00	2.00	7.25	7.00	8.00							32.25	32.25	39.20	1,264.20		0.00	51836	1,264.20	78.38	18.33	145.00	47.41	0.00	289.12	975.08			
██████████	██████████	DuPage Laborer	RT	8.00	2.00	7.25	7.00	8.00							32.25	32.25	40.20	1,286.45		0.00	51838	1,371.83	85.06	19.89	250.00	51.44	51.44	457.83	914.00			

Date: Jan-27, 2017

I, Bridget Clark, Office Manager, do hereby state:

(1) That pay or weekly wages be paid to the persons employed by GLL SERVICES, INC. on the project Village of Willowbrook/Lake Hinsdale Park that during the payroll period commencing on Jan-16, 2017 and ending on Jan-22, 2017 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said GLL SERVICES, INC. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (23 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 65 Stat. 108, 72 Stat. 957; 40 U.S.C. 2786c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced program for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

[illegible]

Contractor GLI SERVICES, INC.
1410 MILLS ROAD
JOLIET, IL 60433

Project Village of Willowbrook: Lake Hinsdale Park

Project/Contract #

12
1/22/2017

[illegible]

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A MOTION TO APPROVE APPLICATION FOR A LICENSE TO HOLD A
RAFFLE – THE KERRY PIPER IRISH PUB

AGENDA NO.

5f

AGENDA DATE: 02/27/17

STAFF REVIEW: Cindy Stuchl

SIGNATURE:

Cindy Stuchl

LEGAL REVIEW: Thomas Bastian

SIGNATURE:

THOMAS BASTIAN TH.

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:

T. Stuchl

REVIEWED & APPROVED BY COMMITTEE: YES ☐ N/A ☒

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

The Kerry Piper Irish Pub has submitted an application to hold a raffle for their Sixth Annual St. Baldrick's Foundation fundraising event. This raffle will be held on March 19, 2017 at the Kerry Piper Irish Pub, 7900 Joliet Road, Willowbrook, Illinois.

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

This is the seventh application for this organization.

ACTION PROPOSED: Approve Application to hold a Raffle.



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

LICENSE TO HOLD A RAFFLE

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Director of Finance

Carrie Dittman

1. The name of the Licensee:

The Kerry Piper Irish Pub

2. The aggregate retail value of all prizes or merchandise awarded by the licensee in a single raffle.

\$1,500.00

Proceeds to St. Baldrick's Foundation

3. The maximum retail value of each prize awarded by the licensee in a single raffle.

\$1,500.00

4. The maximum price which may be charged for each raffle chance issued or sold.

\$5.00

5. The maximum number of days during which chances may be issued or sold.

One Day

6. The date on which the drawing is to be held.

Sunday, March 19, 2017

7. The place at which the drawing is to be held.

The Kerry Piper Irish Pub

7900 Joliet Road, Willowbrook, IL

APPROVED BY THE MAYOR AND BOARD OF TRUSTEES AT THEIR REGULAR MEETING HELD ON THE 27th DAY OF February, 20 17.

Leroy R. Hansen
Village Clerk



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5594

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

APPLICATION FOR LICENSE TO HOLD A RAFFLE

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



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Illinois Route 66 Scenic Byway

1. Name, age and address of the applicant in the case of an individual or in such other case of the duly authorized representative of the applicant, the date of incorporation of any corporation, the date of formation of any other organization, the object for which an organization or corporation was formed, the names and addresses of the officers and directors of any organization or corporation.

Name	Address	Age
The Kerry Piper	7100 Joliet RD. Willowbrook	
	IL 60527	

Date of incorporation, if corporation: 1998
Date of formation of organization: 1998
Object for which organization or corporation was formed: St. Baldrick's Foundation

2. The area or areas within the Village in which raffle chances will be sold or issued and the time period during which raffle chances will be sold or issued.

Kerry Piper, 7100 Joliet RD. Willowbrook IL.

3. The date on which the drawing is to be held

Sunday March 19th 2017

4. The place at which the drawing is to be held.

The Kerry Piper

5. Has the applicant ever been convicted of a felony and been disqualified to receive a license by reason of any matter or thing contained in Chapter 3-17 of the Village of Willowbrook Code of Ordinances, laws of the State or of the United States of America.

Yes: _____

No: X

If yes, explain: _____

6. The aggregate retail value of all prizes or merchandise awarded by the licensee in a single raffle.

\$1500.00 Proceeds to St. Baldrick's Foundation

7. The maximum retail value of each prize awarded by the licensee in a single raffle.

\$1500

8. The maximum price which may be charged for each raffle chance issued or sold.

\$5.00

9. Has a previous license issued by any state or subdivision thereof or by the Federal government ever been revoked:

Yes: _____

No: X

If yes, state reasons: _____

10. Affirm that the applicant will not violate any of the laws of the State or of the United States or any ordinances of this Village in the conduct of raffles.

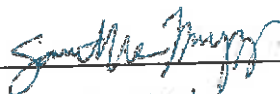
yes

11. Affirm that the applicant will not allow gambling devices or gambling on the premises where the drawing will be held.

yes

12. Attach a sworn statement attesting to the not-for-profit character of the prospective licensee organization signed by the presiding officer and secretary of that organization.

Signature:



Date

1/31/17

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A PROCLAMATION DECLARING MAY 20, 2017 AS DUPAGE RIVER SWEEP DAY THROUGHOUT DUPAGE COUNTY

AGENDA NO.

5g

AGENDA DATE: 2/27/17

STAFF REVIEW: Cindy Stuchl

SIGNATURE:

Cindy Stuchl

LEGAL REVIEW: Thomas Bastian

SIGNATURE:

THOMAS BASTIAN TH.

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:

TELLER

REVIEWED & APPROVED BY COMMITTEE: YES ☐ N/A ☒

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

The 26th Annual DuPage River Sweep is a county-wide stream cleanup held each spring that encompasses the East and West Branches of the DuPage River and Salt Creek, as well as many tributaries. The purpose of the River Sweep is to encourage volunteers to help "sweep our rivers clean" by picking up debris in and along their local waterways and by restoring nearby land back to its natural state. Since the event was launched in 1991, thousands of volunteers have collected nearly 261 tons of garbage from DuPage County waterways!!!

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

None.

ACTION PROPOSED: ADOPT THE PROCLAMATION

Village of Willowbrook

Proclamation

WHEREAS, the County of DuPage, through the Stormwater Management Department and municipalities, townships and park districts, recognizes ongoing stream cleaning and restoration as essential to the preservation of waterways throughout DuPage County and northwestern Illinois; and

WHEREAS, DuPage County River Sweep is a county-wide stream cleanup and restoration event organized by The Conservation Foundation and held in cooperation with the American Rivers National River Clean Up; and

WHEREAS, the purpose of the River Sweep is to encourage citizens and volunteer groups to help “sweep our rivers clean” by picking up debris in and along our waterways, and by participating in stream restoration projects; and

WHEREAS, stream cleaning efforts have been very successful with more than 11,700 volunteers removing nearly 261 tons of debris from DuPage County streams since 1991; and

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook congratulate The Conservation Foundation on 26 successful years for this event; and

NOW, THEREFORE, I, FRANK A. TRILLA, Mayor of the Village of Willowbrook, Illinois, proclaim that all residents of the Village of Willowbrook are encouraged to make a difference in the quality of water in the area, and are further urged to support and participate in “River Sweep 2017” on Saturday, May 20, 2017.

Proclaimed this 27th day of February, 2017.

Attest:

Mayor

Village Clerk

CHANGE

Join the fun
**Saturday,
May 20th (9:00
a.m. to noon).**
Register today with
family, friends and neighbors and be part of
this community tradition.

RIVER SWEEP 2017

The DuPage County River Sweep is an annual clean-up event that encourages citizens to improve local waterways by removing debris and litter from a section of stream or pond. Supplies, technical support, snacks, water and trash pickers will be provided by sponsoring organizations.

The River Sweep is organized by The Conservation Foundation, a nonprofit organization, that is dedicated to preserving open space and natural lands, protecting rivers and watersheds, and promoting stewardship of the environment in northeast Illinois. Since the event was launched in 1991, more than 11,700 volunteers have removed nearly 261 tons of garbage from DuPage County waterways.

The DuPage County River Sweep is supported by the **DuPage County Stormwater Management.**

Restoration -

Is picking up trash not your bag? Help restore areas near streams by removing invasive plant species. It's easy! (see registration)

Want to get on the water?

Log on to www.theconservationfoundation.org/sweep and see dates for watercraft training and rental information.

Benefits are many!

- Make our streams and communities more attractive while improving water and stream bank quality
- Provide a popular and constructive activity for your community, service-minded individuals and groups.
- Help improve water flow through the county, thus alleviating potential localized flood hazards.
- Remove potential hazards for fish and other wildlife
- Have fun while getting some exercise

How you can help the river:

- Coal-tar based sealcoat contains chemicals that are harmful to humans and the environment. Skip driveway sealing or use asphalt-based or latex sealants.
- Consider installing or retrofitting impermeable asphalt with permeable pavers, porous concrete or traditional gravel.
- Sweep driveways instead of using precious water to send dirt, motor oil, fertilizer and animal waste into our rivers and streams via storm drains.
- Fertilize once in the fall, that's all! Avoid applying before a rainy day.
- Dispose of used motor oil at a hazardous waste collection event or take care when changing your motor oil.

Additional Sponsors:



Boy Scouts Troop 80 manages restoration

Erik Spande and Winfield team gets Sweep job done!

How to register

- After your registration is confirmed, we will put you in contact with a Community Liaison. Your Liaison will coordinate the volunteer activities at a certain stretch of stream the day of the Sweep. They will determine where you will meet and will oversee all your needs on the day of the Sweep (see back for Liaison list).
- Whether you are leading a group or are an individual volunteer, you will receive a packet of materials via email. It will include a Group Coordinator's Manual to help you organize your day. To guarantee supplies for your group of 10+, please be sure to provide a one month notice.
- Also included in the packet will be waiver forms to be filled out by every participant. Complete and provide your waiver to your Community Liaison or Group Coordinator the day of the Sweep.

For more information contact: The Conservation Foundation

(630) 428-4500 x 121

jroehl@theconservationfoundation.org

OR

Registration online at:

www.theconservationfoundation.org/sweep

*We look forward to seeing you at
River Sweep 2017!*

Community Liaisons (continued)

Itasca	Fred Maier fmaier@itasca.com (630) 228-5652
Lisle	Marilyn Sucoe msucoe@villageoflisle.org (630) 271-4107
Lombard	Dave Gorman Gorman@villageoflombard.org (630) 620-5765
Naperville	Jan Roehl jroehl@theconservation foundation.org (630) 428-4500, Ext. 121
Oak Brook	Bonnie Gibellina bgibellina@obparks.org (630) 645-9544
Oakbrook Terrace	Craig Ward cward@oakbrookterrace.net (630) 941-1651
Plainfield	Jonathan Proulx jproulx@goplainfield.com (815) 609-6139
Villa Park	Robert Wagner villagegreens1@aol.com (630) 279-3499
Warrenville	Ray Ziemer rgziemer@comcast.net (630) 836-0086
West Chicago	Jessie Felix jfelix@goparks.org (630) 293-6928
Wheaton	Rob Sperl rsperl@wheatonparks.org (630) 510-4970
Winfield	Gary Bernard winfielddriverwalk@gmail.com (630) 462-6072
Wood Dale	Steve Krych skrychwd@gmail.com (630) 400-0926
All other areas	Jan Roehl jroehl@theconservation foundation.org (630) 428-4500, Ext. 121

After you receive your volunteer packet via email, please contact your Addison students at work.
Community Liaison below to verify the date, meeting location and supply details.

For areas not listed, contact:
The Conservation Foundation
(630) 428-4500 x 121

Community Liaisons

Addison	Ron Remus RRemus@addison-il.org (630) 620-2020
Bartlett	Sara Cooper bartlettionsclub@yahoo.com (630) 200-0217
Bloomington	Joe Polts joe@bloomingdaleparks.org (630) 529-7233
Bolingbrook	Chris Hanley chanley@bolingbrookparks.org (630) 910-2305
Carol Stream	Donna Hawco dhawco@carolstream.org (630) 871-6220
Downers Grove	Daniel Carlsen dcarlsen@downers.us (630) 434-6811
Glen Ellyn	Renae Frigo rfrigo@gepark.org (630) 858-2462 ext.151
Hanover Park	Karen Daulton Lange KDaultonLange@hpil.org (630) 823-5650

(continued on next page)

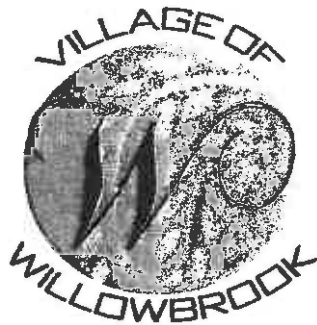
The Conservation Foundation
105404 Knoch Knolls Road
Naperville, IL 60565



DuPage County River Sweep
register today at:

www.theconservationfoundation.org/sweep

PRESORTED
FIRST CLASS
US POSTAGE
PAID
OAK PARK IL
PERMIT 85



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

6

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

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Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

FERNANDEZ, ALFONSO & HALYNA
16 KENT CT
WILLOWBROOK, IL 60527

Re: Account 350395.004
PIN #: [REDACTED]
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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

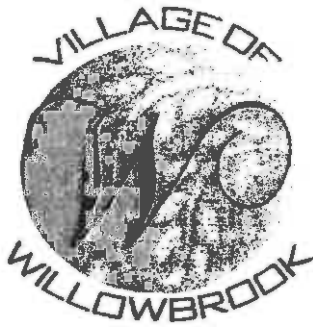
You may pay your bill online by visiting www.willowbrookil.org and select "Pay A Bill." You will need your account number and PIN as listed above. A convenience fee will apply.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the Mayor and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-323-8215 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

Mayor

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Chief of Police

Mark Shelton



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Illinois Route 66 Scenic Byway

January 30, 2017

KOONCE, WILLIAM JR.
2 CLUBHOUSE DR
WILLOWBROOK, IL 60527

Re: Account 350005.002
PIN #: XXXXXXXXXX
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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Sincerely,

Timothy J. Halik
Director of Municipal Services



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

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Mark Shelton



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Illinois Route 66 Scenic Byway

January 30, 2017

LANIOSZ, PETER
6038 BENTLEY AVE
WILLOWBROOK, IL 60527

Re: Account 352210.000

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 251.52. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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

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

Sincerely,

Timothy J. Halik
Director of Municipal Services



Willowbrook

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Willowbrook, IL 60527-5549

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Carrie Dittman



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

LEE, THOMAS
6490 CLARENDON HILLS RD
WILLOWBROOK, IL 60527

Re: Account 353255.000

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 271.32. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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Sincerely,

Timothy J. Halik
Director of Municipal Services



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**Village
Administrator**

Tim Halik

Chief of Police

Mark Shelton

**Director of
Finance**

Carrie Dittman



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

MARSHALL CONSULTING LLC
6121 S HIGHLAND DR
SALT LAKE CITY, UT 84121

Re: Account 353095.001

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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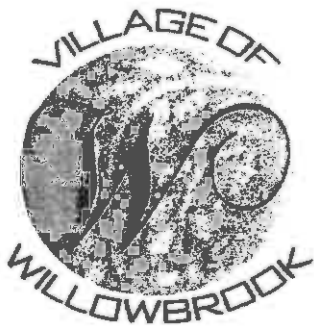
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Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

MCMAHON, LATANYA
44 PORTWINE RD
WILLOWBROOK, IL 60527

Re: Account 350955.008

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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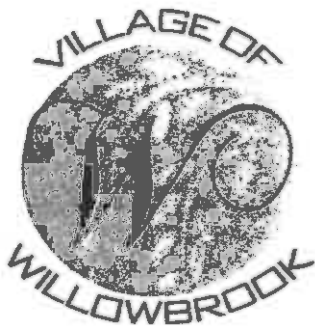
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If you have any questions concerning your water bill, or if you wish to arrange a hearing before the Mayor and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-323-8215 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

MURPHY, WILLIAM
W 3533 MEREDITH LANE
GREEN LAKE, WI 54941

Re: Account 350090.004

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 107.65. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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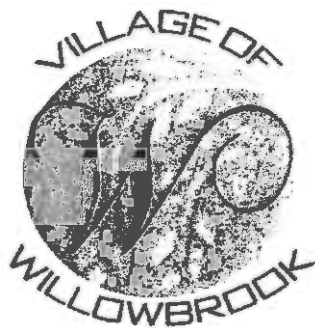
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Sincerely,

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Director of Municipal Services



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Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

NEDIC, DUSAN & TANYA
24 PORTWINE RD
WILLOWBROOK, IL 60527

Re: Account 350835.003

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 132.32. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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Sincerely,

Timothy J. Halik
Director of Municipal Services



Willowbrook

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Willowbrook, IL 60527-5549

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

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Director of Finance

Barrie Dittman



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

PROMOMENTS LLC
DBA MARIE'S CATERING/ASHTON PL
341 75TH ST
WILLOWBROOK, IL 60527

Re: Account 410225.001
PIN #: XXXXXXXXXX
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 819.81. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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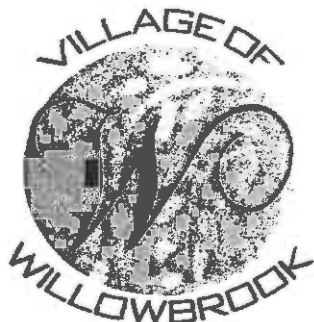
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Sincerely,

Timothy J. Halik
Director of Municipal Services



EST. 1960

Willowbrook

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Willowbrook, IL 60527-5549

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

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Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

January 30, 2017

VAYALIL, JACOB
351 WILLOWOOD LN
WILLOWBROOK, IL 60527

Re: Account 352585 004

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 485.13. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 27, 2017, will result in the immediate termination of your water service.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS
HELD ON JANUARY 20, 2017 AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chairman Schuler at the hour of 8:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman William Schuler, Secretary Stephen Landsman, and Commissioner Joseph Heery.

ABSENT: None

Also present were Administrator Tim Halik, Chief of Police Mark Shelton, and Executive Secretary Cindy Stuchl.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. OMNIBUS VOTE AGENDA

- a. Review and Approve Minutes - Regular BOPC Meeting - November 18, 2016

The Commission reviewed the Omnibus Vote Agenda.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

Administrator Halik advised that the police department renovations are going well and should be completed by mid August.

6. UNFINISHED BUSINESS

a. UPDATE - Probationary Patrol Officer

Chief Shelton advised that Patrol Officer Joseph Lavalley graduated the academy in December and is currently in his FTO program and doing very well.

7. NEW BUSINESS

a. DISCUSSION - Patrol Officer Eligibility Testing - Oral Interviews

Chairman Schuler reminded the Commission that the Orientation and Written Exam for the patrol officer testing will be held on Saturday, January 28, 2017 beginning at 8:30 a.m.

Chairman Schuler related that the Commission must finalize how many of the eligible applicants that pass the written will be given an oral interview and set a date to schedule the interviews. Commissioners determined that they would interview the top 25 applicants.

Chief Shelton advised that after I/O Solutions provides the scores for the written test, applicants have ten (10) days after notification of the test results to submit any preference points to which they are entitled. The Commissioners directed Secretary Cindy Stuchl to schedule oral interviews in a random manner and notify each qualified applicant by letter of their assigned oral interview time; and to include in the letter notice that the Oral Interviews would be conducted in a closed session of a special meeting of the Board of Police Commissioners and recorded as required by the Open Meetings Act.

Chairman Schuler had requested that I/O Solutions provide the oral interview questions and scoring criteria for review by the commissioners prior to the oral interview date. Chief Shelton advised that the I/O Solutions fee for the questions is \$3,515.00, which includes consultant fees and tech writing fees.

Chief Shelton asked if the Commission would rather establish the questions on their own. Chairman Schuler stated that if the Commission were to create the questions, the questions would not be validated. Chief Shelton related that he can survey other municipalities for questions that they have used for the oral exams. Secretary Landsman advised that he found patrol officer

oral interview questions online. The commissioners asked Board Secretary Cindy Stuchl to contact BOPC Attorney John Broihier to determine if the Commission could create their own oral exam questions and if in doing so, the questions could be challenged.

The Commission determined to continue and finalize discussion on the Oral Examination questions at the next regular BOPC Commission meeting on Friday, February 17, 2017.

The consensus of the Commission was to schedule the oral examination date for Saturday, February 25, 2017 beginning at 8:00 a.m. and scheduled at 20-minute increments. The Board of Police Commissioners will conduct the oral interviews at the Village Hall in the lower conference room.

8. CLOSED SESSION

Chairman Schuler advised that there was no need for a Closed Session at today's meeting.

Commissioner Schuler asked all present if any had any additional business or information to bring before the Board. None was offered.

9. ADJOURNMENT

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to adjourn the meeting at the hour of 8:46 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 17 , 2017

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

MINUTES OF THE REGULAR MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JANUARY 9, 2017 AT 5:30 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Trustee Neal at 5:32 p.m.

2. ROLL CALL

Those present at roll call were Trustee Gayle Neal and Director of Finance Carrie Dittman. Chairman Umberto Davi arrived at 5:45.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, November 14, 2016 were reviewed.

Motion to approve made by Trustee Neal. Motion carried.

4. REPORT – Payroll Tax and Benefit Compliance Assessment

Director Dittman noted that the Village had contracted with Sikich LLP in spring 2016 to perform a review of the Village's payroll system to determine its compliance with current laws and determine if any changes were necessary. Sikich interviewed Village staff and reviewed our payroll software setup. In August, Sikich made a presentation to the Committee based upon their draft report. At the Village's request, two additional areas were reviewed further by Sikich (police pensionable wages and SUI wages), and Sikich provided a final report on December 16, 2016.

The Village has already implemented some of Sikich's recommendations as noted in their report, such as adopting a travel policy, correcting our taxation of workers' compensation benefits and gift cards, and plans to implement the remainder of their recommendations in the future.

The Committee accepted the report.

5. DISCUSSION – Personnel Manual Updates

Director Dittman relayed that numerous changes have occurred in the personnel policy area, including the passage of the Local Government Travel Expense Control Act, the Illinois Employee Sick Leave Act, and as just discussed, recommendations arising from the payroll review that was just completed. The Village's current personnel manual was last updated on March 1, 2012.

Staff believes that due to these changes, it may be time to consider a comprehensive policy review and update. Sikich LLP performed our last personnel manual update, and the Village has a current HR subscription service with them; due to our current service, we receive discounts from them on larger scale projects such as this.

The Committee concurred that it would be a good idea to review and update the policy manual. Staff will obtain cost estimates that it will bring back to the Board during the annual budget preparation for inclusion in the FY 2017-18 budget.

6. DISCUSSION – Village Water Rate Structure

Director Dittman reminded the Committee that at the December 19, 2016 Village Board meeting, Willowbrook resident Kay Hoffman expressed concern over the Village's water rate structure. Specifically, Mrs. Hoffman raised two (2) main points:

- 1) That our minimum water bill amount is too high, and that we should eliminate the minimum water charge and only bill based on consumption.
- 2) That due to our 9,000-gallon minimum, that is the amount of water that DuPage County bills for sanitary services.

In response to Mrs. Hoffman's concerns, the Village surveyed seven (7) other local communities for their rate structures and compiled the attached spreadsheet based on the six (6) responses received. While the other communities surveyed do not issue a minimum bill (except Westmont), they do all have a fixed service charge on each bill that varies based on meter size. The results show that a Willowbrook resident using 3,000 gal/month (9,000 gal/quarter, which is the maximum usage on a minimum bill) would pay \$314.24 annually, which is the second cheapest community. The Village's minimum bill also has a 9.7% discount already built into it. If the Village were to eliminate the minimum bill, the fixed capital costs of maintaining the water system would still be present and that cost would need to be covered by a water rate increase to all customers.

In addition, staff confirmed with DuPage County that sewer bills are based on actual usage, not a minimum. In fact, DuPage County rounds down to the nearest 1,000 gallons (i.e. a 4,600 gallon usage water bill would receive a sewer bill for 4,000 gallons).

The Village also reviewed Mrs. Hoffman's water usage history and found that many of her bills were charged for usage at or above the charge for a minimum bill, thus eliminating a minimum bill structure would not necessarily lessen her water bill amount. Staff researched other avenues independent of the Village that Mrs. Hoffman might pursue for financial assistance, such as a free cell phone, USDA food assistance, and DuPage County programs. Trustee Neal also obtained information from Downers Grove Township that we could share with Mrs. Hoffman.

The Committee directed staff to contact Mrs. Hoffman and share the Village's findings with her, but at this time a change to the Village's water rate structure would not be warranted.

7. REPORT – Monthly Disbursement Reports – November and December 2016

The Committee reviewed and accepted the disbursement reports for the months of November and December, respectively, and key items are highlighted below:

- Total cash outlay for all Village funds – \$1,711,581 & \$1,533,413. Fiscal Year to Date is \$10,830,700.
- Payroll for active employees including all funds - \$276,469 (2 payrolls) & \$327,559 (2 payrolls plus safety incentive payroll). The average payroll for the year was \$150,561.
- Average daily outlay of cash for all Village funds – \$57,053 & \$49,465. Fiscal year to date daily average is \$44,280.
- Average daily expenditures for the General Fund - \$31,257 & \$18,476. Fiscal year to date average is \$24,350.

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

All revenues are fiscal year to date collections through December 31, 2016 (unaudited):

- Sales tax receipts - \$2,537,159 up 1.28% from the prior year. Trending 6.6% over budget.
- Income Tax receipts - \$518,699 down 13.19% compared to the prior year, 6.7% over budget. Director Dittman communicated that Village staff had attended a meeting the previous week where income tax revenue was discussed, and the other municipalities present relayed that their income tax revenues were also down 8-12%. IDOR responded to one community's inquiry saying that it was due to "an accounting change."
- Utility tax receipts - \$619,505 down 0.85% from the prior year, 3.6% under budget, consisting of:
 - Telecomm tax - \$265,660, down 6.7%.
 - Northern IL gas - \$57,988, up 2.82%
 - ComEd - \$298,601, up 4.47%
- Places of Eating Tax receipts - \$345,503 down 2.07% compared to the prior year, trending 6.9% over budget.
- Fines - \$99,460 up 10.19% compared with the prior year, 12.72% over budget. Fines come from County distributions and also local fine tickets written by Village police officers.
- Red Light Fines – \$541,844 up 217.92% from the prior year receipts (in the prior year the cameras were down due to road construction and camera maintenance), trending 132.0% above budget. The budget for the first 4 months of FY 2016/17 was reduced due to the Rt. 83/63rd St. intersection cameras being out of service due to the road construction project. Those cameras are still down with no anticipated "go live" date yet given by ATS or IDOT.
- Building Permit receipts - \$391,555 up 33.63% from the prior year, 118.92% above budget.
- Water sales receipts - \$2,591,715 up 11.51% from the prior year, 3.78% above budget.
- Hotel/Motel Tax receipts - \$179,620 up 19.74% compared with the prior year, since May & June 2015 collections (from April & May 2015 tax receipts) were still taxed at 1%. The hotel/motel tax rate increased to 5% effective June 1, 2015. Three of the four hotels are open and active. The revenue is trending at 4.6% higher than budget.
- Motor Fuel Tax receipts - \$143,660 down 1.66% compared with the prior year, 2.7% below budget.

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

9. VISITOR'S BUSINESS

There were no visitors present at the meeting.

10. COMMUNICATIONS

There were no communications received.

11. ADJOURNMENT

Motion to adjourn at 6:09 p.m. was made by Chairman Davi, seconded by Trustee Neal. Motion carried.

(Minutes transcribed by: Carrie Dittman, 1/12/2017)

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
JANUARY 9, 2017 AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mistele called the meeting to order at 5:30 PM.

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Paul Oggerino, and Village Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the November 14, 2016 regular meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes as presented. Trustee Oggerino seconded the motion. Motion Carried

4. DISCUSSION – Specifications and Bid Documents – Village Hall 500,000 Gallon Spheroid Tank Painting and Rehabilitation Project

Administrator Halik reminded the Committee that on June 10, 2013, the Village Board adopted Resolution No. 13-R-30 accepting a proposal from Strand Associates to perform an engineering analysis of the protective coatings on all three of the Village's above grade water tower structures. Halik advised that these three water tanks were last sandblasted and re-coated in 1999, 2001 and 2002 and are experiencing varying degrees of wear. Based on the results of this analysis, a schedule for blasting and repainting the tanks was developed to include work in fiscal year 2015/16 through fiscal year 2017/18. Halik advised that we are on schedule with this multi-year project, and are ready to solicit bids for the last water tank to be blasted and painted – the Village Hall 500,000-gallon spheroid tank. Halik advised that the FY 2016/17 budget includes funding to develop design specifications and bidding documents relating to the re-coating of the Village Hall 500,000-gallon spheroid tank. On September 26, 2016, the Village Board accepted a proposal from CBBEL to perform this work. Within the committee packet is the completed Bid Notice and Contract Document for the rehabilitation of the Village Hall 500,000-gallon spheroid tank to occur in FY 2017/18. Halik advised that the project is scheduled to be put out to public bid in January of 2017, with the project commencing after May 1, 2017 within the Village's 2017/18 fiscal year. Halik stated that although there may be minor changes made to the attached documents, staff recommends approval of the bidding schedule and attached contract document. This project will be funded from the Water Fund. Trustee Oggerino suggested that consideration be given to adding copy on the northeast side of the water tank that reads, "Willowbrook municipal complex" or "Willowbrook municipal campus." Chairman Mistele agreed and stated that he prefers the term campus. Halik advised that he would work with the project engineer to request a proposal from the low-bidder to add such language onto the tank. The committee authorized staff to proceed to going out to bid.

5. DISCUSSION – Police Building Expansion/Renovation, Progress Update

Administrator Halik shared with the Committee a two-page progress report on the police station construction that was prepared by Christine Keltner of Integrated Project Management, Burr Ridge. Halik highlighted areas of the report containing key accomplishments, budget tracking, schedule updates, upcoming activities, and current issues/risks for the period in which the particular report covers. Trustee Oggerino requested additional detail on each item contained within the issue/risk category of the report. Both Chairman Mistele and Administrator Halik provided further explanation on each item listed within that section.

6. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity reports for both the months of November and December 2016. Halik advised that the Village received about \$74,000 in permit revenue for the month of November, and about \$9,300 in permit revenue for the month of December. The total amount collected to date represents about 172% of the total budgeted amount of revenue for fiscal year 2016/17, indicating that it has been a very busy construction year.
- b. Administrator Halik shared the water system pumpage report for November 2016. The report indicates that the Village pumped 25,929,000 gallons of water in the month. The total amount of water pumped so far this fiscal year is about the same amount that was pumped in the same time period of FY 2015/16.
- c. Administrator Halik shared the November and December 2016 scavenger reports, and advised that the report was for informational purposes only.

7. VISITOR'S BUSINESS

(None)

8. COMMUNICATIONS

Administrator Halik discussed the resolution on this evening's Village Board Consent agenda approving a plat of easement for a residential property located at 6407 Lane Court. Halik advised that the depiction of the easement on the plat may appear odd given it runs through the middle of the lot, but it is accurate. Halik advised that there is a creek that runs through this property, so the property contains regulatory floodway and floodplain areas. The County Stormwater Ordinance requires that drainage easements be provided upon residential redevelopment projects, and it has been the Village's practice to obtain periphery utility easements as well. Given the presence of the creek, it was decided that the new easement should be platted on the side of the creek nearest the structure so utilities would not have to cross the creek to serve the residence. The committee members thanked Halik for the explanation.

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele. Seconded by Trustee Oggerino. The meeting was adjourned at 6:07 PM.

(Minutes transcribed by: Tim Halik, 2/3/17)

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JANUARY 10, 2017, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Commissioner Stetina called the meeting to order at the hour of 7:01 p.m.

2. ROLL CALL

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

ABSENT: None.

Also present were Village Trustee Sue Berglund, Village Administrator Tim Halik, and Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – DECEMBER 6, 2016

The Commission reviewed the December 6, 2016 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Lazarski to approve the December 10, 2016 minutes as presented.

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

MOTION DECLARED CARRIED

4. DISCUSSION – WILLOW POND PARK RENOVATION PROJECT

Administrator Halik introduced Tod Stanton from Design Perspectives. Mr. Stanton had drafted the 5-Year Parks Master Plan. Once the state reinstated the OSLAD grant, Mr. Stanton was brought in to complete the Willow Pond Project.

Administrator Halik advised that the original bid in March of 2015, the total bid price came in at just over \$822,000, in which \$400,000 would be covered by the grant. Due to the delay in receiving the grant, the low bid contractor was asked to revise pricing due to labor and material increases. The revised pricing is approximately \$900,000. Due to the increases, Mr. Stanton provided a list of possible cost reductions. Administrator Halik reminded the Commission that this list was distributed at the last Commission meeting and after discussion from that meeting, the additional parking spaces will be included in the renovations of the park.

Mr. Stanton related that due to the cost increases for the playground equipment, different vendors were contacted to provide new concepts for the playground. Mr. Stanton advised that a new playground design will need to be approved by the state per requirements of the OSLAD grant.

Administrator Halik advised that the Commission needs to make a decision on the playground equipment tonight. Mr. Stanton reviewed proposals received by Nutoys Leisure Products, Burke Play Illinois, and Cunningham Recreation. All proposed playgrounds cost approximately \$45,000.

After discussion, the consensus of the Commission was to recommend a system provided by Nutoys Leisure Products. Mr. Stanton advised that colors can be decided at a later date.

Administrator Halik advised that once IDNR approves all the plans for the playground and park features, the contractor can begin renovations in late April and could be completed in the Fall.

5. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

a. Children's Holiday Party, HSHS – December 11, 2016

Interim Superintendent Fenske requested feedback from the commissioners on the event. Commissioner Grimsby advised that it was a wonderful event. Comments were made about asking the sponsors to cut back on the amount of food.

Commissioner Schuurman stated that a better PA system needs to be purchased for future events.

b. Easter Egg Hunt – Saturday, April 15, 2017

Interim Superintendent Fenske advised that this event will be held from 10:00 a.m. – 12:00 p.m. He will be ordering the Easter eggs in the next couple of weeks and will be sending out donation letters to the businesses.

c. 2017 Spring Fling – May 7, 2017

Interim Superintendent Fenske advised that Event Brite will again be hosting the website registration, and it is now active. As of today, three businesses have given verbal acknowledgement of sponsorship. The Willowbrook/Burr Ridge Chamber of Commerce will be donating \$1,500, which will list them as the "Presenting" sponsor for the event. Orange Theory Fitness will have a booth at the Community Fair. ProForma Creative Impressions who was the water table sponsor wants to sponsor that table again this year.

Donation letters should be sent out in the next week.

6. VISITORS' BUSINESS

None presented.

7. COMMUNICATIONS

None presented.

8. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Grimsby to adjourn the meeting at the hour of 8:07 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 7, 2017

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook that was held on January 9th, 2017 at 5:30 p.m. at the Willowbrook Village Hall, 835 Midway Drive, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

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

ROLL CALL

Those present at roll call were Chief Mark Shelton, Chairman of the Public Safety Committee Terrence Kelly, and Trustee Sue Berglund.

1. Reviewed the November 14th, 2016 Public Safety Committee Meeting Minutes.
The Committee approved the November 14th, 2016 Public Safety Committee Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 10/10/2016-11/06/2016, 11/07/2016-12/04/2016 and 12/05/2016-01/01/2017 - Information.
4. Reviewed the Monthly Expenditure Report for December 2016 – Information.
5. Reviewed the Monthly Offense Summary Report for December 2016 - Information.
6. Reviewed the Letter(s) of Recognition and Appreciation – Information.
 - Detective Dan Polfliet
 - Detective John Handzik
 - Officer Tim Kobler
 - Officer Jose Lopez
 - Officer Nick Volek
 - Secretary Lori Rinella
 - Secretary Laurie Schmitz
7. DISCUSSION ITEMS
 - Annual Training 2016
Chief Shelton discussed the 2016 annual training. Chief Shelton informed the Committee that ASP Training was conducted by Officer Nick Volek. He also discussed the required CALEA training for 2016 and advised that Accreditation Manager Kadolph has also reviewed this training.
 - Full Scale Exercise

Chief Shelton advised the Committee that the U.S. Coast Guard Office requested the police department participate in a full-scale exercise. Sergeant Drake supervised the training. Numerous Officers and both Detectives participated with the exercise. Training on tactics and overall response to an active drill were completed during this exercise.

- Accreditation Update

Chief Shelton advised that Accreditation Manager Kadolph provided an update covering the standards and updates for the current CALEA year. Files have been reviewed and Power DMS has been exclusively used for the pending summer 2017 assessment. Accreditation Manager Kadolph has been diligent in updating the files and has advised all is coming along well.

- Less Than Lethal Option Purchase

Chief Shelton discussed with the Committee the purchasing of (2) Less Than Lethal Safe Projectile Launchers. This type of equipment would give officers one more available tool to use for impact weapons which is designed to be used in situations where kinetic energy is preferred for incapacitation of a hostile or non-compliant individual(s). The cost for (2), including all the accessories would be approximately \$1,900.00. The Committee was in agreement to make this purchase from the current budget. These will then be deployed on each shift.

- LEADS Technical Security Audit

The Willowbrook Police Department was contacted by the Illinois State Police advising the State will be conducting an Information Technology Security Audit (ITSA). The purpose of this audit is to ensure compliance of our information system and compare to the FBI CJIS/LEADS Security Policies. The police department was successful in compliance with the set policies during the audit process.

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

9. ADJOURNMENT
The meeting was adjourned at 6:00 p.m.

Next meeting scheduled February 13th, 2017, at 5:30 p.m.