

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, NOVEMBER 27, 2017, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' 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 - November 13, 2017 (APPROVE)
 - c. Warrants - \$381,698.59 (APPROVE)
 - d. Ordinance - An Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing on May 1, 2017 and Ending April 30, 2018 of the Village of Willowbrook, DuPage County, Illinois (PASS)
 - e. Resolution - A Resolution Approving and Authorizing the Mayor and Village Clerk to Execute an Intergovernmental Agreement between the County of DuPage and the Village of Willowbrook for the Implementation of the National Pollutant Discharge Elimination System (NPDES) Program in the Des Plaines River Watershed (ADOPT)
 - f. Resolution - A Resolution Urging the Governor to Veto Senate Bill 1451 (ADOPT)
 - g. Motion - Motion to Approve - Police Renovation Project: Payout #9 - Final Payment, L.J. Morse Construction Company (PASS)
 - h. Motion - Board Authorization for Staff to Process Current Delinquent Water Bills in Accordance with Past Practices (PASS)

- i. Report - Annual Pension Board Pension Fund Report (RECEIVE)
- j. Proclamation - A Proclamation Supporting the Year-Long Illinois Bicentennial Celebrations Beginning December 4, 2017 (APPROVE)

NEW BUSINESS

- 6. ORDINANCE - AN ORDINANCE AMENDING TITLE 3, CHAPTER 1A, SECTION 3-1A-1(24) OF THE VILLAGE CODE - FEES ENUMERATED: AUTOMOBILE DEALERS
- 7. ORDINANCE - AN ORDINANCE AMENDING SECTION 3-12-5 ENTITLED "CLASSIFICATIONS," AND SECTION 3-12-19 ENTITLED "HOURS" OF CHAPTER 12 ENTITLED "LIQUOR," OF TITLE 3 ENTITLED "BUSINESS" OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

PRIOR BUSINESS

- 8. COMMITTEE REPORTS
- 9. ATTORNEY'S REPORT
- 10. CLERK'S REPORT
- 11. ADMINISTRATOR'S REPORT
- 12. MAYOR'S REPORT
- 13. CLOSED SESSION
- 14. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 13, 2017 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Mayor 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, Deputy Chief Robert Schaller, Director of Finance Carrie Dittman, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Clerk Hansen 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 - October 23, 2017 (APPROVE)
- c. Minutes - Closed Session Meeting - October 23, 2017 (APPROVE)
- d. Warrants - \$226,536.93 (APPROVE)
- e. Monthly Financial Report - October 31, 2017 (APPROVE)
- f. Ordinance - An Ordinance Amending Section 3-12-5 Entitled "CLASSIFICATIONS," and Section 3-12-19 Entitled "HOURS" of Chapter 12 Entitled "LIQUOR," of Title 3 Entitled "BUSINESS" of the Village Code of Ordinances of the Village of Willowbrook, DuPage County, Illinois - Ordinance No. 17-O-19 (ADOPT)

- g. Motion - Motion to Approve - Willow Pond Park Renovation Project: Payout #6 - Final Payment, Clauss Brothers, Inc. (PASS)

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 APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DU PAGE AND THE VILLAGE OF WILLOWBROOK FOR FUTURE MAINTENANCE/ENERGY RESPONSIBILITIES FOR THE TRAFFIC SIGNAL CH 31/PLAINFIELD ROAD AT THE SHOPPING CENTER ENTRANCE EAST OF IL ROUTE 83

Administrator Halik related that as part of the required off-site traffic improvement work to be completed by the Pete's Fresh Market developer, the installation of a new traffic signal is to be placed at the primary entrance on Plainfield Road. Since the new signal is entirely for the benefit of regulating traffic volumes associated with the retail centers, the County requires that the Village enter into this agreement that relates to the installation and future maintenance of the traffic signal.

The agreement provides that the County will pay for all up-front maintenance and energy costs related to the installation of the signal. The County will then seek reimbursement from the Village for actual expenses on an annual basis. Expenses are estimated to be approximately \$1,900 per year.

Administrator Halik stated that if the signal is required to be upgraded or reconstructed, the Village would be 100% responsible. Administrator Halik advised that if this were to occur, the costs are eligible to be paid for from the Business District Tax fund.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution No. 17-R-62 as presented.

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

MOTION DECLARED CARRIED

7. DISCUSSION - CONSIDERATION OF A FORMAL POLICY PERTAINING TO CORPORATE NAMING, ADVERTISING, AND SPONSORSHIP WITHIN WILLOWBROOK PARK PROPERTIES AND DURING SPECIAL EVENTS

Attorney Bastian requested additional feedback from the Board on the naming policy. Trustee Mistele stated that he does not support the naming of physical amenities by commercial businesses in the parks. Mayor Trilla and Trustee Berglund agreed.

Trustee Oggerino questioned that if a business came to donate a large sum of money to the parks, will they be turned away. The consensus of the Board was to decide on naming rights on a case-by-case basis.

Administrator Halik asked for guidance on the \$5,000 offer that had already been made for the naming of an amenity in Willow Pond Park. It was suggested to thank the potential donor for his offer but that it does not fit into the Board's plan.

PRIOR BUSINESS

8. 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 that it was discussed at the Finance and Administration Committee meeting to change the business license fee for auto dealerships. The amending ordinance will be brought before the Village Board for approval at their next meeting.

Trustee Oggerino had no report.

9. ATTORNEY'S REPORT

Attorney Bastian had no report.

10. CLERK'S REPORT

Clerk Hansen had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

12. MAYOR'S REPORT

Mayor Trilla again thanked all persons and departments that assisted with gasoline incident that occurred on October 20th. Mayor Trilla advised that there were a lot of unsung local heroes who helped to ensure that their neighbors were safe.

13. CLOSED SESSION

Mayor Trilla stated that there was no need for Closed Session during tonight's meeting.

14. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 7:13 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.

November 27, 2017.


Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

November 27, 2017

GENERAL CORPORATE FUND	-----	\$180,618.12
WATER FUND	-----	198,862.47
L.A.F.E.R. FUND	-----	<u>2,218.00</u>
 TOTAL WARRANTS	-----	 \$381,698.59



Carrie Dittman, Director of Finance

APPROVED:

Frank A. Trilla, Mayor

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
11/28/2017	APCHK	67(E)*#	NOV 17	INTERGOVERNMENTAL PERSONNEL	EMP DED PAY- INSURANCE	210-204	00	10,698.45
			NOV 17		LIFE INSURANCE - ELECTED OFFICIALS	410-141	05	76.32
			NOV 17		LIFE INSURANCE - COMMISSIONERS	435-148	07	19.08
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	455-141	10	2,107.94
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	510-141	15	747.10
			NOV 17		PLAN COMMISSION COMPENSATION	510-340	15	61.16
			NOV 17		LIFE INSURANCE - COMMISSIONERS	550-148	20	88.08
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	610-141	25	3,020.38
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	630-141	30	25,787.17
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	710-141	35	2,862.00
			NOV 17		HEALTH/DENTAL/LIFE INSURANCE	810-141	40	2,268.26
				CHECK APCHK 67(E) TOTAL FOR				47,735.94
11/28/2017	APCHK	91539	9948584990	AIRGAS USA LLC	EQUIPMENT RENTAL	750-290	35	77.05
11/28/2017	APCHK	91541	55586	AMERICAN FIRST AID SERVICE I	BUILDING MAINTENANCE SUPPLIES	466-351	10	45.55
11/28/2017	APCHK	91542	25558/OCT17	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	13,485.00
			25558/OCT17		RED LIGHT - MISC FEE	630-249	30	1,596.00
				CHECK APCHK 91542 TOTAL FOR				15,081.00
11/28/2017	APCHK	91543*	20491772 PASSERO	ARAMARK UNIFORMS SERVICES	UNIFORMS	710-345	35	415.43
			20482042 ANDRSN		UNIFORMS	710-345	35	187.47
			20485282 DECKER		UNIFORMS	710-345	35	300.41
			20479181 KNVRSKS		UNIFORMS	710-345	35	260.41
				CHECK APCHK 91543 TOTAL FOR				1,163.72
11/28/2017	APCHK	91544	2018 CHARTER	BOY SCOUTS OF AMERICA	CADET PROGRAM	630-308	30	460.00
11/28/2017	APCHK	91545	11-14/17	BRYAN'S GARAGE DOOR SOLUTION	MAINTENANCE - GARAGE	725-413	35	150.00
11/28/2017	APCHK	91546*	12144321139753	CALL ONE INC	PHONE - TELEPHONES	455-201	10	750.31
			12144321139753		PHONE - TELEPHONES	630-201	30	620.18
				CHECK APCHK 91546 TOTAL FOR				1,370.49
11/28/2017	APCHK	91547	132679	CALL THE UNDERGROUND OASIS I	LANDSCAPE - VILLAGE HALL	466-293	10	150.00
11/28/2017	APCHK	91549	ICS-300 MILEAGE	CARDOLINE DITTMAN	FUEL/MILEAGE/WASH	610-303	25	40.45
11/28/2017	APCHK	91550	17 HOLIDAY PARTY	CHEZADAY ILLUSION CO	CHILDRENS SPECIAL EVENTS - OTHER	585-150	20	395.00
11/28/2017	APCHK	91551	132228	CHOICE OFFICE EQUIP & SUPPLIE	COPY SERVICE	455-315	10	584.07

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
11/28/2017	APCHK	91561#	3403	FALCO'S LANDSCAPING INC	LANDSCAPE - VILLAGE HALL - RIEMB.	466-293	10	350.00
			3404 17 AERATION		CONTRACTED MAINTENANCE	570-281	20	3,858.75
			3405		TREE MAINTENANCE	750-338	35	5,400.00
			3404 17 AERATION		ROUTE 83 BEAUTIFICATION	755-281	35	1,653.75
				CHECK APCHK 91561 TOTAL FOR				11,262.50
11/28/2017	APCHK	91562	127514	GENE'S TIRE SERVICE	MAINTENANCE - VEHICLES	735-409	35	366.20
			125833		MAINTENANCE - VEHICLES	735-409	35	30.60
			127072		MAINTENANCE - VEHICLES	735-409	35	832.32
				CHECK APCHK 91562 TOTAL FOR				1,229.12
11/28/2017	APCHK	91563+*	15903	H AND R CONSTRUCTION INC.	STREET & ROW MAINTENANCE	750-328	35	9,000.00
			15890		STREET & ROW MAINTENANCE	750-328	35	1,855.00
			15891		STREET & ROW MAINTENANCE	750-328	35	2,250.00
				CHECK APCHK 91563 TOTAL FOR				13,105.00
11/28/2017	APCHK	91565#	1020011	HOME DEPOT CREDIT SERVICES	BUILDING MAINTENANCE SUPPLIES	466-351	10	13.94
			2022740		MAINTENANCE SUPPLIES	570-331	20	15.92
			7172374		OPERATING SUPPLIES & EQUIPMENT	710-401	35	4.60
			8024419		OPERATING SUPPLIES & EQUIPMENT	710-401	35	195.45
			2022770		MAINTENANCE - PW BUILDING	725-418	35	36.97
			6030330		MAINTENANCE - PW BUILDING	725-418	35	22.45
			2022770		TREE MAINTENANCE	750-338	35	136.29
				CHECK APCHK 91565 TOTAL FOR				425.62
11/28/2017	APCHK	91566	53490 NOV 17	HR SIMPLIFIED	HEALTH/DENTAL/LIFE INSURANCE	455-141	10	100.00
11/28/2017	APCHK	91567	2018 MEMBERSHIP	ILL. MUNICIPAL LEAGUE	FEES/DUES/SUBSCRIPTIONS	410-307	05	954.00
11/28/2017	APCHK	91568	941731	IMPACT NETWORKING LLC	OFFICE SUPPLIES	630-301	30	334.80
11/28/2017	APCHK	91569	252250	INDUSTRIAL ELECTRICAL SUPPL	MAINTENANCE - BUILDING	466-228	10	75.00
11/28/2017	APCHK	91570	CLERK'S CERTIFCTN	INT. INST.OF MUNICIPAL CLERK	SCHOOLS/CONFERENCES/TRAVEL	455-304	10	115.00
11/28/2017	APCHK	91571	17 FACE PAINTER	KERRI STOCKTON	CHILDRENS SPECIAL EVENTS - OTHER	585-150	20	200.00
11/28/2017	APCHK	91572	226802	KIEFT BROTHERS INC	STORM WATER IMPROVEMENTS MAINTENAN	750-381	35	279.47
11/28/2017	APCHK	91573	60/OCT 17	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	325.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
11/28/2017	APCHK	91574#	9004013715	KONICA MINOLTA BUSINESS SOLU	COPY SERVICE	455-315	10	270.40
			9004013715		COPY SERVICE	630-315	30	270.68
			9004023389		COPY SERVICE	630-315	30	15.65
				CHECK APCHK 91574 TOTAL FOR				556.73
11/28/2017	APCHK	91575	1010616-001	LOGSDON OFFICE SUPPLY	OFFICE SUPPLIES	455-301	10	82.94
			1010616-001		COMMISSARY PROVISION	455-355	10	28.31
				CHECK APCHK 91575 TOTAL FOR				111.25
11/28/2017	APCHK	91576	31445	MARQUARDT PRINTING CO.	PRINTING & PUBLISHING	810-302	40	107.00
11/28/2017	APCHK	91577	322829302017	MOTOROLA SOLUTIONS INC	PHONE - TELEPHONES	630-201	30	68.00
11/28/2017	APCHK	91578	DEC 17 MTG STCHL	MUNICIPAL CLERKS OF DUPAGE C	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	30.00
11/28/2017	APCHK	91579	CLERK CERTFCFN	MUNICIPAL CLERKS OF ILLINOIS	SCHOOLS/CONFERENCES/TRAVEL	455-304	10	25.00
11/28/2017	APCHK	91580	95476110002 OCT 17	NICOR GAS	NICOR GAS (7760 QUINCY)	466-235	10	143.37
			20624315113 OCT17		NICOR GAS (835 MIDWAY)	466-236	10	50.70
			92553430791 OCT17		NICOR GAS (825 MIDWAY)	466-237	10	39.53
			63406845402 OCT17		NICOR GAS (825 MIDWAY)	466-237	10	32.22
			68455237617 OCT17		NICOR GAS (825 MIDWAY)	466-237	10	30.68
				CHECK APCHK 91580 TOTAL FOR				296.50
11/28/2017	APCHK	91581	227814	NORTH EAST MULTI REGIONAL TR	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	150.00
11/28/2017	APCHK	91582	686436812-01	ORIENTAL TRADING	CHILDRENS SPECIAL EVENTS - OTHER	585-150	20	105.83
11/28/2017	APCHK	91583	27583483 NOV 17	ORKIN EXTERMINATING	MAINTENANCE - BUILDING	466-228	10	93.45
11/28/2017	APCHK	91584	159186	PANNIER GRAPHICS	PARK IMPROVEMENTS - NEIGHBORHOOD P	595-695	20	2,497.00
11/28/2017	APCHK	91585#	15251	RASS ELECTRIC, INC	MAINTENANCE - BUILDING	466-228	10	1,190.93
			15249		MAINTENANCE - BUILDING	466-228	10	357.75
			15248		LANDSCAPING	595-692	20	402.50
			15248		MAINTENANCE - PW BUILDING	725-418	35	405.20
			15253		MAINTENANCE - STREET LIGHTS	745-223	35	518.20
			15250		MAINTENANCE - STREET LIGHTS	745-223	35	890.80
			15252		MAINTENANCE - STREET LIGHTS	745-223	35	401.75
				CHECK APCHK 91585 TOTAL FOR				4,167.13
11/28/2017	APCHK	91586	1761057	RAY O'HERRON CO., INC.	UNIFORMS	630-345	30	18.95

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
11/28/2017	APCHK	91587#	7863-92891 OCT17	SATELLITE PHONE STORE	PHONE - TELEPHONES	455-201	10	65.76
			7863-92891 OCT17		PHONE - TELEPHONES	630-201	30	65.76
				CHECK APCHK 91587 TOTAL FOR				131.52
11/28/2017	APCHK	91588	9657	SCHERMER ASPHALT PAVING	MAINTENANCE - GARAGE	725-413	35	2,400.00
			9657		STREET & ROW MAINTENANCE	750-328	35	2,400.00
				CHECK APCHK 91588 TOTAL FOR				4,800.00
11/28/2017	APCHK	91589	2045	SORIANA DISTRIBUTORS	MAINTENANCE - PW BUILDING	725-418	35	350.00
11/28/2017	APCHK	91590	8047217186	STAPLES	EDP EQUIPMENT/SOFTWARE	460-212	10	72.79
11/28/2017	APCHK	91591	11285545 VESTS	STREICHER'S	UNIFORMS	630-345	30	1,262.00
11/28/2017	APCHK	91592	493646	SUBURBAN DOOR CHECK & LOCK S	FURNITURE & OFFICE EQUIPMENT	630-405	30	12.00
11/28/2017	APCHK	91593	201710 OCT 17	T.P.I.	CONSULTING SERVICES	815-306	40	11,277.00
			201710 OCT 17		PLAN REVIEW - BUILDING CODE - REIM	820-258	40	8,568.00
			201710 OCT 17		PLAN REVIEW - BUILDING CODE - REIM	820-258	40	4,674.40
			201710 OCT 17		PART TIME - INSPECTOR	830-109	40	7,665.00
			201710 OCT 17		PART TIME - INSPECTOR	830-109	40	168.00
			201710 OCT 17		PLUMBING INSPECTION - RIEMB.	830-115	40	1,485.00
				CHECK APCHK 91593 TOTAL FOR				33,837.40
11/28/2017	APCHK	91594*#	TG5/OCT 17	TAMELING GRADING	LANDSCAPE MAINTENANCE SERVICES	565-342	20	720.50
			TG5/OCT 17		STREET & ROW MAINTENANCE	750-328	35	625.50
			TG5/OCT 17		STORM WATER IMPROVEMENTS MAINTENAN	750-381	35	1,643.00
				CHECK APCHK 91594 TOTAL FOR				2,989.00
11/28/2017	APCHK	91595	120117	TAMELING INDUSTRIES	PARK LANDSCAPE SUPPLIES	565-341	20	216.00
11/28/2017	APCHK	91596	BROW17-010	TERTELL, CASSELYN & BRADLEY	BROW17-010 - PB17-282	210-109	00	2,000.00
11/28/2017	APCHK	91597	52171	TREASURER STATE OF ILLINOIS	MAINTENANCE - TRAFFIC SIGNALS	745-224	35	1,462.50
11/28/2017	APCHK	91598	14069	TRI-COUNTY PLUMBING INC	PARK IMPROVEMENTS - NEIGHBORHOOD P	595-695	20	2,005.00
11/28/2017	APCHK	91600	0611079036	UNIFIRST	MAINTENANCE - PW BUILDING	725-418	35	94.79
11/28/2017	APCHK	91601*#	9795504239 NOV 17	VERIZON WIRELESS	PHONE - TELEPHONES	410-201	05	55.26
			9795504239 NOV 17		PHONE - TELEPHONES	455-201	10	21.75

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
			9795504239 NOV 17		PHONE - TELEPHONES	630-201	30	870.97
			9795504239 NOV 17		TELEPHONES	710-201	35	178.17
			9795504239 NOV 17		TELEPHONES	810-201	40	92.36
			CHECK APCHK 91601 TOTAL FOR					1,218.51
11/28/2017	APCHK	91602	3676268-0	WAREHOUSE DIRECT	OFFICE SUPPLIES	630-301	30	15.98
			3686479-1		OFFICE SUPPLIES	630-301	30	172.50
			3686479-0		OFFICE SUPPLIES	630-301	30	14.44
			3674703-0		OFFICE SUPPLIES	630-301	30	34.50
			3663683-0		OFFICE SUPPLIES	630-301	30	103.60
			3669247-0		COPY SERVICE	630-315	30	599.69
			3669247-1		OPERATING SUPPLIES	630-331	30	19.01
			3682854-0		OPERATING EQUIPMENT	630-401	30	281.88
			3676595-0		OPERATING EQUIPMENT	630-401	30	44.52
			3676079-0		FURNITURE & OFFICE EQUIPMENT	630-405	30	80.59
			3667398-0		JAIL SUPPLIES	650-343	30	46.29
			CHECK APCHK 91602 TOTAL FOR					1,413.00
11/28/2017	APCHK	91603	53581	WESTERN REMAC INC	ROAD SIGNS	755-333	35	42.82
11/28/2017	APCHK	91604#	442391	WESTFIELD FORD	MAINTENANCE - VEHICLES	455-409	10	2,042.80
			442204		MAINTENANCE - VEHICLES	735-409	35	690.21
			442147		MAINTENANCE - VEHICLES	735-409	35	489.78
			619137		MAINTENANCE - VEHICLES	735-409	35	14.64
			CHECK APCHK 91604 TOTAL FOR					3,237.43
11/28/2017	APCHK	91605	75759	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - VEHICLES	735-409	35	11.50
			75676		MAINTENANCE - VEHICLES	735-409	35	139.00
			75534		MAINTENANCE - VEHICLES	735-409	35	12.75
			757.98		MAINTENANCE - VEHICLES	735-409	35	254.00
			CHECK APCHK 91605 TOTAL FOR					417.25
11/28/2017	APCHK	91606	322965	WILSON NURSERIES, INC	TREE MAINTENANCE	750-338	35	11,501.00
			322965		REIMB EXP - OTHER	755-283	35	600.00
			CHECK APCHK 91606 TOTAL FOR					12,101.00
Fund: 02 WATER FUND								
11/28/2017	APCHK	66(E)	11958 OCT 17	DUPAGE WATER COMMISSION	Total for fund 01 GENERAL FUND	420-575	50	180,618.12
					PURCHASE OF WATER			135,581.04

CHECK DISBURSEMENT REPORT FOR WILLOWBROOK
 CHECK DATE FROM 11/15/2017 - 11/28/2017

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND								
11/28/2017	APCHK	67(E)*#	NOV 17	INTERGOVERNMENTAL PERSONNEL	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	2,862.00
11/28/2017	APCHK	91540	9493 DEC-FEB 18	ALARM DETECTION SYSTEMS INC	REPAIRS & MAINTENANCE-STANDPIPE/PU	425-485	50	235.26
			92825 DEC-FEB18		REPAIRS & MAINTENANCE-STANDPIPE/PU	425-485	50	235.26
			94594 DEC-FEB18		REPAIRS & MAINTENANCE-STANDPIPE/PU	425-485	50	202.53
				CHECK APCHK 91540 TOTAL FOR				673.05
11/28/2017	APCHK	91546*#	12144321139753	CALL ONE INC	PHONE - TELEPHONES	401-201	50	216.48
11/28/2017	APCHK	91555*#	46511111049 NOV 17	COMMONWEALTH EDISON	ENERGY - ELECTRIC PUMP	420-206	50	566.81
11/28/2017	APCHK	91560	17-132785 OCT17	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	90.00
11/28/2017	APCHK	91563*#	15903	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	5,625.00
11/28/2017	APCHK	91564	170697	H-B-K WATER METER SERVICE	NEW METERING EQUIPMENT	435-461	50	47,291.76
			170658		NEW METERING EQUIPMENT	435-461	50	2,014.00
			170655		NEW METERING EQUIPMENT	435-461	50	3,140.16
				CHECK APCHK 91564 TOTAL FOR				52,445.92
11/28/2017	APCHK	91594*#	TG5/OCT 17	TAMELING GRADING	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	295.00
11/28/2017	APCHK	91599	25545	UNDERGROUND PIPE & VALVE, CO	WATER DISTRIBUTION REPAIRS/MAINTEN	430-277	50	329.00
11/28/2017	APCHK	91601*#	9795504239 NOV 17	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	178.17
					Total for fund 02 WATER FUND			198,862.47
Fund: 14 LAND ACQUISITION, FACILITY, EXPANSION &								
11/28/2017	APCHK	91543*#	20474952 PD MATS	ARAMARK UNIFORMS SERVICES	POLICE DEPT REMODEL (7760 QUINCY)	930-411	75	2,003.00
11/28/2017	APCHK	91548	17-252	CAR REFLECTIONS	POLICE DEPT REMODEL (7760 QUINCY)	930-411	75	215.00
					Total for fund 14 LAND ACQUISITION, FACILITY,			2,218.00
				TOTAL - ALL FUNDS				381,698.59

'*'-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:

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2017 AND ENDING APRIL 30, 2018, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

AGENDA NO.**5d****AGENDA DATE:** 11/27/17**STAFF REVIEW:** Carrie Dittman**SIGNATURE**Carrie Dittman**LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:**THOMAS BASTIAN TH.**RECOMMENDED BY:** Tim Halik, Village Administrator**SIGNATURE:**Tim Halik**REVIEWED BY COMMITTEE:**YES ☒ on October 9, 2017NO ☐N/A ☐**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

At the October 9, 2017 Finance and Administration Committee meeting, staff presented the proposed \$78,341 tax levy for the Special Recreation levy, which funds certain ADA accessible park programs and projects.

Per 35 ILCS 200/18-60, the Village is required, not less than 20 days prior to the adoption of its aggregate levy, to determine the amounts of money, exclusive of any portion of that levy attributable to the cost of conducting an election required by the general election law, estimated to be necessary to be raised by taxation for that year upon the taxable property in its district. A Resolution estimating the tax to be levied was brought forth to the Village Board on October 23, 2017 and was approved at that meeting (17-R-58).

The 20-day waiting requirement to pass the ordinance to adopt the tax levy has now elapsed, and the attached ordinance must be adopted and filed with the County Clerk before the end of December.

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

For the 2017 proposed tax levy of \$78,341, the tax impact for a home owner with a home market value of \$300,000 would be approximately \$18.02. This represents a 4.9% increase over the prior levy, or \$3,721, however the effect to a homeowner is actually a decrease. All tax collected is restricted to special recreation activities. Below is comparison of the requested 2017 and prior year tax levies:

	<u>Tax Levy Year 2016</u>	<u>Tax Levy Year 2017</u>
Gateway membership	\$ 37,785	\$ 38,541
Staff costs	5,400	5,400
ADA Accommodations	6,575	7,700
Park Maintenance	4,600	4,750
Park Improvements	104,035	<u>21,950</u>
Less: Reserve at 4/30/2016	(79,959)	
Less: Est. add'l reserve at 4/30/17	<u>(3,816)</u>	
Total	\$ 74,620	\$ 78,341

ACTION PROPOSED: PASS THE ORDINANCE

ORDINANCE NO. 17-O-_____

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2017 AND ENDING APRIL 30, 2018, OF THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS

WHEREAS, on or about June 12, 2017, the corporate authorities of the Village of Willowbrook passed Ordinance No. 17-O-12, entitled "Annual Appropriation Ordinance Village of Willowbrook, DuPage County, Illinois for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018"; and

WHEREAS, the corporate authorities of the Village of Willowbrook, by this Ordinance, desire to levy such taxes as are necessary to defray all expenses and liabilities for the fiscal year commencing May 1, 2017 and ending April 30, 2018.

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

SECTION ONE: That the Mayor and Board of Trustees of the Village of Willowbrook have and hereby do ascertain the total amount of appropriations legally made and all amounts deemed necessary to defray additional expenses and liabilities for all corporate purposes to be provided for by the levy of

taxes for the fiscal year commencing May 1, 2017 and ending April 30, 2018, as follows:

ACCOUNT NUMBER	OBJECT AND PURPOSE FOR WHICH APPROPRIATIONS ARE MADE	AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE IN DOLLARS	AMOUNT LEVIED IN DOLLARS
	GENERAL CORPORATE FUND EXPENDITURES		
01-20-550-101	Salaries-Permanent Employees	\$67,506	\$5,400
01-20-565-341	Park & Landscape Supplies	\$31,000	\$4,750
01-20-590-518	ADA - Gateway Due	\$75,570	\$38,541
01-20-590-520	ADA Accommodations	\$22,350	\$7,700
01-20-590-521	ADA Park Improvements	\$227,570	\$21,950

SECTION TWO: That there be and hereby is levied a tax, pursuant to 65 ILCS 5/11-95-14, for the fiscal year commencing on May 1, 2017 and ending April 30, 2018, upon all property subject to taxation within the Village of Willowbrook, DuPage County, as such property is assessed and equalized for State and County purposes for the current year, the sum of \$78,341 for the purposes and the funds set forth in Section One of this Ordinance.

SECTION THREE: That the Village Clerk be and the same is hereby directed to certify a copy of this Ordinance and file

said certified copy with the County Clerk of DuPage County, within the time specified by law.

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

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

PASSED and APPROVED this 27TH day of November, 2017.

APPROVED: _____
Mayor

ATTEST: _____
Village Clerk

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

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

I, Frank A. Trilla, do hereby certify that I am the duly qualified Mayor of the Village of Willowbrook, DuPage County, Illinois. I do further certify that the provisions of Sections 18-60 through 18-85 of the "Truth in Taxation Act" (35 ILCS 200/18-55 et seq.) are inapplicable to its 2017-2018 Tax Levy Ordinance, passed this 27th day of November, 2017.

IN WITNESS WHEREOF, I hereunto affix my official signature at Willowbrook, Illinois, this 27th day of November, 2017.

Frank A. Trilla
Mayor

(SEAL)

ATTEST:

Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND THE VILLAGE OF WILLOWBROOK FOR THE IMPLEMENTATION OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM IN THE DES PLAINES RIVER WATERSHED

AGENDA NO. 5e

AGENDA DATE:

11/27/17

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: 

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: 

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: 

REVIEWED & APPROVED BY MUNI. SERV. COMMITTEE: YES ☐ NO ☒ N/A ☐

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

The Federal Water Pollution Control Act was enacted in 1948. Due to growing public awareness and concern for controlling water pollution, in 1972 substantial amendments were passed and the law became known as the Clean Water Act. The Act established the basic structure for regulating pollutant discharges into the waters of the United States. The National Pollutant Discharge Elimination System (NPDES) permit requirements originated from the Clean Water Act. The program is administered by the Illinois Environmental Protection Agency (IEPA) and applies to communities located in Metropolitan areas which own separate storm sewer systems. All storm sewers in Willowbrook are separate storm sewer systems in that they do not discharge to sanitary sewage treatment plants. The purpose of the NPDES Program is to minimize pollutants from entering waterways. Each municipality operating a separate storm sewer system is required to obtain an annual permit from the IEPA, known as a MS4 (Municipal Separate Storm Sewer System) permit. The permit program has been in place for approximately fifteen (15) years, and has six (6) components, or Minimum Control Measures, consisting of:

- Public Education and Outreach
- Public Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Stormwater Runoff Control
- Post Construction Stormwater Management
- Pollution Prevention / Good Housekeeping

The Village of Willowbrook, as well as most (if not all) other communities in DuPage County partner with the county to share services and responsibilities. In particular, the county takes the lead on the first two (2) items mentioned above by publishing informational materials, holding clean water seminars, and promoting river sweeps and other educational activities. The Village is generally responsible to enforce laws prohibiting discharge of pollutants into storm sewers, enforcing erosion control provisions on construction sites, enforcing stormwater regulations on new developments, and general practices to prevent pollutants from entering the storm sewer system.

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

In an effort to streamline the permitting, DuPage County has worked with the IEPA to allow for a joint Countywide NPDES permit involving the county and municipalities under one permit. In turn, the IEPA has asked all municipalities to enter into an intergovernmental agreement to formalize the responsibilities under the joint permit. The agreement does not change what activities the Village undertakes, but will streamline annual reporting submitted by all parties to the IEPA.

ACTION PROPOSED: Adopt Resolution.

RESOLUTION NO. 17-R-_____

**A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE
CLERK TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE
COUNTY OF DUPAGE AND THE VILLAGE OF WILLOWBROOK FOR THE
IMPLEMENTATION OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM (NPDES) PROGRAM IN THE DES PLAINES RIVER WATERSHED**

WHEREAS, the County of DuPage (the "County") and the Village of Willowbrook (the "Village"), are public agencies as defined by section 2 of the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.); and

WHEREAS, the Intergovernmental Cooperation Act authorizes the Village and the County to enter into the Intergovernmental Agreement, attached hereto as Exhibit "A" and expressly made a part hereof, for the stated purpose of implementing the requirements of the National Pollutant Discharge and Elimination System (NPDES) Program in the Des Plaines River Watershed; and

WHEREAS, the Village and the County are further authorized to enter into the attached Intergovernmental Agreement, pursuant to the Intergovernmental Cooperation Powers as provided by section 10(a) of Article VII of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook have determined that it is necessary, proper and in

the best interest of the Village to enter into the attached Intergovernmental Agreement with the County of DuPage.

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

Section 1. That certain Intergovernmental Agreement by and between the Village of Willowbrook and the County of DuPage, attached hereto as Exhibit "A" and made a part hereof, is hereby approved.

Section 2. The Mayor of the Village of Willowbrook is hereby authorized and directed to execute, on behalf of the Village of Willowbrook, that certain Intergovernmental Agreement by and between the Village of Willowbrook and the County of DuPage, attached hereto as Exhibit "A" and made a part hereof, and the Village Clerk is hereby directed to attest to the Mayor's signature, all on behalf of the Village of Willowbrook.

Section 3. The Village Administrator is hereby authorized and directed to do all other acts reasonably necessary to carry into effect the purposes and intent of the Intergovernmental Agreement by and between the Village of Willowbrook and the County of DuPage.

Section 4. This Resolution shall be in full force and effect immediately upon its passage.

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

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

EXHIBIT "A"

AN INTERGOVERNMENTAL AGREEMENT BETWEEN
THE VILLAGE OF WILLOWBROOK
AND THE COUNTY OF DUPAGE, ILLINOIS
FOR THE IMPLEMENTATION OF THE
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PROGRAM IN
THE DES PLAINES RIVER WATERSHED

THIS INTERGOVERNMENTAL AGREEMENT is entered into this 27th day of November, 2017 between the Village of Willowbrook of DuPage County (hereinafter referred to as the "Municipality") a body corporate and politic, with offices at 835 Midway Drive, Willowbrook, IL 60527 and the County of DuPage, Illinois (hereinafter referred to as the "County") a body corporate and politic, with offices at 421 North County Farm Road, Wheaton, Illinois 60187-3978.

RECITALS

WHEREAS, the Municipality and County are public agencies within the meaning of the Illinois "Intergovernmental Cooperation Act" and as authorized by Article 7, Section 10 of the Constitution of the State of Illinois; and

WHEREAS, the purposes of the "Intergovernmental Cooperation Act" and Article 7 of the Constitution of the State of Illinois include fostering cooperation among governmental bodies; and

WHEREAS, the Illinois General Assembly has granted the County authority to take action to control flooding and to enter into Agreements for the purposes of stormwater management and flood control (Illinois Compiled Statutes, Chapter 55 paragraphs 5/5-1062.3 and 5/5-15001 et. seq.); and

WHEREAS, General National Pollutant Discharge Elimination System ("NPDES") Permit No. ILR40 authorizes discharges from Small Municipal Separate Storm Sewer Systems (MS4s); and

WHEREAS, MS4s are defined in 40 CFR 122.26(b) (16) as designated for permit authorization pursuant to 40 CFR 122.32; and

WHEREAS, both the County and Municipality have submitted an Illinois MS4 Notice of Intent ("NOI") to the Illinois Environmental Protection Agency ("IEPA") for coverage under ILR40; and

WHEREAS, the General NPDES Permit No. ILR40 requires development, implementation, and enforcement of a storm water management program designed to reduce the discharge of pollutants from small municipal storm sewer systems to the maximum extent practicable to protect water quality, and to satisfy the appropriate water quality requirements of the Illinois Pollution Control Board Rules and Regulations (35 Ill. Adm. Code, Subtitle C, Chapter 1) and the Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*); and

WHEREAS, the storm water management program must include the minimum control measures described in the General NPDES Permit No. ILR 40, Part IV, Section B; and

WHEREAS, the Municipality and County have each determined that they could realize cost savings by utilizing County equipment, vehicles and personnel to complete these minimum control measures, subject to the latter's availability; and

WHEREAS, the General NPDES Permit No. ILR40 Part IV, Section D authorizes Sharing Responsibility; and

WHEREAS, the County and the Municipality have determined that it is in their best interest to cooperate in fulfilling the ILR40 Permit requirements;

NOW, THEREFORE, in consideration of the premises, the mutual covenants, terms, and conditions herein set forth, and the understandings of each party to the other, the parties do hereby mutually covenant, promise and agree as follows:

1.0 INCORPORATION AND CONSTRUCTION.

- 1.1 All recitals set forth above are incorporated herein and made part thereof, the same constituting the factual basis for this Agreement.
- 1.2 The headings of the paragraphs and subparagraphs of this Agreement are inserted for convenience of reference only and shall not be deemed to constitute part of this Agreement or to affect the construction hereof.
- 1.3 The exhibits referenced in this Agreement shall be deemed incorporated herein and a part thereof.

2.0 PURPOSE OF AGREEMENT

- 2.1 The purpose of this Agreement is to set forth the duties, roles and responsibilities to be provided by the County and the Municipality with respect to compliance with the IEPA General National Pollutant Discharge Elimination System Permit No. ILR40 for Discharges from Small Municipal Separate Storm Sewer Systems in the Des Plaines River Watershed.

3.0 COUNTY RIGHTS AND RESPONSIBILITIES.

- 3.1 The County shall perform the tasks identified in the Scope of Work County Tasks, attached and incorporated hereto as Exhibit A.
- 3.2 The County shall be responsible for the scheduling and performance of County Tasks outlined in this Agreement. The County shall have full discretion as to the timing and manner of performance, and the assignment of County personnel to perform any task

under this Agreement. Notwithstanding the foregoing, the County shall use reasonable efforts to perform such tasks on or before any dates or times requested by the Municipality.

- 3.3 The County shall be responsible for including documentation related to the County's performance of the tasks identified in Exhibit A in the Annual Report submitted to the IEPA. The County shall provide a copy of this report to the Municipality in a timely manner, which includes tasks identified in Exhibit A.
- 3.4 The Municipality may submit written requests ("work requests") to the Director of Stormwater Management ("Director"), or his designee, for the periodic and temporary use of County-owned equipment and machinery, and, or, County-employed personnel (collectively "County assets").
- 3.5 At the sole discretion of the Director, or his designee, the County may make County-assets available for use by the Municipality. The County, though, reserves the right to deny, delay, divert, limit the use of, recall, reschedule, revoke prior approvals for the use of, restrict the use of, or substitute County assets requested by, or provided to, the Municipality for any cause at any time. The parties acknowledge and agree that the Municipality use of County assets for any work request is, and shall be subordinate to the County's use of County assets for the County's own work. For the purpose of this provision, the term "County's own work" shall be construed to include any work that County assets have been, or will be, allocated to another governmental unit or public utility. The parties further acknowledge and agree that in the event any County assets previously approved for a Municipality work request may subsequently become unavailable, and that under no circumstance shall the County be liable to the Municipality, or to any third party, for any loss, added cost, added expense, damage or delay arising out of, or related to, the County's failure or inability to provide County assets as requested, or the County's decision to recall from, reduce, substitute or terminate the use of County assets at the Municipality work site.
- 3.6 While County assets are mobilized at a Municipality work site, such County assets shall act under the direction, control and supervision of the Municipality, through the Municipality designated representatives. The above-arrangement shall not be construed to create an employment relationship between the Municipality and County personnel, or any form of Municipality ownership or possessory interest by the Municipality in or over any County-owned property. At all times the County shall retain its rights under Paragraph 3.5 above, in relation to County assets.
- 3.7 The Municipality shall be solely responsible for obtaining all necessary permits and, or, regulatory approvals for work requests, posting or requiring bonds (as applicable), coordination of all work items and deliveries, maintaining work site safety and security, post-work site restoration.

- 3.8** Nothing in this Agreement shall obligate the Municipality to utilize County assets, or any particular County asset, for any project or work task. In the event any particular County asset is unavailable, the Municipality shall be responsible for securing a suitable replacement, substitute or stand-in, at the Municipality expense.

4.0 MUNICIPALITY RIGHTS AND RESPONSIBILITIES

- 4.1** The Municipality shall perform the tasks identified in the Municipality Tasks Scope of Work, attached and incorporated hereto as Exhibit B.

5.0 MUTUAL OBLIGATIONS

- 5.1** The parties shall comply with all municipal, county, state and federal requirements now in force, or which may hereafter be in force, pertaining to this Agreement.
- 5.2** In the event either party (first party) is requested or required to provide the other party (second party) with the first party's consent, approval, review or comment concerning any matter under this Agreement, such request shall not be unreasonably denied, delayed or conditioned.

6.0 COMPENSATION

- 6.1** For use of County owned equipment and machinery, the Municipality agrees to compensate the County for County assets delivered to the designated work site. Invoiced amounts shall be in accordance with the County's schedule of fees and hourly rates incorporated hereto as Exhibits C and D. The County shall invoice time at half hour increments. The County may invoice labor rates to include reasonable travel time to and from a work site, time spent idle and, or, on a stand-by basis (if not caused by the County).
- 6.2** The County and Municipality may agree, in writing, that the County may submit quarterly invoices, for services rendered. In all other instances, the County shall submit its invoice no later than sixty (60) days following the completion of the County's services at a work site. The County may bill for multiple work sites or tasks. Each County invoice shall summarize, as applicable, the man-hours and, or, equipment hours utilized, together with all applicable time, equipment and material fees charged and an identification of each work site and, or, task. The Municipality shall pay the County the amount(s) invoiced within thirty (30) days of receipt of each properly documented invoice for reimbursement.
- 6.3** The County may, from time-to-time, unilaterally amend its schedule of fees and hourly rates, and will provide its amended fees and rates to the Municipality with

60 days' notice. A revised fee and, or, rate shall only be effective after such written notice is provided. The fees and hourly rates in effect at the time a work request is submitted shall be the hourly rates and fees paid for that work.

6.4 Direct expenses may be invoiced to the Municipality at the rates stated in Exhibits C and D. The Municipality shall pay on an actual cost basis without any markup or multiplier.

6.4.1 For all direct expenses costing more than \$25.00, the COUNTY shall include with its invoice to the Municipality, as documentation of such expenses, including copies of receipts, if any, from third-party vendors, suppliers or service providers indicating the price(s) paid by the County for such expensed materials and/or items.

6.4.2 County shall not include computer and vehicle mileage as direct expenses (but may include parking fees).

6.4.3 The County shall obtain a quote for the cost to perform lab testing of outfall samples prior to having such lab testing performed. The Municipality shall approve or deny the request to perform lab testing and, if approved, shall pay the County the amount charged.

6.4.4 The County shall obtain a quote for any work performed by third party vendors, including natural areas maintenance and beaver trapping. Work will be conducted in accordance with current contract provisions between the County and the vendor.

7.0 INDEMNIFICATION AND INSURANCE

7.1 Each party (as the "Indemnitor") shall indemnify and hold harmless the other party, its officials, officers and employees (the "Indemnitee Class") from and against all liability, claims, suits, demands, proceedings and actions, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the Indemnitor's negligent or willful acts, errors or omissions in its performance under this Agreement, except as hereafter provided for by Paragraph 7.2 below.

7.2 To the extent allowed, the Municipality shall have the County assets, and the County, insured as an additional insured, which coverage levels shall be of the same coverage types and amounts maintained by the Municipality.

7.3 The parties do not waive or limit, by these indemnity requirements, any defenses or protections under the Local Government and Governmental Employees Tort Liability Act (745 ILCS 10/1 et seq.) or otherwise available to them. The

immunities or defenses of either party, or any statutory limitation on damages, shall further operate as a bar and, or, limitation of that party's indemnification obligations under this Agreement. Any indemnity as provided in this Agreement shall not be limited by reason of a parties' insurance coverage and such indemnification obligations shall survive the termination, or expiration, of this Agreement for a period of two (2) years.

8.0 MISCELLANEOUS TERMS

- 8.1** This Agreement may be modified or amended only by written instrument duly authorized and signed by both the County and the Municipality.
- 8.2** This Agreement contains the entire understanding of the County and the Municipality with respect to the subject matter hereof and supersedes all prior agreements and understandings with respect to such subject matter.
- 8.3** This Agreement shall be executed for and on behalf of the County and the Municipality pursuant to Resolutions or Ordinances approved by the legislative body of each of the parties.
- 8.4** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instruments.
- 8.5** Upon termination, the liabilities and obligations of the parties to this Agreement shall cease. However, the parties shall not be relieved of the duty to perform their obligations up to the date of termination and the Parties shall not be relieved of their respective obligation to pay the other Party for any services rendered prior to termination.
- 8.6** There are no other covenants, warranties, representations, promises, conditions or understandings, either oral or written, other than those contained herein.
- 8.7** In the event of a conflict between the terms or conditions of this Agreement and any term or condition found in any exhibit or attachment, the terms and conditions of this Agreement shall prevail.
- 8.8** Any required notice shall be sent to the following addresses and parties:

Village of Willowbrook
Dept. of Municipal Services
835 Midway Drive
Willowbrook, IL 60527
Attn: Village Administrator

DuPage County
Stormwater Management
421 N. County Farm Road
Wheaton, Illinois 60187
Attn: Director of Stormwater Management

- 8.9 The parties agree that the waiver of, or failure to enforce, any breach of this Agreement by the remaining party shall not be construed, or otherwise operate, as a waiver of any future breach of this Agreement. Further the failure to enforce any particular breach shall not bar or prevent the remaining party from enforcing this Agreement with respect to a different breach.

9.0 NOTICES REQUIRED UNDER THIS AGREEMENT

- 9.1 All notices required to be given under the terms of this Agreement shall be in writing and either (a) served personally during regular business hours; (b) served by facsimile transmission and e-mail during regular business hours; or (c) served by certified or registered mail, return receipt requested, properly addressed with postage prepaid. Notices served upon the Municipality shall be directed to:

Village of Willowbrook
Attn: Village Administrator
835 Midway Drive
Willowbrook, IL 60527
Email: thalik@willowbrook.il.us

Notices served upon the County shall be directed to:

DuPage County Stormwater Management Division
Attn: Director, Stormwater Management
421 N. County Farm Road
Wheaton, IL 60187-3978
E-mail: Water.Quality@dupageco.org

Notices served personally or by facsimile transmission and e-mail shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Each party may designate a new location for service of notices by serving notice thereof in accordance with the requirements of this paragraph.

10.0 TERM OF AGREEMENT

- 10.1 As will be used for staff and budget requirements, the County and the Municipality agree to not change enforcement status within the term of this Agreement.
- 10.2 The initial term of this Agreement shall become effective December 12, 2017 and remain in full force and effect until March 31, 2023. On March 31, 2023, and on each subsequent anniversary date thereafter, this Agreement shall automatically renew for an additional five-year period. Either party may terminate this

Agreement by giving written notice of said termination to the other party; a termination shall be effective immediately unless specific termination date has been agreed upon.

11.0 SEVERABILITY

11.1 In the event any provision of this Agreement shall be held to be unenforceable or void, such provision shall be deleted and all other provisions shall remain in full force and effect to the fullest extent allowed by law and equity.

12.0 GOVERNING LAW

12.1 This Agreement will be governed by the laws of the State of Illinois as to both interpretation and performance. The forum for resolving disputes concerning the party's respective performance, or failure to perform, under this Agreement, will be the judicial circuit court for DuPage County.

IN WITNESS WHEREOF, the parties to this Agreement set their hands and seals as of the date first written above.

BY: _____
Frank Trilla
Mayor
Village of Willowbrook

ATTEST BY: _____
Leroy Hansen
Village Clerk

BY: _____
Daniel Cronin
Chairman
DuPage County Board

ATTEST BY: _____
Paul Hinds
County Clerk

**Exhibit A
Scope of Work
County Tasks**

Public Education and Outreach on Storm Water Impact

The County will conduct public education and outreach activities within each major watershed on a multitude of topics, such as watershed planning efforts, water quality, and best management practices (BMPs) utilizing internal staff and/ or contractors to provide additional education and outreach services pertaining to both technical and general education on stormwater impact topics.

The County will provide handouts and brochures pertaining to sources of pollutants in waterways and water quality BMPs for distribution at public events, at County and municipal offices, as well as online. Materials will be updated as needed to incorporate new information, including the effects of climate change on stormwater impacts.

The County will coordinate, host, and present at least one workshop or community event in each watershed per year on topics including water quality efforts for the watersheds, methods for pollutant reduction, during and after construction BMPs, native vegetation, and green infrastructure. Presentations will include information on the potential impacts and effects of stormwater discharge due to climate change as applicable.

The County will utilize technology to enhance outreach efforts detailing water quality trends and highlighting practices that can reduce the transport of pollutants into waterways. The County will promote informational outlets using a Stormwater Management monthly e-newsletter, direct media relations, press releases and advisories to promote seasonal BMPs, events, and other stormwater-related news.

The County will partner with schools and local educational organizations, on stormwater management and water quality education promoting water quality and environmental efforts using watershed models and other educational tools.

Public Involvement/ Participation

The County will inform the public on watershed initiatives and engage a broad range of individuals regarding policies and projects related to the control and reduction of pollutants in stormwater runoff through technical trainings, stakeholder groups, volunteer opportunities, and public meetings. The County will identify environmental justice areas within the watershed planning jurisdictions in order to ensure prioritization of efforts in regards to public involvement and participation initiatives.

The County will support training initiatives throughout each watershed for the purpose of engaging local residents, organizations, and government agencies in pollution reduction practices

and volunteer opportunities.

The County will host at least two regular water quality stakeholder meetings per year in each of the County's main watersheds in order to address matters pertaining to pollutant reduction on a watershed level. In addition, input on water quality impairments will be requested from stakeholders for incorporation into watershed planning efforts, which may cause the formation of separate stakeholder groups any given year.

The County will provide opportunity for public comment at annual hearings in order to reach all interested residents on the adequacy of its MS4 program, watershed plans, and projects. The County will publicize public comment periods in accordance with its education and outreach initiatives and include opportunities to comment online, in person, or by mail.

The County will coordinate educational and public involvement strategies. To gauge their effectiveness, the County will develop and distribute surveys via an email list, webpage, and on social media. These surveys measure citizen views, behaviors, and concerns pertaining to a variety of topics, including water quality, property management, flood perceptions, and residential pollutant control.

The County will sponsor a variety of volunteer opportunities, including: the Adopt-a-Stream program, the DuPage River Sweep, and the storm drain stenciling program.

Illicit Discharge Detection and Elimination ("IDDE")

The County agrees to undertake the monitoring of outfalls and tracing of illicit discharges within the municipal limits of the Municipality utilizing County personnel and equipment.

The County will provide the Municipality with the annual schedule for outfall monitoring by watershed.

The County agrees to prepare plans, processes, and procedures for the program meeting the requirements of the NPDES permit to monitor and trace illicit discharges into the MS4 on behalf of the Municipality.

The County agrees to obtain copies of the Notice of Intent (NOI) for each facility within the jurisdiction of the County and the Municipality having an individual NPDES permit to discharge storm water associated with industrial activity through the IEPA for the purposes of fair and accurate monitoring and tracing.

The County agrees to monitor MS4 outfalls within the jurisdiction of the Municipality, and to the extent it is so authorized, trace all discharges determined to be illicit with the objective of identifying the source of such illicit discharge.

The County agrees to notify the Municipality within a reasonable time prior to the County

conducting dye testing as part of tracing procedures.

The County agrees to notify the Municipality within twenty-four (24) hours of detecting an illicit discharge within the municipal limits of the Municipality. Promptly upon completion of the County's investigation, the County shall inform the Municipality of the location of the illicit discharge, the time(s) and date(s) of the discharge, and any additional information that would be necessary or prudent for the Municipality to have in order to carry out enforcement proceedings.

The County agrees to provide the Municipality with any information required for enforcement action and prosecution by the Municipality and produce County personnel in court, as necessary and upon adequate notice.

The County agrees to create and manage a countywide hotline for reporting illicit discharges.

Construction Site Storm Water Runoff Control

Construction Site Storm Water Runoff Control requirements are administered through the DuPage County Countywide Stormwater and Flood Plain Ordinance ("DCCSFPO"). The DCCSFPO establishes a minimum level of regulatory compliance that a development must meet. Pursuant to the DCCSFPO, any community that desires to enforce, either partially or completely, within its boundaries the Construction Site Storm Water Runoff Control provisions of the DCCSFPO shall provide the DuPage County Stormwater Management Planning Committee of the DuPage County Board written notice of that intent.

Post Construction Storm Water Management in New Development and Redevelopment

Post Construction Storm Water Management in New Development and Redevelopment requirements are administered through the DCCSFPO. The DCCSFPO establishes a minimum level of regulatory compliance that a development must meet. Pursuant to the DCCSFPO, any community that desires to enforce, either partially or completely, within its boundaries the Post Construction Storm Water Management in New Development and Redevelopment provisions of the DCCSFPO shall provide the DuPage County Stormwater Management Planning Committee of the DuPage County Board written notice of that intent.

Pollution Prevention / Good Housekeeping for Municipal Operations

The County will organize training in procedures and practices that will minimize the discharge of pollutants from municipal operations into the storm sewer system for staff from the County and Municipality on topics including automobile maintenance, hazardous material storage, landscaping and lawn care, Parking lot and street cleaning, pest control, pet waste collection, road salt application and storage, roadway and bridge maintenance, spill response and prevention, and storm drain system cleaning.

The County will create and update checklists and/or guidance materials to assist staff from the County and Municipality in following the good housekeeping measures outlined in the ILR40 permit.

The County will coordinate shared services to the Municipality, in regards to maintenance of BMPs and associated infrastructure. This may include vegetation management, storm sewer cleanout, street sweeping, and other maintenance activities. The shared services will be determined by the equipment and staff available from participating agencies and outlined in Exhibit D.

Monitoring

The County will be responsible for developing and implementing a monitoring and assessment program. This will include an evaluation of BMPs based on estimated effectiveness from published research accompanied by an inventory of the number and location of BMPs implemented as part of the NPDES program and an estimate of pollutant reduction resulting from the BMPs. The County will also support and contribute to the DuPage River Salt Creek Workgroup ambient monitoring of waterways which will be performed within 48 hours of a precipitation event greater than or equal to one quarter inch in a 24-hour period. At a minimum, analysis of storm water discharges or ambient water quality will include monitoring for total suspended solids, total nitrogen, total phosphorus, fecal coliform, chlorides, and oil and grease. In addition, monitoring will be performed for any other pollutants associated with storm water runoff for which the receiving water is considered impaired pursuant to the most recently approved list under Section 303(d) of the Clean Water Act.

Annual Reporting

The County agrees to prepare the countywide annual report on behalf of the Municipality and post the completed report on the County's website. The annual report is required by the IEPA and is due by June 1st of each year in accordance with General NPDES Permit No. ILR40 (or a revised date as determined by the IEPA). The County will submit a copy of the annual report to both the IEPA and the Municipality.

Exhibit B
Municipal Tasks
Scope of Work

Public Education and Outreach on Storm Water Impact

The Municipality will be responsible for promoting and advertising educational events and workshops within their jurisdictions. Municipalities are responsible for distributing educational materials to residents within the Municipality. The Municipality will also be responsible for ensuring their own staff attends workshops geared towards municipal staff on green infrastructure, good housekeeping, and other applicable topics to prevent and reduce the discharge of pollutants into waterways.

Public Involvement / Participation

The Municipality will be responsible for advertising and promoting meetings, hearings, and events online and within their jurisdictions. The Municipality will also be responsible for ensuring attendance by their own staff, as necessary.

Illicit Discharge Detection and Elimination

The Municipality agrees to provide the County with a current storm sewer atlas.

The Municipality agrees to provide annual updates of the storm sewer atlas to the County.

The Municipality agrees to assign to the County any rights of access to the storm drainage system under the jurisdiction of the Municipality as the County deems necessary.

The Municipality shall provide County staff with a copy of the most recent version of the Municipality's MS4s atlas (system map) and a map/guide of all MS4 outlets within the Municipality's municipal territory. The Municipality shall further make available for review and copying by the County, upon request, any additional Municipality records pertaining to the location of MS4 components and, or, any connections thereto, and, or, suspected illicit discharges, which review and copying by County staff shall be allowed in the same manner as Municipality staff. The Municipality shall further provide proof of the Municipality's (and County's) right to access any property owned or controlled by a third-party. The Municipality shall notify the County if and when new records are created and if additional parcels are annexed by the Municipality.

The Municipality shall grant the County access to all Municipality -owned parcels, Municipality right-of-ways, Municipality easements and license areas and all other areas where the Municipality has the right to access whenever such access by the County is necessary for, or prudent to, its performance of the work identified in Exhibit A. In the event the Municipality is

unable to obtain permission for the County to access and enter upon any property, the County shall be excused from performing the work that necessitated the need to access that property.

The Municipality shall be responsible for the enforcement of any violations of the Municipality's IDDE ordinance within the municipal limits of the Municipality. In the event the Municipality wishes to use County staff as witnesses, or consulting experts, in any enforcement proceeding related to the County's work pursuant to this Agreement, the parties agree that a separate Agreement shall be entered into for such purpose; and the parties acknowledge that the Scope of Work County Tasks (Exhibit A) and Hourly Rates (Exhibit C) do not contemplate IDDE ordinance enforcement activities.

The Municipality agrees to provide timely prosecution of any person found to be in violation of their ordinance that fail to come into compliance in accordance with the ordinance, provided that the Municipality receives timely notification from the County that a violation exists. Further, the County agrees to provide prosecution witnesses required without cost to the Municipality.

The Municipality shall provide the County with documentation of any enforcement action and prosecution from the previous one (1) year for inclusion in the annual report.

Construction Site Storm Water Runoff Control

As review assistance is required, the Municipality shall forward copies of permit submittals to the County in accordance with the DuPage County Countywide Stormwater and Flood Plain Ordinance ("DCCSFPO").

Post Construction Storm Water Management in New Development and Redevelopment

As review assistance is required, the Municipality shall forward copies of permit submittals to the County in accordance with the DCCSFPO.

Pollution prevention/ good housekeeping for municipal operations

The Municipality will be responsible for ensuring that all applicable staff positions attend appropriate training for their duties to prevent and minimize the discharge of pollutants into waterways. The Municipality will also be responsible for ensuring their staff and procedures adhere to good housekeeping measures in order to minimize the discharge of pollutants from municipal properties, infrastructure, and operations. The Municipality may choose to partner with the County to share services for maintenance of BMPs and associated infrastructure.

Monitoring

The Municipality shall provide to the County locations and details on BMPs implemented as part of the NPDES program within their jurisdictions for inclusion in the BMP inventory.

Reporting

The Municipality will be responsible for ensuring that the County has all applicable documentation for inclusion in the annual report by May 1 of each year (or one month prior to the due date of the annual report as determined by the IEPA). Documentation shall include details on how the Municipality promoted education and outreach efforts within their jurisdiction. The Municipality will provide any documentation on IDDE enforcement. The Municipality will also be responsible for providing the County with current staff headcounts for recordkeeping and reporting of good housekeeping related training.

The Municipality will be responsible for posting the Annual Report on their website, or providing a link on their website to the Countywide Annual Report.

Exhibit C
Hourly Rates

DuPage County Stormwater Management Hourly Rates for completion of NPDES ILR40 maintenance tasks as requested by the Municipality. The Hourly Rates (Rates) listed below may be increased by the County up to two percent (2%) one time during each calendar year.

Position	Direct Rate		Billing Rate (Direct Rate x 1.4)	
Intern	\$10.00	- \$15.40	\$14.00	- \$21.56
Environmental Technician	\$23.00	- \$30.92	\$32.20	- \$43.29
Senior Environmental Technician	\$23.08	- \$31.02	\$32.31	- \$43.43
Water Quality Specialist	\$24.92	- \$31.98	\$34.89	- \$44.72
Water Quality Supervisor	\$32.59	- \$43.81	\$45.63	- \$61.33
Communications Supervisor	\$26.96	- \$34.61	\$37.74	- \$48.45
Wetland Specialist	\$24.00	- \$38.95	\$33.60	- \$54.53
Wetland Supervisor	\$33.00	- \$44.36	\$46.20	- \$62.10

Labor Rates associated with use of County equipment are as follows:

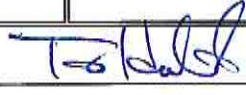
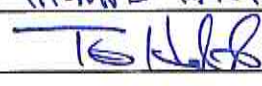
Crew Leader \$45/ hour
Senior Maintenance Worker \$40/ hour
Maintenance Worker \$35/hour

Exhibit D
Standard Rates

Equipment will be paid for on an hourly basis per Illinois Department of Transportation rates according to EquipmentWatch.com (formerly Rental Rate Blue Book) plus hourly rates for required staff according to Exhibit C. All equipment to be used will be agreed upon prior to the commencement of work. Rates are subject to change by providing 60 days written notice to the Municipality.

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION URGING THE GOVERNOR TO VETO SENATE BILL 1451 (THE SMALL WIRELESS FACILITIES DEPLOYMENT ACT)	AGENDA NO. 5f AGENDA DATE: <u>11/27/17</u>
STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: 
LEGAL REVIEW: Thomas Bastian, Village Attorney	SIGNATURE: <u>THOMAS BASTIAN TH.</u>
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: 
REVIEWED & APPROVED BY MUNI. SERV. COMMITTEE: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY) <p>As the personal wireless industry continues to strive to satisfy consumer demands for improved reliability and faster download speeds, there is now a need for wireless carriers to install additional small cell antenna systems in order to obtain the bandwidth required to achieve the advertised 5G service capability. These small cell antennas are designed to serve only a portion of the area served by the original marocell sites (i.e., high-power antennas installed on towers, water tanks, tall buildings, etc.). As a result, more are needed. Early estimates are that each of the main wireless carriers may need to install up to twenty (20) small cell sites in a community, depending on size. While communities understand the consumer need for faster service and reliability, these small cell antenna sites can be unsightly, can negatively affect the character of a neighborhood which can negatively affect property values, and in some cases, pose a threat to public safety. Small cell antennas, and associated operational equipment, can be mounted on existing utility poles or municipal owned streetlights and other facilities, and can range in height. In some cases, vendors working on behalf of wireless carriers have requested authorization to install new poles on the right-of-way in order to install future small cell antennas. Although contrary to some of their claims, these vendors are not a regulated utility in accordance with the Telecommunications Act and cannot claim to have standing under current federal laws or FCC rules. They are not exempt from local authority. Therefore, there is a need to regulate this growing field.</p>	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.) <p>Municipal Councils of Government (COGs) including the DuPage Mayors and Managers Conference (DMMC), Northwest Municipal Conference (NWMC), and the Illinois Municipal League (IML) have attempted to resolve our concerns with the bill between the industry's desires and the needs of the communities. Although some progress was made in these negotiation meetings, there were also areas where both sides clearly did not agree. In the case of municipalities, the bill as written would be severely detrimental to municipalities attempting to regulate and control the proliferation of these antenna facilities within their communities. Given our differences with the language within the bill, a recommendation was made that negotiations should continue and legislation should be considered during the next session of the General Assembly commencing in January. However, the House Sponsor, Rep. Kelly M. Burke (D- Oak Lawn) was insistent on calling the bill for a vote during the second part of the fall veto session. The bill passed the Illinois House on November 7, 2017 by a vote of 62-41-5. The Senate voted to concur on November 9, 2017 which passed by a vote of 41-7-2. The Senate sponsor was Senator Terry Link (D- Gurnee). A procedural hold was placed on the bill by Senate President John Cullerton in order to address further changes requested by the industry. Once this amendment is voted on, the bill will head to the Governor for his signature.</p>	
ACTION PROPOSED: Adopt Resolution, urging the Governor to veto Senate Bill 1451	

VILLAGE OF WILLOWBROOK, DuPAGE COUNTY, ILLINOIS

RESOLUTION NO. 17 - R - _____

A RESOLUTION URGING THE GOVERNOR TO VETO SENATE BILL 1451

WHEREAS, the Village of Willowbrook supports the goal of ensuring reliable wireless services in our communities and the advancement of technology in the telecommunications industry; and

WHEREAS, Senate Bill ("SB") 1451 establishes the Small Wireless Facilities Deployment Act and severely limits municipal authority to regulate, site, or charge permit fees for wireless facilities; and

WHEREAS, SB 1451 permits a private business entity to use public right-of-way at a rate far below market value, distorting the private market for small wireless facilities; and

WHEREAS, SB 1451 permits wireless providers, and third parties who act as agents or contractors for wireless providers, to locate telecommunications equipment with an antenna as large as six (6) cubic feet in size, and associated equipment up to twenty-five (25) cubic feet in size, on existing or new utility poles subject to minimal zoning regulations by the municipality; and

WHEREAS, SB 1451 creates an automatic approval timeline, which is one-sided and detrimental to the public, presuming that municipalities are negligent—and providers not—when a permit is incomplete or inadequate; and

WHEREAS, state legislators amended SB 1451 to exempt the City of Chicago in an effort to pass the legislation; and

WHEREAS, many municipalities have already enacted ordinances, or are in the process of updating their codes to address small wireless facilities, or are developing right-of-way use agreements with the industry, indicating that municipalities are making a significant effort to develop reasonable standards for the deployment of wireless facilities; and

WHEREAS, Illinois municipalities are diverse and each one must be given the opportunity to develop reasonable regulations that will protect their specific needs;

NOW, THEREFORE, BE IT RESOLVED that the Village of Willowbrook opposes SB 1451 as passed by the Illinois General Assembly and urges the Governor to veto the legislation.

BE IT FURTHER RESOLVED that the Village of Willowbrook is committed to developing reasonable regulations for the deployment of wireless technology and is eager to work with stakeholders to develop regulations that ensure reliable wireless services while also preserving the rights of the municipality, property owners, and citizens.

ADOPTED and APPROVED this 27th day of November, 2017

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:
MOTION TO APPROVE – POLICE RENOVATION PROJECT: PAYOUT #9 –
FINAL PAYMENT, L.J. MORSE CONSTRUCTION COMPANY

AGENDA NO. 5g
AGENDA DATE: 11/27/17

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: 

LEGAL REVIEW: Thomas Bastain, Village Attorney

SIGNATURE: 

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: 

REVIEWED BY MUNICIPAL SERVICES COMMITTEE:

YES ☐

NO ☒

N/A ☐

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

At its regular meeting on October 10, 2016, the Village Board awarded a construction contract 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. The project was substantially completed on August 1, 2017. Since that time, all project punchlist items have been completed and we have received all required closeout documentation. The project is now fully completed and we are within the 12-month warranty period.

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

The general contractor has submitted a request for final payment. The request was forwarded to the Architect of Record to review. Williams Architects has reviewed the request and has provided their approval of the final payout in the amount of \$185,467.00. The release of the payment will be withheld pending receipt of final waivers from all contractors, and copies of certified payroll accounting. A copy of the Application and Certification for Payment for Payment #9 – Final Payment Request is attached, along with a summary of the project change orders.

Staff would recommend that the Mayor and Board of Trustees authorize Payout #9 – Final Payment to L.J. Morse Construction Company in the amount of \$185,467.00. The authorized payment amount would be expended from the following fund*:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>REMAINING BUDGET</u>
L.A.F.E.R.	14-75-930-411	Police Dept. Remodel	\$0

*Note: As you will note, the available balance within the Land Acquisition Facility Expansion and Renovation (LAFER) Fund, which included the bond proceeds for the project, has already been depleted. As agreed by the Board, this payout application, and any other ancillary project expenses still outstanding, will be taken from General Fund reserves.

ACTION PROPOSED:

Approve motion.

Police Renovation Project
Summary of Change Orders (Final 11/10/15)

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	
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	
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/PA Duet Lining	N/A	
Accepted	16	29	Ceiling Conflicts (plan discrepancies) - T&M NTE	\$3,581.00	3/13/2017
Rejected	17		Monument Pier Wall Structural Revisions	\$7,698.00	
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	(\$194.00)	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	
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
Accepted	30	27	9/11 Artifact Display Area Glass Railing	\$6,077.00	3/13/2017
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
Accepted	33	31	Install two (2) protective bollards - sally port access	\$1,616.00	N/A
Accepted	34	26	Replace two (2) existing roof-top exhaust fans	\$1,349.00	N/A
Accepted	35	30	Remove exposed CMU & replace w/face brick	\$2,040.00	N/A
Rejected	36		Replace storm inlet rim	\$1,005.00	
Accepted	37	28	Add new 4" underground conduit per ComEd	\$6,650.00	3/13/2017
Accepted	38	32	FD req. exist fire connection be replaced w/5" Stortz	\$561.00	N/A
Accepted	39	35	Sentinel security plan did not include int. room cameras	\$29,482.00	4/10/2017
Accepted	40	33	Credit for artifact display design concept not used	(\$5,069.00)	N/A
Accepted	41	34	Added cost to repair exterior masonry before staining	\$930.00	N/A
Accepted	42	40	Removal of Debris / Over-excavation of 2 Carport Piers	\$5,848.00	5/22/2017
Accepted	43	36	Cost of add'l. concrete due to site curb relocation	\$533.00	N/A
Accepted	44R	37	Remove and Replace add'l. deteriorated curb on site	\$1,339.00	N/A
Accepted	45R	41	Installation of Four (4) Additional Data Outlets	\$5,073.00	5/22/2017
Rejected	46		Add ten (10) can lights in two (2) conference rooms	\$7,701.00	
Rejected	47		Eliminate underlying epoxy floor coat in Evidence Storage	(\$1,010.00)	
Accepted	48	38	Install window blinds on three (3) additional windows	\$381.00	N/A
Accepted	49	39	Infill area within ceiling in Evidence Room w/drywall	\$1,114.00	N/A
Accepted	50	43	Window Frame for Bond Out Pass Through	\$222.00	N/A

Police Renovation Project
Summary of Change Orders (Final 11/10/15)

Accepted	51	42	Asphalt Remobilization (due to water tank painting work)	\$3,590.00	5/22/2017
Accepted	52	50	Install barrier in sally port above coiling door	\$2,132.00	N/A
Rejected	53		Concrete encase sally port columns at each base	\$3,299.00	
Rejected	54		Stain brick walls in 2 vestibules instead of paint	\$909.00	
Accepted	55	44	Paint hallway below crash rail an accent color	\$945.00	N/A
Accepted	56	45	Paint existing O/H door steel angles to match brick stain	\$645.00	N/A
Rejected	57		Install Sally Port Stair Protective Rail for ADA	\$4,232.00	
Accepted	58	46	Paint Wood Sub-Floor Under Evidence Storage System	\$645.00	N/A
Accepted	59	47	Install Duct Covers in Locker Rooms (Weisbrook)	\$2,302.00	N/A
Accepted	60	48	Replace Existing RTU (compressor failed)	\$9,077.00	7/24/2017
Rejected	61		Repair Existing RTU (replace failed compressor)	\$5,531.00	
Accepted	62	49	Furnish and Install Two (2) Dedication Plaques	\$2,824.00	8/14/2017
Accepted	63	51	Credit to Repair Damage to V.H. Irrigation Lines	(\$2,225.00)	N/A
Accepted	64	52	Installation of additional data jacks in booking room	\$1,889.00	N/A
Rejected	65		Install new Interior Door Opening and Door	\$14,532.00	
Rejected	66		Relocate TV in Records (front reception area)	\$2,029.00	
Accepted	67	53	Sally Port Door Hardware Revisions	\$2,456.00	N/A
Rejected	68		Install Additional Data Port in Office #111	\$462.00	
Rejected	69		Site Repairs: Underground Streetlight Cable	\$2,433.00	
Accepted	70	54	Deduct Costs for Irrigation System Repairs	(\$95.00)	N/A

= Accepted	Original Contract Sum:	\$3,152,000.00
	Net Change by Change Orders To Date:	\$166,035.00
	% of Net Change Orders to Original Contract Sum:	5.27%
	New Contract Sum:	\$3,318,035.00

RECEIVED

NOV 10 2017

VILLAGE OF
WILLOWBROOK

Application and Certificate for Payment

To Owner: Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

Project:

Willowbrook Police Facility
Renovation/Expansion
7760 Quincy Street
Willowbrook, IL 60527

Application No: 9

Period To: 10/31/2017

Contract For: General Construction

Contract Date: 9/26/2016

Project Nos: 2014-052

From Contractor: L.J. Morse Construction Co.
128 S. Broadway
Aurora, IL 60505

Via Architect:


Williams Architects
500 Park Boulevard
Suite 800
Itasca, IL 60143

CONTRACTOR'S APPLICATION FOR PAYMENT

- 1) ORIGINAL CONTRACT SUM \$3,152,000.00
 2) Net change by Change Orders \$166,035.00
 3) CONTRACT SUM TO DATE \$3,318,035.00
 4) TOTAL COMPLETED & STORED TO DATE \$3,318,035.00
 5) Retainage:
 a. Completed Work \$0.00
 b. Stored Material \$0.00
 Total Retainage \$0.00
 6) Total Earned less Retainage \$3,318,035.00
 7) Less Previous Certificates for Payment \$3,132,568.00
 8) CURRENT PAYMENT DUE \$185,467.00
 9) Balance to Finish, including Retainage \$0.00

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:

By: 
 State of: Illinois
 County of: Cook

Date:

10/31/17

Subscribed and sworn to before me this 31st day of October 2017.

AMANDA J GILLETTE

Notary Public
 My Commission expires: 3/24/2020
 NOTARY PUBLIC STATE OF ILLINOIS
 MY COMMISSION EXPIRES: 03/24/20

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED

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

ARCHITECT:

By:

Date:

11/9/17

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.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	167,777.00	22,337.00
Total approved this Month	22,915.00	2,320.00
TOTALS	190,692.00	24,657.00
NET CHANGES by Change Order	166,035.00	

\$185,467.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, Containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated in the nearest dollar. Use Column I on Contracts where variable retainerage for line items may apply.

Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A	B	C	D	E	F	G	H	I
Item No.	Description	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	BALANCE	RETAINAGE
			PREVIOUS	THIS PERIOD				
1	General Conditions	98,405.00	98,405.00	0.00	0.00	98,405.00	0.00	0.00
2	Site Layout/D/LZ	6,850.00	6,850.00	0.00	0.00	6,850.00	0.00	0.00
3	Demolition/LJM	97,000.00	97,000.00	0.00	0.00	97,000.00	0.00	0.00
4	Excavating/Schwartz	72,000.00	72,000.00	0.00	0.00	72,000.00	0.00	0.00
5	Asphalt/Beverly	61,000.00	61,000.00	0.00	0.00	61,000.00	0.00	0.00
6	Site Utilities/Kane County	13,030.00	13,030.00	0.00	0.00	13,030.00	0.00	0.00
7	Concrete/Mid Valley	122,800.00	122,800.00	0.00	0.00	122,800.00	0.00	0.00
8	Masonry/Plaza	168,500.00	168,500.00	0.00	0.00	168,500.00	0.00	0.00
9	Brick Staining/NewKaw	33,257.00	33,257.00	0.00	0.00	33,257.00	0.00	0.00
10	Steel/Hillstone	84,000.00	84,000.00	0.00	0.00	84,000.00	0.00	0.00
11	Alum Carport/Arming	77,250.00	77,250.00	0.00	0.00	77,250.00	0.00	0.00
12	Carpentry/LJM	133,103.00	133,103.00	0.00	0.00	133,103.00	0.00	0.00
13	Casework/Hearland	55,070.00	55,070.00	0.00	0.00	55,070.00	0.00	0.00
14	Waterproofing/Kramer	6,400.00	6,400.00	0.00	0.00	6,400.00	0.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A	B	C	D	E	F	G	H	I
ITEM No.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	RETAINAGE
			PREVIOUS	THIS PERIOD				
15	Metal Wall Panels/Weisbrook	162,000.00	162,000.00	0.00	0.00	162,000.00	100	0.00
16	Roofing/T.L. Adler	242,200.00	242,200.00	0.00	0.00	242,200.00	100	0.00
17	Doors/Frames/Holzer/LaForce	65,000.00	65,000.00	0.00	0.00	65,000.00	100	0.00
18	OH Ceiling Doors/Amer Door&Dock	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00
19	Glass/Glazing/Mark Ind	65,724.00	65,724.00	0.00	0.00	65,724.00	100	0.00
20	Drywall & ACT/LJM	203,859.00	203,859.00	0.00	0.00	203,859.00	100	0.00
21	Flooring/Douglas	147,500.00	147,500.00	0.00	0.00	147,500.00	100	0.00
22	Resinous Flooring/CXS	25,000.00	25,000.00	0.00	0.00	25,000.00	100	0.00
23	Painting/McGuinness	28,500.00	28,500.00	0.00	0.00	28,500.00	100	0.00
24	Signage/Corpro	21,613.00	21,613.00	0.00	0.00	21,613.00	100	0.00
25	Toilet Part/Access/FBC/Conum Spec	12,500.00	12,500.00	0.00	0.00	12,500.00	100	0.00
26	Lockers/Bradford Systems	79,000.00	79,000.00	0.00	0.00	79,000.00	100	0.00
27	Window Treatments/Insular	2,016.00	2,016.00	0.00	0.00	2,016.00	100	0.00
28	Sprinklers/Fire Control	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00
29	Plumbing/Coyer & Olsen	125,000.00	125,000.00	0.00	0.00	125,000.00	100	0.00
30	HVAC/Design Mech	92,800.00	92,800.00	0.00	0.00	92,800.00	100	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A ITEM No.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F STORED MATERIALS	G TOTAL	H BALANCE	I RETAINAGE
			PREVIOUS	THIS PERIOD					
31	Electrical Valley Elec	619,760.00	619,760.00	0.00	0.00	0.00	619,760.00	0.00	0.00
32	LIM Insurance	21,500.00	21,500.00	0.00	0.00	0.00	21,500.00	0.00	0.00
33	LIM Bonds	36,118.00	36,118.00	0.00	0.00	0.00	36,118.00	0.00	0.00
34	LIM O&P	133,245.00	133,245.00	0.00	0.00	0.00	133,245.00	0.00	0.00
35	-----	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	CO# 1 PCOW 1 Rework due to demo	6,901.00	6,901.00	0.00	0.00	0.00	6,901.00	0.00	0.00
37	CO# 2 PCOW Carpet Change	-7,453.00	-7,453.00	0.00	0.00	0.00	-7,453.00	0.00	0.00
38	CO# 3 PCOW 5 Plaster Recess	13,562.00	13,562.00	0.00	0.00	0.00	13,562.00	0.00	0.00
39	CO# 4 PCOW 7 Add Extra Stone	1,391.00	1,391.00	0.00	0.00	0.00	1,391.00	0.00	0.00
40	CO# 5 PCOW 8 DW/Frame Conf Rm	1,984.00	1,984.00	0.00	0.00	0.00	1,984.00	0.00	0.00
41	CO# 6 PCOW 9 Delete Core Infill	-4,371.00	-4,371.00	0.00	0.00	0.00	-4,371.00	0.00	0.00
42	CO# 7 PCOW 4 Plaque Logo	2,166.00	2,166.00	0.00	0.00	0.00	2,166.00	0.00	0.00
43	CO# 8 PCOW 6 Relocate Doorwork	1,999.00	1,999.00	0.00	0.00	0.00	1,999.00	0.00	0.00
44	CO# 9 PCOW 11 Borrowed Light Frame	720.00	720.00	0.00	0.00	0.00	720.00	0.00	0.00
45	CO# 10 PCOW 12 IC Cores	1,342.00	1,342.00	0.00	0.00	0.00	1,342.00	0.00	0.00

CONTINUATION SHEET

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Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A	B	C	D	E		F	G	H	I
ITEM No.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	BALANCE	RETAINAGE
			PREVIOUS	THIS PERIOD					
46	CO# 11 PCO# 13 RFT# 10 Dr 131A	2,119.00	2,119.00	0.00	0.00	2,119.00	100	0.00	0.00
47	CO# 12 PCO# 14 RFT# 19 Wall Location	1,665.00	1,665.00	0.00	0.00	1,665.00	100	0.00	0.00
48	CO# 13 PCO# 19 Deluxe Soffits	-194.00	-194.00	0.00	0.00	-194.00	100	0.00	0.00
49	CO# 14 PCO# 20 Exit Doors	18,995.00	18,995.00	0.00	0.00	18,995.00	100	0.00	0.00
50	CO# 15 PCO# 21 Added Caselair	1,721.00	1,721.00	0.00	0.00	1,721.00	100	0.00	0.00
51	CO# 16 PCO# 13 RFT 28 Glass Wall	5,289.00	5,289.00	0.00	0.00	5,289.00	100	0.00	0.00
52	CO# 17 PCO# 22 RFT 28.1 DW/ Piers	528.00	528.00	0.00	0.00	528.00	100	0.00	0.00
53	CO# 18 PCO# 26 Covered Credit	-5,250.00	-5,250.00	0.00	0.00	-5,250.00	100	0.00	0.00
54	CO# 19 PCO# 23 Floor Infil	13,213.00	13,213.00	0.00	0.00	13,213.00	100	0.00	0.00
55	CO# 20 PCO# 25 RFT 57 Floor Boxes	4,271.00	4,271.00	0.00	0.00	4,271.00	100	0.00	0.00
56	CO# 21 PCO# 28 PCO# 6 Outlet Chgs	383.00	383.00	0.00	0.00	383.00	100	0.00	0.00
57	CO# 22 PCO# 27 RTU Condairls	3,839.00	3,839.00	0.00	0.00	3,839.00	100	0.00	0.00
58	CO# 23 PCO# Ins @ Exit CMU Walls	3,073.00	3,073.00	0.00	0.00	3,073.00	100	0.00	0.00
59	CO# 24 PCO# 31 Insulate Exit Walls	6,308.00	6,308.00	0.00	0.00	6,308.00	100	0.00	0.00
60	CO# 25 PCO# 32 Locker Rm Floor	5,922.00	5,922.00	0.00	0.00	5,922.00	100	0.00	0.00
61	CO# 26 PCO# 34 Exhaust Fans	1,349.00	1,349.00	0.00	0.00	1,349.00	100	0.00	0.00

CONTINUATION SHEET

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Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	RETAINAGE
			PREVIOUS	THIS PERIOD				
62	CO# 27 PCO# 38 Artifact Rail	6,077.00	6,077.00	0.00	0.00	6,077.00	0.00	0.00
63	CO# 28 PCO# 37 4" Conduit ConEd	6,650.00	6,650.00	0.00	0.00	6,650.00	0.00	0.00
64	CO# 29 PCO# 16 RFIs 29/34	3,581.00	3,581.00	0.00	0.00	3,581.00	0.00	0.00
65	CO# 30 PCO# 35 Brick Replacmt	2,040.00	2,040.00	0.00	0.00	2,040.00	0.00	0.00
66	CO# 31 PCO# 33 REV Pipe Beliefs	1,616.00	1,616.00	0.00	0.00	1,616.00	0.00	0.00
67	CO# 32 PCO# 38 Change FDC	561.00	561.00	0.00	0.00	561.00	0.00	0.00
68	CO# 33 PCO# Credit Artifact Support	-5,069.00	-5,069.00	0.00	0.00	-5,069.00	0.00	0.00
69	CO# 34 PCO# 41 Ext Masonry Patch	930.00	930.00	0.00	0.00	930.00	0.00	0.00
70	CO# 35 PCO# Added Cameras	29,482.00	29,482.00	0.00	0.00	29,482.00	0.00	0.00
71	CO# 36 PCO# 43 Core Bldg Lize	533.00	533.00	0.00	0.00	533.00	0.00	0.00
72	CO# 37 PCO# 44 Repl Ext Curb	1,339.00	1,339.00	0.00	0.00	1,339.00	0.00	0.00
73	CO# 38 PCO# 48 Added Blinds	381.00	381.00	0.00	0.00	381.00	0.00	0.00
74	CO# 39 PCO# Infill Softus Rms 150-151	1,114.00	1,114.00	0.00	0.00	1,114.00	0.00	0.00
75	CO# 40 PCO# 42 Carpet Pier Chng	5,848.00	5,848.00	0.00	0.00	5,848.00	0.00	0.00
76	CO# 41 PCO# 45 Data Outlets	5,073.00	5,073.00	0.00	0.00	5,073.00	0.00	0.00

CONTINUATION SHEET

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Application No: 9
Application Date: 10/31/2017
Period To: 10/31/2017
Architect's Project No: 2014-052

A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	RETAINAGE
			PREVIOUS	THIS PERIOD				
77	CO# 42 PCO# 51 Asphalt Rehabilitation	3,590.00	3,590.00	0.00	0.00	3,590.00	100	0.00
78	CO# 43 PCO# 50 Bond Out Pass Thru	222.00	222.00	0.00	0.00	222.00	100	0.00
79	CO# 44 PCO# 55 Rail Color Change	945.00	0.00	945.00	0.00	945.00	100	0.00
80	CO# 45 PCO# 56 Paint Steel	645.00	0.00	645.00	0.00	645.00	100	0.00
81	CO# 46 PCO# 58 Paint Wood Floor	645.00	0.00	645.00	0.00	645.00	100	0.00
82	CO# 47 PCO# 59 Install Locker Covers	2,302.00	0.00	2,302.00	0.00	2,302.00	100	0.00
83	CO# 48 PCO# 60 RTC Replacement	9,077.00	0.00	9,077.00	0.00	9,077.00	100	0.00
84	PCO# 49 PCO# 62 Dedication Plaques	2,824.00	0.00	2,824.00	0.00	2,824.00	100	0.00
85	CO# 50 PCO# 52 Panel above Grill	2,132.00	0.00	2,132.00	0.00	2,132.00	100	0.00
86	CO# 51 PCO# 63 Ded Irrigation Repairs	-2,225.00	0.00	-2,225.00	0.00	-2,225.00	100	0.00
87	CO# 52 PCO# 64 Add Data	1,889.00	0.00	1,889.00	0.00	1,889.00	100	0.00
88	CO# 53 PCO# 67 Hardware/Controls	2,456.00	0.00	2,456.00	0.00	2,456.00	100	0.00
89	CO# 54 PCO# 70 Ded Irrigation Repairs	-95.00	0.00	-95.00	0.00	-95.00	100	0.00
		\$ 3,318,035.00	\$ 3,297,440.00	\$ 10,595.00	\$ 0.00	\$3,318,035.00	100 %	\$ 0.00

FINAL WAIVER OF LIEN

Loan # _____
City # _____

STATE OF ILLINOIS
COUNTY OF DeKalb) SS

WHEREAS the undersigned has been employed by Village of Willowbrook
to furnish General Construction
for the premises known as Village of Willowbrook Police Facility Renovation/Expansion
of which Village of Willowbrook is the owner.

THE undersigned, for and in consideration of One Hundred Eighty Five Thousand Four Hundred Sixty Seven and 00/100
(\$ 185,467.00) 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 to or become due from the owner, on account of labor, services, material,
fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the above-
described premises, INCLUDING EXTRAS."

DATE: October 31, 2017 COMPANY NAME: L.J. Morse Construction Co.
ADDRESS: 128 S. Broadway, Aurora, IL 60505
SIGNATURE AND TITLE: [Signature] President

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

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF DeKalb) SS
TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, Louis J. Morse BEING DULY SWORN, DEPOSES
AND SAYS THAT HE OR SHE IS President OF
L. J. Morse Construction Co., Inc. WHO IS THE
CONTRACTOR FURNISHING General Construction WORK ON THE BUILDING
LOCATED AT 7780 Quincey Street, Willowbrook, IL 60527
OWNED BY Village of Willowbrook

That the amount of the contract including extras is \$ 3,318,035.00 on which he or she has received payment of
\$ 3,132,568.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that
there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties
who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work
or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all
labor and material required to complete said work according to plans and specifications:

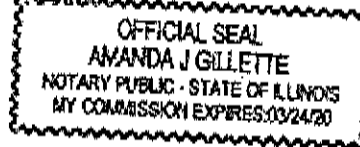
NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
L. J. Morse Construction Co.	General Construction	\$ 3,318,035.00	\$ 3,132,568.00	\$ 185,467.00	\$ -
TOTAL LABOR AND MATERIALS INCLUDING EXTRAS TO COMPLETE		\$ 3,318,035.00	\$ 3,132,568.00	\$ 185,467.00	\$ -

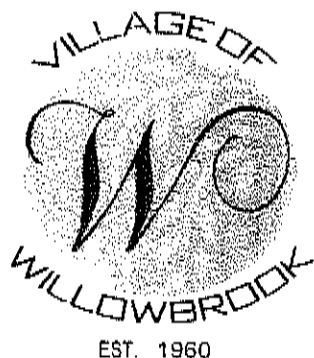
That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor
or other work of any kind done or to be done upon or in connection with said work other than above stated

DATE: October 31, 2017
SUBSCRIBED AND SWORN TO BEFORE ME THIS 31st DAY OF October, 2017

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

NOTARY PUBLIC





Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org
November 01, 2017

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



CURRENT OWNER

362 63RD ST
WILLOWBROOK, IL 60527

Re: Account 353225.003

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 231.84. 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 November 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.

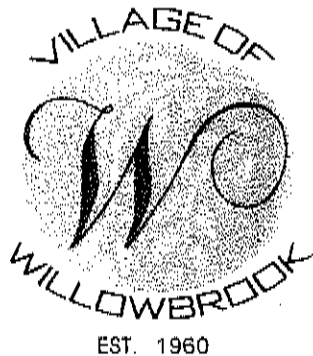
You may pay your bill online by visiting www.willowbrookil.org and select "Pay A Bill." You will need your account number and PIN as listed above. A convenience fee will apply.

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



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org
November 01, 2017

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



Proud Member of the
Illinois Route 66 Scenic Byway

DICKMAN, MARGARET
5847 HOLMES AVE
CLARENDON HILLS, IL 60514

Re: Account 353000.000

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 150.88. 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 November 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.

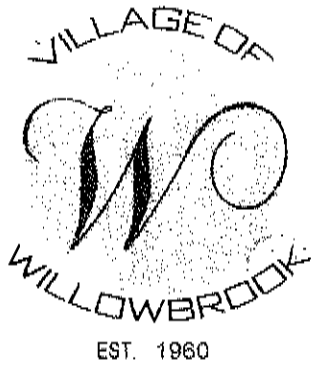
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If you have any questions concerning your water bill, or if you wish to arrange a hearing before the Mayor and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway 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



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org
November 01, 2017

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Misteale

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

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 \$ 123.21. 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 November 27, 2017, will result in the immediate termination of your water service.

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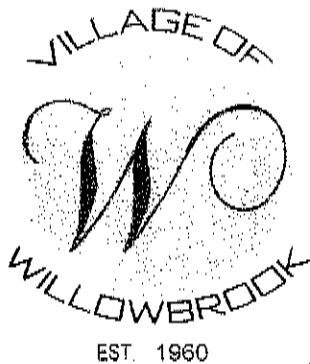
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Director of Municipal Services



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Chief of Police

Mark Shelton



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KHATIB, BASSEL
41 PORTWINE RD
WILLOWBROOK, IL 60527

Re: Account 350920.002
PIN #: [REDACTED]
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 271.43. 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 November 27, 2017, will result in the immediate termination of your water service.

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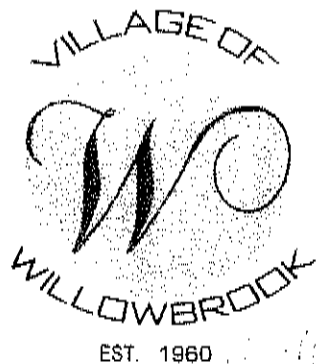
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Sincerely,

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Director of Municipal Services



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November 01, 2017

Mayor

Frank A. Trilla

MCMAHON, LATANYA
44 PORTWINE RD
WILLOWBROOK, IL 60527

Village Clerk

Leroy R. Hansen

Re: Account 350955.008

PIN #: [REDACTED]

Delinquent Water Bill

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 161.12. 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 November 27, 2017, will result in the immediate termination of your water service.

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Village Administrator

Tim Halik

Sincerely,

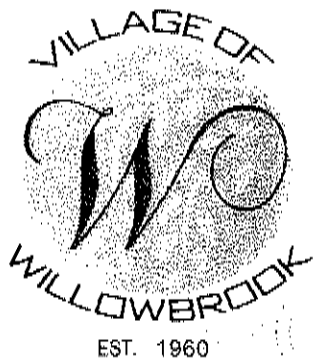
Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton



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Willowbrook

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Paul Oggerino

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Tim Halik

Chief of Police

Mark Shelton

**Director of
Finance**

Carrie Dittman

MIHAJLOVIC, STEVEN
67 PORTWINE RD
WILLOWBROOK, IL 60527

Re: Account 351015.004
PIN #: [REDACTED]
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 191.81. 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 November 27, 2017, will result in the immediate termination of your water service.

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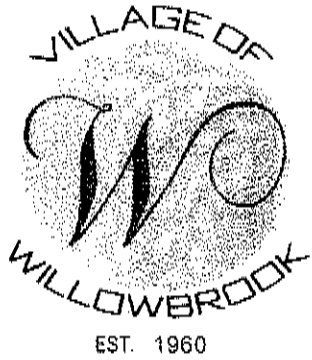
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Sincerely,

Timothy J. Halik
Director of Municipal Services





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**Director of
Finance**

Carrie Dittman



Proud Member of the
Illinois Route 66 Scenic Byway

NGUMI, LYNETTE & PAUL
6128 WILLOWOOD LN
WILLOWBROOK, IL 60527

Re: Account 352230.000
PIN #: [REDACTED]
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 837.09. 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 November 27, 2017, will result in the immediate termination of your water service.

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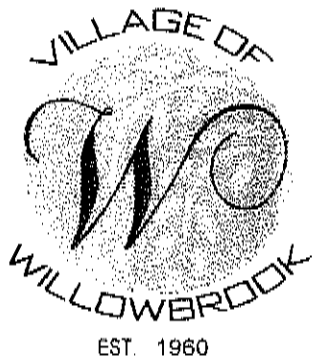
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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services



Willowbrook

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Mark Shelton

**Director of
Finance**

Carrie Dittman



RAMSEY, ADAM
6805 KINGERY HWY
WILLOWBROOK, IL 60527

Re: Account 411035.001

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 202.77. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 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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Mark Shelton



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Illinois Route 66 Scenic Byway

SOTO, FRANCISCO
25 HIGHRIDGE RD
WILLOWBROOK, IL 60527

Re: Account 350120.002
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 November 27, 2017, will result in the immediate termination of your water service.

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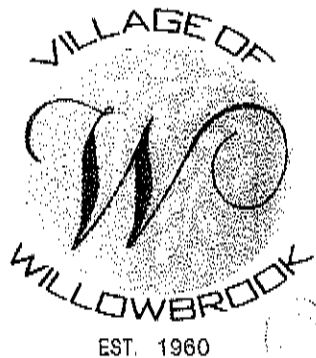
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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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November 01, 2017

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Chief of Police

Mark Shelton

**Director of
Finance**

Carrie Dittman

TOTARO, JOHN
218 59TH ST
WILLOWBROOK, IL 60527

Re: Account 351975.001

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 190.83. 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 November 27, 2017, will result in the immediate termination of your water service.

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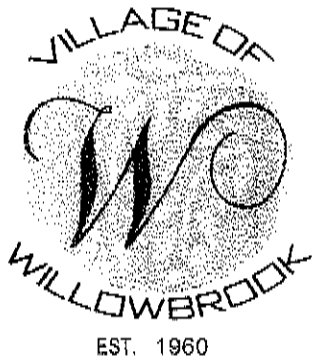
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Director of Municipal Services



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VAYALIL, JACOB
351 WILLOWOOD LN
WILLOWBROOK, IL 60527

Re: Account 352585.005

PIN #: [REDACTED]

Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 664.01. 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 November 27, 2017, will result in the immediate termination of your water service.

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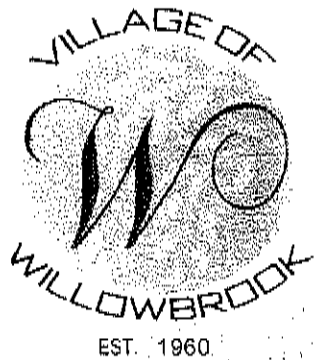
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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services



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Willowbrook, IL 60527-5549

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Mark Shelton

**Director of
Finance**

Carrie Dittman



WILLOWBROOK LANES
735 PLAINFIELD RD.
WILLOWBROOK, IL 60527

Re: Account 410030.000
PIN #: [REDACTED]
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$ 527.46. 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 November 27, 2017, will result in the immediate termination of your water service.

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Sincerely,

Timothy J. Halik
Director of Municipal Services

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

REPORT – Annual Pension Board Pension Fund Report

AGENDA NO.**5i****AGENDA DATE:**

11/27/2017

STAFF REVIEW: Carrie Dittman, Director of Finance**SIGNATURE** Carrie Dittman**LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:** THOMAS BASTIAN TH.**RECOMMENDED BY:** Tim Halik, Village Administrator**SIGNATURE:** THALIK**REVIEWED BY COMMITTEE:**YES ☐NO ☐N/A ☒**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

Annually, by state statute 40 ILCS 5/3-143, the Police Pension Board is required to report to the municipality the financial condition of the pension fund at the end of its most recent fiscal year (4/30/2017). The report is used when determining the amount of taxes to levy to fund police pension operations, although the Village has historically not levied a property tax and instead funded the police pension expenditures through General Fund sources.

At the October 18, 2017 police pension board meeting, the attached report was presented and was accepted by the pension board. The report contains excerpts from the police pension fund financial statements and actuarial valuation, which was also presented and accepted at the meeting.

The report (in accordance with the actuary's recommendation) contains a request of **\$871,084** in municipal contributions or **41.18%** of covered payroll for the FY 2018/2019 fiscal year. The statutory minimum contribution is **\$579,258** or **27.39%** of covered payroll. The actual investment return for the fiscal year ended April 30, 2017 was 7.39% and the Police Pension plan is 76.50% funded.

The current contribution for FY 2017/2018 is \$871,363 or 41.82% of covered payroll.

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

The police pension board voted to approve the report at the October 18, 2017 pension board meeting and officially request **\$871,084** as the annual municipal contribution from the Village of Willowbrook for the FY 2018/2019 police pension fund operations.

The Village board will determine during the budget process what amount to contribute into the police pension fund for FY 2018/19.

ACTION PROPOSED: ACCEPT THE REPORT

REQUIRED REPORTING TO MUNICIPALITY BY PENSION BOARD
As of 4/30/2017 fiscal year end

(40 ILCS 5/3-143) (from Ch. 108 1/2, par. 3-143)

Sec. 3-143. Report by pension board.

The pension board shall report annually to the city council or board of trustees of the municipality on the condition of the pension fund at the end of its most recently completed fiscal year. The report shall be made prior to the council or board meeting held for the levying of taxes for the year for which the report is made.

1.

Total Trust Assets (see attachment 1 for complete listing)

Total Assets (market value):	\$20,396,498
Actuarial Value of Assets (see item 8 for explanation):	\$21,333,170

2.

Estimated receipts during the next succeeding fiscal year from:

Participant Contributions deducted from payroll:	\$201,555
Employer Contributions and all other sources:	\$871,084

3.

Estimated amount required during the next succeeding fiscal year to:

(a) pay all pensions and other obligations provided in this Article:	\$1,190,435
(b) meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:	\$780,813

4.

Total Net Income received from investment of net assets:	\$1,457,636
--	--------------------

Assumed Investment Return:	7.25%
Actual Investment Return:	7.39%

Total Net Income received from investment of net assets (FYE April 30, 2016):	\$ (211,849)
---	---------------------

Assumed Investment Return (FYE April 30, 2016):	7.25%
Actual Investment Return (FYE April 30, 2016):	(1.37)%

5.

Total number of Active Employees that are financially contributing to the fund:	23
---	-----------

6.

Disbursements to:

(i) Annuitants in receipt of a regular retirement pension:

Total number of annuitants:	12
Total amount that was disbursed in benefits:	\$929,559

(ii) Recipients being paid a disability pension:

Total number of annuitants:	2
Total amount that was disbursed in benefits:	\$ 58,770

(iii) Survivors and children in receipt of benefits:

Total number of annuitants:	1
Total amount that was disbursed in benefits:	\$ 38,512

7.
Funded ratio of the fund: 76.50%
8.
Unfunded Actuarial Accrued Liability: \$6,555,131

The Unfunded Actuarial Accrued Liability is the excess of the Actuarial Accrued Liability over the Actuarial Value of Assets.

The Actuarial Accrued Liability is the portion of the present value of future plan benefits reflecting projected credited service and salaries determined by the actuarial cost method based upon the plan's actuarial assumptions and not provided for at a valuation date by the actuarial present value of future normal costs. The normal cost is the portion of this present value which is allocated to the current valuation year.

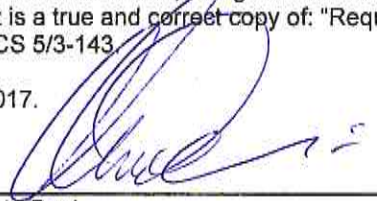
The Actuarial Value of Assets is the asset value derived by using the plan's asset valuation method which is a method designed to smooth random fluctuations in asset values. The objective underlying the use of an asset valuation method is to provide for the long-term stability of municipal contributions.

9.
Investment Policy of the pension board under the statutory investment restrictions imposed on the fund.
(See attachment 2)

Certification

I, Umberto Davi, President of the Willowbrook Police Pension Board, Village of Willowbrook, DuPage County, Illinois, do hereby certify that this document is a true and correct copy of: "Required Reporting to Municipality By Pension Board" as outlined in 40 ILCS 5/3-143.

Witness my hand this 18th day of October, 2017.



Umberto Davi
President of Willowbrook Police Pension Board

Source: P.A. 95-950, eff. 8-29-08

VILLAGE OF WILLOWBROOK, ILLINOIS

Police Pension Fund

Statement of Fiduciary Net Position

April 30, 2017

Assets

Cash and Cash Equivalents	\$ 85,853
Investments, at Fair Value	
Money Market Account	259,853
Certificates of Deposits	100,428
Mutual Funds	7,181,357
State and Local Obligations	671,738
U.S. Treasury Obligations	70,536
U.S. Agency Obligations	4,139,799
Mortgage Backed Securities	13,006
Corporate Bonds	3,320,328
Equities	4,536,545
Receivables	
Accrued Interest	<u>105,375</u>
Total Assets	20,484,818

Liabilities

Due to Primary Government	<u>88,320</u>
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Net Position

Restricted for Pensions	<u><u>\$ 20,396,498</u></u>
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WILLOWBROOK POLICE PENSION FUND

**STATEMENT OF
INVESTMENT POLICY**

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DEFINITION OF TERMS

Beneficiary - person eligible for or receiving benefits from a pension fund.

Book Entry Security - securities that can be transferred from institution to institution using the federal electronic wire system, thus eliminating the physical transfer of certificates. Records are maintained on a computer system at the Federal Reserve.

Collateral - the pledging of a security to guarantee performance of an obligation.

Commercial Paper - unsecured promissory notes of corporations issued for 270 days or less.

Fiduciary - person entrusted with the control of assets for the benefit of others.

Investment Manager - an individual or organization that provides investment management services for a fee, either on a discretionary or nondiscretionary basis. Under Illinois law, an investment manager is considered a fiduciary with respect to the Fund.

IL Funds (formerly known as the Illinois Public Treasurers' Investment Pool) - a short-term money market fund for public funds in Illinois.

Market Value - the present price of a given security.

B of A Merrill Lynch Corporate 1-10 Year Index - benchmark index based upon publicly issued intermediate corporate debt securities.

B of A Merrill Lynch Treasury Index - benchmark index that quantifies the price and yield performance of all U.S. Treasury obligations with a maturity of at least one year and an outstanding par value of at least \$100 million. The securities comprising the index are rebalanced on a daily basis.

B of A Merrill Lynch US Treasury/Agency Index: The U.S. Government/Agency Index tracks the performance of the combined U.S. Treasury and U.S. Agency Markets. It includes U.S. dollar- denominated U.S. Treasury and U.S. Agency Bonds, issued in the U.S. domestic bond market, having at least one year remaining term to maturity, a fixed coupon schedule and a minimum amount outstanding of \$1 Billion for U.S. Treasuries and \$150 Million for U.S. Agencies. The index is re-balanced on the last calendar day of the month.

Morgan Stanley Capital International (EAFE) - Indices are based on the share prices of approximately 1,600 companies listed on stock exchanges in the twenty-two countries that make up the MSCI National Indices.

Return -- Income and capital appreciation or depreciation on an investment.

Russell 2000 Stock Index - is comprised of the smallest 2000 companies in the Russell 3000 Index, representing approximately 11% of the Russell 3000 total market capitalization. The Index was developed with a base value of 135.00 as of December 31, 1986.

Security - any note, stock, bond, certificate of interest or certificate of deposit.

Separate Account - term used of variable annuities. Because the risk is borne by the investor in a variable annuity, the issuer may not commingle funds invested in the variable annuity with the general funds of the issuer.

Standard & Poor's 400 Midcap Stock Index – is comprised of 400 stocks chosen for market size, liquidity and industry group representation. All stocks within the S & P 500 are not eligible for inclusion.

Standard & Poor's 500 Stock Index - is a capitalization-weighted index of 500 stocks designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The index was developed with a base level of 10 for the 1941-43 base period.

Treasury Bill - short-term debt obligation of U.S. government which will mature within one year of original issuance.

Treasury Note - intermediate debt obligation of U.S. government which will mature in 1 to 10 years of original issuance.

Treasury Bond - longer debt obligations of U.S. government which will mature in more than ten years of original issuance.

Yield - percentage measured by taking annual income from an investment and dividing by current market value.

STATEMENT OF PURPOSE

The investment of pension funds is the responsibility of the members of the Board of Trustees of the Willowbrook Police Pension Fund (Pension Board). The purpose of this investment policy is to:

- Define and assign the responsibilities of all parties involved
- Establish the relevant investment horizon for which the Pension Fund will be managed
- Offer guidance and limitations to all Investment Managers regarding the investment of Pension Fund
- Communicate the Pension Board's policy views on management of pension funds to the public, participants, and beneficiaries of the Willowbrook Police Pension Fund (Fund)

- Establish long-term expected rates
- Establish a basis of evaluating investment results

In general, the purpose of this investment policy is to outline a philosophy which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical. This document is intended to serve as a reference tool, an operating code, and a communications link between the Board of Trustees, its staff, and its investment professionals.

INVESTMENT OBJECTIVES

The Pension Board has a fiduciary responsibility to discharge their duties with respect to the pension fund solely in the interest of the participants and beneficiaries as set forth in the Illinois Pension Code at 40 ILCS 5/1-109.

Safety: Safety of principal is the foremost objective of the Pension Fund. Each investment transaction shall seek to first ensure that large capital losses are avoided whether they are from securities defaults or erosion of market value.

Return on Investments: The Pension Board seeks to attain market rates of return on its investments consistent with constraints imposed by its safety objectives, cash flow considerations and Illinois state laws that restrict the placement of public funds.

Maintenance of Public Trust: All participants in the investment process shall seek to act prudently as custodians of pension funds. Investment officials shall avoid any transactions that might reasonably impair Fund participant's confidence in the Pension Board's ability to manage the Fund.

Liquidity: The assets shall be sufficiently liquid to meet the Fund's disbursement requirements for the payment of operating expenses and benefits.

DISTINCTION OF RESPONSIBILITIES

Management of the investment program is the responsibility of the Pension Fund Board of Trustees. No person may engage in an investment transaction except as provided under terms of this policy established by the Pension Board. The Pension Board may appoint an investment manager (as defined in 40 ILCS 5/1 - 101.4) to assist in the management of the investment program. Any such appointment shall be made in accordance with the requirements of Section 1-113.5 of the Illinois Pension Code (40 ILCS 5/1-113.5). The investment manager shall acknowledge, in writing, that it is a fiduciary with respect to the Pension Fund. Any such written agreement shall be attached to this policy. The Pension Board will meet with the investment manager at least quarterly to review market conditions, review the investment portfolio, and determine investment strategy.

The Board of Trustees will generally be responsible for the following:

- Complying with applicable laws, regulations, and rulings.
- Selecting all qualified investment professionals.
- Monitoring and evaluating investment performance and compliance with this Policy.
- Reviewing and suggesting changes, as needed, to this Policy.
- Establishing and reviewing the appropriateness of the Pension Fund's asset allocation policy.
- Taking action according to this policy.

PRUDENCE

Investments shall be made with judgment and care, under circumstances prevailing, which a person of prudence, discretion and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the primary objective of safety as well as the secondary objective of the attainment of market rates of return. The standards of prudence to be used by investment officials shall be the "Prudent Investor" and shall be applied in the context of managing the portfolio.

PROHIBITED TRANSACTIONS

The members of the Pension Fund Board of Trustees, and all other employees, agents, officials, or representatives of the Pension Fund involved in the investment process shall avoid any transactions prohibited by federal, state, or local law, particularly as set forth in 40 ILCS 5/1-110 and 30 ILCS 235/2. A Fiduciary with respect to the Fund shall not:

- Deal with the assets of the Fund in their own interests or for their own account.
- In their individual or other capacity act in any transaction involving the Fund on behalf of a party whose interests are adverse to the interests of the Fund or the interests of its participants or beneficiaries.
- Receive any consideration for their own personal account from any party dealing with the Fund in connection with a transaction involving the assets of the Fund.

INVESTMENT GUIDELINES

The Fund may invest in any type of investment instrument permitted by Illinois law, as described in Chapter 40 of the Illinois Compiled Statutes, 40 ILCS 5/1-113.1 through 113.4(a). Permitted investment instruments include, but are not limited to:

1. Interest bearing direct obligations of the United States of America.
2. Interest bearing obligations to the extent that they are fully guaranteed or insured as to payment of principal and interest by the United States of America.

3. Interest bearing bonds, notes, debentures, or other similar obligations of agencies of the United States of America. For the purposes of this section, "Agencies of the United States of America" include:
 - a. The Federal National Mortgage Association
 - b. Federal Land Banks, Federal Intermediate Credit Banks, Federal Farm Credit Banks, and any other entity authorized to issue direct debt obligations of the United States of America under the Farm Credit Act of 1971 or amendments to that Act
 - c. Federal Home Loan Banks and the Federal Home Loan Mortgage Corporation
 - d. Any agency created by Act of Congress that is authorized to issue direct debt obligations of the United States of America.
4. Interest bearing savings accounts or certificates of deposit, issued by federally chartered banks or savings and loan associations, or by State of Illinois chartered banks or savings and loan associations, to the extent that the deposits are insured by agencies or instrumentalities of the federal government.
5. Interest bearing bonds of the State of Illinois.
6. Pooled interest bearing accounts managed by the Illinois Public Treasurer's Investment Pool, also known as the IL Fund, in accordance with the Deposit of State Moneys act, interest bearing funds or pooled accounts of the Illinois Metropolitan Investment Funds, and interest bearing funds or pooled accounts managed, operated, and administered by banks, subsidiaries of banks, or subsidiaries of bank holding companies in accordance with the law of the State of Illinois.
7. Interest bearing bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois.
8. Money Market Mutual Funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies; provided that the portfolio of the money market mutual fund is limited to:
 - a. Bonds, notes, certificates of indebtedness, treasury bills, or other securities that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
 - b. Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
 - c. Short term obligations of corporations organized in the United States with assets exceeding \$400,000,000, provided that i) the obligations mature no later than 180 days from the date of purchase, ii) at the time of purchase, the obligations are rated by at least 2 standard national rating services at one of their 3 highest

classifications, and iii) the obligations held by the mutual fund do not exceed 10% of the corporation's outstanding obligations.

9. Not to exceed 10% of the portfolio; any combination of separate accounts that are managed by life insurance companies authorized to transact business in Illinois and are comprised of diversified portfolios consisting of common or preferred stock, bonds or money market instruments or mutual funds that meet the following requirements:
 - a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
 - b. The mutual fund must have been in operation for at least 5 years.
 - c. The mutual fund must have total net assets of \$250,000,000 or more.
 - d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.
10. Corporate bonds, managed through an investment advisor, and the bonds meet the following requirements:
 - a. The bonds must be rated as investment grade by one of the two largest rating services at the time of purchase.
 - b. If subsequently downgraded below investment grade, the bonds must be liquidated from the portfolio within 90 days after being downgraded by the manager.
11. A pension fund with net assets of \$2,500,000 or more, may invest a portion of its net assets, not to exceed 45% of the market value of the pension fund's net present assets as stated in its most recent annual report on file with the Illinois Department of Insurance, in separate accounts that are managed by life insurance companies authorized to transact business in Illinois and are comprised of diversified portfolios consisting of common or preferred stock, bonds or money market instruments or mutual funds that meet the following requirements:
 - a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
 - b. The mutual fund must have been in operation for at least 5 years.
 - c. The mutual fund must have total net assets of \$250,000,000 or more.
 - d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.
12. A pension fund with net assets of \$5,000,000 or more, which has appointed an investment adviser under Section 1-113.5, may, through that investment adviser, invest in common and preferred stocks and mutual funds that meet all of the following requirements:

The stocks must meet all of the following requirements:

- a. The common stocks must be listed on a national securities exchange or board of trade (as defined in the Federal Securities Exchange Act of 1934 and set forth in paragraph G of Section 3 of the Illinois Securities Law of 1953) or quoted in the National Association of Securities Dealers Automated Quotation System National Market System.
- b. The securities must be of a corporation in existence for at least 5 years.
- c. The market value of stock in any one corporation may not exceed 5% of the cash and invested assets of the pension fund, and the investments in the stock of any one corporation may not exceed 5% of the total outstanding stock of that corporation.
- d. The straight preferred stocks or convertible preferred stocks must be issued or guaranteed by a corporation whose common stock qualifies for investment by the board.

The mutual funds must meet the following requirements:

- a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
- b. The mutual fund must have been in operation for at least 5 years.
- c. The mutual fund must have total net assets of \$250,000,000 or more.
- d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.

The Fund's investment in the above equity investments shall not exceed 45% of the market value of the pension fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

13. A pension fund with net assets of \$10,000,000 or more, which has appointed an investment adviser under Sections 1-101.4 and 1-113.5, may, through that investment adviser, invest an additional portion of its assets in common and preferred stocks and mutual funds that meet all of the following requirements:

The stocks must meet all of the following requirements:

- a. The common stocks must be listed on a national securities exchange or board of trade (as defined in the Federal Securities Exchange Act of 1934 and set forth in paragraph G of Section 3 of the Illinois Securities Law of 1953) or quoted in the National Association of Securities Dealers Automated Quotation System National Market System.
- b. The securities must be of a corporation in existence for at least 5 years.
- c. The market value of stock in any one corporation may not exceed 5% of the cash and invested assets of the pension fund, and the investments in the stock of any one corporation may not exceed 5% of the total outstanding stock of that corporation.

- d. The straight preferred stocks or convertible preferred stocks must be issued or guaranteed by a corporation whose common stock qualifies for investment by the board.

The mutual funds must meet the following requirements:

- a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
- b. The mutual fund must have been in operation for at least 5 years.
- c. The mutual fund must have total net assets of \$250,000,000 or more.
- d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.

The Fund's total investment in the items authorized under this Section shall not exceed 60% effective July 1, 2011 and 65% effective July 1, 2012 of the market value of the pension fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

PERFORMANCE MEASUREMENTS

Performance will be calculated using professional standards as established by the Association for Investment Management Research. The Pension Board shall utilize the following benchmarks for evaluating the Fund's performance:

<u>Application</u>	<u>Benchmark</u>
Cash Equivalents	90 - day U.S. Treasury Bills
Fixed Income (excludes Corporate Bonds)	B of A Merrill Lynch Treasury/Agency Index
Corporate Bond	B of A Merrill Lynch 1-10 Year Corporate
Large Capitalization Equities	Standard & Poor's 500 Stock Index
Mid Capitalization Equities	Standard & Poor's 400 Stock Index
Small Capitalization Equities	Russell 2000 Stock Index
International Equities (includes developed and emerging markets)	Morgan Stanley Capital International Europe/Australias/Far East Index

The investment performance of total portfolios, as well as asset class components, will be measured against said benchmarks. The Trustees reserve the right to terminate a manager for any reason including, but not limited to, the following:

- Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
- Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
- Significant qualitative changes to the investment management organization.

CONTROLS

The Fund maintains its books and records in conformance with generally accepted accounting principles. The internal controls shall be established by the Treasurer and reviewed by the Pension Board and an independent auditor. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the Pension Board.

DIVERSIFICATION / STRATEGY

Fixed Income:

The average maturity/duration of the portfolio will be managed based upon the current existing interest rate environment. Under most circumstances the maturity/modified duration of the portfolio will be maintained at approximately 5.0 years and will range from 1.0 years to 7.0 years. The investment manager may change the duration of the portfolio as the market conditions permit.

The allocation guidelines, by asset class, for the fixed income investments are as follows:

	<u>Target Allocation³</u>	<u>Range of Allocation</u>
Cash, Money Market, IPTIP accounts: ¹	0%	0 - 20%
Bank Certificates of Deposit: ²	0%	0 - 25%
U.S. Treasury Securities:	10%	0 - 40%
U.S. Government Agency Securities:	40%	0 - 75%
U.S. Government Agency MBS's: ⁴	0%	0 - 20%
Taxable Municipal Securities:	10%	0 - 20%
Corporate Bonds:	25%	0 - 50%
High-Yield Fixed Income Funds:	7.5%	0 - 10%
Emerging Market Fixed Income Funds	7.5%	0 - 10%

Notes:

1. Cash will be maintained to manage cash flow of the Fund or as a transition asset.
2. Bank certificates of deposit will only be used if market returns are favorable. They will be used as a substitute for the Treasury and Agency portion of the portfolio.
3. Under normal market conditions the structure of the portfolio will be within these limits; however the portfolio manager may diverge from the above suggestions due to abnormal market conditions.
4. May be individual Mortgage Backed Securities (MBS) or MBS Funds

Equities:

Once the fund reaches the equity allocation approved by the Board and permitted by law, normal asset allocation range for equity portfolio allocation weightings should be:

	<u>Target Allocation</u>	<u>Range of Allocation</u>
U.S. Large Company Stocks	55%	15-75%
U.S. Mid-Sized Company Stocks	10%	0-20%
U.S. Small Company Stocks	10%	0-25%
International Stock Funds	15%	0-30%
Alternative Investment Funds *	10%	0-30%

*Such as, but not limited to: Real Estate Funds, Natural Resources Funds, Infrastructure Funds. All funds used in this space will meet the State Statute guidelines for mutual funds.

Portfolio allocations should be rebalanced at least annually at the end of the fiscal year or when the portfolio allocation to equities rises above the limit established and confirmed at each board meeting.

LONG-TERM EXPECTED RATES [as required by GASB 67]

Willowbrook Police Pension Fund

Long-Term Expected Rates*

<u>Asset Class</u>	<u>Long-Term Expected Rate of Return</u>	<u>Long-Term Inflation Expectations</u>	<u>Long-Term REAL Rates of Return Expectations</u>
<u>Fixed Income</u>			
US Treasuries	4.30%	2.50%	1.75%
US Agencies	4.50%	2.50%	2.00%
Taxable Municipal Securities	4.50%	2.50%	2.00%
Corporate Bonds	5.00%	2.50%	2.50%
High-Yield Fixed Income	6.00%	2.50%	3.50%
Emerging Market Fixed Income	6.50%	2.50%	4.00%
<u>Equities</u>			
US Large Cap	7.50%	2.50%	5.00%
US Mid Cap	7.80%	2.50%	5.25%
US Small Cap	7.50%	2.50%	5.00%
International	7.80%	2.50%	5.25%

<u>Alternatives</u>			
Real Estate	6.80%	2.50%	4.25%
Global Infrastructure	7.30%	2.50%	4.75%
Natural Resources	3.80%	2.50%	1.25%

*The above data has been requested per GASB 67, MB Financial Bank has formulated this data in accordance with the Asset Management and Trust Division's proprietary research and analytical tools. These projections were most recently updated in September, 2014. And to the extent they will be updated in the future, it will be done as an addendum to this investment policy statement.

COLLATERALIZATION - It is the policy of the Fund to require that all deposits in excess of FDIC insurable limits (applies to bank Certificates of Deposit and other cash deposits) be secured by collateral in order to protect deposits from default.

1. Eligible collateral instruments and collateral ratios (market value divided by deposit) are as follows:
 - a. U.S. Government Securities = 110%
 - b. Obligations of Federal Agencies = 115%
 - c. Obligations of the State of Illinois = 115%
 - d. Local and Municipal Bonds rated "A" or better by Moody's = 115%

The ratio of fair market value of collateral to the amount of funds secured shall be reviewed at least quarterly and additional collateral shall be requested when the ratio declines below the level required.

2. Safekeeping of collateral

- a) Third party safekeeping is required for all collateral. To accomplish this, the securities can be held at the following locations:
 1. A Federal Reserve Bank or branch office.
 2. At another custodial facility - generally in a trust department through book-entry at the Federal Reserve, unless physical securities are involved. If physical securities are involved, at a third party depository in a suitable vault and insured against loss by fire, theft and similar causes.
- b) Safekeeping of collateral shall be documented by a written agreement approved by the Treasurer. This may be in the form of a safekeeping agreement, trust agreement, escrow agreement or custody agreement.
- c) Substitution or exchange of securities held in safekeeping as collateral may occur without prior written notice to the Treasurer provided that the market value of the replacement securities are equal to or greater than the market value of the securities

being replaced. The Treasurer shall be notified in writing within two days of all substitutions.

CUSTODY, REGISTRATION AND SAFEKEEPING OF INVESTMENTS

1. Third party safekeeping is required for all securities owned by the Fund. To accomplish this, the securities shall be held in a trust department through book-entry at the Depository Trust Company.
2. The Board of Trustees may register the investments of the Fund in the name of the Pension Fund, in the nominee name of a bank or trust company authorized to conduct trust business in Illinois, or in the nominee name of the Illinois Public Treasurer's Investment Pool.
3. Safekeeping shall be documented by an approved written agreement. The agreement may be in the form of a safekeeping agreement, trust agreement, escrow agreement or custody agreement. Fees for this service shall be mutually agreed upon by the Pension Board and the safekeeping bank.

ETHICS AND CONFLICTS OF INTEREST

Any fiduciary with respect to the Fund shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

INDEMNIFICATION

The Pension Fund may indemnify and protect the trustees, staff and advisors against all damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the trustees. However, the trustees, staff and advisors shall not be indemnified for willful misconduct and gross negligence.

REPORTING AND COMMUNICATION

Reporting

On a quarterly basis, the Treasurer, Finance Director and /or Investment Manager shall submit to the Pension board an investment report which shall describe the portfolio in terms of investment securities, maturity, cost, transactions and earnings for the current period. The Treasurer or Investment Manager shall also submit a comprehensive annual report on the investment program and activity.

Meeting Schedule

The Board shall schedule periodic meetings for the purposes of portfolio and investment performance review. Special meetings may be called as needed to conduct the business of the

pension Board. Investment policies and Fund management guidelines will be reviewed by the Pension Board every year.

Audit

The Fund is subject to periodic examination by the Illinois Department of Insurance.

Filing of Policy; Public Availability

The Board shall file this policy with the Illinois Department of Insurance within thirty (30) days of its adoption. The Board shall make a copy of this Policy available to the public at the main administrative office of the Pension Fund.

AMENDMENT

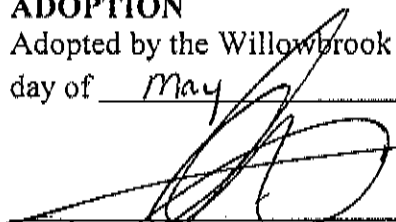
The Board shall review this Policy periodically to ensure its effectiveness in meeting the Pension Fund's needs for safety, liquidity, rate of return, and diversification, and its general performance. Any changes shall be presented to the Pension Board for its approval. Whenever this policy is amended, the Board shall file a copy of the new policy with the Illinois Department of Insurance within thirty (30) days.

CONFLICT

In the event of any conflict between this Policy and the Illinois Compiled Statutes or case decisions of the State of Illinois, the Statutes and case law decisions shall govern.

ADOPTION

Adopted by the Willowbrook Police Pension Fund Board of Trustees, as amended, on this 21st day of May, 2015.



President



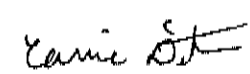
Trustee



Secretary



Trustee



Treasurer

Trustee

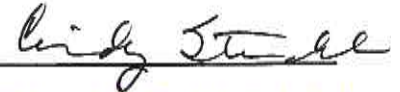
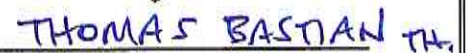

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A PROCLAMATION SUPPORTING THE YEAR-LONG ILLINOIS BICENTENNIAL CELEBRATIONS BEGINNING DECEMBER 4, 2017

AGENDA NO.**5j****AGENDA DATE:** 11/27/17**STAFF REVIEW:** Cindy Stuchl**SIGNATURE:****LEGAL REVIEW:** Thomas Bastian**SIGNATURE:****RECOMMENDED BY VILLAGE ADMIN.:****SIGNATURE:****REVIEWED & APPROVED BY COMMITTEE:** YES ☐ N/A ☒**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

A yearlong celebration will take place beginning December 3, 2017 through December 3, 2018 to commemorate the State of Illinois' 200th birthday. Statewide counties and municipalities have been asked to coordinate an Illinois Bicentennial Flag Raising Ceremony at their primary municipal building on Monday, December 4, 2017 at 12:00 Noon CST to coincide with Ceremonies throughout the state.

As we approach the 200th year of statehood, these Ceremonies will help kickoff a yearlong celebration that will pay tribute to the people, places, and things that are being BORN, BUILT & GROWN here every single day. This Bicentennial is a once-in-a-lifetime invitation to fall in love with Illinois all over again, and it will showcase Illinois' influence on American history, achievement, culture, innovation, and more. Together, we can inspire pride in Illinois and show the world what makes this state so great.

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

The Village of Willowbrook will be participating in the Illinois Bicentennial Flag Raising in front the Willowbrook Police Department building located at 7760 Quincy Street.

ACTION PROPOSED: ADOPT THE PROCLAMATION

Village of Willowbrook

Proclamation

WHEREAS, Sunday, December 3, 2017, marks Illinois' 199th birthday, as Illinois became the 21st state in the union on December 3, 1818; and

WHEREAS, Illinois Bicentennial will be a yearlong celebration between December 3, 2017 and December 3, 2018, which will be our state's 200th birthday; and

WHEREAS, the bicentennial of our statehood is an opportunity to recognize and celebrate the many cultural, economic, academic and political contributions that Illinois and its residents have made to the nation and the world; and

WHEREAS, commemorations and celebrations will enable and encourage Illinoisans of all ages and backgrounds, together with visitors, to experience Illinois' 1,298 cities, villages and towns, thereby stimulation the Illinois economy; and

WHEREAS, our Village recognizes the importance of the bicentennial celebration as a way to honor the citizens and the history of our great state, and set a course for continued success; and

WHEREAS, our Village, through its Elected Officials, committees and congregations, will work together with the Illinois Bicentennial Commission and the state's citizens, businesses, cultural and educational institutions to share our vision and projects to mark the 200th birthday; and

WHEREAS, participation in Illinois' bicentennial celebration is a unique opportunity to honor and showcase the state and is a once-in-a-lifetime invitation to fall in love with Illinois all over again.

NOW, THEREFORE, I, MAYOR FRANK A. TRILLA, do hereby proclaim that the Village of Willowbrook, for its staff, residents, and businesses, endorse the efforts of the Illinois Bicentennial Commission in promoting, planning and executing historic, educational, celebratory and cultural initiatives and furthermore, proclaim that we partner with the Illinois Bicentennial Commission as it kicks off a year-long celebration of the 200th anniversary of the State of Illinois with an official flag raising ceremony on Monday, December 4, 2017 at noon at the Willowbrook Police Department, 7760 Quincy Street, Willowbrook, Illinois.

Proclaimed this 27th day of November, 2017.

Attest:

Mayor

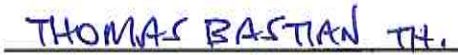
Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE AMENDING TITLE 3, CHAPTER 1A, SECTION 3-1A-1(24)
OF THE VILLAGE CODE – FEES ENUMERATED: AUTOMOBILE DEALERS

AGENDA NO.**6****AGENDA DATE:** 11/27/2017**STAFF REVIEW:** Carrie Dittman, Director of Finance**SIGNATURE:****LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:****RECOMMENDED BY:** Timothy Halik, Village Administrator**SIGNATURE:****REVIEWED & APPROVED BY COMMITTEE:** YES ☒NO ☐N/A ☐**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

In fall 2016, Highline Auto Sales, an internet based auto sales business, opened within the building located at 555 Executive Drive, within the Executive Plaza Industrial Park. Section 3-1A-1(24) of the Village Code sets the annual business license fee for auto dealers at \$4,000. Upon being advised of this, the owner of Highline Auto Sales argued that their internet auto sales were no different than other retail internet sales, and therefore, they should be charged the fee contained within Section 3-1A-1(28), which would calculate to \$500 annually, based on square footage. The Village performed a survey of other jurisdictions and that survey showed our auto dealer business license fee to be high. The Village ultimately agreed that Highline's use is different from a conventional auto dealership and charged them the lower \$500 fee.

A different, traditional, auto dealer is now requesting that they also be charged a lower fee. In light of the survey, the Village examined the fee structure. Four auto dealer businesses in town are currently subject to the fee and would be affected by any changes made. Two are internet based and pay their annual fee based on square footage, and two are traditional dealers and pay \$4,000 annually each. The attached ordinance revises the business license fee for auto dealers only to be three tiered (all based on square footage):

\$500.00 annual fee	0 – 40,000 sq. ft.
\$750.00 annual fee	40,001 – 75,000 sq. ft.
\$1,000.00 annual fee	75,001 and over

Under this new structure, the two traditional auto dealers that previously paid \$4,000 each annually would now pay \$750 and \$500 annually (reduction of \$6,750 in revenues annually).

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

The Finance and Administration Committee discussed the topic at the November 13, 2017 meeting, and also gave a report on this during the Committee Reports section of the Village board meeting later that evening. The attached draft ordinance was then circulated to the Committee members for their review and comment. No changes have been made to the draft ordinance after it was distributed.

ACTION PROPOSED: PASS THE ORDINANCE

ORDINANCE NO. 17-O-_____

AN ORDINANCE AMENDING TITLE 3, CHAPTER 1A, SECTION 3-1A-1(24)
OF THE VILLAGE CODE – FEES ENUMERATED: AUTOMOBILE DEALERS

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

SECTION ONE: That Title 3, Chapter 1A, Section 3-1A-1(24) of the Village Code of the Village of Willowbrook, entitled "Fees Enumerated: Junkyards or Dealers (including automobiles)", is hereby amended by deleting Item #24 contained therein in its entirety and in lieu thereof, the following language shall be substituted:

...“24. Automobile Dealers:

Building Floor Area in Square Feet

0 to 40,000	\$500.00 per year
40,001 to 75,000	\$750.00 per year
75,001 and over	\$1,000.00 per year”

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

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

[The remainder of this page intentionally left blank]

PASSED and APPROVED this 27th day of November, 2017.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: AN ORDINANCE AMENDING SECTION 3-12-5 ENTITLED "CLASSIFICATIONS," AND SECTION 3-12-19 ENTITLED "HOURS" OF CHAPTER 12 ENTITLED "LIQUOR," OF TITLE 3 ENTITLED "BUSINESS" OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

AGENDA NO.

7

AGENDA DATE: 11/27/17

STAFF REVIEW: Cindy Stuchl, Executive Secretary

SIGNATURE:

Cindy Stuchl

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE:

THOMAS BASTIAN TH

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE:

TE Halik

REVIEWED & APPROVED BY COMMITTEE: YES ☐ NO ☐ N/A ☒

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

Village staff was contacted by the new owner of the 7-11 Gas Station, located at 535 Joliet Road, requesting to sell packaged beer and wine.

It was confirmed that the Mayor and Deputy Liquor Commissioner would support these types of liquor sales for gas stations.

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

Village staff researched liquor license classifications in several other jurisdictions where known gas station liquor sales were already in place. After review, staff recommends that a new classification of license be created to allow for packaged beer and wine sales at gas stations.

Limitations would include: minimum of 3,000 sq. ft. of interior space; floor displays shall be at least 10' from any point of ingress and egress; coolers shall be locked during hours when liquor sales are prohibited; the sale of individual bottles or cans of beer is prohibited, and the sale of wine in containers less than 750 ml. is prohibited; and restricted sale hours.

It was also recommended that the license fee be set at \$2,500.00.

It is recommended that the Village Board approve the attached Ordinance amending the Village Code to create a new Class "M" liquor license and set the number of licenses issued to one (1).

ACTION PROPOSED: PASS THE ORDINANCE.

ORDINANCE NO. 17-O-____

AN ORDINANCE AMENDING SECTION 3-12-5 ENTITLED "CLASSIFICATIONS,"
AND SECTION 3-12-19 ENTITLED "HOURS" OF CHAPTER 12
ENTITLED "LIQUOR," OF TITLE 3 ENTITLED "BUSINESS"
OF THE VILLAGE CODE OF ORDINANCES OF
THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

WHEREAS, the corporate authorities of the Village of Willowbrook, are expressly authorized, pursuant to section 4-1 of the Illinois Liquor Control Act (235 ILCS 5/4-1), to regulate the number, classification and license fees authorizing the retail sale of alcoholic liquor in the Village; and

WHEREAS, the corporate authorities of the Village of Willowbrook, have determined that it is proper and in the best interest of the Village to add a Class M liquor license classification for the retail sale of alcoholic liquor in the Village of Willowbrook.

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

Section One: Section 3-12-5 entitled: "Classifications," of Chapter 12 entitled "Liquor," of Title 3 entitled "Business" of the Village Code of Ordinances of the Village of Willowbrook, DuPage County, Illinois, as amended, is further amended by adding

thereto, in proper alphabetical order, section 3-12-5(M) to read as follows:

M	Retail - No Consumption - gas stations
---	--

"[M] Class M: Class M License shall authorize the retail sale of beer and wine, in their original packages, not for consumption on the premises were sold, of a business where the primary purpose is the sale of petroleum products (gas stations) provided the gas station has a minimum of three thousand (3,000) sq. ft. of interior space. The total floor and cooler space dedicated to the sale of beer and wine shall be limited to ten (10%) percent of total square footage of the interior of the premises; signs shall be posted in the store displaying the prohibited sale hours of beer and wine; the percentage of window space permitted to be used for the advertising of the sale of beer and wine at such gas station is limited to ten (10%) percent of the total window space available; and no signage advertising the sale of beer or wine shall be permitted on the outside of the building or on the grounds of the gas station except that which is permitted in the window of the establishment.

Additional restrictions:

1. Floor displays or stacking of beer and wine shall be at least ten (10) feet from any point of ingress and egress and shall not be stacked so as to obstruct the view of the interior of the premises from the exterior of the premises;
2. Coolers shall be locked during those hours when the sale of beer and wine is prohibited;
3. A Class M license shall not authorize the sale of individual bottles or cans of beer. In addition, a Class M license shall not authorize the sale of individual bottles or containers of wine less than seven hundred fifty (750) ml.

The annual license fee for a Class M license shall be Two Thousand Five Hundred Dollars (\$2,500.00). The maximum number of Class M licenses shall be one (1).

Section Two: The remaining provisions of section 3-12-5 shall remain in full force and effect and unamended by this ordinance.

Section Three: Section 3-12-19: entitled "Hours:" of Chapter 12 entitled: "Liquor" of Title 3 entitled: "Business" as amended, is further amended by adding the following after the second paragraph therein to read as follows:

"For the holders of a Class M license, beer and wine shall only be sold, given or delivered on the licensed premises between the hours of six o'clock (6:00) a.m. and eleven o'clock (11:00) p.m. on Mondays through Saturdays and seven o'clock (7:00) a.m. and ten o'clock (10:00) p.m. on Sundays."

The remaining provisions of Section 3-12-19 shall remain in full force and effect and amended by this Ordinance.

Section Four: Any ordinance or portion of any ordinance in conflict with the provisions of this Ordinance is hereby repealed solely to the extent of said conflict.

[The rest of this page intentionally left blank]

Section Five. This Ordinance shall be in full force and effect from and after its passage and approval and publication in the manner provided by law.

PASSED and APPROVED this 27th day of November, 2017, by a roll call vote as follows:

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

MINUTES OF THE REGULAR MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 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 Chairman Davi at 5:35 p.m.

2. ROLL CALL

Those present at roll call were Chairman Umberto Davi, Trustee Gayle Neal, Director of Finance Carrie Dittman and Assistant to the Village Administrator Garrett Hummel.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, September 11, 2017 were reviewed.

Motion to approve made by Trustee Neal, seconded by Chairman Davi. Motion carried.

4. REPORT – Special Recreation Tax Levy

Director Dittman explained that one component of the Parks and Recreation Department budget is how the Special Recreation Tax Levy funds certain ADA eligible park expenditures. The tax levy passed for 2016 was \$74,620, which equates to about \$18.32 in annual property taxes for a homeowner of a \$300,000 home. Staff reviewed the needs for next year and advises raising the 2017 levy to \$78,341. With the increase in Village EAV, this will equate to about \$18.02 in property taxes for a \$300,000 home. The overall levy increase is about 4.9%. There is no tax limit on this particular type of levy, however, increases of 5.0% or more are subject to the requirements of the truth in taxation process.

A detail of the planned expenditures is included in the packet. By April 30, 2018, it is expected that the General Fund will completely draw down all previously restricted SRA funds and spend all of the 2016 levy collections, primarily on Willow Pond Park ADA improvements. With the Committee's approval, staff will present the tax levy ordinance to the Village Board for adoption at the October 23, 2017 meeting.

Chairman Davi and Trustee Neal approved the request to be brought forth to the Village board.

5. REPORT – Status of Annual Audit of the Village of Willowbrook for the Fiscal Year 2016-17

Director Dittman reported on the results of the annual audit of the Village's financial statements for the year ended April 30, 2017, which has now concluded. The Village received an unmodified, or "clean" opinion, on the financial statements. The General Fund revenues outperformed budget by \$314,885. Actual expenditures were less than budget by \$1,090,351, mainly due to the deferral of the Willow Pond Park project (\$800,000) due to the suspension of the related state grant. The General Fund had a net increase in fund balance of \$115,354. At April 30, 2017, the General Fund's unrestricted fund balance was \$5,925,276, which equates to about 263 days in operating reserves vs. the budgeted 174 days.

Director Dittman reviewed the ending fund balance and net income/loss of each of the other funds of the Village. She noted that the LAFER Fund had an ending fund balance of (\$32,149) and a net loss of \$3,007,338 due to the spend down of the bond proceeds issued to fund the police department renovation. That project is continuing into fiscal year 2017/18, and after the bond proceeds are exhausted approximately \$849,000 of General Fund sources will be transferred to the LAFER fund to cover the remainder of the project.

Director Dittman also noted that there was one new management letter comment this year, due to a prior period restatement of May 1, 2016 entity-wide net position. GASB 68, the accounting pronouncement related to pensions, was effective for FY 15/16. There are 3 pension plans affected by GASB 68: IMRF, SLEP, and police pension. GASB 68 requires that the net pension liability be reported on the f/s (ending liability goes on the statement of net position and the change in the net pension liability flows through the statement of activities). IMRF & SLEP were correctly reported on the FY 15/16 financial statements, and the police pension's net pension liability was correctly reported as of 4/30/16. However, certain components of the *change in net pension liability* that are required to flow through the financial statements were not included in the 15/16 financial statements. Some components of the change in the net pension liability are recognized immediately as an expense and others are amortized over several years according to the accounting standard. The annual amortization of these changes as determined in the initial 2015 baseline valuation should have been reflected in the 2016 valuation; on the actuary's valuation report, the section where this is presented was titled "current and prior reporting periods" and both the Village and the auditor believed that the amortization was included. However, the title was misnamed and the amounts were excluded.

A three-way conference was held between the Village, auditors and actuary to confirm the error and the auditors prepared a schedule to fill in the missing information. However, it was determined that 2016 would need to be restated due to the dollar amount of the net adjustment; the restatement increased our net position by \$843,493.

6. REPORT – Monthly Disbursement Reports – September 2017

The Committee reviewed and accepted the disbursement reports for the month of September and key items are highlighted below:

- Total cash outlay for all Village funds – \$1,473,375. Fiscal Year to Date is \$7,753,383. September includes payments to Clauss Brothers for Willow Pond Park and to M & A Asphalt for the annual MFT road program.
- Payroll monthly total for active employees including all funds - \$433,195 (3 payrolls). The average payroll for the year was \$156,249, which is a 6.67% increase from the prior fiscal year.
- Average daily outlay of cash for all Village funds for August: \$49,113. Average monthly cash outlay for all Village funds fiscal year to date (YTD): \$1,550,677. Daily average fiscal YTD: \$50,647. This is unusually high due to the three construction projects occurring.
- Average daily expenditures for the General Fund only: \$38,541. Fiscal YTD average is \$32,379 which is a 33.8% increase from the prior year. The increase is due to the General Fund transfers out to the LAFER Fund to cover the police department renovation, now that the bond proceeds have been exhausted.

7. REPORT – Sales Tax, Business District 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 September 30, 2017 (unaudited):

- Sales tax receipts - \$354,582 down .4% from the prior year. Trending 4.2% over budget.
- Business District sales tax receipts - \$37,321. This is a new report which shows collections of the 1.0% sales tax collected in the Village's new business district. The revenue comes from only the Town Center side as only those businesses are currently open. 34.92% of the annual budget has been collected (and 41.67% of the fiscal year has been completed).

- Income Tax receipts - \$44,142 down 4.28% compared to the prior year, 10.4% under budget. The state of Illinois is no longer in arrears in payments, however we are now feeling the effects of the recent state legislation which included a 10% reduction in income tax, which is about \$86,254 annually.
- Utility tax receipts - \$78,406 down 3.11% from the prior year, 5.5% under budget, consisting of:
 - Telecomm tax - \$30,495 down 6.76%
 - Northern IL gas - \$5,736 up 8.64%
 - ComEd - \$42,175 down 2.92%
- Places of Eating Tax receipts - \$44,371 down 4.39% compared to the prior year, trending 1.33% under budget. A new restaurant, Mod Pizza, opened in late August to occupy the vacant space left by Pei Wei Asian Diner in the Town Center.
- Fines - \$12,359 up 28.23% compared with the prior year, 61.80% over budget. Fines come from County distributions and also local fine tickets written by Village police officers.
- Red Light Fines – \$52,170 down 28.34% from the prior year receipts, trending 7.9% under budget. The Rt. 83/63rd St. intersection is still “down”, however, the new cameras are currently being tested.
- Building Permit receipts - \$39,902 up 24.72% from the prior year, 153.66% above budget.
- Water sales receipts - \$351,489 down 12.75% from the prior year, 12.83% below budget. The large decline from Sept 2016 to Sept 2017 is due to a \$181,000 catch up bill issued in Sept 2016 to a shopping center that experienced a huge leak, and that billing is non-recurring.
- Hotel/Motel Tax receipts - \$21,506 up 5.92% compared with the prior year. The revenue is trending at 10.5% higher than budget. Three of the four hotels are open and active.
- Motor Fuel Tax receipts - \$18,646 up 2.35% compared with the prior year, 1.1% above budget.

Motion to approve the Monthly Disbursement reports and Revenue reports was made by Chairman Davi, seconded by Trustee Neal. Motion carried.

8. VISITOR’S BUSINESS

There were no visitors present at the meeting.

9. COMMUNICATIONS

There were no communications.

10. ADJOURNMENT

Motion to adjourn at 6:15 p.m. was made by Chairman Davi, seconded by Trustee Neal. Motion carried.

(Minutes transcribed by: Carrie Dittman, 10/12/2017)

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
SEPTEMBER 11, 2017 AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN
THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Michael Mistele called the meeting to order at 5:35 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 August 14, 2017 regular meeting of the Municipal Services Committee, Chairman Michael Mistele made a motion to approve the minutes as presented. Trustee Paul Oggerino seconded the motion. Motion Carried

4. DISCUSSION – Willowbrook Parks – Corporate Naming, Advertising, and Sponsorship Policy

Administrator Halik reminded the Committee that at the August 14, 2017 regular meeting of the Parks & Recreation Commission, the issue of park naming rights, corporate advertising, and sponsorship was discussed. To recap, Halik advised that a local retailer has offered to donate a sum of money to the Village parks department in return for the ability to sponsor a park amenity, in this case, the new water splash pad currently under construction at Willow Pond Park, in their business name. The Municipal Services Committee considered this matter at their last meeting, but expressed some concerns about the scope of such a program and whether it was appropriate to allow park amenities to be sponsored by local businesses, primarily if such amenities would then be named after those businesses, such as the ACME splash pad. After some discussion, the Committee ultimately authorized staff to draft a policy for further consideration. Halik advised that staff drafted the attached policy using language particularly from two model policies already in place in Oak Park, IL, the Park District of Oak Park, and the Montgomery County Department of Parks, Maryland. Halik shared that those two jurisdictions have implemented similar policies that contained desirable language. As discussed at the last Committee meeting, the draft policy contains the following components:

- Public input derived from Park Commission meetings
- Naming rights open to local businesses
- Specific terms to be set
- The donation to parks should be substantial
- No resulting entitlement
- Includes park amenities or park events only (Not entire parks)

In part, the policy includes the ability for defined entities to name a park asset in return for providing substantial financial or material in-kind support for parks. Park naming must ultimately be approved by the Village Board after receiving a recommendation from the

Park Commission. In addition, written agreements may be made to allow corporate advertising, sponsorship and naming rights for park events, or sponsorship and advertising of park assets in return for providing substantial financial or material in-kind support for parks. These would be approved by the Village Administrator after consultation with the Mayor. Halik advised the Committee that the policy was sent to Attorney Bastian, but he has not yet reviewed it. Chairman Mistele inquired about Park Commission input. Halik responded that the intent would be that the discussions that occur with the park commissioners would be at a public meeting and included on that meeting's posted agenda. Therefore, anyone could attend and speak on that topic. Trustee Oggerino offered that if large park signage is a concern, a centrally located plaque could be installed in the park to recognize, perhaps, gold, silver, and platinum level donors. Each level could correspond to a donation amount. Chairman Mistele thought that was a good idea if we decide to pursue this concept, stating that he would be concerned that such a policy will open Pandora's box, so to speak. In conclusion, the Committee agreed that once the Village Attorney completes his review of the policy, it should be brought to the Village Board to obtain their feedback.

5. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for the month of August 2017. Halik advised that the Village received about \$65,000 in permit revenue for the month. Halik advised that for the first four months of the 2017/18 fiscal year, the department has brought in a total of 79% of the budgeted revenue.
- b. Administrator Halik shared the water system pumpage report for July 2017. The report indicates that the Village pumped 34,333,000 gallons of water in the month. The total amount of water pumped so far in the 2017/18 fiscal year is about 3.8% below the amount of water pumped in the same time period of the previous year. However, we are still on track to meet the 350,000,000 pumpage projection for the year.
- c. Administrator Halik shared the August 2017 scavenger report, and advised that the report was for informational purposes only.
- d. Administrator Halik shared the August 2017 Clarke Mosquito Abatement Program Report, and advised that the report was for informational purposes only.

6. VISITOR'S BUSINESS

(None)

7. COMMUNICATIONS

Administrator Halik advised that the fall brush collection program is tentatively scheduled to occur October 9th through the 13th and that the same contractor has submitted the lowest proposal, so far.

8. ADJOURNMENT

Motion to adjourn was made by Trustee Oggerino and seconded by Chairman Mistele. The meeting was adjourned at 6:10 PM.

(Minutes transcribed by: Tim Halik, 10/26/17)

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 3, 2017, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Commissioner Doug Stetina called the meeting to order at the hour of 7:03 p.m.

2. ROLL CALL

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

ABSENT: Chairman Richard Cobb.

Also present was Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 5, 2017

The Commission reviewed the September 5, 2017 minutes.

MOTION: A Motion was made by Commissioner Grimsby and seconded by Commissioner Lazarski to approve the September 5, 2017 minutes as presented.

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

MOTION DECLARED CARRIED

4. REPORTS

a. Willow Pond Status Update

Interim Superintendent Fenske advised that the playground surface was installed on September 11th. Electrical work is continuing. Footings for the lighting was installed on September 14th and the lights installed on the 20th. Splash pad features have been installed. The bathroom building should be installed by October 16th.

b. Master Plan Update – Survey; CIP; Draft-Goals & Objectives

Interim Superintendent Fenske stated that as of September 21st, Design Perspectives has received approximately 25% rate of return on the surveys and postcards that were mailed to residents. Interim Superintendent Fenske related that the Capital Improvement Plan (CIP) is based on preliminary feedback from the surveys. The Commissioners requested that land acquisition be added to Community Park CIP.

Interim Superintendent Fenske advised that Design Perspectives was requesting feedback on the Goals and Objectives for the Master Plan. The draft also includes comments received through the citizen surveys. Commissioner Lazarski requested a clarification of the comments listed under Administrative Topics – Operations: Lack of a strong vision from the Commission and no dogs in parks. Stated that it contradicts the CIP.

c. CRC Update

Interim Superintendent Fenske had no new information on the CRC at this time.

d. Fountain Installation

Interim Superintendent Fenske advised that the fountain in Prairie Trail Park was installed on September 18th. The Willow Pond fountain is delayed until the electrical work is completed.

e. Fish Re-Stocking

Interim Superintendent Fenske advised that 100 large-mouth bass were ordered on September 20th. The fish were placed in the ponds on Saturday, September 30th.

5. DISCUSSION

a. APPROVAL – 2018 Goose Control Contract

Interim Superintendent Fenske reviewed the contracts for Willow Pond and Prairie Trail Pond. Commissioner Landsman requested that Ridgemoor Park also be looked at for goose control.

MOTION: A Motion was made by Commissioner Pionke and seconded by Commissioner Grimsby to forward the 2018 Goose Control Contract to the Village Board for approval as presented.

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

b. APPROVAL – 2018 ADA Tax Levy

Interim Superintendent Fenske advised that if the tax levy is submitted with more than a 5% tax increase, public hearing procedures will need to be followed. Interim Superintendent Fenske stated that since the CRC will not be renovated in the near future, the \$25,000 contribution for ADA accessibility for that building can be removed from the SRA Tax Levy and would lower the total increase of the tax levy to under 5%. The commissioners concurred to lower the CRC contribution to the maximum amount allowable to remain under the tax cap limitation.

Commissioner Pionke requested that in the future, to include the tax levy information from previous years to compare what has been done in the past and the impact.

MOTION: A Motion was made by Commissioner Pionke and seconded by Commissioner Grimsby to forward the 2018 ADA Tax Levy to the Village Board for approval as amended.

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

c. APPROVAL – Willow Pond Holiday Light Contract

Interim Superintendent Fenske reviewed the contract presented by Wingren Landscaping. The commissioners requested that Hinsdale Nurseries be contacted to present a quote.

MOTION: A Motion was made by Commissioner Pionke and seconded by Commissioner Grimsby to approve the Willow Pond Holiday Light Contract as presented if no other quotes are received.

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

d. Park Maintenance Update

Interim Superintendent Fenske advised that new benches were installed and the fence painted at Lake Hinsdale Park. Interim Superintendent Fenske stated that willow trees had fallen in Prairie Trail Park and Ridgemoor Park. Interim Superintendent Fenske also related that the grass has been reseeded at Willow Pond Park along Plainfield Road.

e. Pumpkin Fest – Friday, October 27th

Interim Superintendent Fenske stated that he has ordered 20 cases of taffy apples and goody bags. Other refreshments will be purchased from Costco closer to the date.

f. 41st Annual Holiday Party – December 17th

Interim Superintendent Fenske advised that he has ordered gift bags, new decorations, and arts & crafts projects. The face painter has been confirmed. A magician has been booked for the entertainment.

Interim Superintendent Fenske recommended that postcards not be sent this year. The cost to send them to all residents was approximately \$4,000 and stated that money would be better used elsewhere. Commissioners suggested adding a note on water bills.

Interim Superintendent Fenske stated that new this year, he will be using Event Brite to register kids. Event Brite is the same company used for the 5K race. As residents call the Village to register, they will need to provide an email address. Their information will then be entered into the Event Brite site. The resident will then be emailed a ticket. This ticket will then need to be presented in order to enter the event.

Interim Superintendent Fenske advised that donation letters were sent to all Willowbrook and Willowbrook/Burr Ridge Chamber of Commerce businesses. So far, the Village has received \$250 in donations.

g. Willow Pond Grand Opening

The commissioners concurred on hosting the grand opening on Saturday, June 9, 2018 from 11:00 a.m. to 2:00 p.m.

6. VISITORS' BUSINESS

None presented.

7. COMMUNICATIONS

Commissioner Stetina provided information for adult fitness stations.

Interim Superintendent Fenske advised that Commissioner Kaczmarek has volunteered to be the chairman of next year's 5K race, along with Commissioner Pionke's help. Interim Superintendent Fenske stated that he has already received a sponsorship inquiry from the Willowbrook/Burr Ridge Chamber of Commerce. They are interested in being the presenting sponsor again this year.

8. ADJOURNMENT

MOTION: Made by Commissioner Pionke, seconded by Commissioner Grimsby to adjourn the meeting at the hour of 8:22 p.m.

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

MOTION DECLARED CARRIED

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Parks and Recreation Commission Meeting
October 3, 2017

PRESENTED, READ and APPROVED,

November 7, 2017

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

PUBLIC SAFETY COMMITTEE
MINUTES
OCTOBER 9, 2017

MINUTES OF THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK, HELD ON OCTOBER 9TH, 2017, 5:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS.

CALL TO ORDER

Chairman Terrence Kelly called the meeting to order at 5:30pm.

ROLL CALL

In attendance at this meeting were: Chairman Trustee Terrence Kelly, Village Trustee Sue Berglund, Police Chief Robert Pavelchik and Deputy Police Chief Robert Schaller.

1. REVIEW SEPTEMBER 11TH, 2017 PUBLIC SAFETY COMMITTEE MEETING MINUTES.
A motion was made by Trustee Berglund, seconded by Trustee Kelly, to approve the Public Safety Committee minutes of the September 11, 2017 meeting. There were no additions, deletions or corrections to the minutes; the motion was unanimously approved by voice vote.
2. REVIEW WEEKLY PRESS RELEASES – INFORMATION.
The Committee members reviewed the weekly press releases for the past 4 weeks, noting the burglary to motor vehicle arrests of September 6, 2016.
3. REVIEW OVERTIME REPORT FOR 08/14/2017 – 09/10/2017 - INFORMATION.
The Committee members reviewed the overtime summary for the period listed.
4. REVIEW MONTHLY EXPENDITURE REPORT FOR SEPTEMBER 2017 – INFORMATION.
The Committee members reviewed the monthly expense report and budget summary for the Fiscal Year 2017-18 through September 30, 2017.
5. REVIEW MONTHLY OFFENSE SUMMARY REPORT FOR SEPTEMBER 2017 - INFORMATION.
The committee members reviewed the September 2017 offense summary. "Station Information" calls for service are incident numbers assigned for personnel actions like sick calls, comp-time requests, etc. Unlike recent news articles relating to allegations of high overtime in the Chicago Police Department, Willowbrook does in fact document and supervise overtime activity.
6. REVIEW PROPOSAL TO CONTRACT WITH LEXIPOL.
Chief Pavelchik discussed with the Committee members the opportunity to use the

LEXIPOL risk management services to update Willowbrook Police General Orders (GO's) and to provide training to staff on GO's and policies. The Village's risk management provider IRMA supports the LEXIPOL service with a 50% first year grant. The Agenda memo outlined a budget source for the funding of the LEXIPOL service without needing a budget amendment. The Committee members expressed support of this initiative.

7. REVIEW LETTER(S) OF RECOGNITION AND APPRECIATION – INFORMATION
K-9 Officer Nick Volek received a nice handwritten letter from Northwestern Medicines Chicago Proton Center after his visit with a young cancer patient.

8. DISCUSSION ITEMS

- Accreditation: *Chief Pavelchik explained that our CALEA accreditation process is proceeding forward with a scheduled January 2018 on site assessment. Deputy Chief Schaller and Detective Lauren Kaspar will be attending the CALEA conference in order to receive the accreditation training that is vital to our department's future success. Monies from this training come from the accreditation line item and will definitely impact any travel to the next CALEA event in Texas, March 2018. D/C Schaller also reminded the Committee that our planned November 2017 mock assessment and the January 2018 on site assessment will have expenses from the accreditation line item.*
- Halloween Trick or Treat Hours: *On tonight's Village Board Agenda is a resolution recommending "trick or treat" hours in our Village.*
- Halloween Warning Letter: *Chief Pavelchik provided the Committee with a copy of a warning letter that was sent to liquor license holders regarding costumed customers.*
- Body shop rotations: *In response to Chairman Kelly's inquiry, the police department does rotate body shop business between Willowbrook Ford and Aspen Auto Body.*
- PD Intercom System: *D/C Schaller updated the Committee on his efforts to re-install a cell monitoring system into the PD's booking area. He explained that this monitoring system will reduce the number of officers required to monitor prisoners. So far one estimate was very high so other proposals will be sought.*

9. * VISITOR'S BUSINESS (Public comment is limited to three minutes per person).
There were no visitors present to comment.

10. ADJOURNMENT

A motion to adjourn was made by Trustee Berglund, seconded by Chairman Kelly; this meeting was adjourned at 6:02pm.

NEXT MEETING SCHEDULED NOVEMBER 13TH, 2017, AT 5:30 P.M.