

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, MAY 11, 2020, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

DUE TO THE COVID 19 PANDEMIC THE VILLAGE OFFICES WILL BE CLOSED AND THE VILLAGE WILL BE UTILIZING A CONFERENCE CALL FOR THIS MEETING.

THE PUBLIC CAN UTILIZE THE FOLLOWING CALL IN NUMBER:

Dial in Phone Number: 312-626-6799

Meeting ID: 898 4778 5729

Password: 493950

Written Public Comments Can Be Submitted By 5:15 pm on May 11, 2020 to mmertens@willowbrook.il.us

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 - April 27, 2020 (APPROVE)
 - c. Warrants - \$398,439.74 (APPROVE)
 - d. Monthly Financial Report - April 2020 (APPROVE)
 - e. ORDINANCE - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS)

NEW BUSINESS

6. ORDINANCE - An Ordinance Approving and Authorizing a Traffic Enforcement Agreement By and Between the Village of Willowbrook and Carrington Club Homeowners Association (PASS)

7. RESOLUTION - A Resolution of the Village of Willowbrook Waiving the Competitive Bidding Process Approving and Authoring the Mayor and Village Clerk to Execute a Certain Agreement - Landscape Maintenance Services - Between the Village of Willowbrook and Hanson Landscape Design & Installation, Inc.

PRIOR BUSINESS

8. TRUSTEE REPORTS
9. ATTORNEY'S REPORT
10. CLERK'S REPORT
11. ADMINISTRATOR'S REPORT

- Discuss the Village of Willowbrook Comparable Communities and Pay Grid Analysis For Full Time Non-Union Staff

12. MAYOR'S REPORT
13. CLOSED SESSION

Collective Bargaining 5 ILCS 120 (c) (2), and

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees 5 ILCS 120/2 (c) (1)

Anne Rossi, Receptionist

Elizabeth Komperda, Receptionist

John Fenske, Interim Parks Superintendent

Nancy Turville, Police Secretary & Accreditation Manager

Lori Rinella, Police Secretary

Laurie Schmitz, Police Secretary

Virginia Stoltz, Public Works Secretary

Lisa Shemroske, Building & Zoning Secretary

Carl Anderson, Public Works Maintenance Worker

Brian Decker, Public Works Maintenance Worker

Patrick Kanaverskis, Public Works Maintenance Worker

Christine Mardegan, Executive Secretary / Deputy Clerk

Diane Schmidt, Finance Analyst

Roy Giuntoli, Building Official

Page 3
Village Board Agenda
May 11, 2020

Andrew, Passero, Public Works Foreman
Joe Coons, Superintendent of Public Works
Michael Mertens, Assistant Village Administrator
Lauren Kaspar, Deputy Police Chief
Robert Schaller, Chief of Police
Carrie Dittman, Director of Finance
Brian Pabst, Village Administrator

14. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 27, 2020 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

Present Via Conference Call Due to the COVID-19 Pandemic Were Mayor Frank A. Trilla, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, Paul Oggerino and Clerk Leroy R. Hansen.

ABSENT: None.

Present Via conference call due to COVID-19 Pandemic were Village Attorney Thomas Bastian, Village Administrator Brian Pabst, Assistant Village Administrator Michael Mertens, Director of Finance Carrie Dittman, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Clerk Christine Mardegan, Building Official Roy Giuntoli, Superintendent of Public Works Joe Coons and Planning Consultant Ann Choi.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Davi 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 - Public Hearing Proposed Appropriation Ordinance - April 6, 2020 (APPROVE)
- c. Minutes - Special Meeting of the Mayor and Board of Trustees of the Village of Willowbrook - April 6, 2020 (APPROVE)
- d. Minutes - Special Meeting of the Mayor and Board of Trustees of the Village of Willowbrook - April 13, 2020 (APPROVE)

- e. Minutes - Board Meeting - April 13, 2020 (APPROVE)
- f. Warrants - \$67,232.81 (APPROVE)
- g. ORDINANCE - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS) -
Ordinance No. 20-O-13 (ADOPT)
- h. MOTION - Board Advice and Consent to Mayor's Appointments to fill Vacancies in the Parks & Recreation Commission, Plan Commission, and Board of Police Commissioners (PASS)
- i. RESOLUTION - A Resolution Authorizing the Mayor and Village Clerk to Enter into an Agreement with BKD LLP for Audit Services for the Fiscal Year 2019/20 (ADOPT)
- Resolution No. 20-R-20 (ADOPT)
- j. RESOLUTION - A Resolution Accepting a Proposal and Authorizing the Chief of Police to Purchase Three (3) Extended Warranties Through Currie Motors (ADOPT) -
Resolution No. 20-R-21 (ADOPT)

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

MOTION: Made by Trustee Davi and seconded by Trustee Mistele 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. MOTION - A Motion to Approve the FY 2020/21 Budget (PASS)

Director of Finance Dittman announced that the final budget incorporates two discretionary items that the Board approved at the April 6 Budget Workshop, along with subsequent budget related discussions including placeholders for possible employee raises. The General Fund balance at April 30, 2021 is slightly over \$4.8 million, which represents 190 operating expense reserve days. The Village will adopt the annual appropriation as required by the State Appropriation Act within the first quarter of the new fiscal year. Also, staff will submit for the GFOA budget award later if the Board desires.

Page 3
Village Board Minutes
April 27, 2020

Trustee Oggerino reminded staff that the comparable data from other community's pay grades and salaries is still needed.

Administrator Pabst responded that there will be a detailed discussion at the May 11, 2020 meeting.

Trustee Davi thanked Director Dittman on the Budget presentation and all her effort.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to approve the motion to approve the Fiscal Year 2020/21 Budget.

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

MOTION DECLARED CARRIED

7. RECEIVE - Receive the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the Village's Fiscal Year 2018/19 (RECEIVE)

Administrator Pabst related, in October 2019, the Village submitted its audited financial statements for the year ended April 30, 2019 to the Government Finance Officers Association (GFOA) for consideration of the Certificate of Achievement for Excellence in Financial Reporting (CAFR) Award. Finance Director Dittman submitted eight (8) different drafts before this was approved. There is a tremendous amount of work that goes into preparing for this award. Only five (5) percent that apply in the State of Illinois are given this award. Finance Director Dittman should be commended on her efforts.

Mayor Trilla thanked Finance Director Dittman for all her hard work.

Trustee Mistele added that we have been doing this for thirty-three (33) years and thanked Carrie and the Finance team.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to receive the Government Finance Officers Association Award as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A Resolution Approving and Authorizing the Mayor and Village Clerk to Execute an Agreement with D. Ryan Tree & Landscaping, LLC. To Conduct the 2020 Village-Wide Spring and Fall Brush Collection Program (ADOPT)

Superintendent of Public Works Coons advised that D. Ryan Tree & Landscape LLC company has done a good job on the program. The Estimate for Spring and Fall brush collection given is the same as Last year. The Spring Brush Collection will begin March 25, 2020.

MOTION: Made by Trustee Kelly and seconded by Trustee Davi to adopt the Resolution 20-R-22 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A Resolution Authorizing the Purchase of Bulk Rock Salt for Use Within the Village of Willowbrook (ADOPT)

Superintendent of Public Works Coons advised that the County of DuPage solicited bids by their Central Management Services (CMS) for untreated rock salt. Compass Minerals was the low bid ~~this~~ again this year.

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly to adopt the resolution 20-R-23 as presented.

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

10. ORDINANCE - An Ordinance to Amend Section 8-3-3 Entitled "Stop Streets" of Chapter 3 Entitled "Through Streets, One-Way Streets, Stop Streets and Truck Routes" of Title 8 Entitled "Traffic Regulations" of the Village Code of the Village of Willowbrook, DuPage County, Illinois (PASS)

Chief Schaller reviewed a request to consider stop signs within the Stanhope subdivision. Currently the intersection of Canterbury and Windsor have yield signs. The Police Chief finds it beneficial to have the yield signs removed and stop signs installed.

Trustee Berglund asked, "Who made this request Stanhope subdivision one (1) or two (2)?"

Chief Schaller was unsure at this moment and he will investigate the question.

Mayor Trilla asked, "Does the Village normally install H.O.A signs?"

Attorney Bastian responded, "If there is a traffic enforcement agreement with the Association, we will erect the signage and the Association will pay for them. Then adopt an ordinance to codify it."

MOTION: Made by Trustee Berglund and seconded by Trustee Oggerino to adopt the Ordinance 20-0-14 as presented.

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

11. ORDINANCE - An Ordinance Amending Title 3 Entitled "Business Regulations" of the Village Code of Ordinances by Adding Chapter 22 Entitled "Retail Sale of Dogs, Cats, and Rabbits" (PASS)

Assistant Administrator Mertens states the Ordinance proposes a ban on puppy mills, kitten mills and rabbits to restrict the sale of these animals to only animal care facilities, rescue organizations and Humane Societies. It establishes definitions for facilities to sell but does not ban hobby breeders.

Trustee Mistele questioned why is was on the agenda.

Mayor Trilla said that the county suggested to add this ordinance.

MOTION: Made by Trustee Davi and seconded by Trustee Kelly to adopt the Ordinance 20-0-15 as presented.

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

Page 6
Village Board Minutes
April 27, 2020

12. ORDINANCE -An Ordinance Amending Special Use Permit No. 77-2 as Approved in Ordinance No. 77-O-14 and as Amended in Ordinance No. 78-O-43, 80-O-40, 84-O-12, and 94-O-29 and Granting Certain Variations from the Zoning Ordinance - PC 01: 7000 Kingery - Ducky's Car Wash Addition (PASS)

Planner Choi related that the property consists of a total of 1.47 acres located at the N-W corner of Illinois Route 83 and Plainfield Road. Special use in the B-2 Zoning District including certain variations to allow for the modernization and enlargement of the existing car wash with associated site improvements at the property located at 7000 S. Kingery Highway, Willowbrook, Illinois. The existing car wash has been operating since the mid-1980s. The property owner acquired the property in 2019 and wishes to modernize the existing car wash that is over 30 years old. The property owner requests an amendment to the special use to replace the existing car wash with an automated car wash tunnel that will accommodate a maximum capacity of six cars. The proposed car wash expansion will replace the existing seven parking spaces with two (2) parking spaces and six (6) vacuum stations. The proposed variations will require several due to the unique space of the property. Page five (5) and six (6) lists the variations requested. The Plan Commission discussed the car wash addition petition at the February 5, 2020 regular meeting of the Plan Commission and voted a unanimous vote of 6-0 of the members present to forward a positive recommendation to the Village Board. Their motion included thirteen (13) conditions of approval.

Trustee Davi asked, "Which gas station is this the Shell or the BP?"

Planner Choi responded, "The Shell."

MOTION: Made by Trustee Oggerino and seconded by Trustee Mistele to adopt the Ordinance 20-O-16 as presented.

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

13. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report but misses seeing everyone.

Trustee Berglund was not present.

Trustee Davi shared that his dear friend, a retired judge, passed away this morning.

Trustee Oggerino thanked the Mayor for sending the YouTube video on COVID-19.

14. ATTORNEY'S REPORT

Attorney Bastian thanked staff and Trustee Neal for all their hard work with the subpoenas.

Mayor Trilla asked if we will be creating a file system with all the documents.

Attorney Bastian responded that Assistant Administrator Mertens suggested that a library of all related documents be created, once this is complete reports will more efficient.

15. CLERK'S REPORT

Clerk Hansen had no report.

16. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

17. MAYOR'S REPORT

Mayor Trilla stated that he has been appointed by the DuPage Mayors and Managers to be a part of the Chicagoland COVID team with Mayor Lightfoot and Sam Skinner. Sam Skinner worked with the Bush administration and Chairman of ComEd. The goals for this team are:

1. Plan policy and economic stimulus
2. Access to mental and emotional health services
3. Marketing and development for the City of Chicago and all the surrounding areas
4. Regional Coordination of all the information

18. CLOSED SESSION

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

19. ADJOURNMENT

Page 8
Village Board Minutes
April 27, 2020

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 7:12 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.

_____, 2020.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

WARRANTS

May 11, 2020

GENERAL CORPORATE FUND	-----	\$270,171.09
WATER FUND	-----	\$124,512.95
MOTOR FUEL TAX FUND	-----	2,325.00
RT 83/PLAINFIELD RD BUSINESS DIST TAX	-----	\$1,430.70
 TOTAL WARRANTS	-----	 \$398,439.74

Carrie Dittman, Director of Finance

APPROVED:

Frank A. Trilla, Mayor

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWSBROOK
 CHECK DATE FROM 04/29/2020 - 05/12/2020

Fund: 01 GENERAL FUND	Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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05/04/2020	APCH	95564	CURRIE MOTORS	MAINTENANCE - VEHICLES NEW VEHICLES	CHECK APCHK 95564 TOTAL FOR FUND 01:	630-409 680-625	30 30	3,557.50 9,297.50
05/12/2020	APCH	168 (E) *#	INTERGOVERNMENTAL PERSONNEL	EMP DED PAY - INSURANCE LIFE INSURANCE - ELECTED OFFICIALS LIFE INSURANCE - COMMISSIONERS HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE	LIFE INSURANCE - PLAN COMMISSION LIFE INSURANCE - COMMISSIONERS HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE	210-204 410-141 435-148 455-141 455-141 510-141	00 05 07 10 10 15	16,727.60 63.84 18.48 83.84 3,633.00 588.89
05/12/2020	APCH	169 (E) *#	WEX BANK	FUEL/MILEAGE/WASH FUEL/MILEAGE/WASH FUEL/MILEAGE/WASH	FUEL/MILEAGE/WASH FUEL/MILEAGE/WASH	455-303 630-303 710-303	10 30 35	36.00 2,674.65 420.72
05/12/2020	APCH	95567	BIEN, GRZEGORZ	CHECK APCHK 169 (E) TOTAL FOR FUND 01:	BROW18-001 - PB17-422	210-109	00	3,131.37
05/12/2020	APCH	95568	BLACK GOLD SEPTIC	MAINTENANCE - PW BUILDING	MAINTENANCE - PW BUILDING	725-418	35	2,000.00
05/12/2020	APCH	95569*#	CHRISTOPHER B. BURKE	CONSULTING PLAN REVIEW - ENGINEER PLAN REVIEW - ENGINEER PLAN REVIEW - ENGINEER FEES - ENGINEERING FEES - ENGINEERING FEES - DRAINAGE ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB	CONSULTING PLAN REVIEW - ENGINEER PLAN REVIEW - ENGINEER PLAN REVIEW - ENGINEER FEES - ENGINEERING FEES - DRAINAGE ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB PLAN REVIEW - CIVIL ENGINEER-REIMB	455-306 520-254 520-254 520-254 720-245 720-245 820-246 820-254 820-254 820-254	10 15 15 15 35 35 40 40 40 40	578.00 220.00 220.00 725.00 1,045.00 230.00 150.00 915.00 165.00 165.00
05/12/2020	APCH	95570	CITY WIDE OF ILLINOIS	CHECK APCHK 95569 TOTAL FOR FUND 01:	BI ING MAINTENANCE SUPPLIES	466-351	10	55.00 4,468.00 75.50

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
 CHECK DATE FROM 04/29/2020 - 05/12/2020

Check Date Bank Check # Payee

Fund: 01 GENERAL FUND	Description	Account	Dept	Amount
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05/12/2020	APCH	95571	CLARKE ENVIRONMENTAL	MOSQUITO ABATEMENT	760-259	35	6,520.00
05/12/2020	APCH	95572	COMCAST CABLE	INTERNET/WEBSITE HOSTING	715-225	35	108.35
05/12/2020	APCH	95573*	COMED	ENERGY/COMED (835 MIDWAY) ENERGY - STREET LIGHTS	466-240	10	464.01
				CHECK APCHK 95573 TOTAL FOR FUND 01:	745-207	35	1,026.92
							1,490.93
05/12/2020	APCH	95574	COMPASS MINERALS AMERICA	SALT	755-331	35	16,687.40
05/12/2020	APCH	95575	DATAMATION IMAGING SERVICES	EDP LICENSES	460-263	10	2,250.00
05/12/2020	APCH	95576*	DELTA DENTAL PLAN OF ILLINOIS	EMP DED PAY- INSURANCE EMP DED PAY- INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE	210-204 210-204 455-141 610-141 630-141 710-141 810-141	00 00 10 25 30 35 40	1,679.24 84.90 271.09 114.32 1,982.53 271.09 228.64
				CHECK APCHK 95576 TOTAL FOR FUND 01:			4,631.81
05/12/2020	APCH	95578	EVERBRIDGE INC	EDP LICENSES	640-263	30	4,500.00
05/12/2020	APCH	95579	FRONTLINE PUBLIC SAFETY SOLUTION	EDP LICENSES	640-263	30	1,500.00
05/12/2020	APCH	95580	GEWALT HAMILTON ASSOCIATES INC	PLAN REVIEW - TRAFFIC CONSULTANT PLAN REVIEW - TRAFFIC CONSULTANT	520-258 520-258	15 15	486.00 243.00
				CHECK APCHK 95580 TOTAL FOR FUND 01:			729.00
05/12/2020	APCH	95581	GHD SERVICES INC.	CRISTS MANAGEMENT	475-367	10	570.00
05/12/2020	APCH	95582*	H AND R CONSTRUCTION INC.	STORM WATER IMPROVEMENTS MAINTENANCE STORM WATER IMPROVEMENTS MAINTENANCE STORM WATER IMPROVEMENTS MAINTENANCE SALT	750-381 750-381 750-381 755-331	35 35 35 35	3,292.50 4,800.00 2,668.00 2,500.00
				CHECK APCHK 95582 TOTAL FOR FUND 01:			13,260.50
05/12/2020	APCH	95583	HALOCK SECURITY LABS	CYBER DISRUPTION	460-265	10	3,750.00
05/12/2020	APCH	95584#	HANSON LANDSCAPE DESIGN	CONTRACTED MAINTENANCE ROUTE 83 BEAUTIFICATION	570-281 755-281	20 35	4,784.91 4,243.22
				C1 APCHK 95584 TOTAL FOR FUND 01:			9,028.13

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWSBROOK
 CHECK DATE FROM 04/29/2020 - 05/12/2020

Check Date	Bank Check #	Payee	Description	Account	Dept	Amount	
Fund: 01 GENERAL FUND							
05/12/2020	APCH	95586	HUNTER ASPHALT PAVING INC	STREET & ROW MAINTENANCE OTHER	755-328	35	2,875.00
05/12/2020	APCH	95587#	I.R.M.A.	SELF INSURANCE - DEDUCTIBLE	645-273	30	52.00
			SELF INSURANCE - DEDUCTIBLE	730-272	35	1,756.50	
			CHECK APCHK 95587 TOTAL FOR FUND 01:			1,808.50	
05/12/2020	APCH	95588*#	LAW OFFICES STORING RAMELLO&DURK	CYBER DISRUPTION	460-265	10	199.50
			FEES - VILLAGE ATTORNEY	470-239	10	10,716.20	
			FEES - VILLAGE ATTORNEY	470-239	10	269.80	
			FEES - LABOR COUNSEL	470-242	10	1,582.70	
			CRISIS MANAGEMENT	475-367	10	399.00	
			CHECK APCHK 95588 TOTAL FOR FUND 01:			13,167.20	
05/12/2020	APCH	95589	LEADS ON-LINE	FEES/DUES/SUBSCRIPTIONS	630-307	30	1,488.00
05/12/2020	APCH	95590	LEIGHTRONIX SERVICES	EDP LICENSES	460-263	10	1,295.00
05/12/2020	APCH	95591	MIDCO	PHONE - TELEPHONES	455-201	10	560.00
05/12/2020	APCH	95592	MITECHS, INC.	EDP LICENSES	460-263	10	5,332.00
			CYBER DISRUPTION	460-265	10	472.50	
			CHECK APCHK 95592 TOTAL FOR FUND 01:			5,804.50	
05/12/2020	APCH	95593	NANCY TURVILLE	COMMODITIES	670-331	30	74.77
05/12/2020	APCH	95594	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANCE	210-213	00	80.00
05/12/2020	APCH	95595	NICOR GAS	NICOR GAS (825 MIDWAY)	570-235	20	67.60
05/12/2020	APCH	95596#	NJ RYAN TREE & LANDSCAPE LLC	LANDSCAPE MAINTENANCE SERVICES	565-342	20	7,087.50
			LANDSCAPE MAINTENANCE SERVICES	565-342	20	5,775.00	
			LANDSCAPE MAINTENANCE SERVICES	565-342	20	5,212.50	
			LANDSCAPE MAINTENANCE SERVICES	565-342	20	6,600.00	
			LANDSCAPE MAINTENANCE SERVICES	565-342	20	5,625.00	
			SNOW REMOVAL CONTRACT	740-287	35	2,700.00	
			SNOW REMOVAL CONTRACT	740-287	35	5,480.00	
			SNOW REMOVAL CONTRACT	740-287	35	8,795.00	
			SNOW REMOVAL CONTRACT	740-287	35	4,795.00	
			SNOW REMOVAL CONTRACT	740-287	35	2,400.00	
			TREE MAINTENANCE	750-338	35	7,275.00	
			TREE MAINTENANCE	750-338	35	6,450.00	
			TREE MAINTENANCE	750-338	35	6,450.00	
			TP MAINTENANCE	750-338	35	1,500.00	

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
05/12/2020	APCH	95597	NORTH EAST MULTI REGIONAL TRNG.	CHECK APCHK 95596 TOTAL FOR FUND 01:			76,145.00
05/12/2020	APCH	95598	NORTHERN IL POLICE ALARM SYSTEM	FEES/DUES/SUBSCRIPTIONS	630-307	30	2,280.00
05/12/2020	APCH	95599	ORKIN EXTERMINATING	FEES/DUES/SUBSCRIPTIONS	630-307	30	400.00
05/12/2020	APCH	95600	ORIENTAL TRADING	CHECK APCHK 95598 TOTAL FOR FUND 01:			1,005.00
05/12/2020	APCH	95601	PCS INTERNATIONAL	COMMODITIES	670-331	30	628.63
05/12/2020	APCH	95602	PROMOS 911 INC	CYBER DISRUPTION	460-265	10	408.00
05/12/2020	APCH	95603	RAY O'HERRON CO., INC.	CYBER DISRUPTION	460-265	10	476.00
05/12/2020	APCH	95604	SCOTT EISENBEIS	CYBER DISRUPTION	460-265	10	629.00
CHECK APCHK 95601 TOTAL FOR FUND 01:							
05/12/2020	APCH	95605	T.P.I.	COMMODITIES	670-331	30	1,276.79
05/12/2020	APCH	95605	PLAN REVIEW - BUILDING CODE-REIMB	UNIFORMS	630-345	30	254.99
05/12/2020	APCH	95605	PLAN REVIEW - BUILDING CODE-REIMB	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	325.64
05/12/2020	APCH	95605	PLAN REVIEW - BUILDING CODE-REIMB	PLAN REVIEW - BUILDING CODE-REIMB	820-258	40	3,718.20
05/12/2020	APCH	95605	PART TIME - INSPECTOR-REIMB	PLAN REVIEW - BUILDING CODE-REIMB	820-258	40	9,492.00
05/12/2020	APCH	95605	PLUMBING INSPECTION-REIMB	PART TIME - INSPECTOR-REIMB	830-109	40	2,310.00
05/12/2020	APCH	95605	CHECK APCHK 95605 TOTAL FOR FUND 01:	PLUMBING INSPECTION-REIMB	830-115	40	1,200.00
CHECK APCHK 95605 TOTAL FOR FUND 01:							
05/12/2020	APCH	95606	TAMMING INDUSTRIES	STREET & ROW MAINTENANCE	750-328	35	81.00
05/12/2020	APCH	95607	THOMPSON ELEV. INSPECT. SERVICE	STREET & ROW MAINTENANCE	750-328	35	99.45
05/12/2020	APCH	95608	TRAFFIC CONTROL & PROTECTIONS	CHECK APCHK 95606 TOTAL FOR FUND 01:			180.45
05/12/2020	APCH	95609	TREE TOWNS IMAGING & COLOR GRAPH	ROAD SIGNS	830-117	40	200.00
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	COPY SERVICE-REIMB	755-333	35	121.50
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	COPY SERVICE-REIMB	810-315	40	43.20
CHECK APCHK 95606 TOTAL FOR FUND 01:							
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	63.05
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	5.98
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	213.30
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	COMMISSARY PROVISION	455-355	10	63.46
05/12/2020	APCH	95612#	WAREHOUSE DIRECT	O. 3 SUPPLIES	610-301	25	64.15

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOMBROOK
CHECK DATE FROM 04/29/2020 - 05/12/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
			OFFICE SUPPLIES	630-301	30		190.99
			OFFICE SUPPLIES	630-301	30		197.84
			OFFICE SUPPLIES	630-301	30		18.39
			OFFICE SUPPLIES	630-301	30		73.31
			OFFICE SUPPLIES	630-301	30		39.23
			CHECK APCHK 95612 TOTAL FOR FUND 01:				929.70
05/12/2020	APCH	95613	WILD GOOSE CHASE INC	CONTRACTED MAINTENANCE	570-281	20	960.00
05/12/2020	APCH	95614	WILLOMBROOK FORD INC.	MAINTENANCE - VEHICLES	630-409	30	100.00
			Total for fund 01 GENERAL FUND				270,171.09

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
 CHECK DATE FROM 04/29/2020 - 05/12/2020

Check Date Bank Check # Payee

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
05/12/2020	APCH	168 (E) *#	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	112,287.21
05/12/2020	APCH	169 (E) *#	INTERGOVERMENTAL PERSONNEL	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	4,267.95
05/12/2020	APCH	169 (E) *#	WEX BANK	FUEL/MILEAGE/WASH	401-303	50	420.72
05/12/2020	APCH	95565	AMERICAN WATER WORKS ASSN	FEES DUES SUBSCRIPTIONS	401-307	50	350.00
05/12/2020	APCH	95566	ASSOCIATED TECHNICAL SERV. LTD.	LEAK SURVEYS	430-276	50	738.50
05/12/2020	APCH	95573*#	COMED	ENERGY - ELECTRIC PUMP	420-206	50	720.26
05/12/2020	APCH	95576*#	DELTA DENTAL PLAN OF ILLINOIS	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	271.09
05/12/2020	APCH	95577	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	100.00
05/12/2020	APCH	95582*#	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,292.50
05/12/2020	APCH	95585	HBK WATER METER SERVICE	NEW METERING EQUIPMENT	435-461	50	1,645.16
05/12/2020	APCH	95610	UMB BANK N.A.	INTEREST EXPENSE	449-102	50	344.50
05/12/2020	APCH	95611	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	75.06
				Total for fund 02 WATER FUND			124,512.95

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Page 7/8

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 04/29/2020 - 05/12/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 04 MOTOR FUEL TAX FUND							
05/12/2020	APCH	95569*	CHRISTOPHER B. BURKE	ENGINEERING	430-245	56	2,325.00
Total for fund 04 MOTOR FUEL TAX FUND							2,325.00

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DB: Willowbrook

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 04/29/2020 - 05/12/2020

Page 8/8

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 15 RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX							
05/12/2020	APCH	95588*#	LAW OFFICES STORING RAMELLO&DURK	LEGAL FEES	401-242	15	1,430.70
							1,430.70
			TOTAL - ALL FUNDS				398,439.74

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

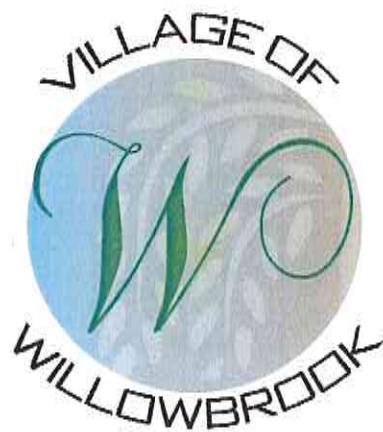
Payroll Liability Check Register
 For Check Dates 04/01/2020 to 04/30/2020

Check Number	Vendor Name	Check Date	Check Amount
EFT291	EFTPS	04/10/2020	23,404.84
53705	COMMUNITY BANK OF WILLOWBROOK	04/10/2020	539.58
53706	I C M A RETIREMENT TRUST - 457	04/10/2020	825.00
53707	ILLINOIS STATE DISBURSEMENT UNIT	04/10/2020	997.30
53708	NATIONWIDE RETIREMENT SOLUTIONS	04/10/2020	7,434.97
53709	VILLAGE OF WILLOWBROOK	04/10/2020	45,321.19
EFT292	ILLINOIS DEPT. OF REVENUE	04/10/2020	5,169.34
53716	AFLAC	04/24/2020	2,042.82
EFT293	EFTPS	04/24/2020	43,027.23
53717	COMMUNITY BANK OF WILLOWBROOK	04/24/2020	539.58
53718	I C M A RETIREMENT TRUST - 457	04/24/2020	825.00
53719	ILLINOIS STATE DISBURSEMENT UNIT	04/24/2020	2,244.30
53720	ILLINOIS FRATERNAL	04/24/2020	912.00
EFT294	I.M.R.F. PENSION FUND	04/24/2020	21,267.10
53721	NATIONWIDE RETIREMENT SOLUTIONS	04/24/2020	7,627.54
53722	VILLAGE OF WILLOWBROOK	04/24/2020	45,253.46
EFT295	ILLINOIS DEPT. OF REVENUE	04/24/2020	5,820.38

Total Checks: 17

Total Paid:

\$213,251.63



MONTHLY FINANCIAL REPORT

APRIL 2020

RESPECTFULLY SUBMITTED BY:

Frank A. Trilla, Mayor

Carrie Dittman, Director of Finance

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL SALES AND USE TAXES

MONTH	SALE	DIST	MADE	15-16	16-17	17-18	18-19	19-20	% increase from prior year			
MAY	FEB	\$	253,282	\$	267,882	\$	264,472	\$	276,118	\$	320,221	15.97%
JUNE	MAR		301,469		312,681		304,436		334,282		360,870	7.95%
JULY	APR		267,013		269,580		304,925		309,957		343,577	10.85%
AUG	MAY		328,251		331,887		345,478		376,154		397,471	5.67%
SEPT	JUNE		349,847		398,196		354,582		364,229		408,372	12.12%
OCT	JULY		306,409		316,266		313,701		320,062		380,773	18.97%
NOV	AUG		337,896		315,293		361,826		339,020		389,765	14.97%
DEC	SEPT		360,843		325,374		334,582		342,467		363,388	6.11%
JAN	OCT		318,340		289,208		312,400		329,103		375,088	13.97%
FEB	NOV		304,839		304,898		319,012		362,572		368,379	1.60%
MARCH	DEC		393,072		371,080		416,900		428,214		437,962	2.28%
APRIL	JAN		266,970		263,392		285,192		296,927		311,493	4.91%
TOTAL			\$ 3,788,231	\$ 3,765,737	\$ 3,917,506	\$ 4,079,105	\$ 4,457,359					
MTH AVG			\$ 315,686	\$ 313,811	\$ 326,459	\$ 339,925	\$ 371,447					
BUDGET			\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 4,000,000					

YEAR TO DATE LAST YEAR : \$ 4,079,105

YEAR TO DATE THIS YEAR : \$ 4,457,359

DIFFERENCE : \$ 378,254

PERCENTAGE CHANGE : 9.27%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 4,000,000

PERCENTAGE OF YEAR COMPLETED : 100.00%

PERCENTAGE OF REVENUE TO DATE : 111.43%

PROJECTION OF ANNUAL REVENUE : \$ 4,457,359

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 457,359

EST. PERCENT DIFF ACTUAL TO BUDGET 11.43%

VILLAGE OF WILLOWBROOK
MONTHLY CASH AND INVESTMENT BALANCE BY FUND
FOR THE MONTH ENDED 04/30/2020

ACCOUNT	BALANCE
Fund 01 GENERAL FUND	
CHECKING - 0283	0.00
COMMUNITY BANK OF WB - 0275	993,555.06
IL FUNDS - 5435	3,359,445.53
COMMUNITY BANK OF WB MM - 1771	305,709.44
COMMUNITY BANK RD LGHT - 0243	41,456.96
COMMUNITY BANK OF WB FSA - 3804	13,541.77
U.S. BANK RED LIGHT - 4216	0.00
COMMUNITY BANK DRUG ACCT - 4171	81,571.33
PETTY CASH REVIVING	950.00
IMET - GENERAL	29.18
Total For Fund 01:	4,796,259.27
Fund 02 WATER FUND	
IL FUNDS WATER - 5914	616,453.90
COMMUNITY BANK OF WB WTR - 4163	765,006.20
COMMUNITY BANK OF WB - 0275	0.00
Total For Fund 02:	1,381,460.10
Fund 03 HOTEL/MOTEL TAX FUND	
IL FUNDS HOTEL/MOTEL - 5948	624,022.65
COMMUNITY BANK OF WB - 0275	84,087.33
Total For Fund 03:	708,109.98
Fund 04 MOTOR FUEL TAX FUND	
IL FUNDS MFT - 5443	489,123.90
Total For Fund 04:	489,123.90
Fund 06 SSA ONE BOND & INTEREST FUND	
IL FUNDS SSA BOND - 4621	18,510.06
Total For Fund 06:	18,510.06
Fund 07 POLICE PENSION FUND	
COMMUNITY BANK OF WB PP - 4156	66,375.49
COMMUNITY BANK OF WB - 0275	0.00
SCHWAB - PP MONEY MARKET	3,195.23
US TREASURIES	649,219.14
US AGENCIES	5,099,552.55
MUNICIPAL BONDS	1,018,880.06
CORPORATE BONDS	1,800,182.95
MUTUAL FUNDS	13,645,675.40
MARKET VALUE CONTRA	446,989.52
Total For Fund 07:	22,730,070.34
Fund 09 WATER CAPITAL IMPROVEMENTS FUND	
IL FUNDS WTR CAP - 1206	845,745.45
Total For Fund 09:	845,745.45
Fund 10 CAPITAL PROJECT FUND	
IL FUNDS CAP PROJECTS - 3133	679.65
Total For Fund 10:	679.65
Fund 11 DEBT SERVICE FUND	
IL FUNDS BOND PROCEEDS DS - 2756	11.25
Total For Fund 11:	11.25
Fund 14 LAND ACQUISITION, FACILITY, EXPANSION &	
IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
IL FUNDS - 5435	18,369.00
Total For Fund 14:	18,369.02
Fund 15 RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX	
IL FUNDS BUSINESS DISTRICT - 5435	1,564,293.74
Total For Fund 15:	1,564,293.74
TOTAL CASH & INVESTMENTS:	32,552,632.76

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ACCOUNT BALANCE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020
CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

Page: 1/2

GL NUMBER	DESCRIPTION	END BALANCE 04/30/2020
Fund 01 - GENERAL FUND		
MONEY MARKET		
01-00-110-322	IL FUNDS - 5435	3,359,445.53
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	305,709.44
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	41,456.96
01-00-110-380	COMMUNITY BANK DRUG ACCT - 4171	81,571.33
01-00-120-155	IMET - GENERAL	29.18
	Net MONEY MARKET	<u>3,788,212.44</u>
PETTY CASH		
01-00-110-911	PETTY CASH REVIVING	950.00
	Net PETTY CASH	<u>950.00</u>
SAVINGS		
01-00-110-257	COMMUNITY BANK OF WB - 0275	993,555.06
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	13,541.77
	Net SAVINGS	<u>1,007,096.83</u>
Fund 02 - WATER FUND		
MONEY MARKET		
02-00-110-113	IL FUNDS WATER - 5914	616,453.90
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	765,006.20
	Net MONEY MARKET	<u>1,381,460.10</u>
Fund 03 - HOTEL/MOTEL TAX FUND		
MONEY MARKET		
03-00-110-114	IL FUNDS HOTEL/MOTEL - 5948	624,022.65
	Net MONEY MARKET	<u>624,022.65</u>
SAVINGS		
03-00-110-257	COMMUNITY BANK OF WB - 0275	84,087.33
	Net SAVINGS	<u>84,087.33</u>
Fund 04 - MOTOR FUEL TAX FUND		
MONEY MARKET		
04-00-110-116	IL FUNDS MFT - 5443	489,123.90
	Net MONEY MARKET	<u>489,123.90</u>
Fund 06 - SSA ONE BOND & INTEREST FUND		
MONEY MARKET		
06-00-110-117	IL FUNDS SSA BOND - 4621	18,510.06
	Net MONEY MARKET	<u>18,510.06</u>
Fund 07 - POLICE PENSION FUND		
MONEY MARKET		
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	66,375.49
07-00-110-336	SCHWAB - PP MONEY MARKET	3,195.23
	Net MONEY MARKET	<u>69,570.72</u>
AGENCY CERTIFICATES		
07-00-120-260	US AGENCIES	5,099,552.55
	Net AGENCY CERTIFICATES	<u>5,099,552.55</u>
CORPORATE BONDS		
07-00-120-288	CORPORATE BONDS	1,800,182.95
	Net CORPORATE BONDS	<u>1,800,182.95</u>
MUNICIPAL BONDS		
07-00-120-270	MUNICIPAL BONDS	1,018,880.06
	Net MUNICIPAL BONDS	<u>1,018,880.06</u>
MUTUAL FUNDS		
07-00-120-290	MUTUAL FUNDS	13,645,675.40
	Net MUTUAL FUNDS	<u>13,645,675.40</u>

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ACCOUNT BALANCE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020
CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

Page: 2/2

GL NUMBER	DESCRIPTION	END BALANCE 04/30/2020
Fund 07 - POLICE PENSION FUND		
MARKET VALUE		
07-00-120-900	MARKET VALUE CONTRA	446,989.52
	Net MARKET VALUE	446,989.52
TREASURY NOTES		
07-00-120-250	US TREASURIES	649,219.14
	Net TREASURY NOTES	649,219.14
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND		
MONEY MARKET		
09-00-110-324	IL FUNDS WTR CAP - 1206	845,745.45
	Net MONEY MARKET	845,745.45
Fund 10 - CAPITAL PROJECT FUND		
MONEY MARKET		
10-00-110-115	IL FUNDS CAP PROJECTS - 3133	679.65
	Net MONEY MARKET	679.65
Fund 11 - DEBT SERVICE FUND		
MONEY MARKET		
11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756	11.25
	Net MONEY MARKET	11.25
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &		
MONEY MARKET		
14-00-110-112	IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
14-00-110-322	IL FUNDS - 5435	18,369.00
	Net MONEY MARKET	18,369.02
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX		
MONEY MARKET		
15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435	1,564,293.74
	Net MONEY MARKET	1,564,293.74

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ACCOUNT BALANCE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020
CASH & INVESTMENTS BY INSTITUTION

Page: 1/1

GL NUMBER	DESCRIPTION	END BALANCE 04/30/2020
COMMUNITY BANK OF WB		
01-00-110-257	COMMUNITY BANK OF WB - 0275	993,555.06
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	305,709.44
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	41,456.96
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	13,541.77
01-00-110-380	COMMUNITY BANK DRUG ACT - 4171	81,571.33
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	765,006.20
03-00-110-257	COMMUNITY BANK OF WB - 0275	84,087.33
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	66,375.49
	Net COMMUNITY BANK OF WB	2,351,303.58
ILLINOIS FUNDS		
01-00-110-322	IL FUNDS - 5435	3,359,445.53
02-00-110-113	IL FUNDS WATER - 5914	616,453.90
03-00-110-114	IL FUNDS HOTEL/MOTEL - 5948	624,022.65
04-00-110-116	IL FUNDS MFT - 5443	489,123.90
06-00-110-117	IL FUNDS SSA BOND - 4621	18,510.06
09-00-110-324	IL FUNDS WTR CAP - 1206	845,745.45
10-00-110-115	IL FUNDS CAP PROJECTS - 3133	679.65
11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756	11.25
14-00-110-112	IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
14-00-110-322	IL FUNDS - 5435	18,369.00
15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435	1,564,293.74
	Net ILLINOIS FUNDS	7,536,655.15
IMET		
01-00-120-155	IMET - GENERAL	29.18
	Net IMET	29.18
VILLAGE OF WILLOWBROOK		
01-00-110-911	PETTY CASH REVIVING	950.00
	Net VILLAGE OF WILLOWBROOK	950.00
CHARLES SCHWAB		
07-00-110-336	SCHWAB - PP MONEY MARKET	3,195.23
07-00-120-250	US TREASURIES	649,219.14
07-00-120-260	US AGENCIES	5,099,552.55
07-00-120-270	MUNICIPAL BONDS	1,018,880.06
07-00-120-288	CORPORATE BONDS	1,800,182.95
07-00-120-290	MUTUAL FUNDS	13,645,675.40
07-00-120-900	MARKET VALUE CONTRA	446,989.52
	Net CHARLES SCHWAB	22,663,694.85
Total - All Funds:		32,552,632.76

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

1/6

GL NUMBER	DESCRIPTION	MONTH 04/30/2020	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 01 - GENERAL FUND						
PROPERTY TAX	PROPERTY TAX - SRA	0.00	75,368.07	74,420.00	101.27	(948.07)
31-00-310-101	PROPERTY TAX - ROAD & BRIDGE	181.30	113,539.89	111,259.00	102.05	(2,280.89)
31-00-310-102		181.30	188,907.96	185,679.00	101.74	(3,228.96)
NET PROPERTY TAX						
31-00-310-201	MUNICIPAL SALES TAX	311,493.46	4,457,359.97	4,000,000.00	111.43	(457,359.97)
31-00-310-202	ILLINOIS INCOME TAX	88,736.80	926,999.32	815,000.00	113.74	(111,999.32)
31-00-310-203	AMUSEMENT TAX	4,791.97	64,738.44	57,504.00	112.58	(7,234.44)
31-00-310-204	REPLACEMENT TAX	337.00	1,756.32	1,250.00	140.51	(506.32)
31-00-310-205	UTILITY TAX	70,075.79	842,069.07	898,000.00	93.77	55,930.93
31-00-310-206	LOCAL GAS TAX	20,770.85	94,467.25	0.00	100.00	(94,467.25)
31-00-310-208	PLACES OF EATING TAX	33,619.66	537,639.04	500,000.00	107.53	(37,639.04)
31-00-310-209	WATER TAX	10,008.18	159,593.44	160,000.00	99.75	406.56
31-00-310-210	WATER TAX - UNINCORPORATED	37.91	168.81	120.00	140.68	(48.81)
31-00-310-212	SELF-STORAGE FACILITY TAX	9,389.27	20,921.41	0.00	100.00	(20,921.41)
NET OTHER TAXES		549,260.89	7,105,713.07	6,431,874.00	110.48	(673,839.07)
LICENSES						
31-00-310-302	LICOR LICENSES	0.00	85,250.00	61,250.00	139.18	(24,000.00)
31-00-310-303	BUSINESS LICENSES	360.00	99,583.00	78,000.00	127.67	(21,583.00)
31-00-310-304	VIDEO GAMING LICENSES	0.00	12,500.00	0.00	100.00	(12,500.00)
31-00-310-305	VENDING MACHINE LICENSES	0.00	2,280.00	2,600.00	87.69	320.00
31-00-310-306	SCAVENGER LICENSES	0.00	7,000.00	7,000.00	100.00	0.00
NET LICENSES		360.00	206,613.00	148,850.00	138.81	(57,763.00)
PERMITS						
31-00-310-401	BUILDING PERMITS	146,597.85	611,905.69	275,000.00	222.51	(336,905.69)
31-00-310-402	SIGN PERMITS	344.52	12,093.25	5,000.00	241.87	(7,093.25)
31-00-310-403	OTHER PERMITS	0.00	84.00	500.00	16.80	416.00
31-00-310-404	COUNTY BMP FEE	0.00	2,371.00	2,000.00	118.55	(371.00)
31-00-310-405	SPECIAL HAULING PERMITS (OXCART)	260.00	2,310.00	0.00	100.00	(2,310.00)
NET PERMITS		147,202.37	628,763.94	282,500.00	222.57	(346,263.94)
FINES						
31-00-310-501	CIRCUIT COURT FINES	2,268.64	90,722.93	100,000.00	90.72	9,277.07
31-00-310-502	TRAFFIC FINES	550.00	38,724.00	25,000.00	154.90	(13,724.00)
31-00-310-503	RED LIGHT FINES	41,065.00	717,155.66	600,000.00	119.53	(117,155.66)
31-00-310-504	DUI FINES	0.00	2,762.12	0.00	100.00	(2,762.12)
31-00-310-505	OVERWEIGHT TRUCK FINES	0.00	9,632.49	0.00	100.00	(9,632.49)
NET FINES		43,983.64	858,997.20	725,000.00	118.48	(133,997.20)
OVERHEAD REIMBURSEMENT						
31-00-310-601	ADMINISTRATIVE SUPPORT REIMB - WATE	47,972.25	575,667.00	575,667.00	100.00	0.00
NET OVERHEAD REIMBURSEMENT		47,972.25	575,667.00	575,667.00	100.00	0.00

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 26

SL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 01 - GENERAL FUND						
21-00-310-700	PLANNING APPLICATION FEES	0.00	10,025.00	10,000.00	100.25	(25.00)
21-00-310-701	PUBLIC HEARING FEES	0.00	20,400.00	2,550.00	800.00	(17,850.00)
21-00-310-702	PLANNING REVIEW FEES	0.00	0.00	2,500.00	0.00	2,500.00
21-00-310-704	ACCIDENT REPORT COPIES	180.00	3,186.00	2,000.00	159.30	(1,186.00)
21-00-310-705	VIDEO GAMING TERMINAL INCOME	3,399.16	49,557.71	36,000.00	137.66	(13,557.71)
21-00-310-706	COPIES-ORDINANCES & MAPS	0.00	0.00	50.00	0.00	50.00
21-00-310-723	ELEVATOR INSPECTION FEES	0.00	22,225.00	5,000.00	444.50	(17,225.00)
21-00-310-724	BURGLAR ALARM FEES	8,980.00	8,980.00	10,000.00	89.80	1,020.00
Net CHARGES & FEES		12,559.16	114,373.71	68,100.00	167.95	(46,273.71)
PARK & RECREATION CHARGES						
21-00-310-813	PARK & REC CONTRIBUTION	0.00	3,800.00	2,500.00	152.00	(1,300.00)
21-00-310-814	PARK PERMIT FEES	0.00	632.00	3,000.00	21.07	2,368.00
21-00-310-815	SUMMER RECREATION FEES	0.00	1,985.00	8,750.00	22.69	6,765.00
21-00-310-817	SPECIAL EVENTS	0.00	1,490.00	3,600.00	41.39	2,110.00
21-00-310-818	FALL RECREATION FEES	0.00	0.00	200.00	0.00	200.00
21-00-310-819	BURR RIDGE/WILLOWBROOK BASEBALL R	0.00	6,072.50	6,500.00	93.42	427.50
21-00-310-820	HOLIDAY CONTRIBUTION	0.00	2,700.00	4,000.00	67.50	1,300.00
21-00-310-823	SPRING RECREATION FEES	0.00	0.00	200.00	0.00	200.00
Net PARK & RECREATION CHARGES		0.00	16,679.50	28,750.00	58.02	12,070.50
OTHER REVENUE						
01-00-310-901	REIMBURSEMENTS - IRMA	72,571.70	85,656.57	0.00	100.00	(85,656.57)
01-00-310-909	SALE - FIXED ASSETS	0.00	8,000.00	7,500.00	106.67	(500.00)
01-00-310-910	REIMBURSEMENTS - TREE PLANTING	0.00	900.00	500.00	180.00	(400.00)
01-00-310-911	REIMBURSEMENTS - RED LIGHT ENERGY	111.94	1,568.59	1,320.00	118.83	(248.59)
01-00-310-912	REIMBURSEMENTS - BRUSH PICK-UP	444.96	11,508.48	11,600.00	99.21	91.52
01-00-310-913	OTHER RECEIPTS	0.00	13,102.35	20,000.00	65.51	6,897.65
01-00-310-915	REIMBURSEMENTS - POLICE SPECIAL DET	0.00	7,651.00	4,000.00	191.28	(3,651.00)
01-00-310-916	DONATIONS	0.00	1,000.00	0.00	100.00	(1,000.00)
01-00-310-917	REIMBURSEMENTS - PUBLIC WORKS OTHE	0.00	23,600.00	0.00	100.00	(23,600.00)
01-00-310-921	OTHER GRANTS	0.00	4,000.00	0.00	100.00	(4,000.00)
01-00-310-922	FEDERALIST STATE GRANTS	395.45	5,341.93	72,788.00	7.34	67,446.07
01-00-310-925	NICOR GAS ANNUAL PAYMENT	0.00	15,301.29	14,000.00	109.29	(1,301.29)
01-00-310-926	CABLE FRANCHISE FEES	10,516.75	198,136.72	216,000.00	91.73	17,863.28
01-00-310-928	DRUG FORFEITURES - STATE	0.00	0.00	5,000.00	0.00	5,000.00
01-00-310-929	DRUG FORFEITURES - FEDERAL	0.00	0.00	6,000.00	0.00	6,000.00
01-00-310-930	DRUG FORFEITURES - DEA	2,375.00	2,375.00	0.00	100.00	(2,375.00)
Net OTHER REVENUE		86,415.80	378,141.93	358,708.00	105.42	(19,433.93)
NON-OPERATING						
01-00-320-108	INTEREST INCOME	3,947.18	88,028.17	24,000.00	366.78	(64,028.17)
Net NON-OPERATING		3,947.18	88,028.17	24,000.00	366.78	(64,028.17)

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 36

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 01 - GENERAL FUND						
TOTAL REVENUES		891,782.59	10,161,885.48	8,829,128.00	115.10	(1,332,757.48)
Fund 02 - WATER FUND CHARGES & FEES	WATER USAGE	200,061.56	3,197,098.58	3,200,000.00	99.91	2,901.42
02-00-310-712	WATER PENALTIES	304.30	1,286.05	5,000.00	225.72	(6,286.05)
02-00-310-713	SHUTOFF/NSF FEE	(120.00)	7,665.00	2,500.00	306.60	(5,165.00)
Net CHARGES & FEES		200,245.86	3,216,049.63	3,207,500.00	100.27	(8,549.63)
OTHER REVENUE	WATER METER SALES	3,453.61	10,679.75	3,000.00	355.99	(7,679.75)
02-00-310-714	WATER METER READING FEES	195.50	6,228.75	5,000.00	124.58	(1,228.75)
02-00-310-716	CONSTRUCTION USAGE	600.00	2,435.00	1,000.00	243.50	(1,435.00)
Net OTHER REVENUE		4,249.11	19,343.50	9,000.00	214.93	(10,343.50)
NON-OPERATING	INTEREST INCOME	524.99	19,137.85	12,000.00	159.48	(7,137.85)
02-00-320-108	WATER CONNECTION FEES	3,600.00	9,600.00	3,000.00	320.00	(6,600.00)
02-00-320-713		4,124.99	28,737.85	15,000.00	191.58	(13,737.85)
Net NON-OPERATING						
Fund 02 - WATER FUND:						
TOTAL REVENUES		208,619.96	3,264,130.98	3,231,500.00	101.01	(32,630.98)
Fund 03 - HOTEL/MOTEL TAX FUND OTHER TAXES	HOTEL/MOTEL TAX	11,763.74	218,148.90	248,000.00	87.96	29,851.10
03-00-310-205		11,763.74	218,148.90	248,000.00	87.96	29,851.10
Net OTHER TAXES						
NON-OPERATING	INTEREST INCOME	514.48	10,462.17	6,000.00	174.37	(4,462.17)
03-00-320-108		514.48	10,462.17	6,000.00	174.37	(4,462.17)
Net NON-OPERATING						
Fund 03 - HOTEL/MOTEL TAX FUND:						
TOTAL REVENUES		12,278.22	228,611.07	254,000.00	90.00	25,388.93
Fund 04 - MOTOR FUEL TAX FUND OTHER TAXES	MFT RECEIPTS	27,204.26	308,714.54	217,343.00	142.04	(91,371.54)

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 4/6

3L NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 04 - MOTOR FUEL TAX FUND Net OTHER TAXES		27,204.26	308,714.54	217,343.00	142.04	(91,371.54)
NON-OPERATING 24-00-320-108	INTEREST INCOME	398.45	8,043.52	4,500.00	178.74	(3,543.52)
Net NON-OPERATING		398.45	8,043.52	4,500.00	178.74	(3,543.52)

Fund 04 - MOTOR FUEL TAX FUND:

TOTAL REVENUES						
Fund 06 - SSA ONE BOND & INTEREST FUND						
PROPERTY TAX	PROPERTY TAX RECEIPTS	0.00	325,818.39	322,465.00	101.04	(3,353.39)
36-00-310-101	Net PROPERTY TAX	0.00	325,818.39	322,465.00	101.04	(3,353.39)
NON-OPERATING 36-00-320-108	INTEREST INCOME	15.25	1,258.84	500.00	251.77	(758.84)
Net NON-OPERATING		15.25	1,258.84	500.00	251.77	(758.84)

Fund 06 - SSA ONE BOND & INTEREST FUND:

TOTAL REVENUES						
Fund 07 - POLICE PENSION FUND						
OTHER REVENUE 07-00-310-607	VILLAGE CONTRIBUTION	70,390.62	986,858.08	986,858.00	100.00	(0.08)
07-00-310-906	POLICE CONTRIBUTIONS	21,688.80	201,130.20	206,484.00	97.41	5,353.80
Net OTHER REVENUE		92,079.42	1,187,988.28	1,193,342.00	99.55	5,353.72
NON-OPERATING 07-00-320-108	INTEREST INCOME	21,061.96	739,669.45	500,000.00	147.93	(239,669.45)
07-00-320-110	UNREALIZED GAIN (LOSS) ON INVESTMENT	1,543,734.31	10,663.29	0.00	100.00	(10,663.29)
07-00-320-111	GAIN (LOSS) ON INVESTMENTS	10,019.35	(272,007.32)	0.00	100.00	272,007.32
07-00-320-112	CONTRIBUTIONS/DONATIONS	0.00	179.31	0.00	100.00	(179.31)
Net NON-OPERATING		1,574,815.62	478,504.73	500,000.00	95.70	21,495.27

Fund 07 - POLICE PENSION FUND:

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 5/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 07 - POLICE PENSION FUND						
TOTAL REVENUES		1,666,895.04	1,666,493.01	1,693,342.00	98.41	26,848.99
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND						
NON-OPERATING	INTEREST INCOME	697.24	9,854.15	6,000.00	164.24	(3,854.15)
D9-00-320-108		697.24	9,854.15	6,000.00	164.24	(3,854.15)
Net NON-OPERATING						
TRANSFERS IN	TRANSFER FROM WATER	0.00	400,000.00	400,000.00	100.00	0.00
D9-00-330-102		0.00	400,000.00	400,000.00	100.00	0.00
Net TRANSFERS IN						
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND:						
TOTAL REVENUES		697.24	409,854.15	406,000.00	100.95	(3,854.15)
Fund 10 - CAPITAL PROJECT FUND						
NON-OPERATING	INTEREST INCOME	0.58	12.50	0.00	100.00	(12.50)
10-00-320-108		0.58	12.50	0.00	100.00	(12.50)
Net NON-OPERATING						
Fund 10 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		0.58	12.50	0.00	100.00	(12.50)
Fund 11 - DEBT SERVICE FUND						
TRANSFERS IN	TRANSFER FROM GENERAL FUND	0.00	278,873.00	278,873.00	100.00	0.00
11-00-330-101		0.00	47,471.00	47,471.00	100.00	0.00
11-00-330-102	TRANSFER FROM WATER	0.00	326,344.00	326,344.00	100.00	0.00
Net TRANSFERS IN						
Fund 11 - DEBT SERVICE FUND:						
TOTAL REVENUES		0.00	326,344.00	326,344.00	100.00	0.00
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &						
TRANSFERS IN	TRANSFER FROM GENERAL FUND	0.00	24,769.25	120,000.00	20.64	95,230.75
14-00-330-101		0.00	24,769.25	120,000.00	20.64	95,230.75
Net TRANSFERS IN						

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 6/6

SL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & :						
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & :						
TOTAL REVENUES		0.00	24,769.25	120,000.00	20.64	95,230.75
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX						
OTHER TAXES						
15-00-310-201	BUSINESS DISTRICT SALES TAX TOWN CE	48,732.13	677,131.96	485,000.00	139.61	(192,131.96)
Net OTHER TAXES		48,732.13	677,131.96	485,000.00	139.61	(192,131.96)
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX:						
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX:						
TOTAL REVENUES		48,732.13	677,131.96	485,000.00	139.61	(192,131.96)
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		2,856,623.72	17,493,067.69	15,890,122.00	109.52	(1,512,945.69)

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

ACTIVITY FOR
MONTH
04/30/2020

APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
Fund 01 - GENERAL FUND						
Dept 05 - VILLAGE BOARD & CLERK						
GENERAL MANAGEMENT						
01-05-400-147	MEDICARE	87.56	917.37	9.50	4.63	926.63
01-05-400-161	SOCIAL SECURITY	374.37	3,922.51	99.48	20.49	3,963.49
01-05-410-101	SALARY - MAYOR & VILLAGE BO/	5,200.00	52,900.00	56,400.00	3,500.00	59,900.00
01-05-410-125	SALARY - VILLAGE CLERK	600.00	7,200.00	7,200.00	0.00	7,200.00
01-05-410-141	LIFE INSURANCE - ELECTED OFF	63.84	777.84	816.00	95.32	854.16
01-05-410-201	PHONE - TELEPHONES	46.87	653.15	696.00	93.84	738.85
01-05-410-301	OFFICE SUPPLIES	0.00	0.00	500.00	0.00	500.00
01-05-410-302	PRINTING & PUBLISHING	0.00	40.00	0.00	100.00	(40.00)
01-05-410-303	FUEL/MILEAGE/WASH	0.00	0.00	100.00	0.00	200.00
01-05-410-304	SCHOOL/SCONFERENCE\$/TRAV	0.00	1,488.37	5,770.00	25.79	11,540.00
01-05-410-305	STRATEGIC PLANNING	0.00	0.00	5,000.00	0.00	10,051.63
01-05-410-307	FEES/DUES/SUBSCRIPTIONS	0.00	1,349.30	2,341.00	57.64	5,000.00
GENERAL MANAGEMENT		6,372.64	69,248.54	83,688.00	82.75	991.70
COMMUNITY RELATIONS						
01-05-420-365	PUBLIC RELATIONS	0.00	47.95	500.00	9.59	452.05
COMMUNITY RELATIONS						
DATA PROCESSING						
01-05-417-212	EDP EQUIPMENT/SOFTWARE	0.00	915.50	6,000.00	15.26	5,084.50
DATA PROCESSING						
Total Dept 05 - VILLAGE BOARD & CLERK		6,372.64	70,211.99	90,188.00	77.85	19,976.01
Dept 07 - BOARD OF POLICE COMMISSIONERS						
ADMINISTRATION						
01-07-400-147	MEDICARE	0.00	7.23	9.00	80.33	1.77
01-07-400-161	SOCIAL SECURITY	0.00	30.93	37.00	83.59	6.07
01-07-435-148	LIFE INSURANCE - COMMISSION	18.48	259.94	274.00	94.87	14.06
01-07-435-239	FEES - BOPC ATTORNEY	0.00	0.00	6,000.00	0.00	6,000.00
01-07-435-301	OFFICE SUPPLIES	0.00	0.00	100.00	0.00	100.00
01-07-435-302	PRINTING & PUBLISHING	0.00	546.00	4,000.00	13.65	3,454.00
01-07-435-304	SCHOOL/SCONFERENCE\$/TRAV	0.00	0.00	1,000.00	0.00	1,000.00
01-07-435-307	FEES/DUES/SUBSCRIPTIONS	0.00	375.00	500.00	75.00	125.00
01-07-435-311	POSTAGE & METER RENT	0.00	0.00	500.00	0.00	500.00
ADMINISTRATION		18.48	1,219.10	12,420.00	9.82	11,200.90
OTHER						
01-07-440-542	EXAMS - WRITTEN	0.00	3,500.00	20,000.00	17.50	16,500.00
01-07-440-543	EXAMS - PHYSICAL	0.00	307.00	2,000.00	15.35	1,693.00
01-07-440-544	EXAMS - PSYCHOLOGICAL	0.00	1,050.00	2,500.00	42.00	1,450.00
01-07-440-545	EXAMS - POLYGRAPH	0.00	480.00	1,000.00	48.00	520.00
OTHER		0.00	5,337.00	25,500.00	20.93	20,163.00

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 01 - GENERAL FUND Total Dept 07 - BOARD OF POLICE COMMISSIONERS	18.48	6,556.10	37,920.00	17.29
				31,363.90
				75,840.00
				69,283.90

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROV. AVAIL.	Page: 2/23
Fund 01 - GENERAL FUND Total Dept 07 - BOARD OF POLICE COMMISSIONERS		18.48	6,556.10	37,920.00	17.29	31,363.90	75,840.00	69,283.90
Dept 10 - ADMINISTRATION								
GENERAL MANAGEMENT								
01-10-400-147 MEDICARE	387.29	5,840.28	4,299.00	135.85		(1,541.28)	8,598.00	2,757.72
01-10-400-151 IMRF	3,650.09	51,397.73	35,038.00	146.69		(16,359.73)	70,076.00	18,678.27
01-10-400-161 SOCIAL SECURITY	1,655.98	22,444.73	15,738.00	142.61		(6,706.73)	31,476.00	9,031.27
01-10-400-171 SUI - UNEMPLOYMENT	1,21	897.79	233.00	385.32		(664.79)	466.00	(431.79)
01-10-455-101 SALARIES - MANAGEMENT STAFF	13,192.32	197,185.15	134,137.00	147.00		(63,048.15)	268,274.00	71,088.85
01-10-455-102 OVERTIME	0.00	2,302.28	5,000.00	46.05		2,697.72	10,000.00	7,697.72
01-10-455-105 ASSISTANT VILLAGE ADMINISTRATOR	9,769.28	107,462.08	91,750.00	117.12		(15,712.08)	183,500.00	76,037.92
01-10-455-107 ADMINISTRATIVE INTERN	0.00	0.00	9,984.00	0.00		9,984.00	19,968.00	19,968.00
01-10-455-126 SALARIES - CLERICAL	4,257.12	55,304.05	55,342.00	99.93		37.95	110,684.00	55,379.95
01-10-455-131 PERSONNEL RECRUITMENT	0.00	6,544.80	700.00	934.97		(5,844.80)	1,400.00	(5,144.80)
01-10-455-141 HEALTH/DENTAL/LIFE INSURANCE	4,088.01	46,231.26	70,135.00	65.92		(23,903.74)	140,270.00	94,038.74
01-10-455-201 PHONE - TELEPHONES	881.03	13,718.86	25,051.00	54.76		11,332.14	50,102.00	36,383.14
01-10-455-266 CODIFY ORDINANCES	0.00	10,113.00	2,500.00	404.52		(7,613.00)	5,000.00	(5,113.00)
01-10-455-301 OFFICE SUPPLIES	148.87	5,852.89	10,000.00	58.53		4,147.11	20,000.00	14,147.11
01-10-455-302 PRINTING, PUBLISHING & TRANS	0.00	2,064.96	2,500.00	82.60		435.04	5,000.00	2,935.04
01-10-455-303 FUEL/MILEAGE/WASH	0.00	558.01	1,500.00	37.20		941.99	3,000.00	2,441.99
01-10-455-304 SCHOOL/SCONFERENCES/TRAV	0.00	213.35	2,000.00	10.67		1,786.65	4,000.00	3,786.65
01-10-455-305 STRATEGIC PLANNING	0.00	0.00	2,000.00	404.52		(7,613.00)	4,000.00	4,000.00
01-10-455-306 CONSULTING	4,901.25	39,035.61	2,000.00	0.00		(39,035.61)	0.00	(39,035.61)
01-10-455-307 FEES/DUES/SUBSCRIPTIONS	221.00	11,772.44	13,000.00	90.56		1,227.56	26,000.00	14,227.56
01-10-455-311 POSTAGE & METER RENT	235.05	4,186.29	5,000.00	83.73		813.71	10,000.00	5,813.71
01-10-455-315 COPY SERVICE	385.81	5,851.86	4,800.00	121.91		(1,051.86)	9,600.00	3,748.14
01-10-455-355 COMMISSARY/PROVISION	138.97	2,551.89	1,500.00	170.13		(1,051.86)	3,000.00	448.11
01-10-455-409 MAINTENANCE - VEHICLES	0.00	0.00	2,000.00	0.00		2,000.00	4,000.00	4,000.00
01-10-455-411 MAINTENANCE - EQUIPMENT	0.00	0.00	500.00	0.00		500.00	1,000.00	1,000.00
GENERAL MANAGEMENT	43,913.28	591,529.31	494,707.00	119.57		(96,822.31)	989,414.00	397,884.69
COMMUNITY RELATIONS								
PUBLIC RELATIONS								
01-10-475-365 NEWSLETTER	0.00	2,602.40	5,000.00	52.05		2,397.60	10,000.00	7,397.60
01-10-475-366 CRISIS MANAGEMENT	114.00	185,741.05	300,000.00	61.91		500.00	1,000.00	1,000.00
01-10-475-367 MEALS-ON-WHEELS	0.00	0.00	2,000.00	0.00		114,258.95	600,000.00	414,258.95
01-10-475-370 SENIOR CITIZEN TAXI PROGRAM	0.00	10.00	0.00	100.00		(10.00)	4,000.00	4,000.00
COMMUNITY RELATIONS	114.00	188,353.45	307,500.00	61.25		119,146.55	615,000.00	(10.00)
CAPITAL IMPROVEMENTS								
01-10-485-602 BUILDING IMPROVEMENTS	0.00	24,500.00	460,507.00	5.32		436,007.00	921,014.00	896,514.00
01-10-485-611 FURNITURE & OFFICE EQUIPMENT	0.00	0.00	2,500.00	0.00		2,500.00	5,000.00	5,000.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
DATA PROCESSING								
01-10-460-212 EDP EQUIPMENT/SOFTWARE	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-460-225 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,343.00	127.33		(2,280.29)	16,686.00	16,686.00
01-10-475-372 CAPITAL IMPROVEMENTS	0.00	24,500.00	463,007.00	5.29		438,507.00	926,014.00	901,514.00
01-10-475-372 DATA PROCESSING	2,135.00	40,713.05	27,863.00	146.12		(12,850.05)	55,726.00	55,726.00
01-10-475-372 INTERNET/WEBSITE HOSTING	627.41	10,623.29	8,3					

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EXPENDITURE REPORT FOR WILLOWBROOK							Page: 3/23
ACTIVITY FOR MONTH 04/30/2020			2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.	
GL NUMBER	DESCRIPTION						
Fund 01 - GENERAL FUND							
01-10-460-263	EDP LICENSES	686.99	10,700.86	2,326.00	460.25	(8,375.86)	(6,050.86)
01-10-460-265	CYBER DISRUPTION	76,414.92	76,414.92	0.00	100.00	(76,414.92)	(76,414.92)
01-10-460-267	DOCUMENT STORAGE/SCANNING	100.00	3,045.00	2,740.00	111.13	(305.00)	2,435.00
01-10-460-305	EDP PERSONNEL TRAINING	0.00	200.00	500.00	40.00	300.00	800.00
01-10-460-331	OPERATING SUPPLIES	0.00	0.00	500.00	0.00	500.00	1,000.00
DATA PROCESSING		79,964.32	141,697.12	42,271.00	335.21	(99,426.12)	84,542.00
BUILDINGS							
01-10-466-228	MAINTENANCE - BUILDING	3,327.86	61,987.20	50,000.00	123.97	(11,987.20)	100,000.00
01-10-466-236	NICOR GAS (835 MIDWAY)	221.76	1,635.82	2,000.00	81.79	364.18	38,012.80
01-10-466-240	ENERGY/COMED (835 MIDWAY)	0.00	2,997.20	2,500.00	119.89	(497.20)	4,000.00
01-10-466-251	SANITARY (835 MIDWAY)	0.00	114.79	800.00	14.35	685.21	5,000.00
01-10-466-293	LANDSCAPE - VILLAGE HALL	0.00	300.00	1,500.00	20.00	1,200.00	1,600.00
01-10-466-351	BUILDING MAINTENANCE SUPPL	427.20	1,313.56	5,000.00	26.27	3,686.44	3,000.00
BUILDINGS		3,976.82	68,348.57	61,800.00	110.60	(6,548.57)	10,000.00
LEGAL							
01-10-470-239	FEES - VILLAGE ATTORNEY	13,229.45	133,897.73	70,000.00	191.28	(63,897.73)	140,000.00
01-10-470-241	FEES - SPECIAL ATTORNEY	0.00	781.00	7,500.00	10.41	6,719.00	15,000.00
01-10-470-242	FEES - LABOR COUNSEL	269.80	11,560.10	0.00	100.00	(11,560.10)	0.00
LEGAL		13,499.25	146,238.83	77,500.00	188.70	(68,738.83)	155,000.00
RISK MANAGEMENT							
01-10-480-272	INSURANCE - IRMA	0.00	234,001.00	230,960.00	101.32	(3,041.00)	461,920.00
01-10-480-273	SELF INSURANCE - DEDUCTIBLE	0.00	11,111.50	10,000.00	111.12	(1,111.50)	20,000.00
01-10-480-276	WELLNESS	0.00	0.00	4,870.00	0.00	4,870.00	9,740.00
RISK MANAGEMENT		0.00	245,112.50	245,830.00	99.71	717.50	491,660.00
TRANSFERS TO OTHER FUNDS							
01-10-900-112	TRANSFER TO DEBT SERVICE - 2	0.00	278,873.00	278,873.00	100.00	0.00	557,746.00
01-10-900-114	TRANSFER TO LAFER	0.00	24,769.25	120,000.00	20.64	95,230.75	240,000.00
	TRANSFERS TO OTHER FUNDS	0.00	303,642.25	398,873.00	76.13	95,230.75	797,746.00
							494,103.75
Total Dept 10 - ADMINISTRATION		141,467.67	1,709,422.03	2,091,488.00	81.73	382,065.97	4,182,976.00
Dept 15 - PLANNING & ECONOMIC DEVELOPMENT							2,473,553.97
GENERAL MANAGEMENT							
01-15-400-147	MEDICARE	24.31	347.18	338.00	102.72	(9.18)	676.00
01-15-400-151	IMRF	235.34	2,838.32	2,852.00	99.52	13.68	5,704.00
01-15-400-161	SOCIAL SECURITY	104.01	1,484.98	1,446.00	102.70	(38.98)	2,892.00
01-15-400-171	SUI - UNEMPLOYMENT	12.28	128.97	31.00	416.03	(97.97)	62.00
01-15-510-102	OVERTIME	0.00	0.00	500.00	0.00	500.00	(66.97)
01-15-510-126	SALARIES - CLERICAL	1,754.97	22,460.16	22,816.00	98.44	355.84	1,000.00
01-15-510-141	HEALTH/DENTAL/LIFE INSURANCE	588.89	7,251.10	7,804.00	92.92	552.90	45,000.00
01-15-510-232	CONSULTANTS - DESIGN & OTH	0.00	0.00	45,000.00	0.00	45,000.00	8,356.90
01-15-510-301	OFFICE SUPPLIES	0.00	10.61	250.00	4.24	239.39	90,000.00

EXPENDITURE REPORT FOR WILLOWBROOK

ANNUAL REPORT FOR WILLOW

Page: 4/23 APPROP. APPROP. AVAIL.

GL NUMBER	DESCRIPTION	04/30/2020	04/30/2020	BUDGET	USED	BALANCE
Fund 01 - GENERAL FUND						
001-15-510-302	PRINTING & PUBLISHING	0.00	1,674.92	2,000.00	83.75	325.08
001-15-510-304	SCHOOLS/CONFERENCES/TRA	0.00	0.00	500.00	0.00	4,900.00
001-15-510-307	FEES/DUES/SUBSCRIPTIONS	0.00	323.15	500.00	64.63	500.00
001-15-510-311	POSTAGE & METER RENT	0.00	71.82	500.00	14.36	176.85
001-15-510-340	LIFE INSURANCE - PLAN COMMS	70.56	1,031.59	1,002.00	102.95	428.18
001-15-510-401	OPERATING EQUIPMENT	0.00	0.00	500.00	0.00	(29.59)
	GENERAL MANAGEMENT	2,790.36	37,622.80	86,039.00	43.73	48,416.20
					172,078.00	134,455.20
DATA PROCESSING	EDP EQUIPMENT/SOFTWARE	0.00	915.50	0.00	100.00	(915.50)
001-15-515-212	EDP PERSONNEL TRAINING	0.00	0.00	1,800.00	0.00	3,600.00
001-15-515-305	DATA PROCESSING	0.00	915.50	1,800.00	50.86	3,600.00
					884.50	2,684.50
ENGINEERING	RENT - MEETING ROOM	0.00	0.00	250.00	0.00	250.00
001-15-520-229	FEES - ENGINEERING	0.00	1,203.20	2,500.00	48.13	1,296.80
001-15-520-245	FEES - COURT REPORTER	0.00	2,458.00	1,500.00	163.87	(958.00)
001-15-520-246	PLAN REVIEW - ENGINEER	2,105.28	7,394.47	5,000.00	147.89	(2,394.47)
001-15-520-254	PLAN REVIEW - PLANNER	39,115.35	153,553.07	80,000.00	191.94	(73,553.07)
001-15-520-257	PLAN REVIEW - TRAFFIC CONSU	0.00	3,225.40	3,000.00	110.85	(325.40)
001-15-520-258	ENGINEERING	41,220.63	167,934.14	92,250.00	182.04	(75,684.14)
	Total Dept 15 - PLANNING & ECONOMIC DEVELOPMENT	44,010.99	206,472.44	180,089.00	114.65	(26,383.44)
					360,178.00	153,705.56
Dept 20 - PARKS & RECREATION						
CAPITAL IMPROVEMENTS	LANDSCAPING	0.00	4,630.00	1,000.00	463.00	(3,630.00)
001-20-595-692	COURT IMPROVEMENTS	0.00	679.15	1,500.00	45.28	820.85
001-20-595-693	PARK IMPROVEMENTS - NEIGHB	0.00	17,099.40	2,000.00	854.97	(15,099.40)
001-20-595-695	CAPITAL IMPROVEMENTS	0.00	22,408.55	4,500.00	497.97	(17,908.55)
					9,000.00	(13,408.55)
ADMINISTRATION	MEDICARE	30.73	627.20	762.00	82.31	134.80
001-20-400-147	IMRF	284.20	4,703.83	4,649.00	101.18	(54.83)
001-20-400-151	SOCIAL SECURITY	131.40	2,681.84	3,259.00	82.29	577.16
001-20-400-171	SUI - UNEMPLOYMENT	42.92	219.06	131.00	167.22	(88.06)
001-20-550-101	SALARIES - PERMANENT EMPLO	2,119.36	31,348.40	34,596.00	90.61	3,247.60
001-20-550-104	PART TIME - CLERICAL	0.00	0.00	10,973.00	0.00	10,973.00
001-20-550-148	LIFE INSURANCE - COMMISSION	72.24	1,067.68	1,113.00	95.93	45.32
001-20-550-201	EMERGENCY TELEPHONE LINE	0.00	0.00	100.00	0.00	100.00
001-20-550-301	OFFICE/GENERAL PROGRAM SU	0.00	278.81	0.00	100.00	(278.81)
001-20-550-302	PRINTING & PUBLISHING	0.00	6,354.40	16,500.00	38.51	10,145.60
001-20-550-303	FUEL/MILEAGE/WASH	0.00	0.00	250.00	0.00	250.00
001-20-550-311	POSTAGE & METER RENT	0.00	351.60	2,500.00	14.06	2,148.40
	ADMINISTRATION	2,680.85	47,632.82	74,833.00	63.65	27,200.18
						149,666.00
						102,033.18

**EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 12/31/2000**

ACTIVITY FOR MONTH	PERIOD ENDING 04/30/2020	2019-20 ORIGINAL	% BDGT	AVAILABLE	APPROP.	APPROP. AVAIL.
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GL NUMBER	DESCRIPTION	04/30/2020	04/30/2020	BUDGET	USED	BALANCE
Fund 01 - GENERAL FUND						
SPRING PROGRAM	RECREATION INSTRUCTORS - SPRING PROGRAM MATERIALS &	0.00	0.00	200.00	0.00	200.00
01-20-586-112	SPRING PROGRAM MATERIALS &	0.00	0.00	400.00	0.00	400.00
01-20-586-121	SPRING PROGRAM	0.00	0.00	600.00	0.00	600.00
SPECIAL RECREATION						
01-20-590-518	SPECIAL RECREATION ASSOC P	0.00	39,310.86	38,540.00	102.00	(77,080.00)
01-20-590-519	ADA PARK MAINTENANCE	0.00	7,234.40	4,750.00	152.30	(2,484.40)
01-20-590-520	ADA RECREATION ACCOMMODA	0.00	0.00	7,700.00	0.00	9,500.00
01-20-590-521	ADA PARK IMPROVEMENTS	0.00	0.00	95,000.00	0.00	15,400.00
	SPECIAL RECREATION	0.00	46,545.26	145,990.00	31.88	99,444.74
7,164.03	336,867.88	440,433.00	76.49	103,565.12		880,866.00
Total Dept 20 - PARKS & RECREATION						
						543,008.12
						400.00
						800.00
						1,200.00

Dept 25 - FINANCE DEPARTMENT
GENERAL MANAGEMENT

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND								
01-25-620-251	AUDIT SERVICES	0.00	33,017.00	28,488.00	115.90	(4,529.00)	56,976.00	23,959.00
01-25-620-252	FINANCIAL SERVICES	0.00	7,562.50	7,225.00	104.67	(337.50)	14,450.00	6,887.50
FINANCIAL AUDIT		0.00	40,579.50	35,713.00	113.63	(4,866.50)	71,426.00	30,846.50
Total Dept 25 - FINANCE DEPARTMENT		26,783.30	450,676.68	436,805.00	103.18	(13,871.68)	873,610.00	422,933.32
Dept 30 - POLICE DEPARTMENT								
CAPITAL IMPROVEMENTS	RADIO EQUIPMENT	0.00	167,773.00	5,200.00	0.00	5,200.00	10,400.00	10,400.00
01-30-680-622	NEW VEHICLES	9,297.50	167,773.00	172,973.00	96.99	5,200.00	345,946.00	178,173.00
CAPITAL IMPROVEMENTS		9,297.50						
ADMINISTRATION								
01-30-400-147	MEDICARE	2,453.33	36,493.74	39,257.00	92.96	2,763.26	78,514.00	42,020.26
01-30-400-151	IMRF	1,837.82	23,332.83	21,075.00	110.71	(2,257.83)	42,150.00	18,817.17
01-30-400-161	SOCIAL SECURITY	827.22	11,589.27	10,684.00	108.47	(905.27)	21,368.00	9,778.73
01-30-400-171	SUI - UNEMPLOYMENT	0.00	6,587.63	1,612.00	408.66	(4,975.63)	3,363.63	(3,363.63)
01-30-630-101	SALARIES - PERMANENT EMPLO	151,711.95	2,072,438.17	2,150,593.00	96.37	78,154.83	4,301,186.00	2,228,747.83
01-30-630-102	OVERTIME	6,708.48	292,670.50	285,000.00	102.69	(7,670.50)	570,000.00	277,329.50
01-30-630-103	OVERTIME - SPECIAL DETAIL & C	0.00	7,928.52	8,000.00	99.11	71.48	16,000.00	8,071.48
01-30-630-126	SALARIES - CLERICAL	13,391.68	173,625.73	163,325.00	106.31	(10,300.73)	326,650.00	153,024.27
01-30-630-127	OVERTIME - CLERICAL	0.00	7,298.07	9,000.00	81.09	1,701.93	18,000.00	10,701.93
01-30-630-131	PERSONNEL RECRUITMENT	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
01-30-630-141	HEALTH/DENTAL/LIFE INSURANC	26,281.55	340,946.55	374,763.00	90.98	33,816.45	749,526.00	408,579.45
01-30-630-155	POLICE PENSION	75,912.16	986,858.08	986,858.00	100.00	(0.08)	1,973,716.00	986,857.92
01-30-630-201	PHONE - TELEPHONES	1,081.70	18,856.58	27,000.00	69.84	8,143.42	54,000.00	35,143.42
01-30-630-202	ACCREDITATION	0.00	5,320.00	8,000.00	66.50	2,680.00	16,000.00	10,680.00
01-30-630-238	FIAT (INACTIVE AFTER 19/20)	0.00	4,000.00	3,500.00	114.29	(500.00)	7,000.00	3,000.00
01-30-630-241	FEES - FIELD COURT ATTORNEY	0.00	0.00	12,000.00	0.00	12,000.00	24,000.00	24,000.00
01-30-630-242	DUPAGE CHILDREN'S CENTER (II	0.00	3,000.00	3,000.00	100.00	0.00	6,000.00	3,000.00
01-30-630-245	FIRING RANGE	0.00	331.58	2,500.00	13.26	2,168.42	5,000.00	4,668.42
01-30-630-301	OFFICE SUPPLIES	464.90	3,474.87	7,000.00	49.64	3,525.13	14,000.00	10,525.13
01-30-630-302	PRINTING & PUBLISHING	162.65	3,277.24	5,450.00	60.13	2,172.76	10,900.00	7,622.76
01-30-630-303	FUEL/MILEAGE/WASH	325.00	48,004.40	65,000.00	73.85	16,995.60	130,000.00	81,995.60
01-30-630-304	SCHOOLS/CONFERENCE/TRAV	420.00	15,001.79	30,207.00	49.66	15,205.21	60,414.00	45,412.21
01-30-630-305	TUITION REIMBURSEMENT	0.00	2,439.00	6,000.00	40.65	3,561.00	12,000.00	9,561.00
01-30-630-306	REIMB PERSONNEL EXPENSES	0.00	63.63	0.00	100.00	(63.63)	0.00	(63.63)
01-30-630-307	FEES/DUES/SUBSCRIPTIONS	322.43	11,273.45	17,485.00	64.47	6,211.55	34,970.00	23,696.55
01-30-630-308	CADET PROGRAM	0.00	1,472.00	4,000.00	11.80	3,528.00	8,000.00	7,528.00
01-30-630-311	POSTAGE & METER RENT	0.00	3,408.81	4,000.00	85.22	591.19	8,000.00	4,591.19
01-30-630-315	COPY SERVICE	302.60	4,316.07	4,000.00	107.90	(316.07)	8,000.00	3,683.93
01-30-630-331	OPERATING SUPPLIES (INACTIV	276.96	4,085.95	3,500.00	116.74	(585.95)	7,000.00	2,914.05
01-30-630-345	UNIFORMS	402.37	16,998.19	33,000.00	51.51	16,001.81	66,000.00	49,001.81
01-30-630-346	AMMUNITION	283.69	4,550.39	13,000.00	35.00	8,449.61	26,000.00	21,449.61
01-30-630-401	OPERATING EQUIPMENT	1,560.38	22,264.89	26,900.00	82.77	4,635.11	53,800.00	31,535.11
01-30-630-402	BODY CAMERAS	0.00	0.00	33,846.00	0.00	67,692.00	33,846.00	67,692.00
01-30-630-405	FURNITURE & OFFICE EQUIPMENT	0.00	5,272.91	7,500.00	70.31	2,227.09	15,000.00	9,727.09

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EXPENDITURE REPORT FOR WILLOWBROOK							Page: 8/23
PERIOD ENDING 04/30/2020							APPROP. AVAIL.
GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.
Fund 01 - GENERAL FUND							
01-30-630-409	MAINTENANCE - VEHICLES	7,233.84	39,970.21	70,000.00	57.10	30,029.79	100,029.79
01-30-630-421	MAINTENANCE - RADIO EQUIPM	0.00	8,391.86	12,250.00	68.50	3,858.14	24,500.00
ADMINISTRATION		291,960.71	4,184,542.91	4,451,805.00	94.00	267,262.09	8,903,610.00
DATA PROCESSING							
01-30-640-212	EDP EQUIPMENT/ SOFTWARE	11,339.02	41,636.20	22,000.00	189.26	(19,636.20)	44,000.00
01-30-640-225	INTERNET/WEBSITE HOSTING	400.00	2,543.85	1,968.00	129.26	(575.85)	3,936.00
01-30-640-263	EDP LICENSES	0.00	26,448.34	28,315.00	93.41	1,866.66	56,630.00
01-30-640-267	DOCUMENT STORAGE/SCANNIN	0.00	10,702.00	18,000.00	59.46	7,298.00	36,000.00
DATA PROCESSING		11,739.02	81,330.39	70,283.00	115.72	(11,047.39)	140,566.00
BUILDINGS							
01-30-630-228	MAINTENANCE - BUILDING	430.00	27,329.16	7,180.00	380.63	(20,149.16)	14,360.00
01-30-630-235	NICOR GAS (7760 QUINCY)	430.71	3,289.14	3,000.00	109.64	(289.14)	6,000.00
01-30-630-250	SANITARY (7760 QUINCY)	0.00	603.41	400.00	150.85	(203.41)	800.00
BUILDINGS		860.71	31,221.71	10,580.00	295.10	(20,641.71)	21,160.00
RISK MANAGEMENT							
01-30-645-273	SELF INSURANCE - DEDUCTIBLE	0.00	21,086.48	20,000.00	105.43	(1,086.48)	40,000.00
RISK MANAGEMENT		0.00	21,086.48	20,000.00	105.43	(1,086.48)	40,000.00
CONSTRUCTION							
01-30-635-288	BUILDING CONSTR & REMODEL	0.00	1,048.86	112,900.00	0.93	111,851.14	225,800.00
CONSTRUCTION		0.00	1,048.86	112,900.00	0.93	111,851.14	225,800.00
PATROL							
01-30-650-268	ANIMAL CONTROL	0.00	0.00	800.00	0.00	800.00	1,600.00
01-30-650-340	K-9 PROGRAM (INACTIVE AFTER	0.00	160.00	1,000.00	16.00	840.00	2,000.00
01-30-650-343	JAIL SUPPLIES	181.47	809.99	1,500.00	54.00	690.01	3,000.00
01-30-650-348	DRUG FORFEITURE EXP - STATE	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00
01-30-650-349	DRUG FORFEITURE EXP - FDEF	2,375.00	2,375.00	6,000.00	39.58	3,625.00	12,000.00
PATROL		2,556.47	3,344.99	14,300.00	23.39	10,955.01	28,600.00
INVESTIGATIVE							
01-30-655-339	CONFIDENTIAL FUNDS	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
INVESTIGATIVE		0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
TRAFFIC SAFETY							
01-30-660-105	PART TIME - CROSSING GUARD	0.00	4,603.55	5,300.00	86.86	696.45	10,600.00
TRAFFIC SAFETY		0.00	4,603.55	5,300.00	86.86	696.45	10,600.00
ESDA COORDINATOR							
01-30-665-263	SIREN MAINTENANCE	0.00	0.00	500.00	0.00	500.00	1,000.00
ESDA COORDINATOR		0.00	0.00	500.00	0.00	500.00	1,000.00

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

ACTIVITY FOR
MONTH
04/30/20
YTD BALANCE
04/30/2020
ORIGINAL
BUDGET
% BDGT
USED
AVAILABLE
BALANCE

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROV. AVAIL.
Fund 01 - GENERAL FUND							
CRIME PREVENTION	PRINTING & PUBLISHING	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
01-30-670-302	COMMODITIES	0.00	2,678.86	5,000.00	53.58	2,321.14	10,000.00
01-30-670-331		0.00	2,678.86	6,000.00	44.65	3,321.14	12,000.00
CRIME PREVENTION							9,321.14
TELECOMMUNICATIONS	RADIO DISPATCHING	0.00	289,564.61	308,058.00	94.00	18,493.39	616,116.00
01-30-675-235	TELECOMMUNICATIONS	0.00	289,564.61	308,058.00	94.00	18,493.39	616,116.00
RED LIGHT	RED LIGHT - ADJUDICATOR	946.00	4,070.00	6,000.00	67.83	1,930.00	12,000.00
01-30-630-246	RED LIGHT - CAMERA FEES	44,950.00	247,225.00	275,000.00	89.90	27,775.00	550,000.00
01-30-630-247	RED LIGHT - COM ED	1,111.94	1,467.40	2,000.00	73.37	532.60	4,000.00
01-30-630-248	RED LIGHT - MISC FEE	3,855.00	26,054.00	22,000.00	118.43	(4,054.00)	44,000.00
01-30-630-249		49,862.94	278,816.40	305,000.00	91.42	26,183.60	610,000.00
RED LIGHT							331,183.60
	Total Dept 30 - POLICE DEPARTMENT	366,277.35	5,066,011.76	5,478,699.00	92.47	412,687.24	10,957,398.00
							5,891,386.24
Dept 35 - PUBLIC WORKS DEPARTMENT							
CAPITAL IMPROVEMENTS	VEHICLES - NEW & OTHER	0.00	34,062.36	56,196.00	60.61	22,133.64	112,392.00
01-35-765-625	VILLAGE ENTRY SIGNS	0.00	0.00	66,667.00	0.00	66,667.00	133,334.00
01-35-765-640	STREET IMPROVEMENTS	151.45	5,840.06	85,000.00	6.87	79,159.94	170,000.00
01-35-765-685		151.45	39,902.42	207,863.00	19.20	167,960.58	415,726.00
CAPITAL IMPROVEMENTS							375,823.58
ADMINISTRATION	MEDICARE	217.99	3,023.75	4,322.00	69.96	1,298.25	8,644.00
01-35-400-147	MRF	1,929.56	26,262.14	33,766.00	77.78	7,503.86	67,532.00
01-35-400-151	SOCIAL SECURITY	931.89	12,856.54	17,062.00	75.35	4,205.46	34,124.00
01-35-400-161	SUI - UNEMPLOYMENT	25.84	913.64	186.00	491.20	(727.64)	372.00
01-35-400-171	SALARIES - PERMANENT EMPLO	12,414.48	186,385.09	251,109.00	74.22	64,723.91	502,218.00
01-35-710-101	OVERTIME	0.00	18,006.98	22,500.00	80.03	4,493.02	45,000.00
01-35-710-102	PART TIME - LABOR	1,275.78	7,603.96	25,000.00	30.42	17,396.04	50,000.00
01-35-710-103	SALARIES - CLERICAL	1,974.44	25,648.97	25,666.00	99.93	17.03	51,332.00
01-35-710-126	HEALTH/DENTAL/LIFE INSURANC	4,466.13	52,685.58	45,538.00	115.70	(7,147.58)	91,076.00
01-35-710-141	TELEPHONES	208.66	2,177.50	2,500.00	87.10	322.50	5,000.00
01-35-710-301	OFFICE SUPPLIES	0.00	391.26	500.00	78.25	108.74	1,000.00
01-35-710-302	OFFICE SUPPLIES	0.00	330.12	600.00	55.02	269.88	1,200.00
01-35-710-303	PRINTING & PUBLISHING	0.00	8,661.80	9,150.00	94.66	488.20	18,300.00
01-35-710-304	FUEL/MILEAGE/WASH	0.00	411.90	2,000.00	20.60	1,588.10	4,000.00
01-35-710-306	SCHOOLS/CONFERENCE/TRAV	0.00	0.00	300.00	0.00	300.00	600.00
01-35-710-307	REIMB PERSONNEL EXPENSES-[0.00	283.00	310.00	91.29	27.00	620.00
01-35-710-311	FEES/DUES/SUBSCRIPTIONS	0.00	891.35	1,500.00	59.42	608.65	3,000.00
01-35-710-345	POSTAGE & METER RENT	0.00	2,165.73	5,000.00	43.31	2,834.27	10,000.00
01-35-710-401	UNIFORMS	0.00	3,372.77	3,500.00	96.36	127.23	7,000.00
01-35-710-405	OPERATING SUPPLIES & EQUIPM	0.00	0.00	500.00	0.00	500.00	1,000.00
	FURNITURE & OFFICE EQUIPM						1,000.00

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/20	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	Page:	10/23
							APPROP.	APPROV. AVAIL.
Fund 01 - GENERAL FUND								
DATA PROCESSING	EDP EQUIPMENT/SOFTWARE	0.00	3,945.50	3,700.00	106.64	(245.50)	7,400.00	3,454.50
01-35-715-212	INTERNET/WEBSITE HOSTING	108.35	1,201.35	1,370.00	87.69	168.65	2,740.00	1,538.65
01-35-715-225								4,993.15
DATA PROCESSING		108.35	5,146.85	5,070.00	101.52	(76.85)	10,140.00	
ENGINEERING	FEES - ENGINEERING	319.00	78,007.67	55,000.00	141.83	(23,007.67)	110,000.00	31,992.33
01-35-720-245	PLAN REVIEW - ENGINEER	0.00	563.95	1,500.00	37.60	936.05	3,000.00	2,436.05
01-35-720-254								34,428.38
ENGINEERING		319.00	78,571.62	56,500.00	139.06	(22,071.62)	113,000.00	
BUILDINGS	MAINTENANCE - GARAGE	939.81	4,242.89	5,000.00	84.86	757.11	10,000.00	5,757.11
01-35-725-413	MAINTENANCE - SALT BINS	0.00	1,303.16	1,500.00	86.88	196.84	3,000.00	1,686.84
01-35-725-414	NICOR GAS	311.59	2,233.10	3,000.00	74.44	766.90	6,000.00	3,766.90
01-35-725-415	SANITARY USER CHARGE	0.00	103.42	200.00	51.71	96.58	400.00	296.58
01-35-725-417	MAINTENANCE - PW BUILDING	394.35	8,553.75	10,000.00	85.54	1,446.25	20,000.00	11,446.25
01-35-725-418								22,963.68
BUILDINGS		1,645.75	16,436.32	19,700.00	83.43	3,263.68	39,400.00	
EQUIPMENT REPAIR	MAINTENANCE - VEHICLES	0.00	14,371.86	20,000.00	71.86	5,628.14	40,000.00	25,628.14
01-35-735-409	MAINTENANCE - EQUIPMENT	0.00	996.39	500.00	199.28	(496.39)	1,000.00	3.61
01-35-735-411								25,631.75
EQUIPMENT REPAIR		0.00	15,368.25	20,500.00	74.97	5,131.75	41,000.00	
SNOW REMOVAL	SNOW REMOVAL CONTRACT	0.00	25,320.00	60,000.00	42.20	34,680.00	120,000.00	94,680.00
01-35-740-287	REIMB PERSONAL EXPENSES-DI	0.00	0.00	200.00	0.00	200.00	400.00	400.00
01-35-740-306	MAINTENANCE - EQUIPMENT	0.00	2,442.42	4,000.00	61.06	1,557.58	8,000.00	5,557.58
01-35-740-411								100,637.58
SNOW REMOVAL		0.00	27,762.42	64,200.00	43.24	36,437.58	128,400.00	
STREET LIGHTING	ENERGY - STREET LIGHTS	2,366.64	19,458.92	21,000.00	92.66	1,541.08	42,000.00	22,541.08
01-35-745-207	MAINTENANCE - STREET LIGHTS	3,726.79	24,096.04	17,000.00	141.74	(7,096.04)	34,000.00	9,903.96
01-35-745-223	MAINTENANCE - TRAFFIC SIGNAL	0.00	3,696.00	4,000.00	92.40	304.00	8,000.00	4,304.00
01-35-745-224								36,749.04
STREET LIGHTING		6,093.43	47,250.96	42,000.00	112.50	(5,250.96)	84,000.00	
STORM WATER IMPROVEMENTS	JET CLEANING CULVERT	0.00	13,682.50	15,000.00	91.22	1,317.50	30,000.00	16,317.50
01-35-750-286	SITE IMPROVEMENTS	0.00	0.00	15,000.00	0.00	15,000.00	30,000.00	30,000.00
01-35-750-289	EQUIPMENT RENTAL	22.00	94.00	2,500.00	3.76	2,406.00	5,000.00	4,906.00
01-35-750-290	STREET & ROW MAINTENANCE	8,976.00	158,857.42	160,000.00	99.29	1,142.58	320,000.00	161,142.58
01-35-750-328	MAINTENANCE - SAW MILL CREE	0.00	1,754.80	2,000.00	87.74	245.20	4,000.00	2,245.20
01-35-750-339	TREE MAINTENANCE	0.00	179,218.20	85,000.00	210.84	(94,218.20)	170,000.00	(9,218.20)
01-35-750-338	STORM WATER IMPROVEMENTS	6,705.00	61,536.46	50,000.00	123.07	(11,536.46)	100,000.00	38,463.54
01-35-750-381								243,856.62
STORM WATER IMPROVEMENTS		15,703.00	415,143.38	329,500.00	125.99	(85,643.38)	659,000.00	

EXPENDITURE REPORT FOR WILLOWBROOK
 PERIOD ENDING 04/30/2020

Page: 11/23

ACTIVITY FOR
 MONTH
 04/30/20
 GL NUMBER
 DESCRIPTION
 APPROV.
 AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROV. AVAIL.
Fund 01 - GENERAL FUND							
STREET MAINTENANCE							
01-35-755-279	TRASH REMOVAL	0.00	1,870.00	1,250.00	149.60	(620.00)	2,500.00
01-35-755-281	ROUTE 83 BEAUTIFICATION	0.00	29,702.54	52,500.00	56.58	22,797.46	630.00
01-35-755-282	REIMB EXP - CONSTRUCTION	0.00	500.00	500.00	100.00	0.00	500.00
01-35-755-283	REIMB EXP - OTHER	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00
01-35-755-284	REIMB EXP - BRUSH PICKUP	0.00	31,800.00	20,000.00	159.00	(11,800.00)	8,200.00
01-35-755-290	EQUIPMENT RENTAL	0.00	0.00	750.00	0.00	750.00	1,500.00
01-35-755-328	STREET & ROW MAINTENANCE	1,638.00	13,714.88	20,000.00	68.57	6,285.12	26,285.12
01-35-755-331	SALT	0.00	68,828.07	55,000.00	125.14	(13,828.07)	110,000.00
01-35-755-332	J.U.L.I.E.	0.00	2,128.32	2,400.00	88.68	271.68	4,800.00
01-35-755-333	ROAD SIGNS	5,545.15	9,355.74	10,000.00	93.56	644.26	20,000.00
01-35-755-401	OPERATING EQUIPMENT	0.00	1,080.21	1,500.00	72.01	419.79	3,000.00
STREET MAINTENANCE		7,183.15	158,979.76	168,900.00	94.13	9,920.24	337,800.00
NUISANCE CONTROL	PEST CONTROL	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
01-35-760-258	MOSQUITO ABATEMENT	6,520.00	36,300.00	35,300.00	102.83	0.00	70,600.00
01-35-760-259	NUISANCE CONTROL	6,520.00	36,300.00	36,300.00	100.00	0.00	72,600.00
Total Dept 35 - PUBLIC WORKS DEPARTMENT		61,168.90	1,192,934.06	1,401,542.00	85.12	208,607.94	2,803,084.00
Dept 40 - BUILDING & ZONING DEPARTMENT							
GENERAL MANAGEMENT							
01-40-400-147	MEDICARE	127.69	1,763.89	1,921.00	91.82	157.11	3,842.00
01-40-400-151	IMRF	1,211.70	15,718.28	16,200.00	97.03	481.72	32,400.00
01-40-400-161	SOCIAL SECURITY	545.92	7,541.66	8,213.00	91.83	671.34	16,426.00
01-40-400-171	SUI - UNEMPLOYMENT	12.29	387.01	93.00	416.14	(294.01)	8,884.34
01-40-810-101	SALARIES - PERMANENT EMPLO	7,280.64	94,191.08	94,648.00	99.52	456.92	(201.01)
01-40-810-102	OVERTIME	0.00	7,792.57	15,000.00	51.95	7,207.43	95,104.92
01-40-810-126	SALARIES - CLERICAL	1,755.11	22,461.79	22,816.00	98.45	30,000.00	22,207.43
01-40-810-141	HEALTH/DENTAL/LIFE INSURANC	2,021.07	23,891.55	23,521.00	101.58	(370.55)	45,632.00
01-40-810-201	TELEPHONES	62.26	862.41	500.00	172.48	(362.41)	47,042.00
01-40-810-301	OFFICE SUPPLIES	7.26	315.35	1,000.00	31.54	684.65	1,000.00
01-40-810-302	PRINTING & PUBLISHING	59.20	2,152.56	750.00	287.01	(1,402.56)	2,000.00
01-40-810-303	FUEL/MILEAGE/WASH	0.00	715.63	1,000.00	71.56	284.37	2,000.00
01-40-810-304	SCHOOLS/CONFERENCE/TRAV	0.00	550.00	1,000.00	55.00	450.00	1,450.00
01-40-810-307	FEES/DUES/SUBSCRIPTIONS	0.00	438.95	1,000.00	43.90	561.05	2,000.00
01-40-810-311	POSTAGE & METER RENT	0.00	237.21	350.00	67.90	112.79	1,561.05
01-40-810-315	COPY SERVICE	224.29	4,025.67	2,640.00	152.49	(1,385.67)	5,280.00
01-40-810-345	UNIFORMS	0.00	0.00	350.00	0.00	350.00	700.00
01-40-810-401	OPERATING EQUIPMENT	0.00	0.00	250.00	0.00	250.00	500.00
01-40-810-409	MAINTENANCE - VEHICLES	0.00	340.73	2,000.00	17.04	1,659.27	4,000.00
GENERAL MANAGEMENT		13,307.43	183,386.34	193,252.00	94.89	9,865.66	386,504.00
DATA PROCESSING		1,983.00	5,485.15	0.00	100.00	(5,485.15)	19,600.00
01-40-815-212	EDP EQUIPMENT/SOFTWARE	0.00	9,800.00	0.00	0.00	9,800.00	(5,485.15)
01-40-815-267	DOCUMENT STORAGE/SCANNIN						19,600.00

05/05/2020 02:13 PM
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EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	Page:	12/23
							APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND								
01-40-815-305	EDP PERSONNEL TRAINING	0.00	0.00	2,600.00	0.00	2,600.00	5,200.00	5,200.00
01-40-815-306	CONSULTING SERVICES	0.00	2,081.10	0.00	100.00	(2,081.10)	0.00	(2,081.10)
DATA PROCESSING								
ENGINEERING								
01-40-820-245	FEES - ENGINEERING	1,142.50	3,623.60	5,000.00	72.47	1,376.40	10,000.00	6,376.40
01-40-820-246	FEES - DRAINAGE ENGINEER	480.00	3,242.04	10,000.00	32.42	6,757.96	20,000.00	16,757.96
01-40-820-247	REIMB EXP - ENGINEERING	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-40-820-254	PLAN REVIEW - CIVIL ENGINEER	1,202.50	12,437.96	5,000.00	248.76	(7,437.96)	10,000.00	(2,437.96)
01-40-820-255	PLAN REVIEW - STRUCTURAL	0.00	9,011.73	5,000.00	180.23	(4,011.73)	10,000.00	988.27
01-40-820-258	PLAN REVIEW - BUILDING CODE	24,727.75	181,099.47	90,000.00	201.22	(91,099.47)	180,000.00	(1,099.47)
01-40-820-259	PLAN REVIEW - DRAINAGE ENGI	0.00	2,777.08	15,000.00	18.51	12,222.92	30,000.00	27,222.92
ENGINEERING								
INSPECTION								
01-40-830-109	PART TIME - INSPECTOR	6,762.00	39,777.00	40,000.00	99.44	223.00	80,000.00	40,223.00
01-40-830-115	PLUMBING INSPECTION	1,750.00	16,175.00	7,500.00	215.67	(8,675.00)	15,000.00	(1,175.00)
01-40-830-117	ELEVATOR INSPECTION	58.00	6,149.00	5,000.00	122.98	(1,149.00)	10,000.00	3,851.00
01-40-830-119	CODE ENFORCEMENT INSPECTI	0.00	2,114.00	4,000.00	52.85	1,886.00	8,000.00	5,886.00
INSPECTION								
Total Dept 40 - BUILDING & ZONING DEPARTMENT		51,413.18	467,359.47	392,652.00	119.03	(74,707.47)	785,304.00	317,944.53
TOTAL EXPENDITURES		704,676.54	9,506,512.41	10,549,816.00	90.11	1,043,303.59	21,099,632.00	11,593,119.59

05/05/2020 02:13 PM
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EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	2019-20 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.	
Fund 02 - WATER FUND RISK MANAGEMENT		0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	
TRANSFERS TO OTHER FUNDS REIMBURSE OVERHEAD GENER TRANSFER TO WATER CAPITAL TRANSFER TO DEBT SERVICE - TRANSFERS TO OTHER FUNDS		47,972.25 0.00 0.00	575,667.00 400,000.00 47,471.00	575,667.00 400,000.00 47,471.00	100.00 100.00 100.00	0.00 0.00 0.00	1,151,334.00 800,000.00 94,942.00	
WATER PRODUCTION		47,972.25	1,023,138.00	1,023,138.00	100.00	0.00	2,046,276.00	
02-50-420-206 02-50-420-294 02-50-420-297 02-50-420-361 02-50-420-362 02-50-420-488 02-50-420-491 02-50-420-575 WATER PRODUCTION	ENERGY - ELECTRIC PUMP LANDSCAPING - WELLS 1 & 3 - DE LANDSCAPING - STANDPIPE - DE CHEMICALS SAMPLING ANALYSIS MAINTENANCE - PUMPS & WELL PUMP INSPECTION REPAIR MAIN PURCHASE OF WATER	1,989.29 0.00 0.00 0.00 0.00 100.00 0.00 0.00 122,018.47	18,238.96 0.00 0.00 941.63 4,045.00 0.00 21.94 1,482,431.72	14,000.00 500.00 1,000.00 1,500.00 5,000.00 500.00 500.00 1,739,500.00	130.28 0.00 0.00 62.78 80.90 0.00 4.39 85.22	(4,238.96) 500.00 1,000.00 1,500.00 5,000.00 500.00 500.00 257,068.28	28,000.00 1,000.00 2,000.00 558.37 955.00 10,000.00 478.06 3,479,000.00	9,761.04 1,000.00 2,058.37 3,000.00 5,955.00 1,000.00 978.06 1,996,568.28
WATER STORAGE 02-50-425-473 02-50-425-474 02-50-425-475 02-50-425-485 WATER STORAGE	WELLHOUSE REPAIRS & MAINT WELLHOUSE REPAIRS & MAIN - MATERIALS & SUPPLIES- STAND REPAIRS & MAINTENANCE-STAN	0.00 0.00 0.00 0.00 0.00	2,400.00 997.36 2,425.79 6,219.96 12,043.11	1,500.00 1,000.00 2,500.00 5,000.00 10,000.00	160.00 99.74 97.03 124.40 120.43	(900.00) 2.64 74.21 (1,219.96) (2,043.11)	3,000.00 2,000.00 5,000.00 10,000.00 20,000.00	600.00 1,002.64 2,574.21 3,780.04 7,956.89
TRANSPORTATION/DISTRIBUTION 02-50-430-276 02-50-430-277 02-50-430-299 02-50-430-401 02-50-430-425 02-50-430-476 TRANSPORTATION/DISTRIBUTION	LEAK SURVEYS WATER DISTRIBUTION REPAIRS/ LANDSCAPING - OTHER OPERATING EQUIPMENT J.U.L.I.E. MAINTENANCE & SUF MATERIAL & SUPPLIES - DISTRIB	0.00 4,762.00 0.00 0.00 0.00 852.00 5,614.00	5,166.00 192,114.55 0.00 3,480.45 0.00 35,101.08 235,862.08	9,000.00 150,000.00 1,500.00 3,000.00 500.00 35,000.00 199,000.00	57.40 128.08 0.00 116.02 500.00 100.29 118.52	3,834.00 (42,114.55) 1,500.00 (480.45) 500.00 (101.08) (36,862.08)	18,000.00 300,000.00 3,000.00 6,000.00 1,000.00 70,000.00 398,000.00	12,834.00 107,885.45 3,000.00 2,519.55 1,000.00 34,898.92 162,137.92
METERS & BILLING 02-50-435-278 02-50-435-461 02-50-435-462 02-50-435-463 METERS & BILLING	METERS FLOW TESTING NEW METERING EQUIPMENT METER REPLACEMENT MAINTENANCE - METER EQUIPM METERS & BILLING	0.00 0.00 0.00 0.00 0.00	0.00 7,330.51 345.00 0.00 7,675.51	11,746.00 15,000.00 1,500.00 2,500.00 30,746.00	0.00 48.87 23.00 0.00 24.96	11,746.00 7,669.49 1,155.00 2,500.00 23,070.49	23,492.00 22,669.49 2,655.00 5,000.00 61,492.00	
Total Dept 50 - WATER DEPARTMENT		201,625.89	3,276,495.93	3,618,166.00	90.56	341,670.07	7,236,332.00	
							3,959,836.07	

Page: 14/23

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05/05/2020 02:13 PM
User: cdittman
DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	2019-20		AVAILABLE BALANCE	APPROP. AVAIL.
				ORIGINAL BUDGET	% BDGT USED		
Fund 02 - WATER FUND							
TOTAL EXPENDITURES	201,625.89	3,276,495.93	3,618,166.00	90.56	341,670.07	7,236,332.00	3,959,836.07

Page: 15/23

05/05/2020 02:13 PM
User: cditman
DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR		2019-20		% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL
		MONTH 04/30/20	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	125,037.51				
Fund 04 - MOTOR FUEL TAX FUND									
Dept 56 - MOTOR FUEL TAX									
CAPITAL IMPROVEMENTS									
04-56-430-684 STREET MAINTENANCE CONTRA	0.00	140,410.49	265,448.00	52.90	125,037.51	530,896.00	390,485.51		
CAPITAL IMPROVEMENTS	0.00	140,410.49	265,448.00	52.90	125,037.51	530,896.00	390,485.51		
Total Dept 56 - MOTOR FUEL TAX	0.00	140,410.49	265,448.00	52.90	125,037.51	530,896.00	390,485.51		
 TOTAL EXPENDITURES	0.00	140,410.49	265,448.00	52.90	125,037.51	530,896.00	390,485.51		

05/05/2020 02:13 PM
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DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

Page: 19/23

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/20	2019-20		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 07 - POLICE PENSION FUND						
Dept 62						
ADMINISTRATION						
07-62-401-242	LEGAL FEES	250.00	950.00	4,000.00	23.75	3,050.00
07-62-401-251	AUDIT FEES	0.00	3,413.00	3,413.00	0.00	0.00
07-62-401-252	ACTUARY SERVICES	0.00	4,400.00	4,400.00	0.00	0.00
07-62-401-253	FINANCIAL ADVISORY FEES	6,685.00	28,664.00	27,500.00	104.23	(1,164.00)
07-62-401-254	FIDUCIARY INSURANCE	0.00	3,187.00	3,175.00	100.38	(12.00)
07-62-401-304	SCHOOLS CONFERENCE TRAVE	0.00	2,669.08	4,210.00	63.40	1,540.92
07-62-401-307	FEES DUES SUBSCRIPTIONS	0.00	795.00	800.00	99.38	5.00
07-62-401-531	DEPT OF INSURANCE FILING FEE	0.00	4,316.18	4,381.00	98.52	1,600.00
07-62-401-543	EXAMS - PHYSICAL	0.00	750.00	2,500.00	30.00	64.82
ADMINISTRATION		6,935.00	49,144.26	54,379.00	90.37	1,750.00
						5,234.74
						108,758.00
						59,613.74
PENSION BENEFITS						
07-62-401-581	PENSION BENEFITS	109,328.85	1,314,280.17	1,289,460.00	101.92	(24,820.17)
07-62-401-582	WIDOW'S PENSION	6,931.86	41,591.16	0.00	100.00	(41,591.16)
07-62-401-583	NON-DUTY DISABILITY BENEFITS	5,992.97	71,152.04	71,057.00	100.13	(95.04)
07-62-401-584	DUTY DISABILITY BENEFITS	6,007.61	72,091.32	72,091.00	100.00	(0.32)
07-62-401-586	SEPARATION REFUNDS	0.00	11,346.09	0.00	100.00	(11,346.09)
PENSION BENEFITS		128,261.29	1,510,460.78	1,432,608.00	105.43	(77,852.78)
		135,196.29	1,559,605.04	1,486,987.00	104.88	(72,618.04)
Total Dept 62						2,973,974.00
						1,414,368.96
TOTAL EXPENDITURES						
		135,196.29	1,559,605.04	1,486,987.00	104.88	(72,618.04)
						2,973,974.00
						1,414,368.96

05/05/2020 02:13 PM
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DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020
ACTIVITY FOR
MONTH
04/30/20
YTD BALANCE
04/30/2020
ORIGINAL
BUDGET
% BDGT
USED
AVAILABLE
BALANCE

Fund 09 - WATER CAPITAL IMPROVEMENTS FUND

Dept 65 - WATER CAPITAL IMPROVEMENTS
CAPITAL IMPROVEMENTS

09-65-440-600 WATER SYSTEM IMPROVEMENT:

09-65-440-602 MTU REPLACEMENT

CAPITAL IMPROVEMENTS

Total Dept 65 - WATER CAPITAL IMPROVEMENTS

TOTAL EXPENDITURES

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
	Fund 09 - WATER CAPITAL IMPROVEMENTS FUND						
	Dept 65 - WATER CAPITAL IMPROVEMENTS						
	CAPITAL IMPROVEMENTS						
09-65-440-600	WATER SYSTEM IMPROVEMENT:	0.00	0.00	60,000.00	0.00	60,000.00	120,000.00
09-65-440-602	MTU REPLACEMENT	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
	CAPITAL IMPROVEMENTS						
	Total Dept 65 - WATER CAPITAL IMPROVEMENTS	0.00	0.00	61,000.00	0.00	61,000.00	122,000.00
	TOTAL EXPENDITURES	0.00	0.00	61,000.00	0.00	61,000.00	122,000.00

Page: 20/23

05/05/2020 02:13 PM
User: cdittman
DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/20	YTD BALANCE 04/30/2020	2019-20		APPROP. AVAIL.
				ORIGINAL BUDGET	% BDGT USED	
Fund 11 - DEBT SERVICE FUND						
Dept 70 - DEBT SERVICE FUND						
OTHER	BOND PRINCIPAL EXPENSE	0.00	214,200.00	100.00	0.00	428,400.00
11-70-550-401	BOND INTEREST EXPENSE	0.00	112,144.00	100.00	0.00	224,288.00
11-70-550-402		0.00	326,344.00	100.00	0.00	652,688.00
OTHER		0.00	326,344.00	100.00	0.00	652,688.00
Total Dept 70 - DEBT SERVICE FUND		0.00	326,344.00	100.00	0.00	652,688.00
						326,344.00

TOTAL EXPENDITURES

0.00 326,344.00 326,344.00 100.00 0.00 652,688.00 326,344.00

Page: 21/23

05/05/2020 02:13 PM
User: cdittman
DB: Willowbrook

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 04/30/2020

ACTIVITY FOR MONTH	YTD BALANCE	2019-20 ORIGINAL	% BDGT	AVAILABLE	APPROP.	APPROP. AVAIL.
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VILLAGE OF WILLOWBROOK

BOARD MEETING
AGENDA ITEM - HISTORY/COMMENTARY

AN ORDINANCE EXTENDING TEMPORARY EXECUTIVE POWERS PURSUANT TO
65 ILCS 5/11-1-6

AGENDA NO. 5.e.

AGENDA DATE: 5/11/2020

STAFF REVIEW: Mike Mertens, Assistant Village Administrator

SIGNATURE: 

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: 

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: 

REVIEWED & APPROVED BY COMMISSION: YES NO N/A

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

In late 2019, a new and significant outbreak of Coronavirus Disease 2019 (COVID-19) emerged in China. The World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020, and the United States Secretary of Health and Human Services declared that COVID-19 presents a public health emergency on January 27, 2020.

On March 9, 2020 Illinois Governor JB Pritzker declared all counties in the State of Illinois as a disaster area, Governors Disaster Proclamation. Following the lead of Governor, J. B. Pritzker, health agencies on both the State and Federal level, and March 16, 2020 DuPage County Disaster Proclamation by DuPage County Board Chairman Dan Cronin, the Village is taking immediate steps of limiting access to the Village Hall. This action of social distancing is to prevent the spread of COVID-19. The Centers for Disease Control (CDC) and World Health Organization have declared the COVID-19 a global pandemic. The CDC recommended that all events over 50 people be postponed or cancelled. The State of Illinois has closed all restaurants and bars for in-house services and is recommending a minimum six-foot social distancing policy. The World Health Organization has reported 3,772,367 confirmed cases and 264,189 deaths worldwide and 68,232 and 2,974 respectively for the State of Illinois that are attributable to COVID-19 as of May 7, 2020.

On April 30, 2020 Illinois Governor JB Pritzker issued an additional Executive Order extending the stay at home order from April 30, 2020 to May 31, 2020 (attached).

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

It is the policy of the Village of Willowbrook that the corporate authorities will be prepared to address any emergencies and, therefore, pursuant to Section 5/11-1-6 of the Illinois Municipal Code, it is necessary and appropriate to establish standards for the determination of whether a state of emergency exists authorizing the mayor to exercise extraordinary power and authority, by executive order, during the possible state of emergency, to ensure that the effects of COVID-19 are mitigated and minimized and that residents and visitors in the Village remain safe and secure.

If the ordinance is approved, it would allow for the following items allowable through the code of ordinances:

- All actions reasonably and expeditiously necessary to respond to the local state of emergency; and

- b) Approve previously appropriated expenditures of the Village for the purpose of continuing the operations of the Village; and
- c) In the event the local state of emergency extends beyond the current fiscal year and a new budget has not been approved, the Mayor shall be authorized to approve new spending by the Village during the existence of the local state of emergency;
- d) Canceling meetings of any board or commission to which the Mayor appoints members. Any such cancellation shall automatically extend such deadlines for required actions by such board or commission as is specified in the cancellation notice;
- e) Suspend licenses or permits for special events or any other licenses or permits issued by the Village which in the judgment of the Mayor could impact the public health or well-being of residents or visitors to the community;
- f) Authorize any purchase for which funds are available reasonably related to the local state of emergency; and
- g) Authorize to close Village facilities as is reasonably required to protect the health of the public and employees of the Village related to the local state of emergency.

This Extension of the Temporary Executive Power Ordinance will be in full affect until the next regular meeting of the Village Board of the Village of Willowbrook.

Staff will keep Village Board members in continual communication and keep a record of any expenditures authorized through this declaration. A copy of the State of Illinois Executive Order in Response to COVID-19 is attached.

ACTION PROPOSED: Pass the Ordinance.



Gubernatorial Disaster Proclamation

WHEREAS, protecting the health and safety of Illinoisans is among the most important functions of State government; and,

WHEREAS, it is critical that Illinoisans who become sick are able to be treated by medical professionals, including when a hospital bed, emergency room bed, or ventilator is needed; and,

WHEREAS, it is also critical that the State's health care and first responder workforce has adequate personal protective equipment (PPE) to safely treat patients, respond to public health disasters, and prevent the spread of communicable diseases; and,

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a novel severe acute respiratory illness that has spread among people through respiratory transmissions, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020, and the United States Secretary of Health and Human Services declared that COVID-19 presents a public health emergency on January 27, 2020; and,

WHEREAS, on March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic, and has reported more than 3 million confirmed cases of COVID-19 and 200,000 deaths attributable to COVID-19 globally as of April 30, 2020; and,

WHEREAS, a vaccine or treatment is not currently available for COVID-19 and, on April 24, 2020, the World Health Organization warned that there is currently no evidence that people who have recovered from COVID-19 and have antibodies are protected from a second infection; and,

WHEREAS, despite efforts to contain COVID-19, the World Health Organization and the federal Centers for Disease Control and Prevention (CDC) indicated that the virus was expected to continue spreading and it has, in fact, continued to spread rapidly, resulting in the need for federal and State governments to take significant steps; and,

WHEREAS, on March 9, 2020, I, JB Pritzker, Governor of Illinois, declared all counties in the State of Illinois as a disaster area in response to the outbreak of COVID-19 (First Gubernatorial Disaster Proclamation); and,

WHEREAS, on March 13, 2020, the President declared a nationwide emergency pursuant to Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"), covering all states and territories, including Illinois; and,

WHEREAS, on March 26, 2020, the President declared a major disaster in Illinois pursuant to Section 401 of the Stafford Act; and,

WHEREAS, on April 1, 2020, due to the exponential spread of COVID-19 in Illinois, I again declared all counties in the State of Illinois as a disaster area (Second Gubernatorial Disaster Proclamation); and,

WHEREAS, as circumstances surrounding COVID-19 rapidly evolve, there have been frequent changes in information and guidance from public health officials as a result of emerging evidence; and,

WHEREAS, from the outset, data suggested that older adults and those with serious underlying health conditions are more likely to experience severe and sometimes fatal complications from COVID-19; and,

WHEREAS, emerging evidence has shown that young people, including infants and toddlers, are also at risk for such complications; and,

WHEREAS, as of March 16, 2020, an analysis by the CDC showed that 38 percent of hospitalized COVID-19 patients were between the ages of 20 and 54, and there is evidence that COVID-19 causes blood clots and strokes, and has caused deadly strokes in young and middle-aged patients who exhibited few symptoms; and,

WHEREAS, the understanding on spread from infected individuals who have not shown symptoms has changed and, on April 12, 2020, the CDC changed the period of exposure risk from "onset of symptoms" to "48 hours before symptom onset"; and,

WHEREAS, previously, the CDC recommended against wearing cloth face coverings or masks as protection and, now, in light of new research on asymptomatic and pre-symptomatic transmission, the CDC now recommends wearing cloth face coverings in public settings where social distancing measures are difficult to maintain; and,

WHEREAS, as COVID-19 has spread in Illinois over the course of the Gubernatorial Disaster Proclamations, the circumstances causing a disaster throughout the State have changed; and,

WHEREAS, at the time I issued the First Gubernatorial Disaster Proclamation, there were 11 confirmed cases of COVID-19 in one Illinois county; and,

WHEREAS, as of today, April 30, 2020, there have been nearly 53,000 confirmed cases of COVID-19 in 97 Illinois counties; and,

WHEREAS, the first death attributed to COVID-19 in Illinois was announced on March 17, 2020; and,

WHEREAS, as of April 30, 2020, Illinois has had more than 2,350 deaths resulting from COVID-19, including 141 deaths reported over a 24-hour period on April 30; and,

WHEREAS, studies suggest that for every confirmed case there are many more unknown cases, some of which are asymptomatic individuals, meaning that individuals can pass the virus to others without knowing; and,

WHEREAS, the Illinois Department of Public Health activated its Illinois Emergency Operations Plan and its Emergency Support Function 8 Plan to coordinate emergency response efforts by hospitals, local health departments, and emergency management systems in order to avoid a surge hospital resources and capacity; and,

WHEREAS, as the virus has progressed through Illinois, the crisis facing the State has developed and now requires an evolving response to ensure hospitals, health care professionals and first responders are able to meet the health care needs of all Illinoisans and in a manner consistent with CDC guidance that continues to be updated; and,

WHEREAS, in order to ensure that health care professionals, first responders, hospitals and other facilities are able to meet the health care needs of all residents of Illinois, the State must have critical supplies, including PPE, such as masks, face shields, gowns, and gloves; and,

WHEREAS, the State of Illinois maintains a stockpile that supports the existing PPE supply chains and stocks at various healthcare facilities; and,

WHEREAS, across the State, hospitals and long-term care facilities use approximately 1.5 million N95 masks, 25 million gloves, 4.4 million gowns, and 700,000 surgical masks during a 10-day period; and,

WHEREAS, the State had distributed among all 102 Illinois counties millions of surgical masks and N95 masks, tens of thousands of gowns, millions of pairs of gloves, and hundreds of thousands of face shields from the State stockpile; and,

WHEREAS, the Illinois Department of Public Health has provided guidance to all hospitals and EMS providers recommending the immediate elevation of their conservation and contingency strategies as it relates to PPE; and,

WHEREAS, while the State is making every effort to procure additional PPE, if those procurement efforts are disrupted or Illinois experiences a surge in COVID-19 cases, the State faces a life-threatening shortage of respirators, masks, protective eyewear, face shields, gloves, gowns, and other protective equipment for health care workers and first responders; and,

WHEREAS, Illinois is using a high percentage of hospital beds, ICU beds, and ventilators as a result of the number of COVID-19 patients that require hospitalization and, if cases were to surge higher, the State would face a shortage of these critical health care resources; and,

WHEREAS, Illinois currently has a total of 32,010 hospital beds with 3,631 ICU beds, of which, as of April 30, 2020, only 33% of hospital beds and 25% of ICU beds were available statewide, and only 17% of ICU beds were available in the Chicago region; and,

WHEREAS, the State worked with top researchers from the University of Illinois at Urbana-Champaign, the Northwestern School of Medicine, the University of Chicago, the Chicago and Illinois Departments of Public Health, along with McKinsey and Mier Consulting Group, and Civis Analytics, to analyze two months' worth of daily data on COVID-19 deaths and ICU usage and model potential outcomes; and,

WHEREAS, the State's modeling shows that its health care resource utilization will not peak until May, and that health care resources will continue to be limited after the peak; and,

WHEREAS, the State's modeling shows that without extensive social distancing and other precautions, the State will not have sufficient hospital beds, ICU beds or ventilators; and,

WHEREAS, Illinois currently has a total of 32,010 hospital beds, and the State's modeling shows that without a "stay at home" order, more than 100,000 hospital beds would be necessary; and,

WHEREAS, Illinois currently has a total of 3,631 ICU beds, and the State's modeling shows that without a "stay at home" order, more than 25,000 ICU beds would be necessary; and,

WHEREAS, Illinois currently has a total of 3,378 ventilators, and the State's modeling shows that without a "stay at home" order, upwards of 20,000 ventilators would be necessary; and,

WHEREAS, the State's modeling shows that without a "stay at home" order, the number of deaths from COVID-19 would be between 10 to 20 times higher than with a "stay at home" order in place; and,

WHEREAS, the epidemiology concept of R_0 (R-naught) – which represents the number of cases, on average, an infected person will cause during their infectious period – is an important measure of progress in combatting a virus like COVID-19, and that an R_0 of below 1 is a critical milestone because it suggests that the disease is declining rather than spreading; and,

WHEREAS, the State's estimated effective R_0 was approximately 3.5 at the beginning of the outbreak, but the number has improved to approximately 1.25 based on the State's emergency measures, including the "stay at home" order; and,

WHEREAS, hospital beds, ICU beds, and ventilators are needed not for just patients with COVID-19, but also for any number of additional illnesses and injuries; and,

WHEREAS, fewer Illinoisans have sought non-COVID-19 related medical care and emergency care in recent weeks and it is critical that Illinoisans are able to and willing to seek non-COVID-19 related medical care and emergency care; and,

WHEREAS, Illinoisans will be able to and willing to seek non-COVID-19 related medical care and emergency care if there are sufficient hospital beds, ventilators, and if medical personnel are able to protect themselves with PPE; and,

WHEREAS, the State has been limited in the number of COVID-19 tests that can be taken and processed due to a limited number of testing sites and labs, as well as a shortage of necessary supplies, including the swabs needed to take samples; and,

WHEREAS, at the time I issued the First Gubernatorial Disaster Proclamation, Illinois had capacity to test no more than a few hundred people per day for COVID-19 at a small number of testing sites; and,

WHEREAS, the State has developed testing sites throughout the State and now has increased the COVID-19 tests per day to more than 10,000; and,

WHEREAS, as of April 30, 2020, Illinois has tested nearly 270,000 total specimens for COVID-19; and,

WHEREAS, national projections adjusted for Illinois' population suggest the state may need to process several thousand more tests per day as part of the effort to permanently slow and reduce the spread of COVID-19; and,

WHEREAS, the World Health Organization has identified a positive test rate of 10% as a benchmark for adequate testing but currently over 20% of the COVID-19 tests administered in Illinois have positive results, suggesting that Illinois must continue increasing testing; and,

WHEREAS, based on the foregoing facts, and considering the expected continuing spread of COVID-19 and the resulting health impacts that will be felt over the coming month by people across the State, the current circumstances in Illinois surrounding the spread of COVID-19 constitute an epidemic emergency and a public health emergency under Section 4 of the Illinois Emergency Management Agency Act; and,

WHEREAS, based on the foregoing, the new circumstances surrounding the threatened shortages of hospital beds, ICU beds, ventilators, and PPE, and critical need for increased COVID-19 testing capacity constitute a public health emergency under Section 4 of the Illinois Emergency Management Agency Act; and,

WHEREAS, it is the policy of the State of Illinois that the State will be prepared to address any disasters and, therefore, it is necessary and appropriate to make additional State resources available to ensure that that our healthcare delivery system is capable of serving those who are sick and that Illinoisans remain safe and secure and able to obtain medical care; and,

WHEREAS, this proclamation will assist Illinois agencies in coordinating State and Federal resources, including materials needed to test for COVID-19, personal protective equipment, and medicines, in an effort to support the State responses as well as the responses of local governments to the present public health emergency; and,

WHEREAS, these conditions provide legal justification under Section 7 of the Illinois Emergency Management Agency Act for the new issuance of a proclamation of disaster; and,

WHEREAS, the Illinois Constitution, in Article V, Section 8, provides that "the Governor shall have the supreme executive power, and shall be responsible for the faithful execution of the laws," and states, in the Preamble, that a central purpose of the Illinois Constitution is "provide for the health, safety, and welfare of the people";

NOW, THEREFORE, in the interest of aiding the people of Illinois and the local governments responsible for ensuring public health and safety, I, JB Pritzker, Governor of the State of Illinois, hereby proclaim as follows:

Section 1. Pursuant to the provisions of Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7, I find that a disaster exists within the State of Illinois and specifically declare all counties in the State of Illinois as a disaster area. The proclamation authorizes the exercise of all of the emergency powers provided in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7, including but not limited to those specific emergency powers set forth below.

Section 2. The Illinois Department of Public Health and the Illinois Emergency Management Agency are directed to coordinate with each other with respect to planning for and responding to the present public health emergency.

Section 3. The Illinois Department of Public Health is further directed to cooperate with the Governor, other State agencies and local authorities, including local public health authorities, in the development and implementation of strategies and plans to protect the public health in connection with the present public health emergency.

Section 4. The Illinois Emergency Management Agency is directed to implement the State Emergency Operations Plan to coordinate State resources to support local governments in disaster response and recovery operations.

Section 5. To aid with emergency purchases necessary for response and other emergency powers as authorized by the Illinois Emergency Management Agency Act, the provisions of the Illinois Procurement Code that would in any way prevent, hinder or delay necessary action in coping with the disaster are suspended to the extent they are not required by federal law. If necessary, and in accordance with Section 7(1) of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7(1), the Governor may take appropriate executive action to suspend additional statutes, orders, rules, and regulations.

Section 6. Pursuant to Section 7(3) of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7(3), this proclamation activates the Governor's authority, as necessary, to transfer the direction, personnel or functions of State departments and agencies or units thereof for the purpose of performing or facilitating emergency response programs.

Section 7. The Illinois Department of Public Health, Illinois Department of Insurance and the Illinois Department of Healthcare and Family Services are directed to recommend, and, as appropriate, take necessary actions to ensure expanded access to testing for COVID-19 and that consumers do not face financial barriers in accessing diagnostic testing and treatment services for COVID-19.

Section 8. The Illinois State Board of Education is directed to recommend, and, as appropriate, take necessary actions to address any impact to learning associated with the present public health emergency and to alleviate any barriers to the use of remote learning during the effect of this proclamation that exist in the Illinois School Code, 105 ILCS 5/1-1 et. seq.

Section 9. All State agencies are directed to cooperate with the Governor, other State agencies and local authorities in the development and implementation of strategies and plans to cope with and recover from the economic impact of the present public health emergency.

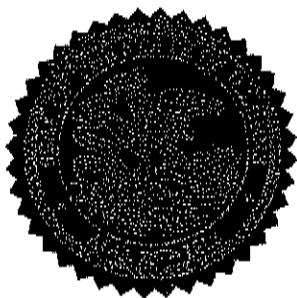
Section 10. Pursuant to Section 7(14) of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7(14), increases in the selling price of goods or services, including medical supplies, protective equipment, medications and other commodities intended to assist in the prevention of or treatment and recovery of COVID-19, shall be prohibited in the State of Illinois while this proclamation is in effect.

Section 11. This proclamation can facilitate requests for federal emergency and/or disaster assistance if a complete and comprehensive assessment of damage indicates that effective recovery is beyond the capabilities of the State and affected local governments.

Section 12. This proclamation shall be effective immediately and remain in effect for 30 days.

In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the State of Illinois to be affixed.

*Done at the Capitol in the City of
Springfield this 30th day of April in the
Year of Our Lord two thousand and
twenty, and of the State of Illinois two
hundred and second.*



Desee Whitt
SECRETARY OF STATE

BBF
GOVERNOR

ORDINANCE NO. 20-0

**AN ORDINANCE EXTENDING TEMPORARY
EXECUTIVE POWERS PURSUANT TO 65 ILCS 5/11-1-6**

WHEREAS, on March 23, 2020, the Governor of the State of Illinois issued Executive Order 2020-10 ordering all individuals, with certain exceptions, to shelter in place through April 7, 2020; and

WHEREAS, during the March 23, 2020, regular meeting of the Mayor and Board of Trustees of the Village of Willowbrook, the Village Board adopted and approved Ordinance 20-0-08 entitled "An Ordinance Establishing Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6"; and

WHEREAS, on March 23, 2020, Village Mayor, Frank A. Trilla, signed a "Proclamation Declaring An Emergency In The Village Of Willowbrook Due To The Coronavirus (COVID-19) Outbreak"; and

WHEREAS, on April 1, 2020, the Governor of the State of Illinois issued Executive Order 2020-18 extending for an additional thirty (30) days certain executive orders, including Executive Order 2020-10, ordering all individuals, with certain exceptions, to shelter in place through April 30, 2020; and

WHEREAS, during the April 27, 2020 regular meeting of the Mayor and Board of Trustees of the Village of Willowbrook, the Village Board adopted and approved Ordinance 20-0-13 entitled "An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6"; and

WHEREAS, the Village of Willowbrook continues to be subject to the shelter in place requirements of the Governor's Executive Order 2020-10, extended by 2020-18 and further extended by Executive Order 2020-30, and the Village Mayor believes it is reasonable and necessary for the temporary executive powers afforded by Village Ordinances 20-0-08, 20-0-10 and for Ordinance 20-0-13 be extended to the adjournment of the next regularly scheduled Village of Willowbrook Mayor and Board of Trustees' meeting.

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

SECTION 1. The corporate authorities of the Village hereby determine that it is advisable, necessary and in the best interests of the public health, safety and welfare of the Village that the Village extend the temporary executive powers afforded by Village Ordinance 20-0-08, 20-0-10 and 20-0-13 as extended by this Village Ordinance 20-0-____ until the adjournment of the next regularly scheduled meeting of the Village of Willowbrook Mayor and Board of Trustees.

SECTION 2. The officials, officers and employees of the Village are hereby authorized to take such further actions as are necessary to carry out the intent and purpose of this Ordinance.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 3. This Ordinance shall be in full force and effect upon and after its passage, approval and publication in accordance with law.

PASSED and APPROVED this 11th day of May, 2020.

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen,
Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: AN ORDINANCE APPROVING AND AUTHORIZING A TRAFFIC ENFORCEMENT AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND CARRINGTON CLUB HOMEOWNERS' ASSOCIATION, LLC	AGENDA NO. 6. AGENDA DATE: 05/11/20
STAFF REVIEW: Robert Schaller, Chief of Police	SIGNATURE: <i>R. Schaller /m</i>
LEGAL REVIEW: Thomas Bastian, Village Attorney	SIGNATURE: <i>T. Bastian /m</i>
RECOMMENDED BY: Brian Pabst, Village Administrator	SIGNATURE: <i>B. Pabst /m</i>
REVIEWED & APPROVED BY COMMITTEE:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY) The Village of Willowbrook has entered into traffic agreements with various associations which provide regulations of traffic and access to private roads, streets, driveways, and parking areas open to and used by residents and guests visiting the area.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.) Under this agreement, the Police Department agrees to regulate traffic enforcement regulations within the Carrington Club Subdivision located at 6250 Clarendon Hills Road. This agreement has been reviewed by the Carrington Club Homeowners Association and recommended for formal Village Board consideration by the Public Safety Committee.	
ACTION PROPOSED: Pass the Ordinance.	

ORDINANCE NO. 20-O-_____

**AN ORDINANCE APPROVING AND AUTHORIZING A TRAFFIC ENFORCEMENT
AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND
CARRINGTON CLUB HOMEOWNERS' ASSOCIATION, LLC**

WHEREAS, Carrington Club Homeowners' Association, LLC ("OWNER") has petitioned the Village of Willowbrook (the "VILLAGE") to enter into a Traffic Regulation Agreement to enforce traffic regulations at the property commonly known as Outlot 30 within the Carrington Club Subdivision located at 6256 Clarendon Hills Road, Willowbrook, DuPage County, Illinois; and

WHEREAS, such agreements are expressly authorized by Section 5/1-1-7 (65 ILCS 5/1-1-7) of the Illinois Municipal Code and sections 11-209 and 11-209.1 of the Illinois Motor Vehicle Code (625 ILCS 5/11-209; 5/11-209.1); and

WHEREAS, the corporate authorities of the Village of Willowbrook find that it is in the best interest of the Village and its residents to approve that certain Traffic Regulation Agreement, attached hereto as Exhibit "A", and made a part hereof.

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

SECTION 1. That certain Traffic Regulation Agreement, by and between the Village of Willowbrook and Carrington Club Homeowners' Association, LLC to enforce traffic regulations at Outlot 30 within the Carrington Club Subdivision located at 6256 Clarendon Hills Road, Willowbrook, DuPage County, Illinois, be and is hereby approved.

SECTION 2. Upon execution of the Traffic Regulation Agreement by the Clarendon Club Homeowners' Association, LLC's duly authorized agent, the Mayor of the Village of

Willowbrook, is hereby directed to execute said Agreement on behalf of the Village of Willowbrook and the Village Clerk is directed to attest to said signature.

SECTION 3. The Village Clerk is further directed to record a copy of this ordinance and the Traffic Regulation Agreement in the office of the DuPage County Recorder of Deeds.

SECTION 4. This Ordinance shall be in full force and effect upon and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 11th day of May, 2020, by a roll call vote as follows:

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen,
Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CERTIFICATION

The undersigned, being the Village Clerk of the Village of Willowbrook of the State of Illinois, County of DuPage, hereby certifies that the attached is a true and correct copy of Ordinance No. 20-O-_____, being entitled:

**AN ORDINANCE APPROVING AND AUTHORIZING A TRAFFIC ENFORCEMENT
AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND
CARRINGTON CLUB HOMEOWNERS' ASSOCIATION, LLC**

which Ordinance was duly adopted and approved by the Mayor and Board of Trustees of the Village of Willowbrook on May 11, 2020.

Village Clerk

Date

(SEAL)

EXHIBIT A

TRAFFIC REGULATION AGREEMENT –
CARRINGTON CLUB HOMEOWNERS ASSOCIATION, LLC

Return Recorded Document
to:

Michael S. Mertens
Assistant Village Administrator
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

TRAFFIC REGULATION AGREEMENT

THIS AGREEMENT is made as of this 11th day of May, 2020, by and between The Carrington Club Homeowners' Association, LLC, and the VILLAGE OF WILLOWBROOK, a municipal corporation, within which corporate jurisdiction the Complex is located for the regulation of traffic and other matters within the complex area and the enforcement of said regulations by the assigned traffic law enforcement personnel of the Village.

WITNESSETH:

ARTICLE 1. DEFINITIONS: As used in this Agreement, the following definitions apply:

- 1.1 Complex: Outlot 30 within The Carrington Club Subdivision, 6256 Clarendon Hills Road, situated in the Village of Willowbrook, DuPage County, Illinois, and legally described in the attached Exhibit "A".
- 1.2 Permanent Index Numbers (PINs): 09-22-207-054.
- 1.3 Manager: Those persons or entity employed or retained by Owner from time to time with authority to administer, manage and operate the Complex for the purposes of this Agreement.

1.4 Owner: The Carrington Club Homeowners Association, LLC

1.5 Village: Village of Willowbrook, DuPage County, Illinois.

ARTICLE 2. RECITAL OF FACTS: The following recitals of fact are an integral part of this Agreement.

2.1 The Carrington Club Homeowners Association, LLC holds record title to the Complex.

2.2 The Complex is located within the corporate jurisdiction of the Village.

2.3 It is the mutual desire of the parties hereto that the Village shall regulate the parking of motorized vehicles, and traffic and roller skating, bicycle riding and/or skateboarding within the Complex, and enforce said regulations by the assigned traffic law enforcement personnel of the Village.

2.4 The Illinois Vehicle Code (625 ILCS 5/11-209) and the Illinois Municipal Code (65 ILCS 5/1-1-7) provide for such agreement between the Village and the Owner and said statutory authorization enumerated on those matters which may be included in such agreement. Further, additional matters may be included in such agreements pursuant to Article VII, Section 10 of the Illinois Constitution.

2.5 The Owner is empowered to enter into this Agreement.

ARTICLE 3. COVENANTS: In consideration of the foregoing premises and of the covenants and conditions hereinafter contained, the adequacy and sufficiency of which the parties hereto hereby stipulate, each of the respective parties hereto covenants and agrees as follows:

3.1 The Owner will cause the Manager or its designated representative to cooperate with the Chief of Police or his designated representative in inspecting the parking area of the Complex to determine what, if any, stop signs, yield signs, person with disabilities parking area signs, or any other traffic markers are to be erected, and to determine what, if any, areas are to be marked as stop intersections, yield intersections, person with disabilities parking areas or pedestrian crossings, in order to provide for the safe and efficient trafficking of the parking area of the Complex. Further, such determination may include the regulation and/or prohibition of roller-skating, the riding of bicycles and/or the riding or operation of skateboards in and upon the Complex, and the posting of the signs with the respect thereto.

3.2 If it be determined, pursuant to Paragraph 3.1 of this Agreement, that stop signs, yield signs, person with disabilities parking area signs, or any other markers are to be erected or that specified intersections are to be marked as stop intersections,

yield intersections, or pedestrian crossings, the Owner agrees to erect such signs and markers at the indicated places on the Complex, in accordance with all applicable regulations and specifications promulgated by the State of Illinois. The Owner shall bear the costs and expenses of obtaining, erecting and maintaining any and all such signs and markers necessary for enforcement of the regulations agreed to by the parties herein.

- 3.3 The Owner shall cause the Manager to mark such fire lanes as the local Fire Protection District Chief or his designated representatives shall recommend as necessary for effective movement of Fire Department and other emergency vehicles.
- 3.4 Signs or other devices providing for the regulation of traffic and parking, or the regulation or prohibition of roller skating, bicycle riding or skateboarding, within the Complex, as well as a designation of the exact regulations to be imposed thereon, shall be installed as shown in the Traffic Regulation Plan for *Carrington Club* as prepared by V3 Companies, 7325 Janes Avenue, Woodridge, IL 60517, referenced as Project No. 15230-S04, consisting of 1 sheet, dated August 12, 2016, a copy of which is attached hereto as Exhibit "D" and by this reference incorporated herein.
- 3.5 The Village hereby agrees to enforce all regulations in the parking areas of the Complex by use of assigned traffic enforcement personnel of the Village; to issue citations to any and all violators of such regulations; and to adopt and enforce any additional reasonable rules and regulations with respect to traffic and parking in the parking area as local conditions may require or the safety and convenience of the public or the users of the parking area, with the exception of the guest parking spaces, located within the complex.
- 3.6 The Owner hereby agrees to provide for the removal of vehicles that are abandoned or parked in areas where stopping, standing or parking is prohibited. Such removal shall be done pursuant to a towing agreement and in accordance with the requirements of 625 ILCS 5/4-203, including, but not limited to, posting of the notice required therein.
- 3.7 Neither the Owner nor the Manager shall permit any person to park a vehicle at any location in the Complex for the purpose of displaying such vehicle for sale. The owner of any such vehicle may be ticketed by the Village.
- 3.8 The Owner has named the Village as an additional insured on its Comprehensive General Liability Insurance Policy and on their Excess Liability Insurance Policy and a copy of said Certificate of Insurance is attached hereto as Exhibit "C" and incorporated herein. Such liability insurance shall provide that the Village, its officers, agents, agencies, employees, and departments shall be additional insured under such insurance. Said insurance shall be in the minimum amount of one

million dollars (\$1,000,000) combined single limit or in such amounts acceptable to the Village and shall be in such form and with such Company as shall be approved by the corporate authorities. The Owner hereby agrees to keep said policies in full force and effect throughout the terms of this Agreement. A mandatory written notice must be provided upon the cancellation of any policy as outlined under the Certificate of Insurance evidencing the coverage provided for herein.

- 3.9 In the event the Owner changes Managers, the Owner shall notify the Village within ten (10) days of such change.
- ARTICLE 4. TERM: This Agreement shall be in full force and effect from and after the date of its execution for a period of twenty (20) years of the date thereof, and may, by further agreement of the parties, be continued for additional periods of like duration.

Notwithstanding any provision contained herein to the contrary, after this Agreement has been in effect for a term of one (1) year, this Agreement may be canceled upon the giving of thirty (30) days prior written notice by either party hereto, except to the extent that the Owner may be required to maintain this Agreement pursuant to any zoning relief granted by the Village.
- 4.1 The sole remedy available to the Owner, upon any breach of this Agreement by the Village, shall be the cancellation of the Agreement under its terms. It is of the essence of this Agreement that the Village shall not be liable in money damages for any breach of this Agreement.
- ARTICLE 5. SUCCESSORS: This Agreement shall be binding upon and inure to benefit the respective assigns, successors and personal representatives of each of the parties hereto.
- ARTICLE 6. GOVERNING LAW: This Agreement shall be governed by the laws of the State of Illinois.
- ARTICLE 7. RECORDING: A fully executed copy of the Agreement shall be recorded in the Office of the Recorder of Deeds of the County of DuPage of the State of Illinois, and it is agreed, pursuant to the statutes set forth above, that no regulation made pursuant to this Agreement shall be effective or enforceable until three (3) days after this Agreement is recorded.
- ARTICLE 8. NOTICES: All notices hereunder shall be in writing and sent by Certified Mail, addressed to the Manager at Property Specialists, Inc. 2155 Point Boulevard,

Suite 210, Elgin, IL 60123, and, if to the Village, at the Office of the Village Administrator of Willowbrook, 835 Midway Drive, Willowbrook, Illinois 60527.

ARTICLE 9. REPEALS: Approved _____ recorded with the DuPage County Recorder's office as document _____ is hereby repealed.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, as of the date and year first above mentioned.

OWNER

The Carrington Club Homeowners' Association, LLC

BY: _____

Owner

VILLAGE OF WILLOWBROOK

BY: _____

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

EXHIBIT "A"

LEGAL DESCRIPTION

OUTLOT 30 IN THE CARRINGTON CLUB SUBDIVISION BEING PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN IN DUPAGE COUNTY, ILLINOIS.

PINS: 09-22-207-054

ADDRESS: Outlot30, Palomino Trail and Arabian Circle, located off Clarendon Hills Road, Willowbrook, IL

EXHIBIT "B"

TRAFFIC REGULATION PLAN

Pursuant to the attached agreement, the Willowbrook Police Department agrees to enforce the following areas as designated on the traffic control plan attached hereto.

1. Traffic control signs including posted speed limit signs, stop signs, yield signs, and one-way signs, attached as Exhibit D.
2. No parking within 15 feet of hydrant locations as marked.
3. Maintenance of clear and open fire lanes.
4. Restriction of the use of the fire lanes by unauthorized vehicles. Authorized vehicles are defined to emergency vehicles, Willowbrook municipal vehicles and certain public utility companies.
5. Prohibition of parking along all streets between 2:00 a.m. and 6:00 a.m., with the exception of the marked guest parking spaces located in the complex.
6. Enforcement of yellow curb markings with adjacent "No Parking" signs indicating no parking areas.
7. Posted "No Parking" zones.
8. Parking of vehicles for the purpose of being displayed for sale.
9. Enforcement of Village ordinance violations, with the exception of overnight parking in the designated-on street parking areas.
10. Prohibition of roller skating, bicycle riding, or skateboarding within the complex as posted.
11. Limitation of parking for the Carrington Club to only those twelve (12) parking spaces designated on the private road in the Approved Final Plans, the three (3) parking spaces located off the road and immediately west of Lot 26, and on private driveways in conformance with the Declaration of Covenants for Carrington Club.

Any future signs, crosswalks, and so forth may be agreed upon at a later date.

Owners' Representative

Chief of Police

EXHIBIT "C"
CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/29/2020

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

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

PRODUCER	CONTACT NAME:			
	PHONE (A/C. No. Excl.)	(630) 622-5500	FAX (A/C. No.)	(630) 622-5600
5999 S New Wilke Rd Ste 103 Rolling Meadows, IL 60008 Phone (630) 622-5500 Fax (630) 622-5600	E-MAIL ADDRESS:	cstraus@usuig.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #	
INSURED Carrington Club Homeowners' Association, LLC c/o Property Specialists, Inc., 2155 Point Blvd., Suite 210 Elgin, IL 60123	INSURER A:	Great American Insurance Company		
	INSURER B:	Employers Assurance Company		
	INSURER C:			
	INSURER D:			
	INSURER E:			
	INSURER F:			

INSR LTR	TYPE OF INSURANCE	ADDL/INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	REVISION NUMBER:	
						LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/>		PAC3136588-00	10/01/2019	10/01/2020	EACH OCCURRENCE	\$ 1,000,000.00
	DAMAGE TO RENTED PREMISES (Ex occurrence)					\$ 500,000.00	
A	<input type="checkbox"/> <input type="checkbox"/>					MED EXP (Any one person)	\$ 5,000.00
	PERSONAL & ADV INJURY					\$ 1,000,000.00	
A	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER					GENERAL AGGREGATE	\$ 2,000,000.00
	PRODUCTS - COMP/OP AGG					\$ 2,000,000.00	
A	<input type="checkbox"/> <input type="checkbox"/>						\$
	AUTOMOBILE LIABILITY						
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		PAC3136588-00	10/01/2019	10/01/2020	COMBINED SINGLE LIMIT (Ex accident)	\$ 1,000,000.00
	BODILY INJURY (Per person)					\$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0.00		UM30177523-UM2664599	10/01/2019	10/01/2020	BODILY INJURY (Per accident)	\$
	PROPERTY DAMAGE (Per accident)					\$	
B	<input type="checkbox"/> <input type="checkbox"/>	N/A	EIG2548161-02	10/01/2019	10/01/2020	EACH OCCURRENCE	\$ 1,000,000.00
	AGGREGATE					\$ 1,000,000.00	
B	<input type="checkbox"/> <input type="checkbox"/>					PER STATUTE <input type="checkbox"/> OTHER	
	E.L. EACH ACCIDENT					\$ 500,000.00	
A	<input type="checkbox"/> <input type="checkbox"/>		PAC3136588-00	10/01/2019	10/01/2020	E.L. DISEASE - EA EMPLOYEE	\$ 500,000.00
	E.L. DISEASE - POLICY LIMIT					\$ 500,000.00	
A	Property \$2,500 Deductible					TIV Limit (Common Area ONLY)	\$252,000

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

Replacement Cost; Co-Insurance = Agreed Amount; Perils = Special.

D&O Coverage: Great American Insurance Company = \$1,000,000; Policy #: EPP4342806-02; Effective: 10/1/19 to 10/1/20.

Crime Coverage: Great American Insurance Company = \$50,000 (cat 1), \$25,000 (cat 2&3), \$10,000 (cat 4-6); Policy #: PAC3136588-00; Effective: 10/1/19 to 10/1/20.

Certificate Holder is listed as Additional Insured.

CERTIFICATE HOLDER	CANCELLATION	
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
Village of Willowbrook 835 Midway Drive Willowbrook, IL 60527	AUTHORIZED REPRESENTATIVE	
	C. Strauss	

EXHIBIT "D"

STRIPING AND SIGNAGE PLAN

3.0

DRAWING NO. 1323

SCALE: 1/4" = 100'

LAYS

LAYOUT AND PAVING PLAN

CARRINGTON CLUB

WELLBROOK

REV. 0

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VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A Resolution of the Village of Willowbrook Waiving the Competitive Bidding Process Approving and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement – Landscape Maintenance Services – Between the Village of Willowbrook and Hanson Landscape Design & Installation, Inc.

AGENDA NO. 7.

AGENDA DATE: 5/11/20

STAFF REVIEW: Joe Coons, Public Works Superintendent

SIGNATURE: J. Coons /m

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: T. Bastian /m

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: B. Pabst /m

REVIEWED BY MUNICIPAL SERVICES COMMITTEE: YES NO N/A

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

Hanson Landscape currently provides landscape maintenance services to the Village in the form of regular turf mowing, trimming, and planting bed maintenance for parks, rights-of-ways, and the other Village owned facilities (e.g., Village Hall, pump house, water towers). Staff is very pleased with the quality of services and responsiveness currently provided by Hanson and have invested a significant amount of time training their field crews on all areas of town which requires routine mowing and weed removal work.

Hanson Landscape was first awarded this maintenance contract for the FY 2018/19 season after they submitted the low bid during a competitive bidding process in the Spring of 2018. The contract price for the FY 2018/19 and FY 2019/20 season was \$72,225.00 per season.

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

Staff has contacted Hanson to discuss a one-year contract extension. Hanson has offered to renew the current contract for an additional year with a 4% increase from last season. Therefore, the cost of the FY 2020/2021 season would be \$75,114.04. This cost will also be offset by payments received from DuPage County for mowing of various county rights-of-ways.

This information has been shared with the members of the Municipal Services Committee on April 27, 2020. Staff recommends that the Village Board approve a one-year contract extension with Hanson Landscape at a dollar amount of \$75,114.04.

The proposed FY 2020/21 Budget includes the following funding for this program:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>PROPOSED FY 2020/21 BUDGET</u>
Pub. Works	01-35-755-281	Rt. 83 Beautification	\$52,000
Parks & Rec.	01-20-570-281	Contracted Maintenance	\$120,900

ACTION PROPOSED:

Adopt the resolution.



2020 LAWN MAINTENANCE

Village of Willowbrook

Monthly Lawn Maintenance price for the Village of Willowbrook for the 2020 season is \$75,114.04 broken out into 8 equal installments of \$9,389.26 May 1, 2020 to April 30, 2021. That is a 4% increase from the 2019 season. The following areas are to be mowed and trimmed at least (1) time each week:

THESE AREAS ARE TAKEN FROM THE PREVIOUS YEARS CONTRACTS:

Mowing and Trimming

- A. Parks (Section III-BB-1)
- B. Roadside Right of Way, Medians, and Specified Facilities – Village Hall (Section II-CC-2)

Aeration

- A. Parks (Section III-CC-1)
- B. Roadside Rights of Way, Medians, and Specified Facilities – Village Hall (Section II-CC-s)

Planting Bed Maintenance

- A. Parking (Section III-D-1)
- B. Roadside Right of Way, Medians, and Specified Facilities (Section III-DD-2)

Village Clerk

Date

Brandon Hanson

Date

Mayor

Date

PO Box 307 *** Big Rock, IL 60511

Phone: 630-556-4120 *** Fax: 630-556-4124

RESOLUTION NO. 20-R-_____

**A RESOLUTION OF THE VILLAGE OF WILLOWBROOK WAIVING THE
COMPETITIVE BIDDING PROCESS APPROVING AND AUTHORIZING THE
MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT –
LANDSCAPE MAINTENANCE SERVICES – BETWEEN THE VILLAGE OF
WILLOWBROOK AND HANSON LANDSCAPE DESIGN & INSTALLATION, INC.**

WHEREAS, in the opinion of at least two-thirds (2/3) of the Trustees then holding office, it is in the best interests of the Village to waive the competitive bidding process and to authorize the Mayor and Village Clerk to execute an Agreement with Hanson Landscape Design & Installation, Inc. for the purposes of providing landscape maintenance services to the Village of Willowbrook for the 2020/2021 Lawn Maintenance Program.

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

SECTION ONE: That the competitive bidding process be waived and that the Mayor and Village Clerk be and the same are hereby authorized to execute an Agreement, which Agreement is hereby approved, with Hanson Landscape Design & Installation, Inc, in substantially the same form attached hereto as Exhibit "A" and made a part hereof, for the purposes of Hanson Landscape & Design Installation, Inc. providing landscape maintenance services to the Village of Willowbrook for the 2020/2021 Lawn Maintenance Program.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION TWO: That this Resolution shall be in full force and effect from and after its adoption and approval in the manner as provided by law.

ADOPTED and APPROVED this 11th day of May, 2020.

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

**AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK
AND HANSON LANDSCAPE DESIGN & INSTALLATION, INC.
FOR THE 2020/2021 LAWN MAINTENANCE PROGRAM**

THIS AGREEMENT ENTERED INTO THIS _____ day of May, 2020 between Hanson Landscape Design & Installation, Inc., an Illinois corporation ("Contractor"), and the Village of Willowbrook, a municipal corporation of the State of Illinois ("Village"), and in consideration of the following and other valuable consideration the sufficiency of which is hereby acknowledged, the Village and Contractor agree as follows:

1. The Village of Willowbrook has found it to be in the best interests of the Village to contract for the 2020/2021 Lawn Maintenance Program (the "Program").
2. Contractor has submitted an acceptable proposal to the Village for the Program. Such proposal and General Terms and Conditions are attached hereto as Exhibit "A" and expressly made a part of the Agreement as if each was repeated herein, verbatim.
3. Contractor agrees to commence work for the Program on May 1, 2020. Contractor shall complete all such work in a good workmanlike manner as set forth in the General Terms and Conditions.
4. The Contractor certifies that the Contractor is not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1.
5. Contractor certifies that it is not barred from bidding on state, municipal or other contracts by reason of Sections 33E-3 (bid rigging) or 33E-4 (bid totaling) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4), and further certifies that it is not barred from bidding on State, municipal and other contracts by reason of conviction of State laws regarding bid rigging or bid rotation.
6. Unless otherwise agreed to in writing as an Amendment to this Agreement, the Village of Willowbrook agrees to pay Contractor for the performance of the work completed in a

good and workmanlike manner in an amount not to exceed Seventy Five Thousand One Hundred Fourteen and 04/100 Dollars (\$75,114.40) for the work to be performed and such payment shall be in eight (8) installments as set forth in the General Terms and Conditions and in conformance with the Local Government Prompt Payment Act (50 ILCS 505/1 et. seq.).

8. Contractor agrees that it has, will have in place and will enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105(A)(4).

9. During the performance of this Agreement, the Contractor agrees as follows:

A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

B. That, if he or she hires additional employees in order to perform this Agreement or any portion of this Agreement, he or she will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the areas from which he or she may reasonably recruit and he or she will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

C. That, in all solicitations or advertisements for employees placed by him or her or on his or her behalf, he or she will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.

D. That he or she will send to each labor organization or representative of workers with which he or she has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the Contractor's obligations under the Act and the Department's Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with the Contractor in his or her efforts to comply with the Act and Rules and Regulations, the contractor will promptly notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations under the Agreement.

E. That he or she will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Act and the Department's Rules and Regulations.

F. That he or she will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

G. That he or she will include verbatim or by reference the provisions of this clause in every subcontract that may be awarded under which any portion of the contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

H. If applicable, Contractor shall strictly abide by the provisions of the Illinois Prevailing Wage Act.

In the event of the Contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Act or the Rules and Regulations of the Department, the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Agreement may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

10. During the performance of its Agreement with the Village of Willowbrook, Contractor:

Will not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where segregated facilities' means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis or race, creed, color, or national origin because of habit, local custom, or otherwise. Contractor (except where it has obtained identical certifications from proposed subcontractors and material suppliers for specific time periods), obtain certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity clause, and that Contractor will retain such certifications in its files.

11. Contractor agrees to assume all risk of loss and to indemnify and hold harmless the Village of Willowbrook, its officers, agents and employees from any and all liabilities, claims, suits, injuries, losses, damages, fines or judgments, including litigation costs and attorneys' fees, arising out of the work performed by Contractor including, to the extent allowed by law, those liabilities, injuries, claims, suits, losses, damages, fines or judgments, including litigation costs and attorneys' fees arising out of, or alleged to arise out of, the intentional, willful, wanton or negligent acts of Contractor, its employees, agents, assigns and/or subcontractors.

12. The Contractor represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the Village that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Contractor hereby agrees to defend, indemnify and hold harmless the Village, the Corporate Authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from and related to any breach of the foregoing representations and warranties.

13. Insurance requirements shall be as follows:

A. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection

with the performance of the Work by the Contractor, its agents, representatives, employees or subcontractors.

B. Coverage shall be at least as broad as:

- (1) Insurance Services Office Commercial General Liability Occurrence form CG 0001 (Ed. 11/85); and
- (2) Insurance Services Office form number CA0001 (Ed. 1/87) covering Automobile Liability, symbol 01 "any auto" and endorsement CA0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms – Insured Contract; and
- (3) Worker's Compensation as required by the Labor Code of the State of Illinois and Employers' Liability Insurance.

C. Contractor shall maintain limits no less than:

- (1) Commercial General Liability: \$2,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage plus \$1,000,000 excess liability in the annual aggregate injury/property damage.
- (2) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- (3) Worker's Compensation and Employers' Liability: Worker's Compensation limits as required by the Labor Code of the State of Illinois.
- (4) Employers' Liability insurance of \$1,000,000 per accident.

D. The policies are to contain, or be endorsed to contain the following provisions:

(1) Commercial General Liability and Automobile Liability Coverages:

- (a) The Village, its officials and employees are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor, as well as materials, and equipment procured,

owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limits on the scope of the protection afforded to the Village and its officials.

- (b) The Contractor's insurance coverage shall be primary insurance as respects the Village, its officials and employees. Any insurance or self-insurance maintained by the Village, its officials or employees shall be excess of Contractor's insurance and shall not contribute with it.
- (c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials or employees.
- (d) Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) Worker's Compensation and Employers' Liability Coverage:

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

(3) All Coverages:

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) day's prior written notice by certified mail, return receipt requested, has been given to the Village.

14. Contractor shall at all times observe and comply with all laws, ordinances, and regulations of the federal, state, local and Village government which may in any manner affect the

performance of this Agreement including but not limited to all laws and ordinances related to the proper disposal of all brush picked-up.

15. No member of the governing body of the Village of Willowbrook or other unit of government and no other officer, employee, or agent of the Village of Willowbrook or other unit of government who exercises any functions or responsibilities in connection with the carrying out of this project to which this Agreement pertains, shall have personal interest, direct or indirect, in the Agreement.

Additionally, the Contractor certifies that no officer or employee of the Village of Willowbrook has solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the Contractor in violation of Title 1, Chapter 12 of the Village Code of Ordinances of the Village of Willowbrook, adopted by the Village pursuant to the requirements of Article 10 of the State Officials and Employees Ethics Act.

Contractor further certifies that the Contractor has not given to any officer or employee of the Village of Willowbrook any gratuity, discount entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the Contractor in violation of Chapter 12 of the Village Code of Ordinances of the Village of Willowbrook adopted by the Village pursuant to the requirements of Article 10 of the State Officials and Employees Ethics Act.

16. In the event that Contractor shall fail to perform such work within a reasonable time after being assigned such work or shall fail to complete such work in a good and workmanlike

manner, the Village of Willowbrook may terminate this Agreement, as provided for in the General Terms and Conditions, by written notice to Contractor.

17. Notice as provided for herein shall be transmitted to the Village of Willowbrook, Village Administrator, 835 Midway Drive, Willowbrook, Illinois 60527 to Contractor: Landscape Design & Installation, Inc, 7S882 Camp Dean Road, Big Rock, Illinois 60511, Attn: Dustin Hanson, as may be applicable by first class prepaid mail. Any notice to Contractor shall be deemed received when mailed.

18. Contractor agrees to maintain all records and documents for projects of the Public Body in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Contractor shall produce within three (3) days, without cost to the public body, records which are responsive to a request received by the Public Body under the Freedom of Information Act so that the Public Body may provide records to those requesting them within the required five (5) business day period. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Public Body within three (3) days in order for the Village shall request an extension so as to comply with the Act. In the event that the Village is found to have not complied with the Freedom of Information Act based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Village harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

19. Time is of the essence of this Agreement.
20. This Agreement, consisting of ten (10) pages, Contractor Proposal and the General Terms and Conditions, shall constitute the Contract documents.

This Agreement is made and executed in duplicate in Willowbrook, DuPage County, Illinois the day and year first above written.

Contractor:

HANSON LANDSCAPE & DESIGN INSTALLATION, INC.

By: _____
Dustin Hanson, its duly authorized agent

VILLAGE OF WILLOWBROOK

By: _____
Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

EXHIBIT A

I. GENERAL TERMS AND CONDITIONS

A. EXAMINATION OF SITE

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

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

B. MEETING BEFORE WORK BEGINS

It is mandatory that the Contractor meets with the Superintendent of Parks & Recreation and the Director of Municipal Services and/or their designee(s) prior to the start of work in order to review the contract specifications, designate the appropriate project contacts, and discuss the manner in which work will be proceeding, among other items.

C. DAMAGE TO PUBLIC OR PRIVATE PROPERTY

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

D. PREVAILING WAGES

In accordance with the law and the provisions of 820 ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by anyone under contract for public works", not less than the prevailing rate of wages shall be paid to all applicable laborers, workmen and mechanics performing work under this contract insofar as the Prevailing Wage Act may apply to the work performed. Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above-mentioned act and shall prepare any and all bids in strict compliance therewith.

E. SUBLETING CONTRACT

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

F. DEFAULT

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

G. SAFETY

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

H. WORKMANSHIP

Workmanship shall be of the highest caliber in every respect. Workers must take care to insure the least amount of disturbance to the sites, Village staff members, and the general public.

I. PENALTY FOR NON-COMPLETION

Time is of the essence to the contract. Should the Contractor fail to complete the work within the timelines stipulated in the contract or within such extended time as may have been allowed, the Contractor shall be liable and shall pay the Village two hundred fifty dollars (\$250.00) per calendar day not as a penalty but as liquidated damages, for each day of overrun in the contract time or such extended time as may have been allowed. The liquidated damages for failure to complete the contract on time are approximate, due to the impracticality of calculating and proving actual delay costs. This penalty established is to cover the cost of delay to account for administration, engineering, inspection, and supervision during periods of extended and delayed performance. The costs of delay represented by this schedule are understood to be a fair and reasonable estimate borne by the Village during extended and delayed performance by the Contractor of the work, remaining incidental work, correction of work improperly completed, or repair of work damaged as a result of the Contractor. The liquidated damage amount specified will accrue and be assessed until final completion of the total physical work of the contract even though the work may be substantially complete. The Village will deduct these liquidated damages from any monies due or to become due to the Contractor from the Village.

The other provisions of the contract have been established to allow for the efficient completion of this project, without creating additional burden or hardship on the Village or additional administration and/or operating expenses for the Village. The failure to adhere to the specifications of the contract, including but not limited to the following examples, shall result in the assessment of liquidated damages of one hundred dollars (\$100.00) per incident per day. Some examples include:

- failing to complete work in a manner or sequence as required;
- damaging landscaping (i.e. debarking plants by running into them with equipment);
- failure of the contractor to be accessible to the Village or respond to requests to complete work;
- improperly applying mulch;
- not completing and/or maintaining the removal of weeds; and
- failing to clean-up garbage or debris.

J. SUPERVISION AND TRAINING

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

K. WORKING HOURS

The Contractor shall work the same hours as the Municipal Services Department unless other arrangements are agreed upon ahead of time. The Contractor must inform the Director of Municipal Services, or his designee, when the Contractor will be working outside of the normal working hours for Municipal Services.

L. TRESPASS ON LAND

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

M. COSTS

The undersigned hereby affirms and states that the prices quoted in Contractor's Proposal constitute the total cost to the Village for all work involved in the respective items. This cost also includes all proposal preparation costs, insurance, royalties, transportation charges, use of all tools and equipment, superintendent, overhead expense, inspection costs, all profits and all other work services and conditions necessarily involved in the work to be done in accordance with the requirements of the contract documents considered severally and collectively.

N. TRAFFIC CONTROL

The Contractor shall provide adequate traffic control for work area protection in compliance with the Federal Highway Administration Manual on Uniform Traffic Control Devices for Streets and Highways, the State of Illinois Vehicle Code, the Illinois Department of Transportation Highway Standards, and the Illinois Department of Transportation Handbook of Traffic Engineering Practice for Small Cities.

O. PROTECTION OF EXISTING FACILITIES

Existing facilities, including grounds, structures, landscaping and so forth shall be protected by the vendor. Any damage to existing facilities shall be reported to the Village and shall be repaired promptly by the vendor when ordered to do so by the Village at no cost to the Village. All repairs of damage to existing facilities shall be made to the satisfaction of the Village. Failure to repair damage shall be just cause for withholding payment for work, which becomes due.

P. ACCESSIBILITY OF CONTRACTOR

Contractor shall supply cell phone numbers, daytime office numbers, fax numbers, and pager numbers of supervisors handling this contract. The Contractor shall return all calls or pages within one hour of the Village placing the call. On-site response time for complaints must be made within 24 hours of the initial call being made by the Village.

The Contractor must assign an English-speaking crew leader to monitor all work being performed within the Village. The Contractor shall update the Director of Municipal Services or his designee on work progress no less than once per week. Failure to comply with the accessibility requirements shall be deemed as substandard work and will be subject to the same penalties.

Q. BILLING & PAYMENT

The total contract price shall not exceed \$75,114.04 payable in eight (8) equal payments of \$9,389.26, once all work has been completed in a satisfactory manner and the specifications stated herein have been met, for the following months: May, June, July, August, September, October, November, and April following receipt of an invoice from the Contractor for the month in question in accord with the provisions of the Local Government Prompt Payment Act.

R. RENEWAL AND EXTENSION

This Contract shall be in full force and effect for the 2020/2021 landscaping maintenance season which shall commence from May 1, 2020 to and including April 30, 2019. At the sole discretion of the Village, this contract may be extended for an additional twelve (12) month period under the same terms and conditions.

S. SPECIFIC CONDITIONS FOR LANDSCAPE MAINTENANCE TRASH AND DEBRIS

The entire site will be inspected and cleared of all trash, debris, glass, rocks, etc. before mowing begins. Mowing over paper, cups, cans and other litter shall not be accepted. Should this occur the Contractor shall immediately pick-up and properly dispose of all debris.

T. EQUIPMENT CONDITION

All equipment will be kept in good, safe operating condition. All mowing equipment will have sharp blades so that the grass is cut properly. All equipment will be kept in such a condition so that the gas/oil is not leaking.

U. FUEL/OILING

Spilling gasoline and oil kills the grass. Mowers will not be fueled or oiled in grass areas. They should be moved to a paved area to perform this function. If any spill should occur the Contractor shall immediately commence the appropriate clean up in conformance with any and all applicable regulations. The Contractor shall be responsible for all costs associated with such a clean up and restoration and/or reimbursement for any damages that may occur.

V. FINAL APPEARANCE

Mowing patterns shall be such that the clippings and mulch are evenly distributed, not wind rowed into noticeable deposits. Grass clippings will not be allowed to accumulate on hard surface areas, sidewalks or roadways and must be removed by the Contractor in an appropriate manner. If windrows are present, raking and properly disposing of the material by the Contractor must remove the clippings. The Contractor shall immediately pick up any debris that is mowed over.

W. ADDITIONS OR DELETIONS

The Village reserves the right to increase or decrease quantities and number of mowings/weedings based on actual field conditions and requirements. The Contractor will be asked to provide a list of hourly manpower and equipment rates used to calculate the proposal prices for this section of the contract. These rates shall be used when the quantities of work must be increased or decreased for any reason such as adding sites, deleting sites, or failure of the Contractor to complete required work. Using these rates, the Village and the Contractor shall meet and shall mutually agree upon the dollar amounts to be added to or deleted from the contract.

X. OPTIONAL WORK

At the Village's option, the Contractor may be asked to provide additional lawn mowing in the event that such services become necessary. The cost of such service will be provided on a per acre basis as stated on the proposal page.

Y. REPORT OF WORK PERFORMED AND SCHEDULED

The Contractor shall, at a minimum of once per month during the period of providing services, submit a written report to the Director of Municipal Services in detailing the weekly progress that has been performed by the Contractor during the previous month. At the same time, the Contractor shall also provide a schedule of work that is anticipated to be completed in the subsequent month.

Z. MOWING AND TRIMMING OF PARKS, ROADSIDE RIGHTS OF WAY, MEDIANs, AND SPECIFIED FACILITIES

Lawn mowing equipment must be mulching type, and the die shoots must be blocked or, if not mulching, a bag must be used. Mowing should be done so as to spread clippings evenly over the area. Otherwise grass clippings should be removed. Each mowing area should be completed in one day.

This mowing rotation schedule can be adjusted to a less frequent mowing schedule with the approval of the Director of Municipal Services during those times of the season when heat and/or lack of rain would cause weekly mowing to stress the grass.

From the last week in August until the final mowing of the season, mowing at the Community Park shall be done on either Thursdays or Fridays, to coincide with prevalent events at the park, as so advised by the Superintendent of Parks & Recreation

Mowing equipment shall be set at $2\frac{1}{2}$ " at all times. Community Park game fields should be cut to a height of 2" when fields are in use. In all mowed areas included in this contract, care should be taken to lower the height of the cut so as not to put the turf under stress.

The Director of Municipal Services, or his designee, shall have the right to inspect all equipment and height of cut immediately after mowing for compliance.

1. Village Parks

A. To be mowed at least one (1) time each week

Grass should be mowed as provided in these specifications with the additional specification for game fields at Borse Memorial Community Park (defined as the softball fields and soccer field with an approximate area of 6.18 acres). Those game fields should be cut to a height of 2" when fields are in use (April through October), but taking care during times of extreme heat and/or lack of rain. It should be noted

that this entire area is equipped with an underground sprinkler system and that care must be used to prevent damage to that system. Estimated acreage areas included for mowing and trimming are as follows:

<u>PARKS</u>	<u>ACRES</u>
Borse Memorial Community Park	8.8
Midway Park	2.1
Creekside Park	5.1
Lake Hinsdale Park	1.0
Ridgemoor Park	5.4

<u>PARKS (continued)</u>	<u>ACRES</u>
Waterford Park	4.3
Farmingdale Terrace Park	3.0
Willow Pond	3.0
Prairie Trail Park	5.0
Roger's Glen Park *	1.5

(* includes both parkways on Rogers Farm Rd.)

Total: 39.2 acres

2. Roadside Rights of Way, Medians, and Specified Facilities

A. To be mowed and trimmed at least one (1) time each week:

1. DuPage County right-of-ways (Grand Total: 23.6 acres):

63rd Street (Total: 4.42 acres):

North Side: From Western to Madison	2.23 ac.
South Side: From Western to Madison	1.99 ac.
Median: From IL Route 83 to 550 feet E. of IL Route 83:	.20 ac.

75th Street (Total: 8.51 acres):

North Side: From W. of Sheridan Drive to IL Route 83:	2.61 ac.
South Side: From W. of Sheridan Drive to IL Route 83:	3.50 ac.
Median: From W. of Sheridan Drive to IL Route 83:	2.40 ac.

Madison Street (Total: 7.44 acres):

West Side: From 63 rd Street to Joliet Road:	3.61 ac.
East Side: From 63rd Street to Joliet Road:	3.83 ac.

Plainfield Road (Total: 3.23 acres):

South Side: From IL Route 83 to Garfield Avenue:	1.59 ac.
North Side: From IL Route 83 to Garfield Avenue:	1.64 ac.

2. State of Illinois right-of-ways (Grand Total: 24.67 acres)

Illinois Route 83 (Kingery Hwy.):

Median areas and road side right-of-way from approximately the 5900 block of Route 83 to Route 83 south 79th St., including the bermed-area at Midway Drive, (south of Midway Drive: 24.67 acres

3. Specified Facilities (Grand Total: 3.87 acres)

Public Works site:
700/710 Willowbrook Cntr. Pkwy. Approx. 3.37 acres

Village Municipal Complex:
Village Hall, 835 Midway Drive
Police Station, 7760 Quincy Street
Community Resource Center, 825 Midway Drive
Approx. 0.5 acres

B. To be mowed and trimmed at least one (1) time in each two-week period:

73rd Court & Quincy Street in a southerly direction for approximately 500 feet on the east side of Quincy, and from 73rd Court and Quincy in an easterly direction on the north and south right of way for 600 feet a total of .50 acres.

72nd Street east of Route 83 within northern right of way for 612 feet. The mowing width will incorporate from the curb and gutter to three feet north of the sidewalk.

79th Street – southern right of way from Eleanor to Route 83; northern right of way from Sawmill Creek west 1,000 feet; southern right of way from Sawmill Creek west 400 feet (adjacent to guardrail)

75th Street & Clarendon Hills Road – eastern right of way of Clarendon Hills Rd. south of 75th Street (area is 150' x 25'); western right of way Clarendon Hills Rd. south of 75th St (area is 150' x 25')

61st Street & Bentley Ave. – 650 feet east from Bentley Ave. on 61st St.; northern right of way and 150 feet north from 61st eastern right of way.

59th Street & Clarendon Hills Road – 75 feet north from 59th St on Clarendon Hills Rd. western right of way; 75 feet west from Clarendon Hills Rd northern right of way 59th St; 75 feet south from Clarendon Hills Rd. western right of way of Clarendon Hill Rd; 75 feet west from Clarendon Hills Rd. on 59th St. southern right of way of 59th St.

59th Street & Western Ave. - 100 feet east from Western Ave on 59th St. southern right of way; 75 feet south from 59th St. on Western Ave. in the eastern right of way of Western Ave.; 75 feet south from 59th St on the western right of way of Western Ave.

Executive Drive & Quincy – 500 feet north from Executive Drive on the eastern right of way of Quincy; 205 feet east from Quincy on Frontage Rd on the northern right of way of Frontage Rd.

Quincy & Frontage (Joliet Road) 150 feet north of Joliet Road on the eastern right of way of Quincy; 205 feet east from Quincy on Frontage Rd. on the northern right of way of Frontage Rd.

Sawmill Creek – this creek bed tributary consists of a dry creek bed beginning at 75th Place and terminating at 79th St. shall be completed once every two (2) weeks or as directed by the Director of Municipal Services or his designee. The creek bed is approximately twenty feet (20) wide by 2,600 feet long. The creek bed will require weed whip maintenance.

Garfield Road – West Right-of Way from Plainfield Rd to Rodgers Farm Rd. = 1,770 x 10'

79th Street – North Right-of Way -- addresses 228 and 234 = 400' x 20'

73rd Court - North Right-of Way of 73rd Ct. -- 920' x 15'. South Right-of-Way of 73rd Court – 600' x 15'

65th Street - North Right-of Way of 65th St -- addresses 364-368-372 = 320' x 15'

Adams Street – Right-of Way at 7052 Adams St and 7263 Adams St. = 700' x 15'

General Trimming

Trimming will be done along with the mowing and will be accomplished with suitable mechanical equipment, at the same cutting height as the rest of the area and before that specific site is to be considered completed. This work is incidental to and included with the weekly mowing. It shall be the responsibility of the contractor to restore any mulch rings that are disturbed during mowing and/or trimming. Mowing and trimming shall be done as to spread clippings over the entire area. All grass must be neatly mowed and trimmed around and along all concrete, screenings paths and asphalt paths, playground surfaces, building structures, signs, shrub beds, tree rings, fence lines and backstops. Trees, shrubs and other plants must not be "debarked" by running into them with mowing or trimming equipment. All grass clippings from mowing and/or trimming which fall anywhere but on the grass (curb, gutter, parking lot, sidewalk, etc.) shall be swept up and removed. If the grass clippings fall into clumps or piles onto the mowed lawn, the piles shall be raked up and removed.

Median & Right-of-Way Trimming at Concrete Area and Curbs

Grasses and weeds at concrete median areas and in front of curbs (i.e., the flag of the curb – between the curb and pavement) and at joints shall be removed in their entirety. This can be accomplished by manual weeding or by trimming with suitable mechanical equipment. This work is incidental to and included with the weekly mowing.

AA. AERATION OF PARKS, ROADSIDE RIGHTS OF WAY, MEDIANs, AND SPECIFIED FACILITIES

Aeration shall be performed once in the fall and shall be scheduled with the Director of Municipal Services or his designee, at least one week prior to work being done. Aeration shall be done using a mechanical core aerator with hollow tines that produce cores (soil debris). Aeration shall not be done when the soil is

dry or very wet (saturated with water). It shall be done only when there is optimum moisture in the soil to produce good penetration. Penetration of the soil shall be a minimum of three inches.

<u>1. PARKS</u>	<u>ACRES</u>
Borse Memorial Community Park #	8.3
Midway Park	2.1
Creekside Park (all grass areas except sides of basin)	4.0
Lake Hinsdale Park	1.0
Ridgemoor Park	5.4
Waterford Park (all grass areas except sides of basin)	3.0
Farmingdale Terrace Park	3.0
Willow Pond	1.5
Prairie Trail Park (all grass areas except sides of pond)	5.0
Roger's Glen Park *	<u>1.5</u>

(* includes both parkways on Roger's Farm Rd.)

Total: 34.80 acres

- Note that the Community Park softball and football fields are equipped with an underground sprinkler system. Care must be used to prevent damage to the sprinkler system. The Contractor shall be responsible for all costs incurred related to repairing any damage to the underground sprinkler system from or caused by the Contractor's operations. Also note that at the Community Park the area east of the creek is not included in the aeration schedule.

2. ROADSIDE RIGHTS OF WAY, MEDIANs, AND SPECIFIED FACILITIES

Village Hall 0.5 acres

BB. PLANTING BED MAINTENANCE

All planting beds must be spaded. As part of this work tilled dirt and grass must be removed and properly disposed of and not incorporated in plant beds. Dirt, rocks and grass found in plant beds shall be removed the same day and failure to do so will be deemed as substandard work. Spring clean up includes removing debris and cutting back dead shrub plant materials in beds, perennial beds, tilling, cultivating and additional mulch shall be completed by May 15. *Planting beds must remain weed free at all times throughout the contract season.* Regular weeding and cultivating shall be carried out along with the lawn mowing cycle. Manual weed pulling will be necessary in most cases. Plant materials in plant beds are to be trimmed and thinned including shrubs and trees of dead material and pruned throughout the contract, in addition to trimming any overgrowth of plant materials.

As part of this contract, one (1) fertilizer/weed control application shall be made to all shrubs in planting beds included in this schedule. Application shall take place between May 15 and May 30, but after the spring clean up. Contractor shall water shrubs to dissolve the fertilizer application, in the event sufficient rain is not experienced. Apply at an application of 25-2-15 product at 5 lbs. nutrients per 1000 square feet of land area. Product to be used is Arthur Clesen Inc. or approved equal and is to be a granular material. Contractor shall provide the

name of the material on the bid proposal form. The Contractor shall periodically inspect plant material in the planting beds for insect and disease damage. Recommendations should be brought to the attention of the Director of Municipal Services. Treatments will be made on an hourly rate as specified on the bid proposal form. The product must be pre-approved by the Director of Municipal Services. Mulch/Compost shall be added or removed at the Village's request. Labor shall be provided at the contractor's expense and there will be no additional charges to the Village for adding and tilling mulch. Mulch and/or compost will be provided by the Village and delivered on site. Mulch in plant beds shall be a minimum of 3" to 4" in depth and turned at minimum of three times in May, July, and September. All mulch beds shall be tilled and mulch added, if needed, no later than May 30 of each year of the contract.

<u>1. PARKS</u>	<u>Number of Planting Beds</u>	<u>Est. Total Square Yards</u>
Community Park	2	130
Midway Park	1	10
Creekside Park	1	10
Lake Hinsdale Park	3	44
Ridgemoor Park	2	36
Waterford Park	2	33
Farmingdale Terrace Park	5	100
Willow Pond	2	40
Prairie Trail Park (south entrance sign bed only)	1	8
Roger's Glen Park	1	6
Total	20	417

2. ROADSIDE RIGHTS OF WAY, MEDIANs, AND SPECIFIED FACILITIES

	<u>Number of Planting Beds</u>	<u>Est. Total Square Yards</u>
Village Hall	7	414
Village entrance signs on Rte 83	2	52
Total	9	466

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

Administrators Report – Discuss the Village of Willowbrook Comparable Communities and Pay Grid Analysis For Full Time Non-Union Staff

AGENDA NO. 11.

AGENDA DATE: 05/11/20

STAFF REVIEW: Brian Pabst, Village Administrator

SIGNATURE: B. Pabst/mw

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: T. Bastian/mw

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: B. Pabst/mw

REVIEWED & APPROVED BY COMMITTEE: YES NO N/A

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

Staff was directed to conduct a non-sworn salary survey as a part of FY 20/21 budget discussions and for future consideration. In order to solicit salary information that can be utilized as a fair representation for the Village of Willowbrook, staff used the following comparable communities: Darien, Itasca, Warrenville, Westmont, Winfield, Wood Dale, and Woodridge. In prior years, the Village of Willowbrook used: Hinsdale, Burr Ridge and Western Springs in addition to others. The comparison communities in this survey were chosen based on Median Housing Value, Median Household Income and those municipalities located in DuPage County.

The long-standing policy for Village of Willowbrook was to move the minimum and maximum of each pay grade based on the prior year's six-month inflation rate. The adjustment for Fiscal Year 2019/20 was 1.9% and for Fiscal Year 2020/21 is meant to be adjusted at 1.7%. This inflation adjustment has been lower on average than the comparable community's COLA and /or wage adjustment. In addition, employees are moved within the pay grade based on length of employment assuming a 15-year step plan.

You will notice that the Village of Willowbrook is under the average salary ranges in most categories. Additionally, most of the comparable communities give both a pay raise and a range adjustment (referred to as inflation, COLA, or simple adjustment) at a higher percentage rate as their goal is to have employees top out from 7 to 10 years. It should also be noted that in most communities, all employees receive the inflation / COLA adjustment, except for those that are at the top of their range. The Village of Willowbrook's adopted goal is to reach the top of an employee pay range in 15 years; therefore, the corresponding year range adjustment is less, or in some cases, zero.

In addition to the salary survey, staff has attached 4 Exhibits to assist with analyzing our prior methodology and financial impact.

Exhibit 1 – Presents all current non-union, full time employees in their respective pay grades. The pay grades have a minimum and maximum based on FY 2019/20 amounts; these have not been updated for the most recent CPI increase. The current salaries of the employees are shown in the FY 19/20 Current Annual Salary column. The next column shows that no across the board raise was awarded by the Board. Employee longevity is shown in the next several columns. The far right 4 columns show where the employee's salary would fall if they were moved to the appropriate place in the pay range based on their length of time in that range. For some (shown in yellow), the range movement equates to a salary increase of between 0.25% and 2.70%. For other employees, mainly at the bottom half of the spreadsheet (noted in blue), they would receive NO increase because their current salary is higher than the point of the range. Generally, when these employees were hired/promoted, their starting salary was based on their experience and skill set and therefore, they did not start at the bottom of the range.

Exhibit 2 – Same format as Exhibit 1 except that the pay grade minimum and maximum have been increased by 1.7% based on the 2019 CPI increase. As in the first exhibit, some employees (in yellow) would receive an increase based on their movement through the range (1.95%-4.44%). However, the employees in blue would still receive NO increase based on the reasons stated above.

Exhibit 3 - Same format as Exhibit 2 with the pay grade increase for the CPI. In this exhibit, the effect of a 2.5% across the board raise is also included. For employees in yellow, it gives no additional raise beyond the step/range movement. For employees in blue, it gives a 2.5% raise only with no step/range movement and no COLA. This is the model the Village has followed for many years and is the primary mechanism by which (typically) management level employees receive any increase.

Exhibit 4 – This is based on a model Darien uses. The minimum and maximum of each pay grade, using FY 2019/20 amounts, were used for year 1 and year 15. The annual increase is based on reaching the top in Year 15 with equal amount increases each year. The percentage change for each year (step) for all grades is shown in red for illustrative purposes. The minimum and maximum of each grade would then be updated annually by the CPI. This model is not used for all employees based on the previous rationale discussed above (i.e., employees currently being paid more than their theoretical place on the range based on longevity would never move up without a separate board increase).

STAFF RECOMMENDATION

For discussion purposes or further direction as the Village Board directs.

ACTION PROPOSED: Discussion only.

**COMPARABLE COMMUNITY
INFORMATION AND
PARYGRADE SUMMARY**

MAY 2020

May 2020 Salary Survey

Position	Minimum Avg.	Midpoint Avg.	Maximum Avg.	WB Current Salary	Exec Sec Dep Clerk	Minimum Avg.	Midpoint Avg.	Maximum Avg.	WB Current Salary
Village Administrator									
Comparable Average	\$ 134,537	\$ 161,983	\$ 187,458		Comparable Average	\$ 58,695	\$ 69,899	\$ 81,352	
Willowbrook	\$ 122,937	\$ 148,012	\$ 173,087		Willowbrook	\$ 54,936	\$ 66,032	\$ 77,127	
Delta	\$ {11,600}	\$ {13,971}	\$ {14,371}	\$ 165,000	Delta	\$ {3,759}	\$ {3,867}	\$ {4,225}	\$ 55,342
Assistant Village Administrator									
Comparable Average	\$ 100,897	\$ 121,914	\$ 142,930		Payroll,AP,Cash Deposit	\$ 50,437	\$ 59,389	\$ 68,553	
Willowbrook	\$ 91,750	\$ 107,060	\$ 122,369		Comparable Average	\$ 48,923	\$ 58,328	\$ 67,732	
Delta	\$ {9,147}	\$ {14,854}	\$ {20,561}	\$ 127,000	Willowbrook	\$ {1,514}	\$ {1,061}	\$ {821}	\$ 60,000
Police Chief									
Comparable Average	\$ 113,144	\$ 134,341	\$ 156,006		Maintenance Worker	\$ 53,100	\$ 64,718	\$ 76,336	
Willowbrook	\$ 102,296	\$ 120,781	\$ 139,265		Comparable Average	\$ 48,923	\$ 58,328	\$ 67,732	
Delta	\$ 100,586	\$ 118,762	\$ 136,937	\$ 123,974	Willowbrook	\$ {4,177}	\$ {6,390}	\$ {8,604}	\$ 553,091-\$55,224
Director of Finance									
Comparable Average	\$ 108,281	\$ 129,387	\$ 150,999		Police Sec Accreditation	\$ 59,342	\$ 71,160	\$ 82,978	
Willowbrook	\$ 100,386	\$ 118,762	\$ 136,937		Comparable Average	\$ 54,936	\$ 66,032	\$ 77,127	
Delta	\$ {7,695}	\$ {10,625}	\$ {14,062}	\$ 134,666	Willowbrook	\$ {4,406}	\$ {5,128}	\$ {5,851}	\$ 56,279
Deputy Police Chief									
Comparable Average	\$ 97,856	\$ 116,740	\$ 135,624		PW Sec Water Billing	\$ 47,564	\$ 57,484	\$ 67,577	
Willowbrook	\$ 91,750	\$ 107,060	\$ 122,369		Comparable Average	\$ 44,403	\$ 53,612	\$ 62,821	
Delta	\$ {6,106}	\$ {9,680}	\$ {13,255}	\$ 115,825	Willowbrook	\$ {3,161}	\$ {3,872}	\$ {4,756}	\$ 51,333
Building Dept Head									
Comparable Average	\$ 97,949	\$ 116,356	\$ 135,066		Police Secretary	\$ 47,564	\$ 57,570	\$ 67,577	
Willowbrook	\$ 75,637	\$ 86,317	\$ 95,997		Comparable Average	\$ 44,403	\$ 53,612	\$ 62,821	
Delta	\$ {22,312}	\$ {30,039}	\$ {38,069}	\$ 94,648	Willowbrook	\$ {3,161}	\$ {3,958}	\$ {4,756}	\$ 57,550-\$60,258
Supt Public Works									
Comparable Average	\$ 99,257	\$ 119,055	\$ 138,853		Building & Zoning Sec.	\$ 47,564	\$ 57,484	\$ 67,577	
Willowbrook	\$ 75,637	\$ 86,317	\$ 96,997		Comparable Average	\$ 44,403	\$ 53,612	\$ 62,821	
Delta	\$ {25,620}	\$ {32,738}	\$ {41,856}	\$ 82,000	Willowbrook	\$ {3,161}	\$ {3,872}	\$ {4,756}	\$ 45,631
PW Forman									
Comparable Average	\$ 71,424	\$ 84,525	\$ 97,856						
Willowbrook	\$ 65,402	\$ 77,607	\$ 89,812						
Delta	\$ {6,022}	\$ {6,918}	\$ {8,044}	\$ 73,943					

Comparable Communities: Darien, Itasca, Warrenville, Westmont, Winfield, Wood Dale, Woodridge

Community	* Median Household Income	* Median Housing Value	All non sworn: 2020 Raises, May 1st FY.	Pay Raise Details
Darien	\$ 90,904	\$ 321,500	COLA & Raises on 5.1.20.	Every employee also receives COLA / Step. 2% pay raise plus 3% step for 5% raise for FY 20/21. Also gives a bonus of \$2,450 & match of \$1,200 deferred comp per yr. Reach top of bracket in 8 years.
Itasca	\$ 88,878	\$ 320,100	Raises on 5.1.20.	FY 19/20 - 3.5% raise. Better employees received up to 5% raises. PW received a 2.5% raise plus their step increase of 2.5% to 5%. Reach top of bracket in 5 to 7 years.
Warrenville	\$ 81,296	\$ 215,100	Raise and COLA frozen until fall. May 1st FY.	Each yr., all employees receive an average of 2% merit and 2% COLA for 4% total. If at the top of the bracket they receive an equal bonus.
Westmont	\$ 63,309	\$ 299,800	Raises given 5.1.20	2.5% raises given May 1, 2020. 10 years to reach the top of each bracket.
Winfield	\$ 107,216	\$ 296,300	Raises and COLA given 5.1.20	Each year, all non sworn employees receive both COLA and reg raise. This yr., they received 3% + 2.5% = 5.5%.
Wood Dale	\$ 67,891	\$ 226,300	Raises and COLA given 5.1.20	Gave a 2.5% COLA & a 1.74% raise given. 8 to 10 years to reach top of bracket.
Woodridge	\$ 85,192	\$ 263,100	Raises and COLA given Jan 1st FY	Gave both a 2% COLA and an avg. of 3% regular raises.
Totals	\$ 584,686	\$ 1,942,200		
Average	\$ 83,527	\$ 277,457		
Willowbrook	\$ 88,000	\$ 241,500	Raises frozen. May 1st FY.	Raise of 2.5% possible. COLA (1.9% for 19/20) not given to all employees. 15 years to top of bracket.
The above salaries are FY 19/20				
*				Source is US Census Bureau

**FULL TIME NON-UNION
EMPLOYEE SALARY AND STEP
SCENARIOS**

MAY 2020

VILLAGE OF WILLOWBROOK
NON-UNION EMPLOYEE SALARY SCENARIOS

EXHIBIT 1
NO CPI INCREASE TO RANGE (MAINTAINED FY 19/20 RANGE)
0.00% ACROSS THE BOARD RAISE
SALARY INCREASE (IF ANY) IS STEP ONLY THROUGH THE RANGE

= Employee receives step increase (0.25%-2.70%)
= Employee receives no increase

Pay Grade	FY 2019/20 Range Minimum	FY 2019/20 Range Maximum	Current Position	FY 19/20		% Increase Awarded 5/1/2020	Hire Date	Years of Service (as of 5/1)	Years In Position (as of 5/1)	Type of Position Change	Target Range Position (based on 15 years to max.)			
				Current Annual Salary	8/18/2008						Target Position In Range (%)	Target Salary 5/1/2020	Wage Increase	Total % Increase
3	\$44,403.00	\$62,821.00	Police Secretary	\$57,550	0.00%	8/18/2008	11.71	11.71	11.71	11.71	78.06%	\$58,781	1,231	2.14%
			Police Secretary	\$60,258	0.00%	6/5/2006	13.92	13.92	13.92	13.92	92.77%	\$61,489	1,231	2.04%
			Public Works Secretary	\$51,333	0.00%	9/9/2013	6.65	6.65	6.65	6.65	44.31%	\$52,564	1,231	2.00%
			Bldg/Zoning Secretary	\$45,631	0.00%	5/1/2018	2.00	2.00	2.00	2.00	13.35%	\$46,862	1,231	2.70%
5	\$48,923.00	\$67,732.00	P.W. Maint. Worker	\$53,091	0.00%	1/4/2016	4.33	4.33	4.33	4.33	28.84%	\$54,348	1,257	2.37%
			P.W. Maint. Worker	\$55,224	0.00%	4/7/2014	6.03	6.03	6.03	6.03	40.18%	\$56,481	1,257	2.48%
			P.W. Maint. Worker	\$52,009	0.00%	11/14/2016	3.46	3.46	3.46	3.46	23.09%	\$53,265	1,256	2.42%
			Finance Analyst	\$60,000	0.00%	5/6/2019	0.99	0.99	0.99	0.99	6.59%	\$60,163	(9,837)	-16.39%
6	\$54,936.00	\$77,127.00	Exec. Secretary / Deputy Clerk	\$55,342	0.00%	1/21/2019	1.28	1.28	1.28	1.28	8.51%	\$56,825	1,483	2.68%
			Police Accreditation Mgr/Admin Sec	\$56,279	0.00%	6/4/2018	1.91	1.00	1.00	1.00	6.68%	\$56,419	140	0.25%
9	\$65,402.00	\$89,812.00	P.W. Foreman	\$73,943	0.00%	8/2/2012	7.75	6.28	6.28	6.28	41.88%	\$75,625	1,682	2.28%
10	\$75,637.00	\$96,997.00	Supt. of Public Works*	\$82,000	0.00%	11/19/2018	1.45	1.45	1.45	1.45	9.66%	\$77,701	(4,299)	-5.24%
			Building Official	\$94,648	0.00%	1/5/2006	14.33	1.00	1.00	1.00	6.68%	\$77,065	(17,583)	-18.58%
12	\$91,750.00	\$122,369.00	Deputy Chief of Police	\$115,875	0.00%	6/22/2007	12.87	2.00	2.00	2.00	13.35%	\$95,838	(19,987)	-17.26%
			Assistant Village Administrator	\$127,000	0.00%	6/17/2019	0.87	0.87	0.87	0.87	5.83%	\$93,534	(33,466)	-26.35%
13	\$100,586.00	\$136,937.00	Chief of Police	\$123,974	0.00%	5/15/1995	24.98	2.14	2.14	2.14	14.25%	\$105,765	(18,209)	-14.69%
			Director of Finance	\$134,666	0.00%	6/1/2015	4.92	4.92	4.92	4.92	32.80%	\$112,510	(22,156)	-16.45%
14	\$122,937.00	\$173,087.00	Village Administrator**	\$165,000	0.00%	6/10/2019	0.89	0.89	0.89	0.89	5.95%	\$125,923	(39,077)	-23.68%

NOTES: Plan includes 15 year progression from minimum (starting) salary to maximum salary in **ee 5/1/2020**

For promotions, length of service in the new position is used to calculate 15 year progression.
Promotions: Employee was promoted to another position in a higher pay grade and as a result now performs different duties.

* Plus \$3,000 annual stipend for water license
** Plus \$6,000 annual car allowance

VILLAGE OF WILLOWBROOK
NON-UNION EMPLOYEE SALARY SCENARIOS

EXHIBIT 2
1.7% CPI INCREASE TO RANGE (FY 2020/21 RANGE)
0.00% ACROSS THE BOARD RAISE
SALARY INCREASE IS STEP THROUGH THE RANGE PLUS CPI RANGE ADJUSTMENT

= Employee receives step increase + CPI (1.95%-4.44%)

= Employee receives no increase

Pay Grade	FY 2020/21 Range Minimum	FY 2020/21 Range Maximum	Current Position	FY 19/20 Current Annual Salary	% Increased Awarded 5/1/2020	Hire Date	Years of Service (as of 5/1)	Years in Position (as of 5/1)	Type of Position Change	Date of Position Change	Target Range Position [based on 15 years to max.]			
											Target Position In Range (%)	Target Salary 5/1/2020	Wage Increase	Total % Increase
3	\$45,158.00	\$63,889.00	Police Secretary	\$57,550	0.00%	8/18/2008	11.71	11.71			78.06%	\$59,780	2,230	3.88%
			Police Secretary	\$60,258	0.00%	6/5/2006	13.92	13.92			92.77%	\$62,534	2,276	3.78%
			Public Works Secretary	\$51,333	0.00%	9/9/2013	6.65	6.65			44.31%	\$53,458	2,125	4.14%
			Bldg/Zoning Secretary	\$45,631	0.00%	5/1/2018	2.00	2.00			13.35%	\$47,659	2,028	4.44%
5	\$49,755.00	\$68,883.00	P.W. Maint. Worker	\$53,091	0.00%	1/4/2016	4.33	4.33			28.84%	\$55,272	2,181	4.11%
			P.W. Maint. Worker	\$55,224	0.00%	4/23/2014	6.03	6.03			40.18%	\$57,441	2,217	4.01%
			P.W. Maint. Worker	\$52,009	0.00%	11/14/2016	3.46	3.46			23.09%	\$54,171	2,162	4.16%
			Finance Analyst	\$60,000	0.00%	5/6/2019	0.99	0.99			6.59%	\$51,016	(\$8,984)	-14.97%
6	\$55,870.00	\$78,438.00	Exec. Secretary / Deputy Clerk	\$55,342	0.00%	1/21/2019	1.28	1.28			8.51%	\$57,791	2,449	4.42%
			Police Accreditation Mgr/Admin Sec	\$56,279	0.00%	6/4/2018	1.91	1.00	Promo.	5/1/2019	6.68%	\$57,379	1,100	1.95%
				\$73,943	0.00%	8/2/2012	7.75	6.28	Promo.	1/20/2014	41.88%	\$76,911	2,968	4.01%
				\$82,000	0.00%	11/19/2018	1.45	1.45			9.66%	\$79,022	(\$2,978)	-3.63%
9	\$66,514.00	\$91,339.00	P.W. Foreman	\$94,648	0.00%	1/5/2006	14.33	1.00	Promo.	5/1/2019	6.68%	\$78,375	16,273	-17.19%
			Sup. of Public Works*	\$115,825	0.00%	6/22/2007	12.87	2.00	Promo.	5/1/2018	13.35%	\$97,468	(\$18,357)	-15.85%
			Building Official	\$127,000	0.00%	6/17/2019	0.87	0.87			5.83%	\$95,124	(\$31,876)	-25.10%
			Chief of Police	\$123,974	0.00%	5/15/1995	24.98	2.14	Promo.	3/13/2018	14.25%	\$107,563	(\$16,411)	-13.24%
10	\$76,923.00	\$98,646.00	Deputy Chief of Police	\$134,665	0.00%	6/1/2015	4.92	4.92			32.80%	\$114,423	(\$20,243)	-15.03%
			Assistant Village Admin.											
12	\$93,310.00	\$124,449.00	Director of Finance	\$165,000	0.00%	6/10/2019	0.89	0.89			5.95%	\$128,064	(\$36,936)	-22.39%
			Village Administrator**											

NOTES: Plan includes 15 year progression from minimum (starting) salary to maximum salary in **ε** 5/1/2020

For promotions, length of service in the new position is used to calculate 15 year progression.

Promotions: Employee was promoted to another position in a higher pay grade and as a result now performs different duties.

* Plus \$3,000 annual stipend for water license
** Plus \$6,000 annual car allowance

VILLAGE OF WILLOWBROOK
NON-UNION EMPLOYEE SALARY SCENARIOS

EXHIBIT 3

1.7% CPI INCREASE TO RANGE [FY 2020/21 RANGE]

2.50% ACROSS THE BOARD RAISE

SALARY INCREASE IS HIGHER OF STEP THROUGH THE RANGE PLUS CPI RANGE ADJUSTMENT OR 2.5%

= Employee receives step increase + CPI (3.78%-4.44%)

= Employee receives only 2.5% Board granted increase

Pay Grade:	Pay Range Minimum	FY 2020/21 Range Maximum	Current Position	FY 19/20		% Increase Awarded 5/1/2020	New Annual Salary [eff. 5/1/2020]	Position in Range (%)	Hire Date	Years of Service (as of 5/1)	Years in Position (as of 5/1)	Type of Position Change	Target Range Position (based on 15 years to max.)						
				Current Annual Salary	5/1/2020								Target Position In Range (%)	Target Salary 5/1/2020	Wage Increase	Total % Increase	Actual \$ Increase	Actual % Increase	
3	\$45,158.00	\$63,089.00	Police Secretary	\$57,550	2.50%	\$58,989	73.84%	8/15/2008	11.71	11.71	11.71	78.08%	\$ 59,780	2,230	3.88%	\$ 62,534	2,276	3.76%	
			P. W. Secretary	\$60,258	2.50%	\$61,764	88.66%	6/5/2006	13.92	13.92	13.92	92.77%	\$ 62,534	2,125	4.14%	\$ 53,458	2,125	4.14%	
			B & Z Secretary	\$51,333	2.50%	\$52,616	39.82%	9/9/2013	6.65	6.65	6.65	44.31%	\$ 47,639	2,028	4.44%				
5	\$49,755.00	\$68,883.00	P.W. Maint. Worker	\$53,091	2.50%	\$54,418	24.38%	1/4/2016	4.33	4.33	4.33	28.84%	\$ 55,272	2,181	4.11%				
			P.W. Maint. Worker	\$55,224	2.50%	\$56,605	35.81%	4/23/2014	6.03	6.03	6.03	40.18%	\$ 57,441	2,217	4.01%				
			P.W. Maint. Worker	\$52,009	2.50%	\$53,309	18.58%	11/14/2016	3.46	3.46	3.46	23.09%	\$ 54,171	2,162	4.15%				
			Finance Analyst	\$60,000	2.50%	\$61,500	61.40%	5/6/2019	0.99	0.99	0.99	6.59%	\$ 53,016	(8,984)	-14.57%	\$ 15,000.00	2,50%		
6	\$55,870.00	\$78,438.00	Exec. Secretary / Deputy Clerk	\$55,342	2.50%	\$56,726	3.79%	1/21/2019	1.28	1.28	1.28	8.51%	\$ 57,791	2,449	4.42%				
			Police Accreditation Mgr/Admin Sec	\$56,279	2.50%	\$57,686	8.05%	6/4/2018	1.91	1.00	Promo.	5/1/2019	\$ 57,379	1,100	1.95%	\$ 1,406.98	2.50%		
9	\$66,514.00	\$91,339.00	P.W. Foreman	\$73,945	2.50%	\$75,792	37.37%	8/2/2012	7.75	6.28	Promo.	1/29/2014	41.83%	\$ 76,911	2,968	4.03%			
10	\$76,923.00	\$98,546.00	Supt. of Public Works*	\$82,000	2.50%	\$84,050	32.81%	11/19/2018	1.45	1.45	Promo.	5/1/2019	9.66%	\$ 79,022	(2,978)	-3.63%	\$ 2,050.00	2.50%	
			Building Official	\$94,648	2.50%	\$97,014	92.49%	1/5/2006	14.33	1.00	Promo.	5/1/2019	6.68%	\$ 78,375	(16,273)	-17.19%	\$ 2,366.20	2.50%	
12	\$93,310.00	\$124,448.00	Deputy Chief of Police	\$115,825	2.50%	\$118,721	81.60%	6/22/2007	12.87	2.00	Promo.	5/1/2018	13.35%	\$ 97,468	(18,557)	-15.65%	\$ 2,895.62	2.50%	
			Assistant Village Administrator	\$127,000	2.50%	\$130,175	118.39%	6/17/2019	0.87	0.87	Promo.	3/13/2018	5.83%	\$ 95,124	(31,876)	-25.10%	\$ 2,175.00	2.50%	
13	\$102,296.00	\$139,265.00	Chief of Police	\$123,974	2.50%	\$127,073	67.02%	5/15/1995	24.98	2.14	Promo.	3/13/2018	14.25%	\$ 107,583	(16,411)	-13.24%	\$ 3,099.35	2.50%	
			Director of Finance	\$134,666	2.50%	\$138,033	96.67%	6/1/2015	4.92	4.92	Promo.	3/13/2018	32.80%	\$ 114,423	(20,243)	-15.03%	\$ 2,366.65	2.50%	
14	\$125,072.00	\$176,028.00	Village Administrator**	\$165,000	2.50%	\$169,125	86.46%	6/10/2019	0.89	0.89	Promo.	3/13/2018	5.05%	\$ 128,064	(36,235)	-22.59%	\$ 4,125.00	2.50%	

NOTES: Plan includes 15 year progression from minimum [starting] salary to maximum salary in each range.

For promotions, length of service in the new position is used to calculate 15 year progression
Promotions: Employee was promoted to another position in a higher pay grade
and as a result now performs different duties.

Plus \$3,000 annual stipend for water license

Plus \$6,000 annual car allowance

5/1/2020

VILLAGE OF WILLOWBROOK NON-UNION EMPLOYEE STEP PLAN SCENARIO (EXAMPLE ONLY)
PAY RANGES BASED ON 2019/20 MINIMUM AND MAXIMUM
EXHIBIT 4

Pay Grade	Positions Included	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
3	Police Secretary Public Works Secretary Building/Zoning Secretary	44,403 2.96%	45,719 2.88%	47,035 2.80%	48,351 2.72%	49,667 2.65%	50,983 2.58%	52,299 2.52%	53,615 2.45%	54,931 2.40%	56,247 2.34%	57,563 2.29%	58,879 2.23%	60,195 2.24%	61,511 2.19%	62,821 2.13%
5	Public Works Maintenance Worker Finance Analyst	48,923 2.75%	50,267 2.67%	51,611 2.60%	52,955 2.54%	54,299 2.48%	55,643 2.42%	56,987 2.36%	58,331 2.30%	59,675 2.25%	61,019 2.20%	62,363 2.18%	63,707 2.11%	65,051 2.07%	66,395 2.01%	67,732
6	Exec Secretary/Deputy Clerk Police Secretary/Accreditation Mgr. Management Analyst - vacant	54,936 2.89%	56,521 2.80%	58,106 2.73%	59,691 2.66%	61,276 2.59%	62,861 2.52%	64,446 2.45%	66,031 2.40%	67,616 2.34%	69,201 2.34%	70,786 2.29%	72,371 2.24%	73,956 2.19%	75,541 2.14%	77,127 2.10%
8	Building Inspector - vacant Asst to the Village Administrator - vacant															no positions in this pay grade currently
9	Public Works Foreman	65,402 2.67%	67,146 2.60%	68,890 2.53%	70,634 2.47%	72,378 2.41%	74,122 2.35%	75,866 2.30%	77,610 2.25%	79,354 2.20%	81,098 2.15%	82,842 2.11%	84,586 2.06%	86,330 2.02%	88,074 1.97%	89,812
10	Supt. of Public Works Building Official	75,637 2.02%	77,163 1.96%	78,689 1.94%	80,215 1.90%	81,741 1.87%	83,267 1.83%	84,793 1.80%	86,319 1.77%	87,845 1.74%	89,371 1.71%	90,897 1.68%	92,423 1.65%	93,949 1.62%	95,475 1.59%	96,997
11	Supt. of Parks & Recreation (FT) - vacant															no positions in this pay grade currently
12	Deputy Police Chief Asst. Village Administrator	91,750 2.38%	93,937 2.33%	96,124 2.28%	98,311 2.22%	100,498 2.18%	102,685 2.13%	104,872 2.09%	107,059 2.04%	109,246 2.00%	111,433 1.96%	113,620 1.92%	115,807 1.89%	117,994 1.85%	120,181 1.82%	122,369
13	Chief of Police Director of Finance Director of Municipal Services - vacant	100,586 2.58%	103,183 2.52%	105,780 2.46%	108,377 2.40%	110,974 2.34%	113,571 2.29%	116,168 2.19%	118,765 2.14%	121,362 2.10%	123,959 2.05%	126,556 2.01%	129,153 1.97%	131,750 1.93%	134,347	136,937
14	Village Administrator	122,937 2.91%	126,519 2.83%	130,101 2.75%	133,683 2.68%	137,265 2.61%	140,847 2.54%	144,429 2.48%	148,011 2.42%	151,593 2.36%	155,175 2.31%	158,757 2.26%	162,339 2.21%	165,921 2.16%	169,503 2.11%	173,087

(RED % CHANGES ARE THE ANNUAL INCREASES BETWEEN STEPS)

**FULL TIME NON-UNION
EMPLOYEE SALARY SURVEY BY
POSITION
MAY 2020**

May 2020 Salary Survey

Position:
Village Administrator

Community	Minimum Annual	Midpoint Annual	Maximum Annual	All non sworn: 2020 Raises. May 1st FY.	Pat Raise Details	Comments
Darien	Outsourced No Min or Max	Current Salary>>>	\$ 177,600	COLA & Raises on 5.1.20.	Every employee also receives COLA / Step. 2% pay raise plus 3% step for 5% raise for FY 20/21. Also gives a bonus of \$2,450 & match of \$1,200 deferred comp per yr. FY 20/21-3.5% raise. Better performing employees received up to 5% raises. PW received a 2.5% raise plus their step increase of 2.5% to 5%. Reach top of bracket in 5 to 7 years.	The City Administrator also receives an MRF pension. Pay is provided with fee to GOV HR.
Itasca	\$ 126,205	\$ 147,251	\$ 168,297	Raises on 5.1.20.		
Warrenville	\$ 136,946	\$ 162,623	\$ 188,300	frozen until fall. May 1st FY.	Each yr., all employees receive an average of 2% merit and 2% COLA for 4% total.	
Westmont	\$ 138,132	\$ 169,634	\$ 201,136	Raises to be issued in August. May 1st FY.	2 % raises to be issued this summer retro. Each employee also receives yearly COLA adjustments. Employees also receive longevity of 1% for years 1 - 5 and 2% for each year thereafter. New hires receive 2.5% after 6 months and another 2.5% after 12 months if doing well.	
Winfield	No Pay Range	DINA	DINA	Raises and COLA Given May 1st.	Each year, all non sworn employees receive both COLA and reg raise. This yr, they received 3% + 2.5% = 5.5%.	No min or max for Village Managers salary. The Manager is currently at \$178,152
Wood Dale	\$ 131,998	\$ 155,509	\$ 179,020	Raises and COLA Given May 1st.	Gave a 2.5% COLA & a 1.74% raise given. 8 to 10 years to reach top of bracket.	Non union get ave. of PD and PW union COLA increases. And non union get the
Woodridge	\$ 139,402	\$ 174,897	\$ 210,392	Raises and COLA Given Jan 1st FY	Gave both a 2% COLA and an average of 3% regular raises.	
Totals	\$ 672,683	\$809,914	\$ 1,124,745			
Average	\$ 134,537	\$ 161,983	\$ 187,458			
Willowbrook	\$ 122,937	\$ 148,012	\$ 173,087	Raises frozen. May 1st FY.	Raise of 2.5%. COLA only given to those at the top of their range. 15 years to top of bracket.	
The above salaries are FY 19/20						

**Position
Assist Village Administrator**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	DNA			Staff includes an Assist to the City Admin. \$77,227 to \$104,257
Itasca	DNA			Has Assistant & HR Dept
Warrenville	\$ 107,224	\$ 127,329	\$ 147,433	
Westmont	DNA			Staff includes Assistant, HR Director and HR Generalist
Winfield	DNA/vacant			Has Assistant to the VM and Exec Assistant
Wood Dale	\$ 93,590	\$ 115,318	\$ 137,046	HR Dept & assistant. Currently hiring for Assist City Admin.
Woodridge	\$ 101,878	\$ 123,094	\$ 144,310	
Totals	\$ 302,692	\$ 365,741	\$ 428,789	
Average	\$ 100,897	\$ 121,914	\$ 142,930	
Willowbrook	\$ 91,750	\$ 107,060	\$ 122,369	
The above salaries are FY 19/20				

**Position:
Police Chief**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 109,971	\$ 129,216	\$ 148,461	
Itasca	\$ 108,658	\$ 125,206	\$ 141,754	
Warrenville	\$ 113,442	\$ 134,712	\$ 155,982	
Westmont	\$ 106,974	\$ 131,061	\$ 155,147	
Winfield	\$ 129,302	\$ 149,896	\$ 173,770	
Wood Dale	\$ 109,032	\$ 131,830	\$ 154,627	
Woodridge	\$ 114,629	\$ 138,466	\$ 162,302	
Totals	\$ 792,008	\$ 940,386	\$ 1,092,043	
Average	\$ 113,144	\$ 134,341	\$ 156,006	
Willowbrook	\$ 100,586	\$ 118,762	\$ 136,937	
The above salaries are FY 19/20				

Position:**Director of Finance**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	None of the below are responsible for HR or IT coordination Comments
Darien	DNA			Accounting Mgr. only: No CPA, Outsources Fin. Statements, etc.
Itasca	\$ 100,369	\$ 118,738	\$ 137,107	
Warrenville	\$ 107,224	\$ 127,329	\$ 147,433	
Westmont	\$ 106,974	\$ 131,061	\$ 155,147	
Winfield	\$ 119,724	\$ 138,793	\$ 160,899	
Wood Dale	\$ 105,236	\$ 127,282	\$ 149,327	
Woodridge	\$ 110,157	\$ 133,120	\$ 156,083	Has Financial Analyst, Mgmt. Accountant, HR Dept
Totals	\$ 649,684	\$ 776,322	\$ 905,996	
Average	\$ 108,281	\$ 129,387	\$ 150,999	
Willowbrook	\$ 100,586	\$ 118,762	\$ 136,937	

Position:

Deputy Police Chief

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 100,317	\$ 119,227	\$ 138,137	
Itasca	\$ 95,167	\$ 111,990	\$ 128,813	Itasca has 2 PD DC's. \$125,997 & \$123,808
Warrenville	\$ 96,249	\$ 114,296	\$ 132,342	
Westmont	\$ 97,240	\$ 119,122	\$ 141,003	
Winfield				No DC
Wood Dale	\$ 100,194	\$ 117,445	\$ 134,695	Have 2 DC's with less than 2 yrs. and 1 yr. exp
Woodridge	\$ 97,968	\$ 118,362	\$ 138,757	
Totals	\$ 587,135	\$ 700,441	\$ 813,747	
Average	\$ 97,856	\$ 116,740	\$ 135,624	
Willowbrook	\$ 91,750	\$ 107,060	\$ 122,369	
The above salaries are FY 19/20				

Position:

Building Dept Head

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 109,971	\$ 129,216	\$ 148,461	Titled: Director of Muni Services for Bldg. & Zoning
Itasca	\$ 96,388	\$ 112,674	\$ 128,959	
Warrenville	\$ 113,442	\$ 134,712	\$ 155,982	
Westmont	\$ 88,400	\$ 106,090	\$ 123,780	
Winfield	\$ 83,519	\$ 96,821	\$ 112,242	
Wood Dale	\$ 103,382	\$ 125,564	\$ 147,745	
Woodridge	\$ 90,542	\$ 109,418	\$ 128,294	
Totals	\$ 685,644	\$ 814,494	\$ 945,463	
 Average	 \$ 97,949	 \$ 116,356	 \$ 135,066	
 Willowbrook	 \$ 75,637	 \$ 86,317	 \$ 96,997	
 The above salaries are FY 19/20				

**Position:
Supt of Public Works**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 77,227	\$ 90,742	\$ 104,257	Oversees PW streets and water. Reports to the M/S Director
Itasca	\$ 99,022	\$ 118,877	\$ 138,731	
Warrenville	\$ 96,249	\$ 114,296	\$ 132,342	
Westmont	\$ 106,974	\$ 131,061	\$ 155,147	Also has a Assist Dir of PW / Engineering: \$88,400 to \$123,780
Winfield	\$ 95,040	\$ 110,178	\$ 127,726	
Wood Dale	\$ 105,658	\$ 128,562	\$ 151,465	Public Works Director
Woodridge	\$ 114,629	\$ 138,466	\$ 162,302	
Totals	\$ 694,799	\$ 833,385	\$ 971,970	
Average	\$ 99,257	\$ 119,055	\$ 138,853	
Willowbrook	\$ 75,637	\$ 86,317	\$ 96,997	
The above salaries are FY 19/20				

**Position:
PW Foreman**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 66,020	\$ 77,573	\$ 89,126	
Itasca	\$ 75,002	\$ 90,347	\$ 105,691	PW has 3 supervisors from \$103,626 to \$104,902
Warrenville	\$ 76,454	\$ 90,789	\$ 105,124	2 positions titled: Lead Sup & Main Lead Sup
Westmont	\$ 76,876	\$ 92,268	\$ 107,660	Has 3 PW supervisors all in same pay bracket
Winfield	\$ 63,501	\$ 73,615	\$ 85,340	
Wood Dale	\$ 67,694	\$ 77,249	\$ 86,803	
Woodridge	\$ 74,422	\$ 89,835	\$ 105,248	
Totals	\$ 499,969	\$ 591,675	\$ 684,992	
Average	\$ 71,424	\$ 84,525	\$ 97,856	
Willowbrook	\$ 65,402	\$ 77,607	\$ 89,812	
The above salaries are FY 19/20				

May 2020 Salary Survey

Position:

Executive Secretary / Dep Clerk

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 69,450	\$ 81,604	\$ 93,757	1 Assist to the City Admin & 1 Assist to the Chief
Itasca	\$ 53,511	\$ 64,264	\$ 75,017	Dep Clerk & secretarial duties
Warrenville	\$ 61,274	\$ 72,763	\$ 84,252	
Westmont	DNA			
Winfield	\$ 58,797	\$ 68,162	\$ 79,018	
Wood Dale	\$ 54,768	\$ 66,908	\$ 79,047	Only Dep Clerk duties
Woodridge	\$ 54,371	\$ 65,697	\$ 77,022	Only Dep Clerk duties
Totals	\$ 352,171	\$ 419,397	\$ 488,113	
Average	\$ 58,695	\$ 69,899	\$ 81,352	
Willowbrook	\$ 54,936	\$ 66,032	\$ 77,127	
The above salaries are FY 19/20				

**Position:
Payroll, AP**

Cash Deposits	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Community				
Darien	DNA			
Itasca	\$ 45,114	\$ 53,486	\$ 61,858	AP and Payroll are handled by 2 different employees
Warrenville	\$ 46,901	\$ 55,695	\$ 64,488	Allow flexible schedules to make up for pay
Westmont	\$ 51,500	\$ 61,141	\$ 70,782	
Winfield	\$ 50,409	\$ 58,438	\$ 67,745	
Wood Dale	\$ 56,427	\$ 64,393	\$ 72,358	They have 3 Fiscal Assistants that do similar work
Woodridge	\$ 52,270	\$ 63,180	\$ 74,090	Payroll and AP, AR duties are split
Totals	\$ 302,621	\$ 356,332	\$ 411,321	
Average	\$ 50,437	\$ 59,389	\$ 68,553	
Willowbrook	\$ 48,923	\$ 58,328	\$ 67,732	
The above salaries are FY 19/20				

**Position:
Maintenance Worker**

Community	From step 1 through 3	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 50,987	\$ 65,366	\$ 79,745	In union	
Itasca	\$ 67,579	\$ 77,792	\$ 88,004	In union.	
Warrenville	\$ 53,691	\$ 64,673	\$ 75,655		
Westmont	\$ 51,500	\$ 61,141	\$ 70,782		
Winfield	\$ 54,442	\$ 63,113	\$ 73,165		
Wood Dale	\$ 52,133	\$ 59,485	\$ 66,836		
Woodridge	\$ 41,371	\$ 60,767	\$ 80,163		
Totals	\$ 371,703	\$ 453,027	\$ 534,350		
Average	\$ 53,100	\$ 64,718	\$ 76,336		
Willowbrook	\$ 48,923	\$ 58,328	\$ 67,732		
The above salaries are FY 19/20					

Position:**Police Sec &
Accreditation Mgr.**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Few departments have a non sworn person handling Accreditation. Comments
Darien	DNA			Not an accredited Dept
Itasca	DNA			Just became accredited. No assigned duties as of yet.
Warrenville	DNA			
Westmont	DNA			
Winfield	DNA			
Wood Dale	\$ 55,035	\$ 65,433	\$ 75,830	Accreditation Clerk
Woodridge	\$ 63,648	\$ 76,887	\$ 90,126	Police Records Sup. No accreditation
Totals	\$ 118,683	\$ 142,320	\$ 165,956	
Average	\$ 59,342	\$ 71,160	\$ 82,978	
Willowbrook	\$ 54,936	\$ 66,032	\$ 77,127	
The above salaries are FY 19/20				

Position:
PW Sec. Water Billing

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 45,531	\$ 53,499	\$ 61,467	
Itasca	\$ 43,516	\$ 56,543	\$ 69,569	
Warrenville	\$ 46,901	\$ 55,695	\$ 64,488	
Westmont	\$ 46,820	\$ 55,598	\$ 64,376	
Winfield	\$ 46,675	\$ 54,101	\$ 62,733	
Wood Dale	\$ 51,235	\$ 63,775	\$ 76,315	All secretary/Exec. Asst have the same range
Woodridge	\$ 52,270	\$ 63,180	\$ 74,090	
Totals	\$ 332,949	\$ 402,390	\$ 473,037	
Average	\$ 47,564	\$ 57,484	\$ 67,577	
Willowbrook	\$ 44,403	\$ 53,612	\$ 62,821	
The above salaries are Fy 19/20				

**Position:
Police Secretary**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 45,531	\$ 53,499	\$ 61,467	
Itasca	\$ 43,516	\$ 56,543	\$ 69,569	Has 3 Admin Assistants: PW/PD/CD
Warrenville	\$ 46,901	\$ 55,695	\$ 64,488	
Westmont	\$ 46,820	\$ 55,598	\$ 64,376	
Winfield	\$ 46,675	\$ 54,704	\$ 62,733	
Wood Dale	\$ 51,235	\$ 63,775	\$ 76,315	All secretary/Exec. Asst have the same range
Woodridge	\$ 52,270	\$ 63,180	\$ 74,090	
Totals	\$ 332,949	\$ 402,993	\$ 473,037	
Average	\$ 47,564	\$ 57,570	\$ 67,577	
Willowbrook	\$ 44,403	\$ 53,612	\$ 62,821	
The above salaries are FY 19/20				

**Position:
Building & Zoning Secretary**

Community	Minimum Annual	Midpoint Annual	Maximum Annual	Comments
Darien	\$ 45,531	\$ 53,499.0	\$ 61,467	
Itasca	\$ 43,516	\$ 56,543	\$ 69,569	Has 3 Admin Assistants: PW/PD/CD
Warrenville	\$ 46,901	\$ 55,694.5	\$ 64,488	
Westmont	\$ 46,820	\$ 55,598.0	\$ 64,376	
Winfield	\$ 46,675	\$ 54,101	\$ 62,733	
Wood Dale	\$ 51,235	\$ 63,775	\$ 76,315	All secretary/Exec. Asst have the same range
Woodridge	\$ 52,270	\$ 63,180	\$ 74,090	
Totals	\$ 332,949	\$ 402,390	\$ 473,037	
Average	\$ 47,564	\$ 57,484	\$ 67,577	
Willowbrook	\$ 44,403	\$ 53,612	\$ 62,821	
The above salaries are FY 19/20				