

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, JUNE 14, 2021, 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 WILL BE UTILIZING A ZOOM WEBINAR. MEMBERS OF THE PUBLIC CAN ATTEND THE MEETING VIA ZOOM WEBINAR BY VIDEO OR AUDIO. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.**

**THE PUBLIC CAN UTILIZE THE FOLLOWING CALL IN NUMBER:**

**Dial in Phone Number: 312-626-6799**

**Meeting ID: 991-0818-7280**

**Written Public Comments Can Be Submitted By 5:15 P.M. on June 14, 2021, to [cmardegan@willowbrook.il.us](mailto:cmardegan@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. PRESENTATION - PILLARS OF THE VILLAGE AWARD:

WILLIAM REMKUS

6. OMNIBUS VOTE AGENDA:
  - a. Waive Reading of Minutes (APPROVE)
  - b. Minutes - Regular Board Meeting - May 24, 2021 (APPROVE)
  - c. Warrants - \$ 327,527.35 (APPROVE)
  - d. Monthly Financial Report - May 2021 (APPROVE)
  - e. ORDINANCE NO. - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6. (PASS)

- f. RESOLUTION NO. - A Resolution Approving A Proposal And Authorizing The Village Administrator To Execute A Purchase Order From Advanced Wiring Solutions, Inc. For The Purchase Of Two (2) CCTV Cameras For The Village Lock-Up At A Cost Not To Exceed \$6,680.00 (ADOPT)
- g. (RECEIVE) Receive Plan Commission Recommendation - Public Hearing Case 21-06: Consideration Of A Petition For A Text Amendment To Amend Title 9, Chapter 12 Of The Zoning Title Of The Village Of Willowbrook Regarding The Regulation Of Children's Recreational Equipment.
- h. RESOLUTION NO. - A Resolution Approving and Ratifying an Amended Professional Services Agreement with Halock Security Labs, Inc., to Perform Containment and Remediation of Ransomware at a Cost Not to Exceed \$14,280.00 and Authorizing the Village Administrator to Execute Said Agreement on Behalf of the Village of Willowbrook, DuPage County, Illinois (ADOPT)
- i. Resolution No. - A Resolution Approving And Authorizing The Village Chief Of Police To Execute On Behalf Of The Village Of Willowbrook An Intergovernmental/Interagency Agreement With The Illinois State Police Narcotics And Currency Interdiction Task Force (NARCINT) (ADOPT)
- j. ORDINANCE NO. - An Ordinance Granting A Variation From The Zoning Ordinance And Granting Approval Of A Final Plat Of Subdivision PC 21-05: 7809 And 7815 Clarendon Hills Road - Monchichi Manor Subdivision (PASS)
- k. RESOLUTION NO. - A Resolution Approving And Authorizing The Purchase Of Two (2) School Zone Warning Signals From Mobotrex At A Cost Not To Exceed \$5,147.00 (ADOPT)

NEW BUSINESS

7. RESOLUTION NO. - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN SAFEBOILT ILLINOIS, LLC AND THE VILLAGE OF WILLOWBROOK TO PROVIDE PROFESSIONAL PLANNING SERVICES TO THE VILLAGE (ADOPT)
8. RESOLUTION NO. - A Resolution Retaining The Law Firm Of Schiff-Hardin And Approving And Authorizing The Mayor To Execute A Legal Services Agreement With Schiff-Hardin, Jointly, In Conjunction With The Village Of Burr Ridge, For Discovery And Investigation Inquiries Related To Sterigenics At A Cost Not To Exceed \$6,000.00. (ADOPT)

PRIOR BUSINESS

9. TRUSTEE REPORTS
10. ATTORNEY'S REPORT
11. CLERK'S REPORT
12. ADMINISTRATOR'S REPORT
13. MAYOR'S REPORT
14. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MAY 24, 2021 AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING.

1. CALL TO ORDER

The meeting was called to order at 6:30 P.M. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Village Attorney Thomas Bastian, Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Municipal Service Foreman AJ Passero and Deputy Clerk Christine Mardegan.

Present via conference call, due to the COVID-19 pandemic, were Trustee Paul Oggerino, Greg Ruffolo, Director of Finance Carrie Dittman, Planning Consultant Ann, Building Official Roy Giuntoli and Parks, Recreation Manager John Fenske, Zoltan Baksay and Filed Supervisor with Illinois FOP Labor Council Kevin Krug.

Absent: None.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Commissioner Joe Heery and Commissioner John Wagner to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Kevin Krug from Illinois FOP Labor Council asked the Board and Mayor to be proactive with information about computer malware attack.

Zoltan Baksay thanked Trustee Neal, Chief Schaller and Deputy Chief Kaspar for all their hard work on Eleanor Place. The speed table has ensured the safety of our residents living on Eleanor. Many residents expressed their gratitude for this improvement and thanked Trustee Neal.

5. OMNIBUS VOTE AGENDA

Mayor Trilla read over each item in the Omnibus Vote Agenda for the record.

5. OMNIBUS VOTE AGENDA:

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - May 10, 2021 (APPROVE)
- c. Warrants - \$ 361,893.52 (APPROVE)
- d. ORDINANCE NO.21-O-26- An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS)
- e. GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the Village's Fiscal Year Ending April 30, 2020. (RECEIVE)
- f. ORDINANCE NO.21-O-27 - An Ordinance Accepting, Approving and Authorizing the Village Administrator to Execute a Proposal for the Purchase of Ten (10) FN Tactical Patrol Rifles and Related Accessories and Equipment. (PASS)
- g. RESOLUTION NO. 21-R-35 - A Resolution Approving and Authorizing the Mayor to Execute a Purchase Order for the Purchase of a New In-Car Mobile Video Camera Recording System at a Five (5) Year Cost Not to Exceed \$101,400.00 (ADOPT)
- h. RESOLUTION NO. 21-R-36 - A Resolution of the Village of Willowbrook Approving and Authorizing the Village Administrator to Execute a Certain Proposal submitted by Pure Prairie Organics for the 2021 Village Weed Control and Fertilization Program at a Cost Not to Exceed \$19,074.00. (ADOPT)
- i. RESOLUTION NO. 21-R-37 - A Resolution to Approve and Authorize the Execution of a Professional Services Agreement by and between WBK Engineering, LLC and the Village of Willowbrook to provide Professional Planning Services. (ADOPT)
- j. Motion - Board Advice and Consent to Mayor's Appointments to Fill Vacancies in the Plan

Commission, Board of Police Commissioners, and Police Pension Fund Board. (PASS)

- k. RESOLUTION NO. 21-R-38 - A Resolution Accepting and Approving a Professional Legal Services Proposal to Provide Village Traffic and Ordinance Violation Prosecution Services to the Village of Willowbrook. (ADOPT)
- l. ORDINANCE No. 21-O-28 - An Ordinance Amending and Recodifying Section 9-14-1.4 Entitled "Plan Commission" of Chapter 14 Entitled "Administration, Enforcement and Variations" of Title 9 Entitled "Zoning Regulations" of the Village Code of Ordinances of the Village of Willowbrook, DuPage County, Illinois (PASS)

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

Trustee Davi asked for item 5j to be removed.

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

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

MOTION DECLARED CARRIED

Village Clerk Deborah Hahn administered the Oath of Office to the following:

- i. Plan Commissioner John Wagner
- ii. Plan Commissioner Zoltan Baksay
- iv. Police Pension Fund Board Umberto Davi
- v. Police Chairman Joseph Heery

NEW BUSINESS

6. ORDINANCE NO.21-O-29- An Ordinance Being the Annual Appropriation Ordinance Making Appropriations for Corporate Purposes for the Village of Willowbrook, DuPage County, Illinois for the Fiscal Year Beginning May 1, 2021 and ending April 30, 2022. (PASS)

Director Dittman shared that the Village, under Illinois Appropriation Act, each year is required to adopt and appropriate an ordinance within the first quarter of the fiscal year. This was approved at the May 10<sup>th</sup> meeting by the Finance Committee.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to pass Ordinance No. 21-O-29 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 21-R-39 - A Resolution Accepting and Approving a Proposal from Axon Enterprise, Inc. for the Purchase and Five (5) Year Maintenance of "AXON 3" Body Worn Cameras for the Police Department at a Total Five (5) Year Cost Not to Exceed \$197,374.70. (ADOPT)

Chief Schaller stated, during previous Public Safety Meetings and budget workshops, numerous discussions on the implementation of Body Worn Cameras (BWC) have taken place with the consensus of the importance of moving this program forward. Nationally, the relationship between the public and law enforcement has been placed in a pre-carious position, with fractures in partnerships being highlighted across the country through swift media channels. Video cameras are accessible to nearly everyone by way of smart phones and there is no shortage of individuals capturing video interactions between police and the communities they serve. There is a disparity in this equipment's availability, in that officers are not afforded the opportunity to provide video from their field of view in real-time unless they are equipped with body-worn cameras (BWC) or are in the presence of their in-car video system. The department has utilized in-car camera systems for over two decades, but limitations exist, and the need has been identified for a more comprehensive camera approach. Providing officers with wearable cameras offers the community a high level of transparency and provides the judicial system with additional evidence availability. Also important, BWCs offer supplementary insight into how officers' decision-making capabilities positively impact the community.

Evaluations were conducted and, one vendor rose above the others in meeting the comprehensive needs of the BWC program the department would like to implement. The Axon Body 3 met all the needs of the police department. Axon's proprietary software works in conjunction with the department's current Axon Tasers. Along with Axon's Evidence.com software, Technology Assurance Plan makes Axon International the best choice for the police department.

Axon Body 3 camera features an enhanced low-light performance, reduced motion blur and an LTE connection that enables real-time features. Axon Body 3 quickly adjusts to changing light conditions without sacrificing clarity. It contains multiple microphones and wind noise reduced for crystal-clear audio. Axon Body 3 can send real-time alerts, like when a taser or handgun is deployed. It can also stream audio and video to Axon Evidence (Evidence.com), so officers and command staff can pull up a real-time view.

The Technology Assurance Plan provides warranty coverage for your existing Axon cameras for two and a half years, after which they are replaced with the newest model at no cost.

Axon Evidence provides Automated Redaction which speeds up redaction times by using AI to detect and mask common objects, such as license plates, screens, and faces.

The WBPD has applied for an Illinois Training and Standards Board Grant that covers the cost of the hardware (camera) only if purchased after July 1, 2020 and before June 30, 2021.

There are two grants available for both in the car cameras and Body worn Cameras.

Trustee Mistele questioned if the AXON system will have the officer down component?

Rachel Leinson from Axon responded no but it will alert the chief if weapons were drawn.

Mayor Trilla asked if the Union had a position on this?

Chief Schaller responded; the union cannot stop the implementation but can negotiate the terms of the policy.

Rachel Leinson added that the cameras are built with no live GPS but the Chief and dispatch will have a viewing license. The GPS is through a third party associated with AXON.

Attorney Bastian mentioned that Sky Hook is not a part of AXON.

Trustee Oggerino asked if the other surrounding communities such as Darien have the system? Would the system be able to crowd source?

Rachel Leinson stated yes, the signal units will activate 30 feet radius.

Mayor Trilla asked about FOIA reports. Rachel Leinson AXON/FOIA will redact

Attorney Bastian added there are various exceptions that apply to FOIA. All Juvenile records can not be released.

MOTION: Made by Trustee Neal and seconded by Trustee Mistele to adopt Resolution No. 21-R-39 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 21-R-40 - A Resolution of the Village of Willowbrook Approving and Accepting a Proposal from Sikich, LLP to Perform Professional Audit Services for the Village of Willowbrook for the Fiscal Year Ending April 30, 2021. (ADOPT)

Director Dittman discussed that the Village was sent requests for Proposals for audit services in 2010. This spring, an audit services RFP was sent to eight accounting firms that have government/public sector group. A total of five firms submitted proposals. Based on an initial review of qualifications and cost by the Village Administrator and Director of Finance, the Finance & Administration Committee unanimously recommended to contract with, Sikich for the audit services. The cost will be \$32,000 per year.

Trustee Mistele congratulated the Finance Department for the Certificate of Achievement award for 32 consecutive years.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution No. 21-R-40 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 21-R-41 - A Resolution Approving and Ratifying a Professional Services Agreement with Halock Security Labs, Inc., to Perform Containment and Remediation of Ransomware at a Cost Not to Exceed \$12,480.00 and Authorizing the Village Administrator to Execute said Agreement on Behalf of the Village of Willowbrook, DuPage County, Illinois. (ADOPT)

Administrator Pabst stated that we are still gathering information and the process will take time. This will be covered under IRMA.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution No. 21-R-41 as presented.

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

PRIOR BUSINESS

10. TRUSTEE REPORTS

Trustee Neal shared a card that was sent to her thanking her for the speed table from the residents on Eleanor Place. Thank you to the Board , Chief Schaller, Deputy Kaspar and Public Works Foreman AJ Passero for all your hard work and support. The project was intended for the safety of our residents and is a success.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

**11. ATTORNEY'S REPORT**

Attorney Bastian congratulated the Newly Elected Board Members, Mayor and Clerk.

**12. CLERK'S REPORT**

Clerk Hahn had no report.

**13. ADMINISTRATOR'S REPORT**

Administrator Pabst shared that the Code Update RFP was released last week. Bids will be due for this project on June 25, 2021. Also, staff will be interviewing firms for the CRC Owner's Rep in June and will make a recommendation to the Board in late June or early July.

**14. MAYOR'S REPORT**

Mayor Trilla agreed with Trustee Neal and thanked the Police Department for all their hard work. This was a time-consuming project and this is what Government should be doing.

**15. CLOSED SESSION**

There is no need for closed session at this evening's meeting.

**16. ADJOURNMENT**

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adjourn the Regular Meeting at the hour of 7:22 p.m.

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

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Village Board Minutes  
May 24, 2021

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2021.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

## W A R R A N T S

June 14, 2021

GENERAL CORPORATE FUND	-----	\$174,376.03
WATER FUND	-----	\$101,408.32
DEBT SERVICE FUND	-----	\$51,743.00
<b>TOTAL WARRANTS</b>	<b>-----</b>	<b>\$327,527.35</b>

Carrie Dittman, Director of Finance



APPROVED:  
Frank A. Trilla, Mayor

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DB: Willowbrook

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK  
CHECK DATE FROM 05/26/2021 - 06/15/2021

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 01 GENERAL FUND</b>								
05/26/2021		APCH	97137*#	HAWK FORD OF SAINT CHARLES	VEHICLES - NEW & OTHER	765-625	35	39,214.30
06/15/2021		APCH	208(E)*#	INTERGOVERMENTAL PERSONNEL	EMP DED PAY- INSURANCE	210-204	00	15,319.28
					LIFE INSURANCE - ELECTED OFFICIALS	410-141	05	71.68
					LIFE INSURANCE - COMMISSIONERS	435-148	07	16.24
					HEALTH/DENTAL/LIFE INSURANCE	455-141	10	3,132.17
					HEALTH/DENTAL/LIFE INSURANCE	455-141	10	67.30
					HEALTH/DENTAL/LIFE INSURANCE	510-141	15	610.08
					LIFE INSURANCE - PLAN COMMISSION	510-340	15	48.16
					LIFE INSURANCE - COMMISSIONERS	550-148	20	(53.20)
					HEALTH/DENTAL/LIFE INSURANCE	610-141	25	3,002.21
					HEALTH/DENTAL/LIFE INSURANCE	630-141	30	27,497.31
					HEALTH/DENTAL/LIFE INSURANCE	710-141	35	3,421.77
					HEALTH/DENTAL/LIFE INSURANCE	810-141	40	1,857.90
					CHECK APCHK 208(E) TOTAL FOR FUND 01:			54,990.90
06/15/2021		APCH	209(E)*#	WEX BANK	FUEL/MILEAGE/WASH	455-303	10	38.00
					FUEL/MILEAGE/WASH	630-303	30	4,023.54
					FUEL/MILEAGE/WASH	710-303	35	591.25
					FUEL/MILEAGE/WASH	810-303	40	41.32
					CHECK APCHK 209(E) TOTAL FOR FUND 01:			4,694.11
06/15/2021		APCH	97139	A&W TRAILER LLC	MAINTENANCE - VEHICLES	735-409	35	276.93
06/15/2021		APCH	97140	ACCOUNTEMPS	CONSULTING FEES - CLERICAL	471-253	10	770.10
					CONSULTING FEES - CLERICAL	471-253	10	522.90
					CONSULTING FEES - CLERICAL	471-253	10	835.20
					CHECK APCHK 97140 TOTAL FOR FUND 01:			2,128.20
06/15/2021		APCH	97142	ALKAYE MEDIA GROUP	FAMILY SPECIAL EVENT - MOVIE NIGHT	585-151	20	600.00
06/15/2021		APCH	97143	APPRIZE PROMOTIONAL PRODUCTS	PRINTING & PUBLISHING	710-302	35	264.00
06/15/2021		APCH	97144	ARAMARK UNIFORMS SERVICES	UNIFORMS	710-345	35	38.99
					UNIFORMS	710-345	35	49.99
					CHECK APCHK 97144 TOTAL FOR FUND 01:			88.98
06/15/2021		APCH	97145	BLACK GOLD SEPTIC	MAINTENANCE - PW BUILDING	725-418	35	425.00
06/15/2021		APCH	97146	BUTTREY RENTAL SERVICE, INC.	EQUIPMENT RENTAL	750-290	35	830.00
06/15/2021		APCH	97147	CHICAGO TRIBUNE	FEES/DUES/SUBSCRIPTIONS	455-307	10	77.50

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK  
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 01 GENERAL FUND</b>							
06/15/2021	APCH	97148	CHOICE OFFICE EQUP & SUPPLIES IN	COPY SERVICE	455-315	10	564.97
06/15/2021	APCH	97149	CHRISTINE MARDEGAN	FUEL/MILEAGE/WASH	455-303	10	24.30
06/15/2021	APCH	97150	CINTAS CORPORATION NO 2	MAINTENANCE - GARAGE	725-413	35	30.00
				MAINTENANCE - GARAGE	725-413	35	30.00
				CHECK APCHK 97150 TOTAL FOR FUND 01:			60.00
06/15/2021	APCH	97151#	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	466-228	10	1,120.32
				MAINTENANCE - BUILDING	630-228	30	1,827.23
				CHECK APCHK 97151 TOTAL FOR FUND 01:			2,947.55
06/15/2021	APCH	97152	COLLEGE OF DUPAGE	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	225.00
06/15/2021	APCH	97153#	COMCAST CABLE	INTERNET/WEBSITE HOSTING	460-225	10	226.82
				INTERNET/WEBSITE HOSTING	715-225	35	108.35
				CHECK APCHK 97153 TOTAL FOR FUND 01:			335.17
06/15/2021	APCH	97154*#	COMED	ENERGY/COMED (835 MIDWAY)	466-240	10	375.56
				ENERGY - STREET LIGHTS	745-207	35	153.61
				ENERGY - STREET LIGHTS	745-207	35	559.41
				CHECK APCHK 97154 TOTAL FOR FUND 01:			1,088.58
06/15/2021	APCH	97155	CONTROLLED F.O.R.C.E. INC	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	1,140.00
06/15/2021	APCH	97156	DARREN BIGGS	UNIFORMS	630-345	30	216.90
				UNIFORMS	630-345	30	199.75
				CHECK APCHK 97156 TOTAL FOR FUND 01:			416.65
06/15/2021	APCH	97157*#	DELTA DENTAL PLAN OF ILLINOIS	EMP DED PAY- INSURANCE	210-204	00	1,498.00
				EMP DED PAY- INSURANCE	210-204	00	39.06
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	228.64
				HEALTH/DENTAL/LIFE INSURANCE	610-141	25	228.64
				HEALTH/DENTAL/LIFE INSURANCE	630-141	30	2,253.62
				HEALTH/DENTAL/LIFE INSURANCE	710-141	35	213.93
				HEALTH/DENTAL/LIFE INSURANCE	810-141	40	228.64
				CHECK APCHK 97157 TOTAL FOR FUND 01:			4,690.53
06/15/2021	APCH	97158	DESIGN PERSPECTIVES INC	PARK IMPROVEMENTS - NEIGHBORHOOD PARK	595-695	20	4,150.00

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
06/15/2021	APCH	97159#	DUPAGE COUNTY PUBLIC WORKS	SANITARY (835 MIDWAY) SANITARY (825 MIDWAY) SANITARY (PARKS) SANITARY (PARKS) SANITARY USER CHARGE	466-251 570-250 570-278 570-278 725-417	10 20 20 20 35		18.90 4.62 4.62 9.24 23.66
				CHECK APCHK 97159 TOTAL FOR FUND 01:				61.04
06/15/2021	APCH	97160	EBONY NEWELL	PARK PERMIT FEES	310-814	00		200.00
06/15/2021	APCH	97162	EVERBRIDGE INC	EDP LICENSES	640-263	30		4,820.00
06/15/2021	APCH	97163	EWS WELDING SUPPLY, INC	OPERATING SUPPLIES & EQUIPMENT	710-401	35		173.54
06/15/2021	APCH	97164#	FIRST NATIONAL BANK OMAHA	OFFICE SUPPLIES FEES/DUES/SUBSCRIPTIONS FEES/DUES/SUBSCRIPTIONS OFFICE SUPPLIES FEES/DUES/SUBSCRIPTIONS OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	455-301 455-307 455-307 610-301 630-307 810-301 810-301 810-301	10 10 10 25 30 40 40 40		105.00 12.99 9.99 47.12 149.90 150.46 35.07 105.01
				CHECK APCHK 97164 TOTAL FOR FUND 01:				615.54
06/15/2021	APCH	97165#	FIRST NATIONAL BANK OMAHA	COMMISSARY PROVISION EDP EQUIPMENT/SOFTWARE EDP LICENSES EDP LICENSES EDP LICENSES EDP EQUIPMENT/SOFTWARE EDP EQUIPMENT/SOFTWARE EDP EQUIPMENT/SOFTWARE	455-355 460-212 460-263 460-263 555-263 640-212 640-212 715-212	10 10 10 10 20 30 30 35		65.89 2,115.55 337.50 128.00 14.99 285.27 1,509.70 49.70
				CHECK APCHK 97165 TOTAL FOR FUND 01:				4,506.60
06/15/2021	APCH	97166	FRED BONDLOW	SNOW REMOVAL CONTRACT	740-287	35		59.37
06/15/2021	APCH	97167*#	GBJ SALES, LLC	MAINTENANCE - VEHICLES	735-409	35		152.65
06/15/2021	APCH	97168	GHEORCHE BIRSAN	PARK PERMIT FEES	310-814	00		100.00
06/15/2021	APCH	97169	GLOBAL EQUIPMENT COMPANY INC	MAINTENANCE - EQUIPMENT	570-411	20		307.15
06/15/2021	APCH	97170*#	GRAINGER	OPERATING EQUIPMENT	755-401	35		102.47

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<b>Fund: 01 GENERAL FUND</b>								
06/15/2021		APCH	97171	GROOT, INC.	WASTE STICKER INVENTORY	130-112	00	3,000.00
06/15/2021		APCH	97173	I-PAC	FEES/DUES/SUBSCRIPTIONS	630-307	30	100.00
06/15/2021		APCH	97175	INDUSTRIAL ELECTRICAL SUPPLY	MAINTENANCE - BUILDING	466-228	10	72.77
06/15/2021		APCH	97176	IRENA KOTEVA	PARK PERMIT FEES	310-814	00	200.00
06/15/2021		APCH	97177	JOSEPH LAVALLE	OPERATING EQUIPMENT	630-401	30	77.11
06/15/2021		APCH	97178	KANE COUNTY CLERK	FEES/DUES/SUBSCRIPTIONS	630-307	30	11.00
06/15/2021		APCH	97179	KASHYAP SHAH	PARK PERMIT FEES	310-814	00	300.00
06/15/2021		APCH	97180	LAW OFFICES STORINO RAMELLO&DURK	FEES - VILLAGE ATTORNEY FEES - VILLAGE ATTORNEY FEES - VILLAGE ATTORNEY CRISIS MANAGEMENT	470-239 470-239 470-239 475-367	10 10 10 10	9,701.20 7.10 3,971.00 2,124.68
					CHECK APCHK 97180 TOTAL FOR FUND 01:			15,803.98
06/15/2021		APCH	97181	METRO REPORTING SERVICE LTD.	FEES - COURT REPORTER	520-246	15	288.20
06/15/2021		APCH	97184	MUNICIPAL CLERKS OF DUPAGE CNTY	FEES/DUES/SUBSCRIPTIONS	410-307	05	40.00
06/15/2021		APCH	97185#	NICOR GAS	NICOR GAS (835 MIDWAY) NICOR GAS (7760 QUINCY) NICOR GAS	466-236 630-235 725-415	10 30 35	168.77 202.84 89.38
					CHECK APCHK 97185 TOTAL FOR FUND 01:			460.99
06/15/2021		APCH	97186	NORTH EAST MULTI REGIONAL TRNG.	FEES/DUES/SUBSCRIPTIONS	630-307	30	300.00
06/15/2021		APCH	97187	OCCUPATIONAL HEALTH CENTERS	EXAMS - PHYSICAL	440-543	07	252.50
06/15/2021		APCH	97188	ORKIN EXTERMINATING	FEES/DUES/SUBSCRIPTIONS	630-307	30	96.63
06/15/2021		APCH	97189	PALOS SPORTS	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	815.95
06/15/2021		APCH	97190	PORTER LEE CORPORATION	JAIL SUPPLIES	650-343	30	226.73
06/15/2021		APCH	97191	QUADIENT LEASING USA, INC.	POSTAGE & METER RENT	630-311	30	547.17
06/15/2021		APCH	97192	RAGS ELECTRIC, INC	MAINTENANCE - STREET LIGHTS	745-223	35	133.00
06/15/2021		APCH	97193	RUTLEDGE PRINTING CO.	PRINTING & PUBLISHING	630-302	30	111.00
06/15/2021		APCH	97194#	SATELLITE PHONE STORE	PHONE - TELEPHONES PHONE - TELEPHONES	455-201 630-201	10 30	65.76 65.76
					CHECK APCHK 97194 TOTAL FOR FUND 01:			131.52

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK  
CHECK DATE FROM 05/26/2021 - 06/15/2021

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 01 GENERAL FUND</b>							
06/15/2021	APCH	97195	SCOTT EISENBEIS	UNIFORMS	630-345	30	900.00
06/15/2021	APCH	97196	SPORTSFIELD, INC.	BALLFIELD MAINTENANCE	570-280	20	1,657.50
06/15/2021	APCH	97197	SWANK MOTION PICTURES INC	FAMILY SPECIAL EVENT - MOVIE NIGHT	585-151	20	465.00
06/15/2021	APCH	97198	THOMSON REUTERS - WEST	FEES/DUES/SUBSCRIPTIONS	630-307	30	185.57
06/15/2021	APCH	97199	TIMOTHY KOBLER	UNIFORMS	630-345	30	900.00
06/15/2021	APCH	97200	ULINE	TRASH REMOVAL	755-279	35	365.18
06/15/2021	APCH	97202	USABLUEBOOK	OPERATING SUPPLIES & EQUIPMENT	710-401	35	290.94
				OPERATING EQUIPMENT	755-401	35	411.07
				CHECK APCHK 97202 TOTAL FOR FUND 01:			702.01
06/15/2021	APCH	97203#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	316.19
				OFFICE SUPPLIES	455-301	10	68.18
				OFFICE SUPPLIES	455-301	10	50.33
				OFFICE SUPPLIES	455-301	10	82.42
				COMMISSARY PROVISION	455-355	10	34.86
				COMMISSARY PROVISION	455-355	10	32.38
				OFFICE SUPPLIES	630-301	30	333.27
				OFFICE SUPPLIES	630-301	30	10.61
				OFFICE SUPPLIES	630-301	30	10.04
				OPERATING EQUIPMENT	630-401	30	52.56
				OPERATING EQUIPMENT	630-401	30	142.52
				CHECK APCHK 97203 TOTAL FOR FUND 01:			1,133.36
06/15/2021	APCH	97204	WBK ENGINEERING LLC	PLAN REVIEW - PLANNER	520-257	15	14,368.15
06/15/2021	APCH	97205#	WESTERN FIRST AID & SAFETY	OPERATING EQUIPMENT	630-401	30	91.85
				OPERATING EQUIPMENT	755-401	35	82.83
				CHECK APCHK 97205 TOTAL FOR FUND 01:			174.68
06/15/2021	APCH	97206	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	630-409	30	100.00
06/15/2021	APCH	97207#	WLBK BURR RIDGE CHAMBER OF COM	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	50.00
				SCHOOLS/CONFERENCES/TRAVEL	455-304	10	75.00
				CHECK APCHK 97207 TOTAL FOR FUND 01:			125.00
				Total for fund 01 GENERAL FUND			174,376.03

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK  
CHECK DATE FROM 05/26/2021 - 06/15/2021

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 02 WATER FUND</b>								
05/26/2021	APCH	97137*#	HAWK FORD OF SAINT CHARLES		VEHICLES - NEW & OTHER	440-626	50	39,214.30
06/03/2021	APCH	97138	VERIZON WIRELESS		PHONE - TELEPHONES	401-201	50	75.06
06/15/2021	APCH	208 (E) *#	INTERGOVERMENTAL PERSONNEL		HEALTH/DENTAL/LIFE INSURANCE	401-141	50	3,488.13
06/15/2021	APCH	209 (E) *#	WEX BANK		FUEL/MILEAGE/WASH	401-303	50	591.25
06/15/2021	APCH	97141	ALARM DETECTION SYSTEMS INC		EDP EQUIPMENT/SOFTWARE	417-212	50	349.86
					EDP EQUIPMENT/SOFTWARE	417-212	50	241.89
					EDP EQUIPMENT/SOFTWARE	417-212	50	208.26
					CHECK APCHK 97141 TOTAL FOR FUND 02:			800.01
06/15/2021	APCH	97154*#	COMED		ENERGY - ELECTRIC PUMP	420-206	50	428.72
06/15/2021	APCH	97157*#	DELTA DENTAL PLAN OF ILLINOIS		HEALTH/DENTAL/LIFE INSURANCE	401-141	50	213.93
06/15/2021	APCH	97161	ETP LABS INC		SAMPLING ANALYSIS	420-362	50	100.00
06/15/2021	APCH	97167*#	GBJ SALES, LLC		MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	369.00
06/15/2021	APCH	97170*#	GRAINGER		MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	18.30
					MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	102.52
					CHECK APCHK 97170 TOTAL FOR FUND 02:			120.82
06/15/2021	APCH	97172	H AND R CONSTRUCTION INC.		WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,880.00
					WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	6,615.00
					WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	1,125.00
					WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,145.00
					WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	2,400.00
					CHECK APCHK 97172 TOTAL FOR FUND 02:			21,165.00
06/15/2021	APCH	97174	IL ENVIRONMENTAL PROTECTION AGEN		INTEREST - IEPA LOAN	449-105	50	6,791.43
					PRINCIPAL - IEPA LOAN	449-106	50	20,432.67
					CHECK APCHK 97174 TOTAL FOR FUND 02:			27,224.10
06/15/2021	APCH	97182	METROPOLITAN INDUSTRIES INC		EDP EQUIPMENT/SOFTWARE	417-212	50	138.00
06/15/2021	APCH	97183	MID AMERICAN WATER		MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	2,998.00

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK

CHECK DATE FROM 05/26/2021 - 06/15/2021

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<hr/>								
Fund: 02 WATER FUND								
06/15/2021	APCH	97201*#	UMB BANK N.A.		INTEREST - BOND	449-102	50	4,482.00
Total for fund 02 WATER FUND								
101,408.32								

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK

CHECK DATE FROM 05/26/2021 - 06/15/2021

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 11 DEBT SERVICE FUND								
06/15/2021		APCH	97201*#	UMB BANK N.A.	BOND INTEREST	550-402	70	51,743.00
					Total for fund 11 DEBT SERVICE FUND			51,743.00
					TOTAL - ALL FUNDS			327,527.35

'\*' - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

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

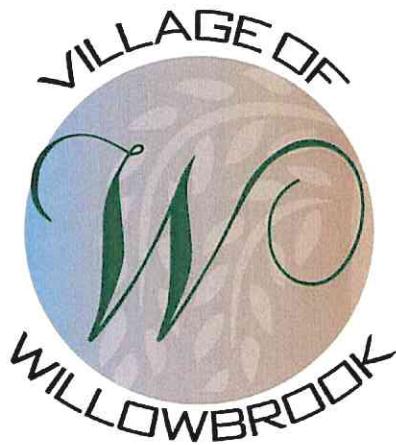
**Payroll Liability Check Register**  
**For Check Dates 05/01/2021 to 05/31/2021**

Check Number	Vendor Name	Check Date	Check Amount
EFT414	AFLAC	05/21/2021	2,716.34
EFT415	EFTPS	05/21/2021	48,699.21
EFT416	COMMUNITY BANK OF WILLOWBROOK	05/21/2021	238.89
EFT417	I C M A RETIREMENT TRUST - 457	05/21/2021	825.00
EFT418	ILLINOIS STATE DISBURSEMENT UNIT	05/21/2021	1,806.30
EFT419	ILLINOIS FRATERNAL	05/21/2021	1,104.00
EFT420	I.M.R.F. PENSION FUND	05/21/2021	33,764.32
EFT421	NATIONWIDE RETIREMENT SOLUTIONS	05/21/2021	8,034.89
EFT422	VILLAGE OF WILLOWBROOK	05/21/2021	55,354.68
EFT423	ILLINOIS DEPT. OF REVENUE	05/21/2021	6,914.55
EFT407	EFTPS	05/07/2021	29,231.76
EFT408	COMMUNITY BANK OF WILLOWBROOK	05/07/2021	238.89
EFT409	I C M A RETIREMENT TRUST - 457	05/07/2021	825.00
EFT410	ILLINOIS STATE DISBURSEMENT UNIT	05/07/2021	997.30
EFT411	NATIONWIDE RETIREMENT SOLUTIONS	05/07/2021	8,132.52
EFT412	VILLAGE OF WILLOWBROOK	05/07/2021	55,112.12
EFT413	ILLINOIS DEPT. OF REVENUE	05/07/2021	6,719.65
EFT404	EFTPS	05/04/2021	2,140.81
EFT405	VILLAGE OF WILLOWBROOK	05/04/2021	1,644.30
EFT406	ILLINOIS DEPT. OF REVENUE	05/04/2021	726.36

Total Checks: 20

Total Paid:

\$265,226.89



## MONTHLY FINANCIAL REPORT

MAY 2021

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	17-18	18-19	19-20	20-21	21-22	Difference from Prior Year			
MAY	FEB	\$	264,472	\$	276,118	\$	320,221	\$	307,589	\$	319,211	3.78%
JUNE	MAR		304,436		334,282		360,870		359,968			
JULY	APR		304,925		309,957		343,577		289,885			
AUG	MAY		345,478		376,154		397,471		356,759			
SEPT	JUNE		354,582		364,229		408,372		385,683			
OCT	JULY		313,701		320,062		380,773		415,157			
NOV	AUG		361,826		339,020		389,765		390,300			
DEC	SEPT		334,582		342,467		363,388		391,326			
JAN	OCT		312,400		329,103		375,088		404,167			
FEB	NOV		319,012		362,572		368,379		379,791			
MARCH	DEC		416,900		428,214		437,962		446,756			
APRIL	JAN		285,192		296,927		311,493		322,056			
<b>TOTAL</b>			\$ 3,917,506	\$ 4,079,105	\$ 4,457,359	\$ 4,449,437	\$ 319,211					
<b>MTH AVG</b>			\$ 326,459	\$ 339,925	\$ 371,447	\$ 370,786	\$ 319,211					
<b>BUDGET</b>			\$ 3,600,000	\$ 3,600,000	\$ 4,000,000	\$ 3,500,000	\$ 4,000,000					

YEAR TO DATE LAST YEAR : \$ 307,589

YEAR TO DATE THIS YEAR : \$ 319,211

DIFFERENCE : \$ 11,622

PERCENTAGE CHANGE : 3.78%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 4,000,000

PERCENTAGE OF YEAR COMPLETED : 8.33%

PERCENTAGE OF REVENUE TO DATE : 7.98%

PROJECTION OF ANNUAL REVENUE : \$ 4,617,555

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 617,555

EST. PERCENT DIFF ACTUAL TO BUDGET 15.44%

**VILLAGE OF WILLOWSBROOK**  
**MONTHLY CASH AND INVESTMENT BALANCE BY FUND**  
**FOR THE MONTH ENDED 05/31/2021**

ACCOUNT	BALANCE
<b>Fund 01 GENERAL FUND</b>	
CHECKING - 0283	0.00
COMMUNITY BANK OF WB - 0275	774,835.42
IL FUNDS - 5435	4,909,163.49
COMMUNITY BANK OF WB MM - 1771	305,775.28
COMMUNITY BANK RD LGHT - 0243	30,330.74
COMMUNITY BANK OF WB FSA - 3804	13,411.04
COMMUNITY BANK DRUG ACCT - 4171	27,721.82
PETTY CASH REVIVING	950.00
<b>Total For Fund 01:</b>	<b>6,062,187.79</b>
<b>Fund 02 WATER FUND</b>	
IL FUNDS WATER - 5914	870,974.21
COMMUNITY BANK OF WB WTR - 4163	502,117.44
COMMUNITY BANK OF WB - 0275	0.00
<b>Total For Fund 02:</b>	<b>1,373,091.65</b>
<b>Fund 04 MOTOR FUEL TAX FUND</b>	
IL FUNDS MFT - 5443	855,110.77
COMMUNITY BANK OF WB - 0275	93,803.27
<b>Total For Fund 04:</b>	<b>948,914.04</b>
<b>Fund 06 SSA ONE BOND &amp; INTEREST FUND</b>	
IL FUNDS SSA BOND - 4621	21,861.03
COMMUNITY BANK OF WB - 0275	22,633.51
<b>Total For Fund 06:</b>	<b>44,494.54</b>
<b>Fund 07 POLICE PENSION FUND</b>	
COMMUNITY BANK OF WB PP - 4155	10,217.05
COMMUNITY BANK OF WB - 0275	0.00
SCHWAB - PP MONEY MARKET	268,984.51
US TREASURIES	1,113,594.21
US AGENCIES	5,952,141.03
MUNICIPAL BONDS	1,563,286.13
CORPORATE BONDS	1,559,102.72
MUTUAL FUNDS	12,315,937.65
BROKERED CDS	299,326.05
MARKET VALUE CONTRA	5,866,448.62
<b>Total For Fund 07:</b>	<b>28,949,037.97</b>
<b>Fund 09 WATER CAPITAL IMPROVEMENTS FUND</b>	
IL FUNDS WTR CAP - 1206	1,019,535.47
<b>Total For Fund 09:</b>	<b>1,019,535.47</b>
<b>Fund 10 CAPITAL PROJECT FUND</b>	
COMMUNITY BANK OF WB - 0275	336.02
<b>Total For Fund 10:</b>	<b>336.02</b>
<b>Fund 11 DEBT SERVICE FUND</b>	
IL FUNDS BOND PROCEEDS DS - 2756	11.25
<b>Total For Fund 11:</b>	<b>11.25</b>
<b>Fund 14 LAND ACQUISITION, FACILITY, EXPANSION &amp;</b>	
IL FUNDS - 5435	18,369.00
<b>Total For Fund 14:</b>	<b>18,369.00</b>
<b>Fund 15 RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX</b>	
IL FUNDS BUSINESS DISTRICT - 5435	2,099,253.69
<b>Total For Fund 15:</b>	<b>2,099,253.69</b>
<b>TOTAL CASH &amp; INVESTMENTS:</b>	<b>40,515,231.42</b>

ACCOUNT BALANCE REPORT FOR WILLOWBROOK  
PERIOD ENDING 05/31/2021  
CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

Page: 1/2

GL NUMBER	DESCRIPTION	END BALANCE 05/31/2021
Fund 01 - GENERAL FUND		
MONEY MARKET		
01-00-110-322	IL FUNDS - 5435	4,909,163.49
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	305,775.28
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	30,330.74
01-00-110-380	COMMUNITY BANK DRUG ACCT - 4171	27,721.82
	Net MONEY MARKET	<hr/> 5,272,991.33
PETTY CASH		
01-00-110-911	PETTY CASH REVIVING	950.00
	Net PETTY CASH	<hr/> 950.00
SAVINGS		
01-00-110-257	COMMUNITY BANK OF WB - 0275	774,835.42
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	13,411.04
	Net SAVINGS	<hr/> 788,246.46
Fund 02 - WATER FUND		
MONEY MARKET		
02-00-110-113	IL FUNDS WATER - 5914	870,974.21
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	502,117.44
	Net MONEY MARKET	<hr/> 1,373,091.65
Fund 04 - MOTOR FUEL TAX FUND		
MONEY MARKET		
04-00-110-116	IL FUNDS MFT - 5443	855,110.77
	Net MONEY MARKET	<hr/> 855,110.77
SAVINGS		
04-00-110-257	COMMUNITY BANK OF WB - 0275	93,803.27
	Net SAVINGS	<hr/> 93,803.27
Fund 06 - SSA ONE BOND & INTEREST FUND		
MONEY MARKET		
06-00-110-117	IL FUNDS SSA BOND - 4621	21,861.03
	Net MONEY MARKET	<hr/> 21,861.03
SAVINGS		
06-00-110-257	COMMUNITY BANK OF WB - 0275	22,633.51
	Net SAVINGS	<hr/> 22,633.51
Fund 07 - POLICE PENSION FUND		
MONEY MARKET		
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	10,217.05
07-00-110-336	SCHWAB - PP MONEY MARKET	268,984.51
	Net MONEY MARKET	<hr/> 279,201.56
AGENCY CERTIFICATES		
07-00-120-260	US AGENCIES	5,952,141.03
	Net AGENCY CERTIFICATES	<hr/> 5,952,141.03
CORPORATE BONDS		
07-00-120-288	CORPORATE BONDS	1,559,102.72
	Net CORPORATE BONDS	<hr/> 1,559,102.72
MUNICIPAL BONDS		
07-00-120-270	MUNICIPAL BONDS	1,563,286.13
	Net MUNICIPAL BONDS	<hr/> 1,563,286.13
MUTUAL FUNDS		
07-00-120-290	MUTUAL FUNDS	12,315,937.65
	Net MUTUAL FUNDS	<hr/> 12,315,937.65
MARKET VALUE		
07-00-120-900	MARKET VALUE CONTRA	5,866,448.62

ACCOUNT BALANCE REPORT FOR WILLOWBROOK  
 PERIOD ENDING 05/31/2021  
 CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

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GL NUMBER	DESCRIPTION	END BALANCE 05/31/2021
Fund 07 - POLICE PENSION FUND	Net MARKET VALUE	5,866,448.62
TREASURY NOTES 07-00-120-250	US TREASURIES Net TREASURY NOTES	1,113,594.21 1,113,594.21
CERTIFICATE OF DEPOSIT 07-00-120-292	BROKERED CDS Net CERTIFICATE OF DEPOSIT	299,326.05 299,326.05
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND		
MONEY MARKET 09-00-110-324	IL FUNDS WTR CAP - 1206 Net MONEY MARKET	1,019,535.47 1,019,535.47
Fund 10 - CAPITAL PROJECT FUND		
SAVINGS 10-00-110-257	COMMUNITY BANK OF WB - 0275 Net SAVINGS	336.02 336.02
Fund 11 - DEBT SERVICE FUND		
MONEY MARKET 11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756 Net MONEY MARKET	11.25 11.25
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &		
MONEY MARKET 14-00-110-322	IL FUNDS - 5435 Net MONEY MARKET	18,369.00 18,369.00
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX		
MONEY MARKET 15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435 Net MONEY MARKET	2,099,253.69 2,099,253.69

ACCOUNT BALANCE REPORT FOR WILLOWBROOK  
 PERIOD ENDING 05/31/2021  
 CASH & INVESTMENTS BY INSTITUTION

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GL NUMBER	DESCRIPTION	END BALANCE 05/31/2021
COMMUNITY BANK OF WB		
01-00-110-257	COMMUNITY BANK OF WB - 0275	774,835.42
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	305,775.28
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	30,330.74
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	13,411.04
01-00-110-380	COMMUNITY BANK DRUG ACCT - 4171	27,721.82
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	502,117.44
04-00-110-257	COMMUNITY BANK OF WB - 0275	93,803.27
06-00-110-257	COMMUNITY BANK OF WB - 0275	22,633.51
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	10,217.05
10-00-110-257	COMMUNITY BANK OF WB - 0275	336.02
	Net COMMUNITY BANK OF WB	1,781,181.59
ILLINOIS FUNDS		
01-00-110-322	IL FUNDS - 5435	4,909,163.49
02-00-110-113	IL FUNDS WATER - 5914	870,974.21
04-00-110-116	IL FUNDS MFT - 5443	855,110.77
06-00-110-117	IL FUNDS SSA BOND - 4621	21,861.03
09-00-110-324	IL FUNDS WTR CAP - 1206	1,019,535.47
11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756	11.25
14-00-110-322	IL FUNDS - 5435	18,369.00
15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435	2,099,253.69
	Net ILLINOIS FUNDS	9,794,278.91
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	268,984.51
07-00-120-250	US TREASURIES	1,113,594.21
07-00-120-260	US AGENCIES	5,952,141.03
07-00-120-270	MUNICIPAL BONDS	1,563,286.13
07-00-120-288	CORPORATE BONDS	1,559,102.72
07-00-120-290	MUTUAL FUNDS	12,315,937.65
07-00-120-292	BROKERED CDS	299,326.05
07-00-120-900	MARKET VALUE CONTRA	5,866,448.62
	Net CHARLES SCHWAB	28,938,820.92
Total - All Funds:		40,515,231.42

INTERFUND ACTIVITY REPORT FOR WILLOWBROOK  
 Period Ending 05/31/2021  
 Due To/From Other Funds

Page:

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GL Number	Description	Balance
Fund 01: GENERAL FUND		
Due From Other Funds		
01-00-140-102	DUE TO/FROM WATER FUND	39,227.30
01-00-140-107	DUE TO/FROM POLICE PENSION FUND	24,116.17
	<b>Total Due From Other Funds</b>	<b>63,343.47</b>
Fund 02: WATER FUND		
Due From Other Funds		
02-00-140-101	DUE TO/FROM GENERAL FUND	(39,227.30)
	<b>Total Due From Other Funds</b>	<b>(39,227.30)</b>
Fund 07: POLICE PENSION FUND		
Due From Other Funds		
07-00-140-101	DUE (TO)/FROM GENERAL FUND	(24,116.17)
	<b>Total Due From Other Funds</b>	<b>(24,116.17)</b>

REVENUE REPORT FOR WILLOWBROOK  
PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2021	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET		% BDGT USED	AVAILABLE BALANCE
				2021-22 ORIGINAL BUDGET	% BDGT USED		
Fund 01 - GENERAL FUND							
PROPERTY TAX	PROPERTY TAX - SRA						
01-00-310-101	PROPERTY TAX LEVY - ROAD & BRIDGE		6,165.91	74,794.00	8.24		68,628.09
01-00-310-102	PROPERTY TAX LEVY - ROAD & BRIDGE		10,224.81	121,227.00	8.43		111,002.19
Net PROPERTY TAX			16,390.72	196,021.00	8.36		179,630.28
OTHER TAXES							
01-00-310-200	HOME RULE SALES TAX-1%		154,012.12	2,370,000.00	6.50		2,215,987.88
01-00-310-201	MUNICIPAL SALES TAX		319,211.34	4,000,000.00	7.98		3,680,788.66
01-00-310-202	ILLINOIS INCOME TAX		144,681.73	854,000.00	16.94		709,318.27
01-00-310-203	AMUSEMENT TAX		4,791.97	65,748.00	7.29		60,956.03
01-00-310-204	REPLACEMENT TAX		561.58	1,250.00	44.93		688.42
01-00-310-205	UTILITY TAX		61,807.17	812,000.00	7.61		750,192.83
01-00-310-206	LOCAL GAS TAX		18,783.45	253,326.00	7.41		234,542.55
01-00-310-208	PLACES OF EATING TAX		55,974.09	450,000.00	12.44		394,025.91
01-00-310-209	WATER TAX		12,743.54	157,500.00	8.09		144,756.46
01-00-310-210	WATER TAX - UNINCORPORATED		0.00	0.00	0.00		160.00
01-00-310-211	HOTEL/MOTEL TAX		21,104.83	184,119.00	11.46		163,014.17
01-00-310-212	SELF-STORAGE FACILITY TAX		11,279.42	121,125.00	9.31		109,845.58
Net OTHER TAXES			804,951.24	804,951.24	8.68		8,464,276.76
LICENSES							
01-00-310-302	LIQUOR LICENSES		(1,250.00)	87,650.00	(1.43)		88,900.00
01-00-310-303	BUSINESS LICENSES		180.00	105,000.00	0.17		104,820.00
01-00-310-304	VIDEO GAMING LICENSES		(3,000.00)	10,000.00	(30.00)		13,000.00
01-00-310-305	VENDING MACHINE LICENSES		0.00	2,500.00	0.00		2,500.00
01-00-310-306	SCAVENGER LICENSES		0.00	7,000.00	0.00		7,000.00
Net LICENSES			(4,070.00)	(4,070.00)	(4,070.00)		216,220.00
PERMITS							
01-00-310-401	BUILDING PERMITS		33,721.89	300,000.00	11.24		266,278.11
01-00-310-402	SIGN PERMITS		1,005.59	10,000.00	0.06		8,994.41
01-00-310-404	COUNTY BMP FEE		0.00	500.00	0.00		500.00
01-00-310-405	SPECIAL HAULING PERMITS (OXCART)		50.00	3,000.00	1.67		2,950.00
Net PERMITS			34,777.48	34,777.48	34,777.48		278,722.52
FINES							
01-00-310-501	CIRCUIT COURT FINES		14,246.12	108,559.00	13.12		94,312.88
01-00-310-502	TRAFFIC FINES		7,315.00	36,614.00	19.98		29,299.00
01-00-310-503	RED LIGHT FINES		59,850.00	600,000.00	9.98		540,150.00
01-00-310-504	DUI FINES		0.00	2,762.00	0.00		2,762.00
01-00-310-505	OVERWEIGHT TRUCK FINES		100.00	9,632.00	1.04		9,532.00
Net FINES			81,511.12	81,511.12	81,511.12		10.76
OVERHEAD REIMBURSEMENT							
01-00-310-601	ADMINISTRATIVE SUPPORT REIMB - WATE		53,929.50	53,929.50	647,154.00	8.33	593,224.50
Net OVERHEAD REIMBURSEMENT			53,929.50	53,929.50	647,154.00	8.33	593,224.50
CHARGES & FEES	PLANNING APPLICATION FEES		0.00	0.00	10,000.00	0.00	10,000.00
01-00-310-700							

## REVENUE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2021	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET		% BDGT USED	AVAILABLE BALANCE
				% BDGT USED	2021-22 ORIGINAL BUDGET		
Fund 01 - GENERAL FUND							
01-00-310-701	PUBLIC HEARING FEES	0.00	0.00		2,500.00	0.00	2,500.00
01-00-310-702	PLANNING REVIEW FEES	0.00	0.00		2,500.00	0.00	2,500.00
01-00-310-704	ACCIDENT REPORT COPIES	255.00	255.00		2,000.00	12.75	1,745.00
01-00-310-705	VIDEO GAMING TERMINAL INCOME	8,605.77	8,605.77		36,000.00	23.90	27,394.23
01-00-310-723	ELEVATOR INSPECTION FEES	0.00	0.00		12,000.00	0.00	12,000.00
01-00-310-724	BURGLAR ALARM FEES	0.00	0.00		10,000.00	0.00	10,000.00
Net CHARGES & FEES		8,860.77	8,860.77		75,000.00	11.81	66,139.23
PARK & RECREATION CHARGES							
01-00-310-813	PARK & REC CONTRIBUTION	0.00	0.00		3,000.00	0.00	3,000.00
01-00-310-814	PARK PERMIT FEES	760.00	760.00		3,000.00	25.33	2,240.00
01-00-310-815	SUMMER RECREATION FEES	1,370.00	1,370.00		7,650.00	17.91	6,280.00
01-00-310-819	BURR RIDGE/WILLOWBROOK BASEBALL	0.00	0.00		6,500.00	0.00	6,500.00
01-00-310-820	HOLIDAY CONTRIBUTION	0.00	0.00		2,600.00	0.00	2,600.00
01-00-310-823	SPRING RECREATION FEES	0.00	0.00		200.00	0.00	200.00
Net PARK & RECREATION CHARGES		2,130.00	2,130.00		22,950.00	9.28	20,820.00
OTHER REVENUE							
01-00-310-901	REIMBURSEMENTS - IRMA	1,120.00	1,120.00		0.00	100.00	(1,120.00)
01-00-310-903	REIMBURSEMENTS - POLICE TRAINING	1,198.76	1,198.76		0.00	100.00	(1,198.76)
01-00-310-909	SALE - FIXED ASSETS	0.00	0.00		7,500.00	0.00	(7,500.00)
01-00-310-910	REIMBURSEMENTS - TREE PLANTING	100.00	100.00		500.00	20.00	400.00
01-00-310-911	REIMBURSEMENTS - RED LIGHT ENERGY	0.00	0.00		1,440.00	0.00	1,440.00
01-00-310-915	REIMBURSEMENTS - POLICE SPECIAL DET	0.00	0.00		5,000.00	0.00	5,000.00
01-00-310-917	REIMBURSEMENTS - PUBLIC WORKS OTHE	0.00	0.00		23,420.00	0.00	23,420.00
01-00-310-922	FEDERAL/STATE GRANTS	29,655.83	29,655.83		136,741.00	21.69	107,085.17
01-00-310-925	NICOR GAS ANNUAL PAYMENT	0.00	0.00		14,000.00	0.00	14,000.00
01-00-310-926	CABLE FRANCHISE FEES	37,381.39	37,381.39		192,000.00	19.47	154,618.61
01-00-310-928	DRUG FORFEITURES - STATE	0.00	0.00		500.00	0.00	500.00
01-00-310-929	DRUG FORFEITURES - FEDERAL	0.00	0.00		500.00	0.00	500.00
Net OTHER REVENUE		69,455.98	69,455.98		381,611.00	18.20	312,155.02
NON-OPERATING							
01-00-320-108	INTEREST INCOME	221.43	221.43		9,000.00	2.46	8,778.57
Net NON-OPERATING		221.43	221.43		9,000.00	2.46	8,778.57
Fund 01 - GENERAL FUND:							
TOTAL REVENUES							
Fund 02 - WATER FUND							
CHARGES & FEES							
02-00-310-712	WATER USAGE	254,851.04	254,851.04		3,150,000.00	8.09	2,895,148.96
02-00-310-713	WATER PENALTIES	1,470.21	1,470.21		10,000.00	14.70	8,529.79
02-00-310-718	SHUTOFF/NSF FEE	1,750.00	1,750.00		5,000.00	35.00	3,250.00
Net CHARGES & FEES		258,071.25	258,071.25		3,165,000.00	8.15	2,906,928.75

REVENUE REPORT FOR WILLOWBROOK  
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GL NUMBER	DESCRIPTION	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 02 - WATER FUND					
OTHER REVENUE	WATER METER SALES	0.00	5,000.00	0.00	5,000.00
02-00-310-714	WATER METER READING FEES	640.50	5,000.00	12.81	4,359.50
02-00-310-716	CONSTRUCTION USAGE	0.00	1,000.00	0.00	1,000.00
02-00-310-717		640.50	11,000.00	5.82	10,359.50
Net OTHER REVENUE					
NON-OPERATING	INTEREST INCOME				
02-00-320-108	WATER CONNECTION FEES	36.78	1,200.00	3.07	1,163.22
02-00-320-713		0.00	3,000.00	0.00	3,000.00
Net NON-OPERATING		36.78	4,200.00	0.88	4,163.22

Fund 02 - WATER FUND:

TOTAL REVENUES		258,748.53	258,748.53	3,180,200.00	8.14	2,921,451.47
Fund 04 - MOTOR FUEL TAX FUND						
OTHER TAXES	MFT RECEIPTS	28,133.27	28,133.27	303,170.00	9.28	275,036.73
04-00-310-216	MFT CAPITAL BOND RECEIPTS	93,803.27	93,803.27	0.00	100.00	(93,803.27)
Net OTHER TAXES		121,936.54	121,936.54	303,170.00	40.22	181,233.46
NON-OPERATING	INTEREST INCOME					
04-00-320-108		25.41	25.41	900.00	2.82	874.59
Net NON-OPERATING		25.41	25.41	900.00	2.82	874.59

Fund 04 - MOTOR FUEL TAX FUND:

TOTAL REVENUES		121,961.95	121,961.95	304,070.00	40.11	182,108.05
Fund 06 - SSA ONE BOND & INTEREST FUND						
PROPERTY TAX	PROPERTY TAX RECEIPTS	22,633.51	22,633.51	320,585.00	7.06	297,951.49
06-00-310-101		22,633.51	22,633.51	320,585.00	7.06	297,951.49
Net PROPERTY TAX						
NON-OPERATING	INTEREST INCOME					
06-00-320-108		0.64	0.64	240.00	0.27	239.36
Net NON-OPERATING		0.64	0.64	240.00	0.27	239.36

Fund 06 - SSA ONE BOND & INTEREST FUND:

TOTAL REVENUES		22,634.15	22,634.15	320,825.00	7.05	298,190.85
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REVENUE REPORT FOR WILLOWBROOK  
PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2021	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
<b>Fund 07 - POLICE PENSION FUND</b>						
07-00-310-607	VILLAGE CONTRIBUTION	91,614.92	91,614.92	1,190,994.00	7.69	1,099,379.08
07-00-310-906	POLICE CONTRIBUTIONS	20,496.18	20,496.18	257,599.00	7.96	237,102.82
<b>Net OTHER REVENUE</b>		<b>112,111.10</b>	<b>112,111.10</b>	<b>1,448,593.00</b>	<b>7.74</b>	<b>1,336,481.90</b>
NON-OPERATING	INTEREST INCOME	26,198.42	26,198.42	500,000.00	5.24	473,801.58
07-00-320-108	UNREALIZED GAIN (LOSS) ON INVESTMENT	148,768.11	148,768.11	0.00	100.00	(148,768.11)
07-00-320-110	GAIN (LOSS) ON INVESTMENTS	(7,990.58)	(7,990.58)	0.00	100.00	7,990.58
<b>Net NON-OPERATING</b>		<b>166,975.95</b>	<b>166,975.95</b>	<b>500,000.00</b>	<b>33.40</b>	<b>333,024.05</b>
<b>Fund 07 - POLICE PENSION FUND:</b>						
<b>TOTAL REVENUES</b>		<b>279,087.05</b>	<b>279,087.05</b>	<b>1,948,593.00</b>	<b>14.32</b>	<b>1,669,505.95</b>
<b>Fund 09 - WATER CAPITAL IMPROVEMENTS FUND</b>						
NON-OPERATING	INTEREST INCOME	30.49	30.49	960.00	3.18	929.51
09-00-320-108		30.49	30.49	960.00	3.18	929.51
<b>Net NON-OPERATING</b>						
<b>Fund 09 - WATER CAPITAL IMPROVEMENTS FUND:</b>						
<b>TOTAL REVENUES</b>		<b>30.49</b>	<b>30.49</b>	<b>960.00</b>	<b>3.18</b>	<b>929.51</b>
<b>Fund 11 - DEBT SERVICE FUND</b>						
TRANSFERS IN	TRANSFER FROM GENERAL FUND	0.00	0.00	280,739.00	0.00	280,739.00
11-00-330-001	TRANSFER FROM WATER	0.00	0.00	45,918.00	0.00	45,918.00
11-00-330-102		0.00	0.00	326,657.00	0.00	326,657.00
<b>Net TRANSFERS IN</b>						
<b>Fund 11 - DEBT SERVICE FUND:</b>						
<b>TOTAL REVENUES</b>		<b>0.00</b>	<b>0.00</b>	<b>326,657.00</b>	<b>0.00</b>	<b>326,657.00</b>
<b>Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &amp;</b>						
OTHER REVENUE	DCEO GRANT #1	0.00	0.00	225,000.00	0.00	225,000.00
14-00-310-920	DCEO GRANT #2	0.00	0.00	500,000.00	0.00	500,000.00
14-00-310-921		0.00	0.00	725,000.00	0.00	725,000.00
<b>Net OTHER REVENUE</b>						
TRANSFERS IN						

## REVENUE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/2021	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & TRANSFER FROM GENERAL FUND		0.00	0.00	926,895.00	0.00	926,895.00
14-00-330-101 Net TRANSFERS IN		0.00	0.00	926,895.00	0.00	926,895.00

## Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &amp; :

TOTAL REVENUES		0.00	0.00	1,651,895.00	0.00	1,651,895.00
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX						
OTHER TAXES						
15-00-310-201 BUSINESS DISTRICT SALES TAX TOWN CE		44,975.83	44,975.83	500,000.00	9.00	455,024.17
Net OTHER TAXES		44,975.83	44,975.83	500,000.00	9.00	455,024.17

## Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX:

TOTAL REVENUES		44,975.83	44,975.83	500,000.00	9.00	455,024.17
TOTAL REVENUES - ALL FUNDS		1,795,596.24	1,795,596.24	20,117,381.00	8.93	18,321,784.76

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
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Fund 01 - GENERAL FUND								
Dept 05 - VILLAGE BOARD & CLERK								
GENERAL MANAGEMENT								
01-05-400-147 MEDICARE	75.26	75.26	887.00	8.48	811.74	1,774.00	1,698.74	
01-05-400-161 SOCIAL SECURITY	321.83	321.83	3,794.00	8.48	3,472.17	7,588.00	7,266.17	
01-05-410-101 SALARY - MAYOR & VILLAGE BO	4,400.00	4,400.00	54,000.00	8.15	49,600.00	108,000.00	103,600.00	
01-05-410-125 SALARY - VILLAGE CLERK	600.00	600.00	7,200.00	8.33	6,600.00	14,400.00	13,800.00	
01-05-410-141 LIFE INSURANCE - ELECTED OF	71.68	71.68	864.00	8.30	792.32	1,728.00	1,656.32	
01-05-410-201 PHONE - TELEPHONES	42.47	42.47	696.00	6.10	653.53	1,392.00	1,349.53	
01-05-410-301 OFFICE SUPPLIES	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
01-05-410-302 PRINTING & PUBLISHING	0.00	0.00	250.00	0.00	250.00	500.00	500.00	
01-05-410-303 FUEL/MILEAGE/WASH	0.00	0.00	100.00	0.00	100.00	200.00	200.00	
01-05-410-304 SCHOOLS/CONFERENCES/TRA	130.00	130.00	5,770.00	2.25	5,640.00	11,540.00	11,410.00	
01-05-410-305 STRATEGIC PLANNING	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00	
01-05-410-307 FEES/DUES/SUBSCRIPTIONS	290.00	290.00	2,400.00	12.08	2,110.00	4,800.00	4,510.00	
GENERAL MANAGEMENT	5,931.24	5,931.24	81,461.00	7.28	75,529.76	162,922.00	156,990.76	
COMMUNITY RELATIONS								
01-05-420-365 PUBLIC RELATIONS	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
COMMUNITY RELATIONS	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
DATA PROCESSING								
01-05-417-212 EDP EQUIPMENT/SOFTWARE	0.00	0.00	5,250.00	0.00	5,250.00	10,500.00	10,500.00	
DATA PROCESSING	0.00	0.00	5,250.00	0.00	5,250.00	10,500.00	10,500.00	
Total Dept 05 - VILLAGE BOARD & CLERK	5,931.24	5,931.24	87,211.00	6.80	81,279.76	174,422.00	168,490.76	

Dept 07 - BOARD OF POLICE COMMISSIONERS								
ADMINISTRATION								
01-07-400-147 MEDICARE	0.00	0.00	14.00	0.00	14.00	28.00	28.00	
01-07-400-161 SOCIAL SECURITY	0.00	0.00	62.00	0.00	62.00	124.00	124.00	
01-07-435-148 LIFE INSURANCE - COMMISSION	16.24	16.24	228.00	7.12	211.76	456.00	439.76	
01-07-435-239 FEES - BOPC ATTORNEY	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00	
01-07-435-301 OFFICE SUPPLIES	0.00	0.00	100.00	0.00	100.00	200.00	200.00	
01-07-435-302 PRINTING & PUBLISHING	0.00	0.00	4,000.00	0.00	4,000.00	8,000.00	8,000.00	
01-07-435-304 SCHOOLS/CONFERENCES/TRA	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00	
01-07-435-307 FEES/DUES/SUBSCRIPTIONS	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
01-07-435-311 POSTAGE & METER RENT	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
ADMINISTRATION	16.24	16.24	11,404.00	0.14	11,387.76	22,808.00	22,791.76	
OTHER								
01-07-440-542 EXAMS - WRITTEN	0.00	0.00	15,000.00	0.00	15,000.00	30,000.00	30,000.00	
01-07-440-543 EXAMS - PHYSICAL	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00	
01-07-440-544 EXAMS - PSYCHOLOGICAL	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00	
01-07-440-545 EXAMS - POLYGRAPH	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00	
OTHER	0.00	0.00	21,000.00	0.00	21,000.00	42,000.00	42,000.00	
Total Dept 07 - BOARD OF POLICE COMMISSIONERS	16.24	16.24	32,404.00	0.05	32,387.76	64,808.00	64,791.76	

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	PERIOD ENDING 05/31/2021	2021-22 ORIGINAL BUDGET		% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
				YTD BALANCE 05/31/2021	% BDGT USED			
<b>Fund 01 - GENERAL FUND</b>								
Dept 10 - ADMINISTRATION								
GENERAL MANAGEMENT								
01-10-400-147	MEDICARE	419.67	419.67	5,754.00	7.29	5,334.33	11,508.00	11,088.33
01-10-400-151	IMRF	7,282.33	7,282.33	94,735.00	7.69	87,452.67	189,470.00	182,187.67
01-10-400-161	SOCIAL SECURITY	1,794.43	1,794.43	21,408.00	8.38	19,613.57	42,816.00	41,021.57
01-10-400-171	SUI - UNEMPLOYMENT	14,77.04	14,77.04	1,272.00	6.06	1,194.96	2,544.00	2,466.96
01-10-400-171	SALARIES - MANAGEMENT STA OVERTIME	14,683.36	14,683.36	194,306.00	7.56	179,622.64	388,612.00	373,928.64
01-10-455-102	ASSISTANT VILLAGE ADMINISTR	277.16	277.16	3,000.00	9.24	2,722.84	6,000.00	5,722.84
01-10-455-105	ADMINISTRATIVE INTERN	9,522.56	9,522.56	123,792.00	7.69	114,269.44	247,584.00	238,061.44
01-10-455-107	SALARIES - CLERICAL	0.00	0.00	12,480.00	0.00	12,480.00	24,960.00	24,960.00
01-10-455-126	PERSONNEL RECRUITMENT	4,735.36	4,735.36	63,223.00	7.49	58,487.64	126,446.00	121,710.64
01-10-455-131	HEALTH/DENTAL/LIFE INSURAN	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-10-455-141	PHONE - TELEPHONES	3,625.84	3,625.84	46,600.00	7.78	42,974.16	93,200.00	89,574.16
01-10-455-201	CODIFY ORDINANCES	1,063.40	1,063.40	21,600.00	4.92	20,536.60	43,200.00	42,136.60
01-10-455-266	OFFICE SUPPLIES	0.00	0.00	4,000.00	0.00	4,000.00	8,000.00	8,000.00
01-10-455-301	PRINTING, PUBLISHING & TRAN	85.09	85.09	6,000.00	1.42	5,944.91	12,000.00	11,914.91
01-10-455-302	FUEL/MILEAGE/WASH	0.00	0.00	4,000.00	0.00	4,000.00	8,000.00	8,000.00
01-10-455-303	SCHOOLS/CONFERENCES/TRA	0.00	0.00	700.00	0.00	700.00	1,400.00	1,400.00
01-10-455-304	STRATEGIC PLANNING	75.00	75.00	1,000.00	7.50	925.00	2,000.00	1,925.00
01-10-455-305	CONSULTING	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-10-455-306	FEES/DUES/SUBSCRIPTIONS	0.00	0.00	70,000.00	0.00	70,000.00	140,000.00	140,000.00
01-10-455-307	POSTAGE & METER RENT	0.00	0.00	13,000.00	0.00	13,000.00	26,000.00	26,000.00
01-10-455-311	COPY SERVICE	0.00	0.00	4,500.00	0.00	4,500.00	9,000.00	9,000.00
01-10-455-315	COMMISSARY PROVISION	33.98	33.98	7,000.00	0.00	7,000.00	14,000.00	14,000.00
01-10-455-355	GENERAL MANAGEMENT			2,750.00	1.24	2,716.02	5,500.00	5,466.02
		43,675.22	43,675.22	703,620.00	6.21	659,944.78	1,407,240.00	1,363,564.78
<b>COMMUNITY RELATIONS</b>								
01-10-475-365	PUBLIC RELATIONS	0.00	0.00	23,000.00	0.00	23,000.00	46,000.00	46,000.00
01-10-475-367	CRISIS MANAGEMENT	0.00	0.00	30,000.00	0.00	30,000.00	60,000.00	60,000.00
01-10-475-370	MEALS-ON-WHEELS	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
<b>COMMUNITY RELATIONS</b>								
CAPITAL IMPROVEMENTS	BUILDING IMPROVEMENTS	0.00	0.00	20,000.00	0.00	20,000.00	40,000.00	40,000.00
01-10-485-602	FURNITURE & OFFICE EQUIPM	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-10-485-611	CAPITAL IMPROVEMENTS	0.00	0.00	20,500.00	0.00	20,500.00	41,000.00	41,000.00
CONTINGENCIES	CONTINGENCIES	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
01-10-490-799	CONTINGENCIES	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
DATA PROCESSING	EDP EQUIPMENT/SOFTWARE INTERNET/WEBSITE HOSTING	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-10-460-212	EDP LICENSES	626.82	626.82	14,845.00	4.22	14,218.18	29,690.00	29,063.18
01-10-460-225	CYBER DISRUPTION	8,454.60	8,454.60	27,133.00	31.16	18,678.40	54,266.00	45,811.40
01-10-460-263	DOCUMENT STORAGE/SCANNI	0.00	0.00	18,129.00	0.00	18,129.00	36,258.00	36,258.00
01-10-460-265	CONSULTING SERVICES - IT	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
01-10-460-267		0.00	0.00	20,411.00	0.00	20,411.00	40,822.00	40,822.00

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	ORIGINAL BUDGET	% BUDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND DATA PROCESSING		9,081.42	9,081.42	87,018.00	10.44	77,936.58	174,036.00	164,954.58
BUILDINGS	MAINTENANCE - BUILDING NICOR GAS (835 MIDWAY) ENERGY/COMED (835 MIDWAY) SANITARY (835 MIDWAY) LANDSCAPE - VILLAGE HALL BUILDING MAINTENANCE SUPP	54.37 0.00 0.00 0.00 0.00	54.37 0.00 0.00 0.00 0.00	60,000.00 2,000.00 2,500.00 700.00 1,000.00	0.09 0.00 0.00 0.00 0.00	59,945.63 2,000.00 2,500.00 700.00 1,000.00	120,000.00 4,000.00 5,000.00 1,400.00 2,000.00	119,945.63 4,000.00 5,000.00 1,400.00 2,000.00
BUILDINGS		54.37	54.37	72,200.00	0.08	72,145.63	144,400.00	144,345.63
LEGAL	FEES - VILLAGE ATTORNEY FEES - SPECIAL ATTORNEY FEES - LABOR COUNSEL	0.00 0.00 0.00	0.00 0.00 0.00	100,000.00 10,000.00 7,500.00	0.00 0.00 0.00	100,000.00 10,000.00 7,500.00	200,000.00 20,000.00 15,000.00	200,000.00 20,000.00 15,000.00
LEGAL		0.00	0.00	117,500.00	0.00	117,500.00	235,000.00	235,000.00
FINANCIAL CONSULTING	FINANCIAL SERVICES CONSULTING FEES - CLERICAL	0.00 845.10	0.00 845.10	500.00 50,000.00	0.00 1.69	500.00 49,154.90	1,000.00 100,000.00	1,000.00 99,154.90
FINANCIAL CONSULTING		845.10	845.10	50,500.00	1.67	49,654.90	101,000.00	100,154.90
RISK MANAGEMENT	INSURANCE - IRMA SELF INSURANCE - DEDUCTIBL	0.00 0.00	0.00 0.00	233,433.00 10,000.00	0.00 0.00	233,433.00 10,000.00	466,866.00 20,000.00	466,866.00 20,000.00
RISK MANAGEMENT		0.00	0.00	243,433.00	0.00	243,433.00	486,866.00	486,866.00
TRANSFERS TO OTHER FUNDS	TRANSFER TO DEBT SERVICE - TRANSFER TO LAFER	0.00 0.00	0.00 0.00	280,739.00 926,895.00	0.00 0.00	280,739.00 926,895.00	561,478.00 1,853,790.00	561,478.00 1,853,790.00
TRANSFERS TO OTHER FUNDS		0.00	0.00	1,207,634.00	0.00	1,207,634.00	2,415,268.00	2,415,268.00
Total Dept 10 - ADMINISTRATION		53,656.11	53,656.11	2,567,405.00	2.09	2,513,748.89	5,134,810.00	5,081,153.89
Dept 15 - PLANNING & ECONOMIC DEVELOPMENT								
GENERAL MANAGEMENT								
01-15-400-147 MEDICARE		27.20	27.20	452.00	6.02	424.80	904.00	876.80
01-15-400-151 IMRF		482.34	482.34	6,440.00	7.49	5,957.66	12,880.00	12,397.66
01-15-400-161 SOCIAL SECURITY		116.35	116.35	1,932.00	6.02	1,815.65	3,864.00	3,747.65
01-15-400-171 SUI - UNEMPLOYMENT		0.00	0.00	161.00	0.00	161.00	322.00	322.00
01-15-510-126 SALARIES - CLERICAL		1,956.73	1,956.73	26,125.00	7.49	24,168.27	52,250.00	50,293.27
01-15-510-141 HEALTH/DENTAL/LIFE INSURAN		610.08	610.08	7,563.00	8.07	6,952.92	15,126.00	14,515.92
01-15-510-301 OFFICE SUPPLIES		0.00	0.00	150.00	0.00	150.00	300.00	300.00
01-15-510-302 PRINTING & PUBLISHING		0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
01-15-510-311 POSTAGE & METER RENT		0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-15-510-340 LIFE INSURANCE - PLAN COMM		70.56	70.56	852.00	8.28	781.44	1,704.00	1,633.44
GENERAL MANAGEMENT		3,263.26	3,263.26	48,175.00	6.77	44,911.74	96,350.00	93,086.74

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND								
ENGINEERING	FEES - ENGINEERING	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-15-520-245	FEES - COURT REPORTER	0.00	0.00	3,000.00	0.00	3,000.00	6,000.00	6,000.00
01-15-520-246	PLAN REVIEW - ENGINEER	0.00	0.00	7,500.00	0.00	7,500.00	15,000.00	15,000.00
01-15-520-254	PLAN REVIEW - PLANNER	0.00	0.00	125,000.00	0.00	125,000.00	250,000.00	250,000.00
01-15-520-257	PLAN REVIEW - TRAFFIC CONS	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
ENGINEERING		0.00	0.00	142,500.00	0.00	142,500.00	285,000.00	285,000.00
Total Dept 15 - PLANNING & ECONOMIC DEVELOPMENT		3,263.26	3,263.26	190,675.00	1.71	187,411.74	381,350.00	378,086.74
Dept 20 - PARKS & RECREATION								
CAPITAL IMPROVEMENTS	POND IMPROVEMENTS	0.00	0.00	400.00	0.00	400.00	800.00	800.00
01-20-595-643	PARK IMPROVEMENTS - NEIGH	0.00	0.00	208,000.00	0.00	208,000.00	416,000.00	416,000.00
CAPITAL IMPROVEMENTS		0.00	0.00	208,400.00	0.00	208,400.00	416,800.00	416,800.00
ADMINISTRATION	MEDICARE	53.37	53.37	606.00	8.81	552.63	1,212.00	1,158.63
01-20-400-147	IMRF	899.72	899.72	9,069.00	9.92	8,169.28	18,138.00	17,238.28
01-20-400-151	SOCIAL SECURITY	228.19	228.19	2,593.00	8.80	2,364.81	5,186.00	4,957.81
01-20-400-161	SUI UNEMPLOYMENT	67.62	67.62	321.00	21.07	253.38	642.00	574.38
01-20-400-171	PHONE - TELEPHONES	185.02	185.02	2,208.00	8.38	2,022.98	4,416.00	4,230.98
01-20-455-201	SALARIES - PERMANENT EMPL	2,825.39	2,825.39	31,790.00	8.89	28,964.61	63,580.00	60,754.61
01-20-550-101	LIFE INSURANCE - COMMISSION	53.20	53.20	636.00	8.36	582.80	1,272.00	1,218.80
01-20-550-148	OFFICE/GENERAL PROGRAMS	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
01-20-550-301	PRINTING & PUBLISHING	0.00	0.00	13,500.00	0.00	13,500.00	27,000.00	27,000.00
01-20-550-302	POSTAGE & METER RENT	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-20-550-311		4,312.51	4,312.51	63,223.00	6.82	58,910.49	126,446.00	122,133.49
ADMINISTRATION								
DATA PROCESSING	EDP EQUIPMENT/SOFTWARE	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
01-20-555-212	EDP LICENSES	0.00	0.00	180.00	0.00	180.00	360.00	360.00
01-20-555-263	CONSULTING - PROGRAM HOST	0.00	0.00	15,000.00	0.00	15,000.00	30,000.00	30,000.00
DATA PROCESSING		0.00	0.00	17,680.00	0.00	17,680.00	35,360.00	35,360.00
MAINTENANCE	OVERTIME							
01-20-570-102	PART TIME - LABOR	824.63	824.63	5,000.00	16.49	4,175.37	10,000.00	9,175.37
01-20-570-103	MAINTENANCE - PARK BUILDIN	78.00	78.00	1,575.00	4.95	1,497.00	3,150.00	3,072.00
01-20-570-228	NICOR GAS (825 MIDWAY)	0.00	0.00	2,386.00	0.00	2,386.00	4,772.00	4,772.00
01-20-570-235	SANITARY (825 MIDWAY)	0.00	0.00	1,200.00	0.00	1,200.00	2,400.00	2,400.00
01-20-570-250	SANITARY (PARKS)	0.00	0.00	50.00	0.00	50.00	100.00	100.00
01-20-570-278	BALLFIELD MAINTENANCE	0.00	0.00	200.00	0.00	200.00	400.00	400.00
01-20-570-280	CONTRACTED MAINTENANCE &	10,736.00	10,736.00	12,000.00	0.00	12,000.00	24,000.00	24,000.00
01-20-570-281	MAINTENANCE SUPPLIES	0.00	0.00	125,100.00	8.58	114,364.00	250,200.00	239,464.00
01-20-570-331	MAINTENANCE - EQUIPMENT	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
MAINTENANCE		11,638.63	11,638.63	156,511.00	7.44	144,872.37	313,022.00	301,383.37

## EXPENDITURE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR PERIOD ENDING 05/31/2021			2021-22 BUDGET			APPROP. BALANCE
		MONTH 05/31/21	YTD BALANCE 05/31/2021	ORIGINAL BUDGET	% BDGT USED			
Fund 01 - GENERAL FUND								
SUMMER PROGRAM	SUMMER PROGRAM MATERIAL	200.00	200.00	7,800.00	2.56	7,600.00	15,600.00	15,400.00
01-20-575-119	SENIORS PROGRAM-SUMMER	0.00	0.00	5,400.00	0.00	5,400.00	10,800.00	10,800.00
SUMMER PROGRAM		200.00	200.00	13,200.00	1.52	13,000.00	26,400.00	26,200.00
FALL PROGRAM								
01-20-580-118	FALL PROGRAM MATERIALS & S	0.00	0.00	600.00	0.00	600.00	1,200.00	1,200.00
01-20-580-517	SENIORS PROGRAM-FALL	0.00	0.00	5,400.00	0.00	5,400.00	10,800.00	10,800.00
FALL PROGRAM		0.00	0.00	6,000.00	0.00	6,000.00	12,000.00	12,000.00
WINTER/SPECIAL PROGRAMS								
01-20-585-121	WINTER PROGRAM MATERIALS	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
01-20-585-150	CHILDRENS SPECIAL EVENTS -	0.00	0.00	3,000.00	0.00	3,000.00	6,000.00	6,000.00
01-20-585-151	FAMILY SPECIAL EVENT - MOVIE	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-20-585-152	FAMILY SPECIAL EVENT - TREE	0.00	0.00	5,200.00	0.00	5,200.00	10,400.00	10,400.00
01-20-585-153	FAMILY SPECIAL EVENT - BACK	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-20-585-154	FAMILY SPECIAL EVENT - RACE	0.00	0.00	5,200.00	0.00	5,200.00	10,400.00	10,400.00
01-20-585-155	CHILDREN'S HOLIDAY PARTY	0.00	0.00	5,200.00	0.00	5,200.00	10,400.00	10,400.00
01-20-585-157	COMMUNITY PICNIC	0.00	0.00	3,600.00	0.00	3,600.00	7,200.00	7,200.00
01-20-585-517	SENIORS PROGRAM-WINTER/S	0.00	0.00	5,400.00	0.00	5,400.00	10,800.00	10,800.00
WINTER/SPECIAL PROGRAMS		0.00	0.00	30,600.00	0.00	30,600.00	61,200.00	61,200.00
SPRING PROGRAM								
01-20-586-121	SPRING PROGRAM MATERIALS	0.00	0.00	300.00	0.00	300.00	600.00	600.00
SPRING PROGRAM		0.00	0.00	300.00	0.00	300.00	600.00	600.00
SPECIAL RECREATION								
01-20-590-518	SPECIAL RECREATION ASSOC P	0.00	0.00	39,310.00	0.00	39,310.00	78,620.00	78,620.00
01-20-590-519	ADA PARK MAINTENANCE	700.00	700.00	4,880.00	14.34	4,180.00	9,760.00	9,060.00
01-20-590-520	ADA RECREATION ACCOMMODA	0.00	0.00	6,500.00	0.00	6,500.00	13,000.00	13,000.00
01-20-590-521	ADA PARK IMPROVEMENTS	0.00	0.00	128,550.00	0.00	128,550.00	257,100.00	257,100.00
SPECIAL RECREATION		700.00	700.00	179,240.00	0.39	178,540.00	358,480.00	357,780.00
		16,851.14	16,851.14	675,154.00	2.50	658,302.86	1,350,308.00	1,333,456.86
Total Dept 20 - PARKS & RECREATION								
Dept 25 - FINANCE DEPARTMENT								
GENERAL MANAGEMENT								
01-25-400-147	MEDICARE	283.67	283.67	3,805.00	7.46	3,521.33	7,610.00	7,326.33
01-25-400-151	IMRF	4,927.43	4,927.43	55,104.00	8.94	50,176.57	110,208.00	105,280.57
01-25-400-161	SOCIAL SECURITY	1,212.89	1,212.89	15,476.00	7.84	14,263.11	30,952.00	29,739.11
01-25-400-171	SUI - UNEMPLOYMENT	64.91	64.91	963.00	6.74	898.09	1,926.00	1,861.09
01-25-610-101	SALARIES - MANAGEMENT STA	11,721.76	11,721.76	155,625.00	7.53	143,903.24	311,250.00	299,528.24
01-25-610-102	OVERTIME	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
01-25-610-126	SALARIES - CLERICAL	7,943.28	7,943.28	105,806.00	7.51	97,862.72	211,612.00	203,668.72
01-25-610-141	HEALTH/DENTAL/LIFE INSURAN	3,326.05	3,326.05	39,944.00	8.33	36,617.95	79,888.00	76,561.95
01-25-610-201	PHONE - TELEPHONES	50.00	50.00	0.00	100.00	(50.00)	0.00	(50.00)
01-25-610-301	OFFICE SUPPLIES	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00

## EXPENDITURE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
							APPROP.	APPROP. AVAIL.
<b>Fund 01 - GENERAL FUND</b>								
01-25-610-302	PRINTING & PUBLISHING	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-25-610-303	FUEL/MILEAGE/WASH	0.00	0.00	250.00	0.00	250.00	500.00	500.00
01-25-610-304	SCHOOLS/CONFERENCES/TRA	0.00	0.00	1,800.00	0.00	1,800.00	3,600.00	3,600.00
01-25-610-307	FEES/DUES/SUBSCRIPTIONS	0.00	0.00	1,655.00	0.00	1,655.00	3,310.00	3,310.00
01-25-610-311	POSTAGE & METER RENT	0.00	0.00	250.00	0.00	250.00	500.00	500.00
GENERAL MANAGEMENT		29,529.99	29,529.99	385,678.00	7.66	356,148.01	771,356.00	741,826.01
DATA PROCESSING								
01-25-615-212	EDP EQUIPMENT/SOFTWARE	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-25-615-263	EDP LICENSES	0.00	0.00	12,780.00	0.00	12,780.00	25,560.00	25,560.00
01-25-615-267	DOCUMENT STORAGE/SCANNI	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
DATA PROCESSING		0.00	0.00	15,280.00	0.00	15,280.00	30,560.00	30,560.00
FINANCIAL CONSULTING								
01-25-620-251	AUDIT SERVICES	0.00	0.00	30,990.00	0.00	30,990.00	61,980.00	61,980.00
01-25-620-252	FINANCIAL SERVICES	0.00	0.00	4,475.00	0.00	4,475.00	8,950.00	8,950.00
FINANCIAL CONSULTING		0.00	0.00	35,465.00	0.00	35,465.00	70,930.00	70,930.00
Total Dept 25 - FINANCE DEPARTMENT		29,529.99	29,529.99	436,423.00	6.77	406,893.01	872,846.00	843,316.01
<b>Dept 30 - POLICE DEPARTMENT</b>								
<b>CAPITAL IMPROVEMENTS</b>								
01-30-630-403	IN-CAR CAMERA	0.00	0.00	22,000.00	0.00	22,000.00	44,000.00	44,000.00
01-30-680-625	NEW VEHICLES	0.00	0.00	168,000.00	0.00	168,000.00	336,000.00	336,000.00
01-30-680-642	COPY MACHINE	0.00	0.00	32,000.00	0.00	32,000.00	64,000.00	64,000.00
CAPITAL IMPROVEMENTS		0.00	0.00	222,000.00	0.00	222,000.00	444,000.00	444,000.00
CONTINGENCIES								
01-30-685-799	CONTINGENCIES	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
CONTINGENCIES		0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
ADMINISTRATION								
01-30-400-147	MEDICARE	3,370.91	3,370.91	46,680.00	7.22	43,309.09	93,360.00	89,989.09
01-30-400-151	IMRF	3,565.94	3,565.94	49,910.00	7.14	46,344.06	99,820.00	96,254.06
01-30-400-161	SOCIAL SECURITY	904.96	904.96	12,553.00	7.21	11,648.04	25,106.00	24,201.04
01-30-400-171	SUI - UNEMPLOYMENT	112.01	112.01	9,309.00	1.20	9,196.99	18,618.00	18,505.99
01-30-630-101	SALARIES - PERMANENT EMPL	196,184.90	196,184.90	2,718,117.00	7.22	2,521,932.10	5,436,234.00	5,240,049.10
01-30-630-102	OVERTIME	14,016.57	14,016.57	336,000.00	4.17	321,983.43	672,000.00	657,983.43
01-30-630-103	OVERTIME - SPECIAL DETAIL &	1,380.94	1,380.94	15,000.00	9.21	13,619.06	30,000.00	28,619.06
01-30-630-105	SALARIES-COPS GRANT OFFIC	13,603.51	13,603.51	230,832.00	5.89	217,228.49	461,664.00	448,060.49
01-30-630-126	SALARIES - CLERICAL	14,466.23	14,466.23	192,473.00	7.52	178,006.77	384,946.00	370,479.77
01-30-630-127	OVERTIME - CLERICAL	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
01-30-630-131	PERSONNEL RECRUITMENT	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
01-30-630-141	HEALTH/DENTAL/LIFE INSURAN	31,902.39	31,902.39	362,454.00	8.80	330,551.61	724,908.00	693,005.61
01-30-630-155	POLICE PENSION	91,614.92	91,614.92	1,190,944.00	7.69	1,099,379.08	2,381,988.00	2,290,373.08
01-30-630-201	PHONE - TELEPHONES	1,312.70	1,312.70	27,000.00	4.86	25,687.30	54,000.00	52,687.30
01-30-630-202	ACCREDITATION	0.00	0.00	9,000.00	0.00	9,000.00	18,000.00	18,000.00

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
							APPROP.	APPROP. AVAIL.
<b>Fund 01 - GENERAL FUND</b>								
01-30-630-241	FEES - FIELD COURT ATTORNE	0.00	0.00	20,000.00	0.00	20,000.00	40,000.00	40,000.00
01-30-630-245	FIRING RANGE	0.00	0.00	18,500.00	0.00	18,500.00	37,000.00	37,000.00
01-30-630-301	OFFICE SUPPLIES	395.97	395.97	5,000.00	7.92	4,604.03	10,000.00	9,604.03
01-30-630-302	PRINTING & PUBLISHING	0.00	0.00	4,000.00	0.00	4,000.00	8,000.00	8,000.00
01-30-630-304	FUEL/MILEAGE/WASH	0.00	0.00	50,000.00	0.00	50,000.00	100,000.00	100,000.00
01-30-630-305	SCHOOLS/CONFERENCES/TRA	0.00	0.00	40,000.00	0.00	40,000.00	80,000.00	80,000.00
01-30-630-307	TUITION REIMBURSEMENT	0.00	0.00	6,000.00	0.00	6,000.00	12,000.00	12,000.00
01-30-630-308	FEES/DUES/SUBSCRIPTIONS	5,771.58	5,771.58	35,000.00	16.49	29,228.42	70,000.00	64,228.42
01-30-630-309	CADET PROGRAM	0.00	0.00	50,000.00	0.00	50,000.00	1,000.00	1,000.00
01-30-630-311	EMPLOYEE RECOGNITION	0.00	0.00	3,000.00	0.00	3,000.00	6,000.00	6,000.00
01-30-630-315	POSTAGE & METER RENT	0.00	0.00	4,200.00	0.00	4,200.00	8,400.00	8,400.00
01-30-630-345	COPY SERVICE	0.00	0.00	4,100.00	0.00	4,100.00	8,200.00	8,200.00
01-30-630-346	UNIFORMS	3,250.22	3,250.22	29,000.00	11.21	25,749.78	58,000.00	54,749.78
01-30-630-401	AMMUNITION	0.00	0.00	18,000.00	0.00	18,000.00	36,000.00	36,000.00
01-30-630-402	OPERATING EQUIPMENT	211.78	211.78	27,000.00	0.78	26,788.22	54,000.00	53,788.22
01-30-630-409	BODY CAMERAS	0.00	0.00	61,000.00	0.00	61,000.00	122,000.00	122,000.00
01-30-630-421	MAINTENANCE - VEHICLES	0.00	0.00	50,000.00	0.00	50,000.00	100,000.00	100,000.00
ADMINISTRATION	MAINTENANCE - RADIO EQUIPM	0.00	0.00	6,000.00	0.00	6,000.00	12,000.00	12,000.00
	ADMINISTRATION	382,065.53	382,065.53	5,592,622.00	6.83	5,210,556.47	11,185,244.00	10,803,178.47
DATA PROCESSING	EDP EQUIPMENT/ SOFTWARE	0.00	0.00	3,040.00	0.00	3,040.00	6,080.00	6,080.00
01-30-640-212	INTERNET/WEBSITE HOSTING	400.00	400.00	4,800.00	8.33	4,400.00	9,600.00	9,200.00
01-30-640-225	EDP LICENSES	1,893.60	1,893.60	40,000.00	4.73	38,106.40	80,000.00	78,106.40
01-30-640-263	DOCUMENT STORAGE/SCANNI	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-30-640-267	CONSULTING - IT/GRANT	0.00	0.00	17,703.00	0.00	17,703.00	35,406.00	35,406.00
DATA PROCESSING		2,293.60	2,293.60	67,543.00	3.40	65,249.40	135,086.00	132,792.40
BUILDINGS	Maintenance - Building	1,827.23	1,827.23	60,000.00	3.05	58,172.77	120,000.00	118,172.77
01-30-630-228	NICOR GAS (7760 QUINCY)	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
01-30-630-235	SANITARY (7760 QUINCY)	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
01-30-630-250	BUILDING MAINTENANCE SUPP	0.00	0.00	3,000.00	0.00	3,000.00	6,000.00	6,000.00
01-30-630-351		1,827.23	1,827.23	69,000.00	2.65	67,172.77	138,000.00	136,172.77
BUILDINGS	SELF INSURANCE - DEDUCTIBL	0.00	0.00	20,000.00	0.00	20,000.00	40,000.00	40,000.00
RISK MANAGEMENT		0.00	0.00	20,000.00	0.00	20,000.00	40,000.00	40,000.00
RISK MANAGEMENT	CONSTRUCTION & REMODEL	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
CONSTRUCTION	CONSTRUCTION	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
CONSTRUCTION		0.00	0.00	11,800.00	0.00	11,800.00	23,600.00	23,600.00
PATROL	ANIMAL CONTROL	0.00	0.00	800.00	0.00	800.00	1,600.00	1,600.00
01-30-650-268	JAIL SUPPLIES	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
01-30-650-343	DRUG FORFEITURE- STATE	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-30-650-348	DRUG FORFEITURE - FEDERAL	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
PATROL		0.00	0.00	11,800.00	0.00	11,800.00	23,600.00	23,600.00



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GL NUMBER	DESCRIPTION	ACTIVITY FOR PERIOD ENDING 05/31/2021			2021-22 BUDGET			% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
		MONTH 05/31/21	YTD BALANCE 05/31/2021	ORIGINAL BUDGET	% BDGT USED						
Fund 01 - GENERAL FUND											
01-35-710-303	FUEL/MILEAGE/WASH SCHOOLS/CONFERENCES/TRA FEES/DUES/SUBSCRIPTIONS	0.00	0.00	10,428.00	0.00	10,428.00	0.00	20,856.00	2,000.00	20,856.00	2,000.00
01-35-710-304	POSTAGE & METER RENT	0.00	0.00	400.00	0.00	400.00	0.00	800.00	0.00	800.00	0.00
01-35-710-307	UNIFORMS	371.60	371.60	1,500.00	24.77	1,128.40	3,000.00	2,628.40	3,000.00	2,628.40	3,000.00
01-35-710-311	OPERATING SUPPLIES & EQUIP	0.00	0.00	3,800.00	0.00	3,800.00	0.00	7,600.00	0.00	7,600.00	0.00
01-35-710-345	FURNITURE & OFFICE EQUIPME	0.00	0.00	3,890.00	0.00	3,890.00	0.00	7,780.00	0.00	7,780.00	0.00
01-35-710-401		0.00	0.00	500.00	0.00	500.00	0.00	1,000.00	0.00	1,000.00	0.00
01-35-710-405		21,311.49	21,311.49	312,706.00	6.82	291,394.51	625,412.00			604,100.51	
ADMINISTRATION											
DATA PROCESSING	EDP EQUIPMENT/SOFTWARE INTERNET/WEBSITE HOSTING	0.00	0.00	500.00	0.00	500.00	0.00	1,000.00	0.00	1,000.00	0.00
01-35-715-212		108.35	108.35	1,416.00	7.65	1,307.65	2,832.00			2,723.65	
01-35-715-225		108.35	108.35	1,916.00	5.66	1,807.65	3,832.00			3,723.65	
DATA PROCESSING											
ENGINEERING	FEES - ENGINEERING PLAN REVIEW - ENGINEER	0.00	0.00	24,000.00	0.00	24,000.00	0.00	48,000.00	0.00	48,000.00	0.00
01-35-720-245		0.00	0.00	1,500.00	0.00	1,500.00	0.00	3,000.00	0.00	3,000.00	0.00
01-35-720-254		0.00	0.00	25,500.00	0.00	25,500.00	0.00	51,000.00	0.00	51,000.00	0.00
DATA PROCESSING											
BUILDINGS											
01-35-725-413	MAINTENANCE - GARAGE	0.00	0.00	8,032.00	0.00	8,032.00	0.00	16,064.00	0.00	16,064.00	0.00
01-35-725-414	MAINTENANCE - SALT BINS	0.00	0.00	5,700.00	0.00	5,700.00	0.00	11,400.00	0.00	11,400.00	0.00
01-35-725-415	NICOR GAS	0.00	0.00	3,200.00	0.00	3,200.00	0.00	6,400.00	0.00	6,400.00	0.00
01-35-725-417	SANITARY USER CHARGE	0.00	0.00	200.00	0.00	200.00	0.00	400.00	0.00	400.00	0.00
01-35-725-418	MAINTENANCE - PW BUILDING	8,032.00	8,032.00	20,600.00	38.99	12,568.00	41,200.00			33,168.00	
BUILDINGS		8,032.00	8,032.00	37,732.00	21.29	29,700.00	75,464.00			67,432.00	
BUILDINGS											
EQUIPMENT REPAIR	MAINTENANCE - VEHICLES	0.00	0.00	25,000.00	0.00	25,000.00	0.00	50,000.00	0.00	50,000.00	0.00
01-35-735-409	MAINTENANCE - EQUIPMENT	0.00	0.00	1,000.00	0.00	1,000.00	0.00	2,000.00	0.00	2,000.00	0.00
01-35-735-411		0.00	0.00	26,000.00	0.00	26,000.00	0.00	52,000.00	0.00	52,000.00	0.00
EQUIPMENT REPAIR											
SNOW REMOVAL											
01-35-740-287	SNOW REMOVAL CONTRACT	0.00	0.00	80,000.00	0.00	80,000.00	0.00	160,000.00	0.00	160,000.00	0.00
01-35-740-411	MAINTENANCE - EQUIPMENT	0.00	0.00	8,800.00	0.00	8,800.00	0.00	17,600.00	0.00	17,600.00	0.00
SNOW REMOVAL											
STREET LIGHTING											
01-35-745-207	ENERGY - STREET LIGHTS	0.00	0.00	21,000.00	0.00	21,000.00	0.00	42,000.00	0.00	42,000.00	0.00
01-35-745-223	MAINTENANCE - STREET LIGHT	0.00	0.00	25,000.00	0.00	25,000.00	0.00	50,000.00	0.00	50,000.00	0.00
01-35-745-224	MAINTENANCE - TRAFFIC SIGN	0.00	0.00	3,800.00	0.00	3,800.00	0.00	7,600.00	0.00	7,600.00	0.00
STREET LIGHTING		0.00	0.00	49,800.00	0.00	49,800.00	0.00	99,600.00	0.00	99,600.00	0.00
STORM WATER IMPROVEMENTS											
01-35-750-286	JET CLEANING CULVERT	3,120.00	3,120.00	20,000.00	15.60	16,880.00	40,000.00			36,880.00	
01-35-750-289	SITE IMPROVEMENTS	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00			20,000.00	
01-35-750-290	EQUIPMENT RENTAL	0.00	0.00	3,500.00	0.00	3,500.00	7,000.00			7,000.00	
01-35-750-328	STREET & ROW MAINTENANCE	13,114.65	13,114.65	175,000.00	7.49	161,885.35	350,000.00			336,885.35	



## EXPENDITURE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND DATA PROCESSING		0.00	0.00	7,000.00	0.00	7,000.00	14,000.00	14,000.00
ENGINEERING	FEES - DRAINAGE ENGINEER	0.00	0.00	1,200.00	0.00	1,200.00	2,400.00	2,400.00
01-40-820-246	PLAN REVIEW - CIVIL ENGINEER	0.00	0.00	14,000.00	0.00	14,000.00	28,000.00	28,000.00
01-40-820-254	PLAN REVIEW - STRUCTURAL	0.00	0.00	4,000.00	0.00	4,000.00	8,000.00	8,000.00
01-40-820-255	PLAN REVIEW - BUILDING CODE	300.00	300.00	140,000.00	0.21	139,700.00	280,000.00	279,700.00
01-40-820-258	ENGINEERING	300.00	300.00	159,200.00	0.19	158,900.00	318,400.00	318,100.00
INSPECTION	PART TIME - INSPECTOR	0.00	0.00	45,000.00	0.00	45,000.00	90,000.00	90,000.00
01-40-830-109	PLUMBING INSPECTION	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
01-40-830-115	ELEVATOR INSPECTION	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
01-40-830-117	CODE ENFORCE INSPECTION	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
01-40-830-119	INSPECTION	0.00	0.00	60,000.00	0.00	60,000.00	120,000.00	120,000.00
Total Dept 40 - BUILDING & ZONING DEPARTMENT		15,717.03	15,717.03	441,708.00	3.56	425,990.97	883,416.00	867,698.97
Dept 53 - HOTEL/MOTEL COMMUNITY RELATIONS	ADVERTISING CHAMBER DIRECTORY	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
01-53-435-317	COMMUNITY RELATIONS	0.00	0.00	3,000.00	0.00	3,000.00	6,000.00	6,000.00
01-53-435-319		0.00	0.00	13,000.00	0.00	13,000.00	26,000.00	26,000.00
SPECIAL EVENTS	SPECIAL PROMOTIONAL EVENT	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
01-53-436-379	SPECIAL EVENTS	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
Total Dept 53 - HOTEL/MOTEL		0.00	0.00	15,500.00	0.00	15,500.00	31,000.00	31,000.00
TOTAL EXPENDITURES		670,335.70	670,335.70	12,696,593.00	5.28	12,026,257.30	25,393,186.00	24,722,850.30



## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 02 - WATER FUND	REIMBURSE OVERHEAD GENER TRANSFER TO DEBT SERVICE - TRANSFERS TO OTHER FUNDS	53,929.50 0.00	53,929.50 53,929.50	647,154.00 45,918.00	8.33 0.00	593,224.50 45,918.00	1,294,308.00 91,836.00	1,240,378.50 91,836.00
02-50-410-501	REIMBURSE OVERHEAD GENER	53,929.50	53,929.50	693,072.00	7.78	639,142.50	1,386,144.00	1,332,214.50
02-50-900-112	TRANSFER TO DEBT SERVICE - TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER PRODUCTION								
02-50-420-206	ENERGY - ELECTRIC PUMP	0.00	0.00	18,000.00	0.00	18,000.00	36,000.00	36,000.00
02-50-420-361	CHEMICALS	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
02-50-420-362	SAMPLING ANALYSIS	0.00	0.00	4,500.00	0.00	4,500.00	9,000.00	9,000.00
02-50-420-488	MAINTENANCE - PUMPS & WELL	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
02-50-420-491	PUMP INSPECTION REPAIR MAI	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
02-50-420-575	PURCHASE OF WATER	0.00	0.00	1,689,800.00	0.00	1,689,800.00	3,379,600.00	3,379,600.00
WATER PRODUCTION		0.00	0.00	1,714,800.00	0.00	1,714,800.00	3,429,600.00	3,429,600.00
WATER STORAGE								
02-50-425-473	WELLHOUSE REPAIRS & MAINT	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
02-50-425-474	WELLHOUSE REPAIRS & MAINT -	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
02-50-425-475	MATERIALS & SUPPLIES- STAND	0.00	0.00	5,500.00	0.00	5,500.00	11,000.00	11,000.00
02-50-425-485	REPAIRS & MAINTENANCE-STA	0.00	0.00	9,000.00	0.00	9,000.00	18,000.00	18,000.00
WATER STORAGE		0.00	0.00	17,500.00	0.00	17,500.00	35,000.00	35,000.00
TRANSPORTATION/DISTRIBUTION								
02-50-430-276	LEAK SURVEYS	0.00	0.00	20,256.00	0.00	20,256.00	40,512.00	40,512.00
02-50-430-277	WATER DISTRIBUTION REPAIRS	5,790.00	5,790.00	200,000.00	2.90	194,210.00	400,000.00	394,210.00
02-50-430-299	LANDSCAPING - OTHER	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
02-50-430-401	OPERATING EQUIPMENT	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
02-50-430-425	J. U. L. I. E. MAINTENANCE & SU	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
02-50-430-476	MATERIAL & SUPPLIES - DISTR	0.00	0.00	35,000.00	0.00	35,000.00	70,000.00	70,000.00
TRANSPORTATION/DISTRIBUTION		5,790.00	5,790.00	262,256.00	2.21	256,466.00	524,512.00	518,722.00
METERS & BILLING								
02-50-435-278	METERS FLOW TESTING	0.00	0.00	10,263.00	0.00	10,263.00	20,526.00	20,526.00
02-50-435-461	NEW METERING EQUIPMENT	0.00	0.00	15,000.00	0.00	15,000.00	30,000.00	30,000.00
02-50-435-462	METER REPLACEMENT	0.00	0.00	13,297.00	0.00	13,297.00	26,594.00	26,594.00
02-50-435-463	MAINTENANCE - METER EQUIP	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
METERS & BILLING		0.00	0.00	41,060.00	0.00	41,060.00	82,120.00	82,120.00
Total Dept 50 - WATER DEPARTMENT		125,688.14	125,688.14	3,473,501.00	3.62	3,347,812.86	6,947,002.00	6,821,313.86
TOTAL EXPENDITURES		125,688.14	125,688.14	3,473,501.00	3.62	3,347,812.86	6,947,002.00	6,821,313.86

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 04 - MOTOR FUEL TAX FUND								
Dept 56 - MOTOR FUEL TAX CAPITAL IMPROVEMENTS	STREET MAINTENANCE CONTR	0.00	350,000.00	0.00	350,000.00	700,000.00	700,000.00	700,000.00
04-56-430-684	CAPITAL IMPROVEMENTS	0.00	350,000.00	0.00	350,000.00	700,000.00	700,000.00	700,000.00
ENGINEERING	ENGINEERING	0.00	25,000.00	0.00	25,000.00	50,000.00	50,000.00	50,000.00
04-56-430-245	ENGINEERING	0.00	25,000.00	0.00	25,000.00	50,000.00	50,000.00	50,000.00
Total Dept 56 - MOTOR FUEL TAX		0.00	375,000.00	0.00	375,000.00	750,000.00	750,000.00	750,000.00
TOTAL EXPENDITURES		0.00	375,000.00	0.00	375,000.00	750,000.00	750,000.00	750,000.00

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
<b>Fund 06 - SSA ONE BOND &amp; INTEREST FUND</b>								
Dept 60 - SSA BOND								
OTHER								
06-60-550-401	BOND PRINCIPAL EXPENSE	0.00	0.00	190,000.00	0.00	190,000.00	380,000.00	380,000.00
06-60-550-402	BOND INTEREST EXPENSE	0.00	0.00	130,585.00	0.00	130,585.00	261,170.00	261,170.00
OTHER		0.00	0.00	320,585.00	0.00	320,585.00	641,170.00	641,170.00
Total Dept 60 - SSA BOND		0.00	0.00	320,585.00	0.00	320,585.00	641,170.00	641,170.00
<b>TOTAL EXPENDITURES</b>								
		0.00	0.00	320,585.00	0.00	320,585.00	641,170.00	641,170.00

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 BUDGET	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
<b>Fund 07 - POLICE PENSION FUND</b>									
Dept 62	ADMINISTRATION								
07-62-401-242	LEGAL FEES	0.00	0.00	1,000.00	0.00	1,000.00	0.00	2,000.00	2,000.00
07-62-401-251	AUDIT FEES	0.00	0.00	3,620.00	0.00	3,620.00	0.00	7,240.00	7,240.00
07-62-401-252	ACTUARY SERVICES	0.00	0.00	6,180.00	0.00	6,180.00	0.00	12,360.00	12,360.00
07-62-401-253	FINANCIAL ADVISORY FEES	0.00	0.00	35,000.00	0.00	35,000.00	0.00	70,000.00	70,000.00
07-62-401-254	FIDUCIARY INSURANCE	0.00	0.00	3,283.00	0.00	3,283.00	0.00	6,566.00	6,566.00
07-62-401-304	SCHOOLS CONFERENCE TRAV	0.00	0.00	4,000.00	0.00	4,000.00	0.00	8,000.00	8,000.00
07-62-401-307	FEES DUES SUBSCRIPTIONS	0.00	0.00	795.00	0.00	795.00	0.00	1,590.00	1,590.00
07-62-401-311	POSTAGE & METER RENT	0.00	0.00	50.00	0.00	50.00	0.00	100.00	100.00
07-62-401-531	DEPT OF INSURANCE FILING FE	4,562.90	4,562.90	5,625.00	81.12	1,062.10	11,250.00	6,687.10	6,687.10
07-62-401-543	EXAMS - PHYSICAL	0.00	0.00	750.00	0.00	750.00	0.00	1,500.00	1,500.00
ADMINISTRATION		4,562.90	4,562.90	60,303.00	7.57	55,740.10	120,606.00	116,043.10	116,043.10
<b>PENSION BENEFITS</b>									
07-62-401-581	PENSION BENEFITS	113,890.72	113,890.72	1,380,356.00	8.25	1,266,465.28	2,760,712.00	2,646,821.28	2,646,821.28
07-62-401-582	WIDOW'S PENSION	7,129.42	7,129.42	85,553.00	8.33	78,423.58	171,106.00	163,976.58	163,976.58
07-62-401-583	NON-DUTY DISABILITY BENEFIT	6,088.42	6,088.42	73,443.00	8.29	67,354.58	146,886.00	140,797.58	140,797.58
07-62-401-584	DUTY DISABILITY BENEFITS	6,007.61	6,007.61	72,091.00	8.33	66,083.39	144,182.00	138,174.39	138,174.39
	PENSION BENEFITS	133,116.17	133,116.17	1,611,443.00	8.26	1,478,326.83	3,222,886.00	3,089,769.83	3,089,769.83
Total Dept 62		137,679.07	137,679.07	1,671,746.00	8.24	1,534,066.93	3,343,492.00	3,205,812.93	3,205,812.93
<b>TOTAL EXPENDITURES</b>									
		137,679.07	137,679.07	1,671,746.00	8.24	1,534,066.93	3,343,492.00	3,205,812.93	3,205,812.93

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

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GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
<b>Fund 09 - WATER CAPITAL IMPROVEMENTS FUND</b>								
Dept 65 - WATER CAPITAL IMPROVEMENTS								
CAPITAL IMPROVEMENTS								
09-65-440-600	WATER SYSTEM IMPROVEMENT	0.00	0.00	151,125.00	0.00	151,125.00	302,250.00	302,250.00
09-65-440-602	MTU REPLACEMENT	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00
CAPITAL IMPROVEMENTS		0.00	0.00	152,125.00	0.00	152,125.00	304,250.00	304,250.00
Total Dept 65 - WATER CAPITAL IMPROVEMENTS		0.00	0.00	152,125.00	0.00	152,125.00	304,250.00	304,250.00
<b>TOTAL EXPENDITURES</b>								
		0.00	0.00	152,125.00	0.00	152,125.00	304,250.00	304,250.00

## EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
<b>Fund 10 - CAPITAL PROJECT FUND</b>								
Dept 68 - CAPITAL PROJECTS								
OTHER								
10-68-550-404	BOND ISSUANCE COSTS	344.50	344.50	681.00	50.59	336.50	1,362.00	1,017.50
OTHER		344.50	344.50	681.00	50.59	336.50	1,362.00	1,017.50
Total Dept 68 - CAPITAL PROJECTS		344.50	344.50	681.00	50.59	336.50	1,362.00	1,017.50
 TOTAL EXPENDITURES								
		344.50	681.00	50.59	336.50	1,362.00	1,017.50	

## EXPENDITURE REPORT FOR WILLOWBROOK

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PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 11 - DEBT SERVICE FUND								
Dept 70 - DEBT SERVICE FUND								
OTHER	BOND PRINCIPAL	0.00	0.00	223,171.00	0.00	223,171.00	446,342.00	446,342.00
	BOND INTEREST	0.00	0.00	103,486.00	0.00	103,486.00	206,972.00	206,972.00
11-70-550-401		0.00	0.00	326,657.00	0.00	326,657.00	653,314.00	653,314.00
11-70-550-402								
OTHER								
Total Dept 70 - DEBT SERVICE FUND		0.00	0.00	326,657.00	0.00	326,657.00	653,314.00	653,314.00
TOTAL EXPENDITURES								
		0.00	0.00	326,657.00	0.00	326,657.00	653,314.00	653,314.00

## EXPENDITURE REPORT FOR WILLOWBROOK

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GL NUMBER	DESCRIPTION	ACTIVITY FOR PERIOD ENDING 05/31/2021			% BUDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
		MONTH 05/31/21	YTD BALANCE 05/31/2021	ORIGINAL BUDGET				
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & CAPITAL IMPROVEMENTS	Dept 75 - LAND ACQUISITION/EXPANSION/RENOVATION							
Dept 75 - LAND ACQUISITION/EXPANSION/RENOVATION								
14-75-930-412	CRC EXT REMODEL (825 MIDWA	0.00	0.00	110,000.00	0.00	110,000.00	220,000.00	220,000.00
14-75-930-413	CRC INTERIOR REMODEL (825	0.00	0.00	1,020,750.00	0.00	1,020,750.00	2,041,500.00	2,041,500.00
14-75-930-414	FURNITURE & FIXTURES	0.00	0.00	521,145.00	0.00	521,145.00	1,042,290.00	1,042,290.00
CAPITAL IMPROVEMENTS		0.00	0.00	1,651,895.00	0.00	1,651,895.00	3,303,790.00	3,303,790.00
Total Dept 75 - LAND ACQUISITION/EXPANSION/RENOV		0.00	0.00	1,651,895.00	0.00	1,651,895.00	3,303,790.00	3,303,790.00
TOTAL EXPENDITURES		0.00	0.00	1,651,895.00	0.00	1,651,895.00	3,303,790.00	3,303,790.00

## EXPENDITURE REPORT FOR WILLOWBROOK

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PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 05/31/21	YTD BALANCE 05/31/2021	2021-22 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX								
Dept 15 - PLANNING & ECONOMIC DEVELOPMENT								
15-15-401-242	CONTINGENCIES	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
15-15-455-513	CONTINGENCIES	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00	20,000.00
ADMINISTRATION	SALES TAX REBATE- TOWN CEN	0.00	0.00	62,725.00	0.00	62,725.00	125,450.00	125,450.00
15-15-455-514	SALES TAX REBATE - PFM	0.00	0.00	110,000.00	0.00	110,000.00	220,000.00	220,000.00
ADMINISTRATION		0.00	0.00	172,725.00	0.00	172,725.00	345,450.00	345,450.00
STREET MAINTENANCE	MAINT TRAFFIC SIGNALS	0.00	0.00	3,141.00	0.00	3,141.00	6,282.00	6,282.00
15-15-745-224	STREET MAINTENANCE	0.00	0.00	3,141.00	0.00	3,141.00	6,282.00	6,282.00
Total Dept 15 - PLANNING & ECONOMIC DEVELOPMENT		0.00	0.00	185,866.00	0.00	185,866.00	371,732.00	371,732.00
TOTAL EXPENDITURES		0.00	0.00	185,866.00	0.00	185,866.00	371,732.00	371,732.00
TOTAL EXPENDITURES - ALL FUNDS		934,047.41	934,047.41	20,854,649.00	4.48	19,920,601.59	41,709,298.00	40,775,250.59

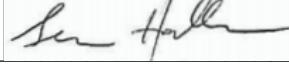
## VILLAGE OF WILLOWBROOK

### BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

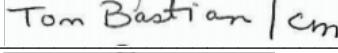
**AN ORDINANCE EXTENDING TEMPORARY EXECUTIVE  
POWERS PURSUANT TO 65 ILCS 5/11-1-6**

**AGENDA NO.** 6.e.

**AGENDA DATE:** 6/14/21

**STAFF REVIEW:** Sean Halloran, Asst. Village Administrator. SIGNATURE: 

**LEGAL REVIEW:** Tom Bastian, Village Attorney.

SIGNATURE: 

**RECOMMENDED BY:** Brian Pabst, Village Administrator.

SIGNATURE: 

**REVIEWED & APPROVED BY A COMMITTEE:** YES  NO  N/A

#### **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER 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 presented 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 (Governor's Disaster Proclamation). Following the lead of Governor J. B. Pritzker, health agencies on both the State and Federal level, the DuPage County Board, on March 16, 2020, passed the DuPage County Disaster Proclamation. The Centers for Disease Control (CDC) and World Health Organization have declared the COVID- 19 a global pandemic.

On July 24, 2020, Illinois Governor JB Pritzker issued an additional Executive Order amending the criteria. On October 20, 2020, the Governor implemented additional restrictions limiting gatherings sizes and banning indoor bar and restaurant services beginning on October 23, 2020, for regions 7 and 8. On December 11, 2020, the Governor issued Executive Order 2020-74, further tightening restrictions on bars, restaurants, and social gatherings to help mitigate the spread of COVID-19. On November 20, 2020, the Governor implemented Tier 3 Resurgence Mitigation restrictions to combat the exponential growth of COVID-19 within the State. On January 18, 2021, the Governor revised the regulations for regions that have met certain criteria. Most recently, the Governor revised the restrictions and announced the entire state has entered into the bridge phase as of May 14, 2021, and will enter phase 5 as of June 11, 2021.

## **STAFF RECOMMENDATION/PROPOSAL:**

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 will allow for the following items allowable through the code of ordinances:

- a) 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 effect until the next regular meeting of the Village Board of the Village of Willowbrook.

## **ACTION PROPOSED:**

Pass the Ordinance.

**ORDINANCE NO. 21-O-30**

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

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**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-O-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**, effective May 1, 2020, Governor JB Pritzker signed Executive Order 2020-32 extending for another thirty (30) days prior Executive Orders continuing shelter-in-place orders until May 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-O-13, entitled “An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6”; and

**WHEREAS**, during the May 11, 2020 regular Village Board Meeting of the Mayor and Board of Trustees of the Village of Willowbrook, the Village Board adopted and approved Ordinance 20-O-17, entitled “An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-6”; and

**WHEREAS**, during the May 26, 2020 Village Board meeting of the Mayor and Board of Trustees, the Village Board adopted and approved Ordinance No. 20-O-19 extending temporary executive powers; and

**WHEREAS**, during the June 8, 2020 Village Board Meeting of the Mayor and Board of Trustees, the Village Board adopted and approved Ordinance No. 20-O-21 extending temporary executive powers; and

**WHEREAS**, during the June 22, 2020 Village Board Meeting of the Mayor and Board of Trustees, the Village Board adopted and the Mayor approved Ordinance No. 20-O-23 extending temporary executive powers; and

**WHEREAS**, on June 26, 2020, Governor JB Pritzker issued Executive Order 2020-44 (COVID-19 Executive Order No. 42) which extended prior Executive Orders related to the COVID-19 pandemic and again declared all counties in the State of Illinois disaster areas for an additional thirty (30) days; and

**WHEREAS**, on July 24, 2020, Governor JB Pritzker extended the Disaster Proclamations, previously issued, for an additional thirty (30) days; and

**WHEREAS**, on August 21, 2020, Governor JB Pritzker extended the disaster proclamation, previously issued, for an additional thirty (30) days; and

**WHEREAS**, on October 16, 2020, Governor JB Pritzker again extended the disaster proclamation for an additional thirty (30) days; and

**WHEREAS**, on November 13, 2020, Governor JB Pritzker again extended the disaster proclamation for an additional thirty (30) days; and

**WHEREAS**, on January 8, 2021, Governor JB Pritzker extended the disaster proclamation for an additional thirty (30) days and as further extended on February 5, 2021 by Executive Order 2021-4; and

**WHEREAS**, on March 5, 2021, Governor JB Pritzker extended the disaster proclamation for an additional thirty (30) days; and

**WHEREAS**, Governor JB Pritzker has again extended the disaster proclamation for an additional thirty (30) days through the first week of May, 2021; and

**WHEREAS**, on April 30, 2021, Governor JB Pritzker extended the disaster proclamation for an additional thirty (30) days; and

**WHEREAS**, on May 28, 2021, Governor JB Pritzker extended the disaster proclamation through June 26, 2021; and

**WHEREAS**, the corporate authorities of the Village believe it is reasonable and necessary for the temporary executive powers afforded by Village Ordinances 20-O-08, 20-O-10, 20-O-13, 20-O-17, 20-O-19, 20-O-21, 20-O-23, 20-O-26, 20-O-29, 20-O-32, 20-O-36, 20-O-38, 20-O-44, 20-O-45, 20-O-48, 20-O-53, 20-O-55, 20-O-63, 21-O-01, 21-O-4, 21-O-7, 21-O-9, 21-O-11, 21-O-13, 21-O-16, 21-O-20, 21-O-22, 21-O-26 and this ordinance 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 Ordinances 20-O-08, 20-O-10,

20-O-13, 20-O-17, 20-O-19, 20-O-21, 20-O-23, 20-O-26, 20-O-29, 20-O-32, 20-O-36, 20-O-38, 20-O-44, 20-O-45, 20-O-48, 20-O-53, 20-O-55, 20-O-63, 21-O-01, 21-O-4, 21-O-7, 21-O-9, 21-O-11, 21-O-13, 21-O-16, 21-O-20, 21-O-22, 21-O-26 and as further extended by this Village Ordinance 21-O-30, 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.

**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 14<sup>th</sup> day of June, 2021.

ROLL CALL VOTE:                    AYES: \_\_\_\_\_

    NAYS: \_\_\_\_\_

    ABSTENTIONS: \_\_\_\_\_

    ABSENT: \_\_\_\_\_

    APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

A RESOLUTION APPROVING A PROPOSAL AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE A PURCHASE ORDER FROM ADVANCED WIRING SOLUTIONS, INC. FOR THE PURCHASE OF TWO (2) CCTV CAMERAS FOR THE VILLAGE LOCK-UP AT A COST NOT TO EXCEED \$6,680.00

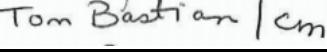
**AGENDA NO.** 6.f.

**AGENDA DATE:** 06-14-21

**STAFF REVIEW:** Robert Schaller, Chief of Police

**SIGNATURE:** 

**LEGAL REVIEW:** Thomas Bastian, Village Attorney

**SIGNATURE:** 

**RECOMMENDED BY:** Brian Pabst, Village Administrator

**SIGNATURE:** 

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

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

On December 20, 2019 Criminal Justice Specialist Errica Weatherspoon from the Illinois Department of Corrections completed a review of the municipal lockup area of the Willowbrook Police Department. During that review, the Willowbrook Police Department was in compliance with the Illinois Municipal Jail and Lockup Standards. The review did state a recommendation that the Willowbrook Police Department should consider installing CCTV cameras inside the jail cells.

Proposals were obtained for the installation of two CCTV cameras to be installed one in each jail cell. Upon further review an additional camera was found to be necessary in the armory of the Department. Lowest bid was obtained from Advanced Wiring Solutions at a total cost of \$6,680.00.

This item was budgeted under line item 01-30-630-343 for FY 21 with an approved budget of \$10,000.

**ACTION PROPOSED:** Adopt the Resolution

**RESOLUTION NO. 21-R-\_\_\_\_\_**

**A RESOLUTION APPROVING A PROPOSAL AND AUTHORIZING THE VILLAGE  
ADMINISTRATOR TO EXECUTE A PURCHASE ORDER FROM ADVANCED  
WIRING SOLUTIONS, INC. FOR THE PURCHASE OF TWO (2) CCTV CAMERAS  
FOR THE VILLAGE LOCK-UP AT A COST NOT TO EXCEED \$6,680.00**

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**WHEREAS**, the corporate authorities of the Village of Willowbrook have determined it is in the best interest of the Village to purchase two (2) closed circuit television cameras for installation in the Village lock-up; and

**WHEREAS**, the Village Police Department evaluated various closed circuit cameras and has determined that Advanced Wiring Solutions, Inc. will best serve the needs of the Village and the Police Department.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the proposal from Advanced Wiring Solutions, Inc. for the purchase of two (2) closed circuit television cameras from Advanced Wiring Solutions, Inc. in an amount not to exceed \$6,680.00 and attached hereto as Exhibit "A", is accepted and approved.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**BE IT FURTHER RESOLVED** that the Village Administrator is hereby directed and authorized to execute said proposal and purchase agreement on behalf of the Village.

ADOPTED and APPROVED this 14<sup>th</sup> day of June, 2021, by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**

JB Pritzker  
Governor

Rob Jeffreys  
Acting Director



## The Illinois Department of Corrections

1301 Concordia Court, P.O. Box 19277 • Springfield, IL 62794-9277 • (217) 558-2200 TDD: (800) 526-0844

DATE: February 3, 2020

Village President Frank A. Trilla  
Village of Willowbrook  
835 Midway Drive  
Willowbrook, Illinois 60527

Chief Robert Schaller  
Willowbrook Police Department  
7760 Quincy Street  
Willowbrook, Illinois 60527

Dear Village President Frank A. Trilla and Chief Robert Schaller:

A copy of the recent inspection report for the Willowbrook Jail/Lockup facility is enclosed. The *Illinois Compiled Statutes [730 ILCS 5/3-15-2(b)]* authorizes the Illinois Department of Corrections to inspect municipal adult [jail/lockup] facilities and to make the results of such inspections available for public review. Your municipality should make this inspection report available for public review in the city's/village's records and you are encouraged to give notice to the citizens of your municipality, by news release or other means, that this inspection report is available for the public's review. I have provided a courtesy copy of this letter and the inspection report to your municipality's clerk to help facilitate the public's review.

On December 20, 2019 Criminal Justice Specialist Errica Weatherspoon completed a review of the municipal lockup area at the Willowbrook Police Department. The entrance and exit interviews were conducted with Sergeant Timothy Kobler.

### IMPROVEMENTS SINCE LAST INSPECTION

1. New switch indicator notifies officers that prisoner is in the lockup.

### NONCOMPLIANCES WITH ILLINOIS MUNICIPAL JAIL AND LOCKUP STANDARDS

NONE

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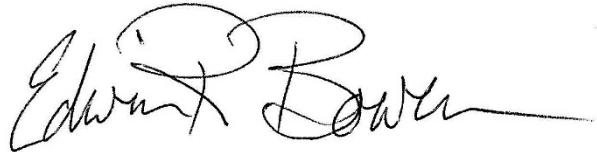
*Mission: To serve justice in Illinois and increase public safety by promoting positive change in offender behavior, operating successful reentry programs, and reducing victimization.*

## **RECOMMENDATIONS**

It is the recommendation that the department should consider installing cameras in the cells.

The Jail and Detention Standards Unit staff is available for consultation should you desire. Please call (217) 558-2200, extension 4212.

Sincerely,

A handwritten signature in black ink, appearing to read "Edwin R. Bowen". The signature is fluid and cursive, with a large, stylized 'E' and 'B'.

Edwin R. Bowen, Manager  
Jail and Detention Standards Unit

Enclosure

cc: City/Village Clerk Leroy R. Hansen  
Specialist Errica Weatherspoon

# VILLAGE OF WILLOWBROOK

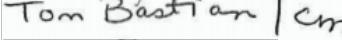
## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:	AGENDA NO.
Receive Plan Commission Recommendation – Public Hearing Case 21-06: Consideration of a petition for a text amendment to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.	6.g.  <b>AGENDA DATE:</b> <u>06/14/21</u>

**STAFF REVIEW:** Ann Choi, Planning Consultant

SIGNATURE: 

**LEGAL REVIEW:** Tom Bastian, Village Attorney

SIGNATURE: 

**RECOMMENDED BY:** Brian Pabst, Village Administrator

SIGNATURE: 

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

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

Currently, the Village only permits children's recreational equipment and playhouses, which are considered accessory uses under Section 9-12-2, within interior side yards, rear yards and courtyards. There is no relief mechanism to allow these accessory uses in yards other than where they are currently permitted except through a planned unit development process. The proposed text amendment would allow governmental or educational uses to apply for a variation to permit children's recreational equipment/playhouses within the front or exterior side yard for properties located on corner lots.

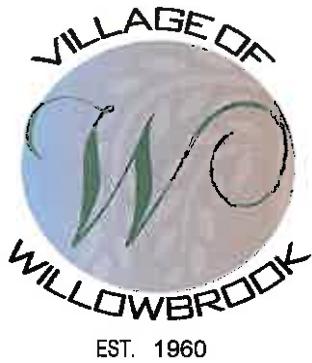
### **ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)**

State statutes relative to municipal zoning review requirements, would require the Village of Willowbrook to make reasonable efforts to streamline the zoning application process for public school properties and minimize the administrative burdens involved in the zoning review process. Instead of requiring school districts to apply for a PUD which is the most costly and time-consuming zoning entitlement process within the Village, the Village has initiated this text amendment to allow more flexibility in locating children's recreational equipment/playhouses for institutional uses located on corner lots. Properties located on corner lots and improved with a principal governmental or educational use, would be permitted to apply for a variation to locate children's recreational equipment in its front or exterior side yard in conformance with the procedures, terms and conditions set forth in Section 9-14-4 Variations of the Zoning Ordinance.

Staff has no objection in giving governmental or educational uses the ability to apply for this variation. The variation process will require notification of surrounding property owners and a public hearing before the Plan Commission. The Plan Commission would be able to recommend conditions to the proposed project before forwarding their recommendation to the Village Board for final approval, and the Village Board would have some input on the types of conditions that will be imposed. The intent of the public hearing process is to provide a transparent, public review process and Staff is confident that this process will provide for the most effective review and approval process for the regulation of children's recreational equipment within front and exterior side yards on certain properties located on corner lots.

The proposed text amendment was discussed at a regular meeting of the Plan Commission on June 2, 2021. No members of the public came forward to oppose the petition. The Plan Commission voted 5-0 in favor of the proposed petition, to forward a positive recommendation to the Village Board.

**ACTION PROPOSED:** June 14, 2021: Receive Plan Commission Recommendation.



# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

## MEMORANDUM

### Mayor

Frank A. Trilla

MEMO TO: Frank A. Trilla, Mayor  
Board of Trustees

### Village Clerk

Deborah Hahn

MEMO FROM: Dan Kopp, Chairman, Plan Commission

### Village Trustees

Sue Berglund

DATE: June 14, 2021

SUBJECT: **Zoning Hearing Case 21-06:** Village of Willowbrook, 835 Midway Drive, Willowbrook, Illinois. Consideration of a petition for a text amendment to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

At a regular meeting of the Plan Commission held on June 2, 2021, the above referenced application was discussed, and the following motion was made:

**MOTION:** Made by Wagner and seconded by Baksay that based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the text amendment presented on pages 2 to 4 of the Staff Report for PC Case Number 21-06 to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

**ROLL CALL:** AYES: Chairman Kopp, Vice Chairman Wagner, Commissioners Baksay, Kaczmarek, and Kaucky; NAYS: None; ABSENT: Commissioners Soukup and Walec.

### MOTION DECLARED CARRIED

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

DK:jp

### Chief of Police

Robert Schaller

### Director of Finance

Carrie Dittman



Proud Member of the  
Illinois Route 66 Scenic Byway



## Village of Willowbrook

### Staff Report to the Village Board

**Public Hearing Date:** June 2, 2021

**Village Board Receive Date:** June 14, 2021

**Prepared By:** Ann Choi, Planning Consultant

**Case Title:** PC 21-06: Consideration of a petition for a text amendment to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

**Petitioner:** Village of Willowbrook, 835 Midway Drive, Willowbrook IL 60527

**Action Requested by Petitioner:** Consideration and recommendation of the following text amendment:

**Code Sections to be Amended:** Title 9 – Zoning Sections:  
9-12-4(D)(1)(e) Appurtenant Structure, Children's Recreational Equipment

**Documents Attached:**  
*Attachment 1:* Public Hearing Notice  
*Attachment 2:* Village of Willowbrook Current Zoning Ordinance, Section 9-12-4  
*Attachment 3:* Village of Willowbrook Proposed Zoning Ordinance (Clean Version)

**Necessary Action by Village Board:** Receive Plan Commission Recommendation.

## History & Discussion of Request

The Village considers children's recreational equipment and playhouses as accessory uses under Section 9-12-2 and only permits these accessory uses within interior side yards, rear yards and courtyards. Currently, there is no relief mechanism to allow these accessory uses in yards other than where they are currently permitted under Section 9-12-2 and Section 9-12-4, except through a planned unit development process.

State statutes relative to municipal zoning review requirements and/or limitations under 65 ILCS 5/11-13-27, require municipalities to make reasonable efforts to streamline the zoning application process for public school properties and minimize the administrative burdens involved in the zoning review process. In lieu of requiring school districts to apply for a planned unit development which is the most costly and time-consuming zoning entitlement process within the Village of Willowbrook, the Village has initiated this text amendment to allow more flexibility in locating children's recreational equipment/playhouses for institutional uses on certain lots. Properties located on corner lots and improved with a principal governmental or educational use, would be permitted to apply for a variation to locate children's recreational equipment in its front or exterior side yard in conformance with procedures, terms and conditions set forth in Section 9-14-4 of the Zoning Ordinance. The variation process would require a public hearing with proper noticing to adjacent neighbors.

## Proposed Text Amendments

The following sections are to be amended. New language is highlighted in the **red** and is underlined. Language to be eliminated is indicated with a ~~strikethrough~~.

### 9-12-4: BULK REGULATIONS:

- (A) When an accessory use building is structurally attached to the principal building, it is subject to and must conform to all regulations of this title applicable to the principal building. (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
- (B) No detached accessory building shall be located closer to a principal building than ten feet (10'). Further, a detached accessory building shall be located at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 97-O-05, 1-27-1997)
- (C) All detached accessory structures shall not exceed fifteen feet (15') in height except:
  1. The height of signs shall be regulated by chapter 11 of this title.
  2. The height of any flagpole shall not exceed thirty feet (30'). The length of the flag shall not exceed one-third (1/3) of the height of the flagpole to which it is attached.
  3. The height of detached canopies shall not exceed eighteen feet (18') with a minimum clearance above grade of fourteen feet (14').
  4. The height of antenna for use in shortwave radio, transmitting and receiving, citizen band radio, transmitting and receiving, broadcast band radio, receiving shall be regulated by section 9-3-15 of this title. (Ord. 19-O-18, 8-12-2019)
- (D) Except as otherwise provided by this title, all accessory structures and uses shall conform to the district regulations of the district in which they are located, with the following exceptions: (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
  1. Appurtenant Structures:
    - (a) The total area of all structures either attached or detached from the principal structure that are used as a private garage shall not exceed the following capacity:
      - (1) For single-family detached dwellings, eight hundred (800) square feet per dwelling unit, or thirty five percent (35%) of the foundation area of the habitable portion of the principal structure, whichever is greater.
      - (2) For single-family attached dwellings and multiple-family dwellings, five hundred (500) square feet per dwelling unit.

(3) The minimum foundation area for any garage shall be two hundred forty (240) square feet. (Ord. 01-O-13, 5-14-2001)

(b) Detached garages shall be located to the rear of the rear line of the principal structure and shall be a distance of five feet (5') from any interior side lot line and a distance of at least ten feet (10') from the rear lot line. Detached garages shall not be permitted in the exterior side yard in any district. All detached garages shall be a distance of at least ten feet (10') from the principal structure, and the intervening space may not be roofed or enclosed. (Ord. 90-O-42, 11-26-1990; amd. Ord. 97-O-05, 1-27-1997)

(c) Greenhouses, sheds, or other buildings for storage purposes incidental to permitted uses shall have a floor area not exceeding one hundred twenty five (125) square feet in area, or one percent (1%) of the area of the lot on which said structure is located, whichever is greater. Greenhouses, sheds, or buildings for storage purposes shall be located to the rear of the rear line of the principal structure on any lot and located a distance of at least five feet (5') from any interior side lot line, and at least ten feet (10') from the rear lot line. Greenhouses and storage sheds shall be a distance of at least ten feet (10') from the principal structure, and the intervening space may be roofed, but not enclosed. (Ord. 87-O-46, 11-9-1987)

(d) Swimming pool decks, swimming pool mechanical equipment, children's playhouses, private swimming pools, hot tubs, saunas, screened houses and bathhouses shall be located a distance of at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 88-O-9, 4-25-1988)

(e) ~~Children's recreational equipment may be located anywhere except in a required front yard.~~  
~~(Ord. 97-O-05, 1-27-1997)~~

**Children's recreational equipment may be located as permitted uses in interior side yards, rear yards, or open courtyards in all zoning districts. Notwithstanding any provision of the Zoning Title of the Village to the contrary, for properties located on corner lots and improved with a principal governmental or educational use, the property owner may apply for a variation to locate children's recreational equipment in its front or exterior side yard in conformance with procedures, terms and conditions set forth in Section 4 entitled "Variations" of Chapter 14 entitled "Administration, Enforcement and Variations" of Title 9 entitled "Zoning Regulations" of the Willowbrook Municipal Code.**

(f) Not more than three (3) flagpoles may be constructed and maintained on a zoning lot. Flagpoles may be located anywhere on the lot provided that they shall be a distance of at least ten feet (10') from the nearest lot line. (Ord. 90-O-42, 11-26-1990)

(g) Nonmechanical laundry drying equipment may be located in the rear yard provided that it shall be a distance of at least five feet (5') from the nearest lot line.

(h) Open terraces, porches, patios and decks may be located in the required interior side yard or rear yard provided that they shall not exceed four feet (4') in height above the adjoining grade, and shall be located a distance of at least ten feet (10') from any lot line.

(i) Arbors, trellises and chimneys may project into any required yard not more than twenty four inches (24") for a linear distance not greater than eight feet (8').

(j) Bay windows and wing walls may project not more than twenty four inches (24") into any required yard.

(k) Eaves, gutters and permanent downspouts may project not more than three feet (3') into a required front, rear or side yard. (Ord. 97-O-05, 1-27-1997)

(l) On corner lots, no obstructions of any kind, including vegetation higher than eighteen inches (18") above curb level or edge of pavement, if there is no curb, shall be located in any portion of a yard situated within fifteen feet (15') of the lot corner formed by the intersection of the two (2) street right-of-way lines. (Ord. 84-O-57, 10-22-1984)



(m) Compost bins no larger than one hundred (100) cubic feet and no taller than five feet (5'), designed to hold compostable materials in such a way as to not allow material to be windblown, shall be located in the rear yard on any lot at least ten feet (10') from any lot line. In no event shall a compost bin be located closer than twenty feet (20') to a principal structure on an adjacent property. (Ord. 90-O-42, 11-26-1990)

## **Staff Recommendation**

Staff supports the proposed text amendment to allow properties located on corner lots and improved with a principal institutional use (i.e., public, educational, governmental uses), to apply for a variation to locate children's recreational equipment in its front or exterior side yard. If the Plan Commission concurs, the following sample recommendation is offered for consideration.

## **Sample Motion**

Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the text amendment presented on pages 2 to 4 of the Staff Report for PC Case Number 21-06 to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

## **Public Hearing and Communications**

The Plan Commission conducted a public hearing on this petition at a regular meeting of the Plan Commission on June 2, 2021. This meeting would typically take place in the Willowbrook Police Department Training Room, 7760 S. Quincy St, Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting was held virtually via Zoom.

### **Summary of Public Hearing and Communications**

Two (2) individuals from the public were sworn in at the public hearing.

1. Present: Approximately ten (10) individuals were present. The following members of the Plan Commission were in attendance: Chairman Dan Kopp, Vice Chairman John Wagner, Commissioners Catherine Kaczmarek, Leonard Kaucky, and Zoltan Baksay. The following Village staff members were present: Planning Consultant Ann Choi, Village Attorney Matthew Holmes, and Recording Secretary Lisa Shemroske. Court Reporter Lynne del Giudice was also in attendance.
2. Speakers: One (1) individual presented testimony. Planning Consultant Choi provided testimony in support of the Village-initiated petition.
3. There were no members of the general public that provided testimony in opposition to the petition.

### **Speakers Supporting the Petition**

A total of one (1) speaker supported the petition.

- Ann Choi, Village of Willowbrook, Planning Consultant.

### **Speakers Opposing the Petition**

There were no speakers who opposed the petition.

### **Communications Received**

The Village received zero letters in opposition to the proposed petition.



## Public Hearing Testimony Notes

Village of Willowbrook Planning & Development Department

Planning Consultant Choi presented the proposed text amendment and explained that currently, the Village only permits children's recreational equipment and playhouses, which are considered accessory uses under Section 9-12-2, within interior side yards, rear yards and courtyards. There is no relief mechanism to allow these accessory uses in yards other than where they are currently permitted except through a planned unit development process. Planning Consultant Choi indicated that State statutes would require the Village of Willowbrook to make reasonable efforts to streamline the zoning application process for public school properties and minimize the administrative burdens involved in the zoning review process. Instead of requiring school districts to apply for a PUD which is the most costly and time-consuming zoning entitlement process within the Village, Planning Consultant Choi explained that the Village has initiated this text amendment to allow more flexibility in locating children's recreational equipment/playhouses for institutional uses located on corner lots. Properties located on corner lots and improved with a principal governmental or educational use, would be permitted to apply for a variation to locate children's recreational equipment in its front or exterior side yard in conformance with the procedures, terms and conditions set forth in Section 9-14-4 Variations of the Zoning Ordinance.

Planning Consultant Choi concluded her presentation by stating that planning staff has no objection in giving institutional uses, primarily governmental or education, the ability to apply for this variation. The variation process will require notification of surrounding property owners and a public hearing before the Plan Commission. Planning Consultant Choi explained that the Plan Commission would be able to recommend conditions on the requested variation/project before forwarding their recommendation to the Village Board for final approval, and that the Village Board would have the opportunity to provide input on the types of conditions that will be imposed. Planning Consultant Choi noted that the intent of the public hearing process is to provide a transparent, public review process and Staff is confident that this process will provide for the most effective review and approval process for the regulation of children's recreational equipment within front and exterior side yards on certain properties located on corner lots.

Chairman Kopp asked the Plan Commissioners if they had any questions for Planning Consultant Choi. The Plan Commission did not have any further questions. Chairman Kopp closed the public comment period and opened the discussion between the Plan Commissioners.

## Plan Commission Discussion

Vice Chairman Wagner posed two questions. The first question asked was if the proposed text amendment would be specific to any particular parcel in the Village? Planning Consultant Choi responded that an application for a local school is anticipated in the next couple of months that would likely apply for this variation. Vice Chairman Wagner then asked under what circumstance would the Village allow the equipment in the front yard. Planning Consultant Choi responded that any governmental use such as a park or school would permit the equipment to be located within the front or exterior side yard on properties located on corner lots.

Commissioner Baksay asked what the setback requirements were since he was unable to find any setback requirements under Section 9-14-4 of the Zoning Code. Planning Consultant Choi referred the Plan Commission to the section of the Zoning Code pertaining to accessory uses on the computer screen and indicated that there are no specific encroachment dimensions to the front or exterior side yard lot line(s). Planning Consultant Choi indicated that a project requesting a variation to allow children's recreational equipment within these yards would need to be evaluated on a case-by-case basis.

Vice Chairman Wagner asked why the Village would not allow children's recreational equipment as permitted uses if there were no setback requirements. Planning Consultant Choi explained that pending approval of the text amendment, children's recreational equipment would be permitted accessory structures within front and exterior side yards, and it would be up to the Plan Commission's discretion as to where the Plan Commission would recommend the specific encroachment of the equipment within the yard.

Village Attorney Matthew Holmes clarified that currently, there is no equipment allowed in the front or exterior side yards for corner lots, and the governmental entity applying for the variation would still be required to comply with the setback requirements for accessory structures unless a variation was approved from the setback regulation. Currently the Zoning Code allows for variations for setbacks, but the Zoning Code does not allow for a variation to locate children's play equipment in those yards. The proposed text amendment would modify that slightly. Village Attorney Matthew Holmes indicated that one of the reasons for the proposed text amendment is that for institutional uses/governmental buildings such as schools, it would make more sense to locate accessory uses on what is defined as a front yard of the property. On corner lots, the narrower side of a lot is considered the front yard, and this does not make sense in the context of schools.

Chairman Kopp concluded by requesting that a commissioner make a motion. The following motion was made by Wagner was seconded by Baksay and approved unanimously, a 5-0 roll call vote of the members present:

### **Motion**

**Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the text amendment presented on pages 2 to 4 of the Staff Report for PC Case Number 21-06 to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.**



**Attachment 1**  
Public Hearing Notice  
(2 pages)

**NOTICE OF PUBLIC HEARING**  
**ZONING HEARING CASE NO. 21-06**

NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 2<sup>nd</sup> of June 2021 at the hour of 7:00 P.M. This meeting would typically take place in the Willowbrook Police Department Training Room, 7760 S. Quincy St, Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting will be held virtually. Internet address and access instructions will be provided on the Village of Willowbrook's Plan Commission website once available:

<https://www.willowbrookil.org/Archive.aspx?AMID=44>

The purpose of the public hearing is to consider a request by the Village of Willowbrook, as petitioner, to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

The applicant for this petition is the Village of Willowbrook, 835 Midway Drive, Willowbrook Illinois 60527.

A copy of the Village's petition is on file in the Office of the Village Planner, Village of Willowbrook, 835 Midway, Willowbrook, Illinois, and is available for public inspection.

Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Ann Choi, Village of Willowbrook, 835 Midway, Willowbrook, IL 60527, or call (630) 920-2233, Monday through Friday, between 8:30 A.M. and 4:30 P.M., within a reasonable time before the meeting. Requests for sign language interpreters should be made a minimum of five working days in advance of the meeting.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. Written comments may be submitted up to the hour of 6:00pm on June 2, 2021 to [planner@willowbrook.il.us](mailto:planner@willowbrook.il.us). This hearing may be recessed to another date if not concluded on the evening scheduled.

/s/ Brian Pabst  
Village Administrator  
(630) 920-2261

Published in the May 17, 2021 edition of *The Chicago Sun-Times* Newspaper.

## CLASSIFIEDS 312.321.2345

## AUTOMOTIVE

## Autos

2012 Buick Verano automatic, selling price \$3500 T, L & F AT FirstMarshallAutoAuction.com (708)333-2266.

2011 Ford Fiesta, automatic, selling price \$1900 T, L & F AT FirstMarshallAutoAuction.com (708)333-2266. White

2013 Mercedes Benz C 300, Super clean. 65k miles. \$15,000. Cell Charles 773-851-4576

2010 Mercedes Benz, Runs good, needs work, high miles, Black, leather int., No rust. \$5,000. 708-998-6499

2009 Pontiac G6, automatic, selling price \$1300 T, L & F AT FirstMarshallAutoAuction.com. (708)333-2266. Red

## Autos

## Autos Wanted



**A&A Addison Auto**  
**WE BUY JUNK CARS!**  
**WE PAY CASH ON THE SPOT!**  
773-507-3023

## Autos Wanted



**WE BUY JUNK CARS!**  
**WE PAY CASH ON THE SPOT!**  
773-507-3023

## LEGAL SERVICES

## LEGAL

## Assumed Name

## ASSUMED NAME

Notice is hereby given, pursuant to "An Act in relation to the use of an Assumed Business Name in the conduct or transaction of business in the State," as amended, that a certification was registered by the undersigned with the County Clerk of Cook County, Registration Number: Y21006760 on April 28, 2021.

Under the Assumed Business Name of

**I TAKE MY COFFEE BLACK**  
with the business located at: 1259 W WINNEMAC AVE APT 3, CHICAGO, IL 60640. The true and real full name(s) and residence address of the owner(s)/partner(s) is: ZACHARY S GOFORTH, 1259 W WINNEMAC AVE APT 3, CHICAGO, IL 60640, USA.

5/3 5/10 5/17/2021 #1125455

## Public Notices

were served outside this state). 3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint. 4. If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements. Issues date 2/26/2021. Expiration date 5/28/2021. Court clerk/s Diana Doyle FILED KALASKA COUNTY CLERK Feb 26, 2021 5/3 5/10 5/17/2021 #1125455

## Storage - Legal

## Storage

2021, at 10:00 a Storage & Mov Inc. ("Reeble"), Things at 2325 N Chicago, IL 60614. Please call 773-525-6700 to

and time WE RESERVE T REFUSE ANY E TOO LOW

06/08/2021, at 1 Store Your TH Clark St Chicago

PUBLIC

Scott Blodgett

550 Avalon Terne

Grand Rapids, MI

Balance: \$2,050.2

Account: 440

Robert Boeck

1221 Seminole Av

Madison, WI 5371

Balance: \$7,262.2

Account: 726

John Cain

600 W Fullerton P

Chicago, IL 60614

Balance: \$2,128.0

Account: 230

Kathleen Downing

6545 W 64 Pl

Chicago, IL 60632

Balance: \$2,047.0

Account: 484

Kyle Gearhart

4300 N Marine Dr

Chicago, IL 60613

Balance: \$1,554.8

Account: 532

Pamela Harratty

19 Pool St NW

Albuquerque, NM

Balance: \$4,768.2

Account: 118

Pamela Harratty

19 Pool St NW

Albuquerque, NM

Balance: \$2,980.8

Account: 399

Pamela Harratty

19 Pool St NW

Albuquerque, NM

Balance: \$1,240.0

Account: 47

Bruce Longaneck

423 W Beiden Ave

Chicago, IL 60614

Balance: \$2,572.2

Account: 437

James Neaylon

2335 N Commonwealth

Chicago, IL 60614

Balance: \$507.00

Account: 34

Martin Scanlon

2703 N Clark St #2

Chicago, IL 60614

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on May 25 2021

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7366 on May 25

#8382 901 W Ad

on May 25 2021 e

## Public Hearings

## Public Hearings

NOTICE OF PUBLIC HEARING  
ZONING HEARING CASE NO. 21-06

NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 2nd of June 2021 at the hour of 7:00 P.M. This meeting would typically take place in the Willowbrook Police Department Training Room, 7760 S. Quincy St, Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting will be held virtually. Internet address and access instructions will be provided on the Village of Willowbrook's Plan Commission website once available:

<https://www.willowbrookil.org/Archive.aspx?AMID=44>

The purpose of the public hearing is to consider a request by the Village of Willowbrook, as petitioner, to amend Title 8, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

The applicant for this petition is the Village of Willowbrook, 835 Midway Drive, Willowbrook, Illinois 60527.

A copy of the Village's petition is on file in the Office of the Village Planner, Village of Willowbrook, 835 Midway, Willowbrook, Illinois, and is available for public inspection.

Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Ann Choi, Village of Willowbrook, 835 Midway, Willowbrook, IL 60527, or call (630) 920-2233, Monday through Friday, between 8:30 A.M. and 4:30 P.M., within a reasonable time before the meeting. Requests for sign language interpreters should be made a minimum of five working days in advance of the meeting.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. Written comments may be submitted up to the hour of 6:00pm on June 2, 2021 to planner@willowbrookil.us. This hearing may be recessed to another date if not concluded on the evening scheduled.

/s/ Brian Pabst  
Village Administrator  
(630) 920-2261

Published in the May 17, 2021 edition of The Chicago Sun-Times Newspaper.  
#1123905

The Metropolitan Water Reclamation District of Greater Chicago will be accepting applications for the following classification(s):

## Environmental Chemist (Original &amp; Promotional)

**Application Filing Period:** May 7, 2021 through May 28, 2021. **Examination Date:** June 26, 2021. **Location:** To be announced. **Scope of Examination:** Knowledge of environmental chemist practices. **Nature of Position and Duties:** Under general supervision, supervises the work of a small laboratory; and/or conducts chemical research and analysis as applied to water, sewage and industrial wastes, and purchased or processed materials. **Salary:** \$81,498.04 per year

## Environmental Research Technician (Original &amp; Promotional)

**Application Filing Period:** April 23, 2021 through May 21, 2021. **Examination Date:** June 19, 2021. **Location:** To be announced. **Scope of Examination:** Knowledge of environmental research technician practices. **Nature of Position and Duties:** Under supervision, and in accordance with specified methods, performs a variety of technical duties associated with the collection of field and laboratory data related to agromic, wastewater, surface water quality, or aquatic biology research and monitoring projects, the analysis of samples, and the operation and maintenance of equipment used in the field and laboratory. **Salary:** \$53,843.14 per year

## Financial Analyst (Original &amp; Promotional)

**Application Filing Period:** May 14, 2021 through June 11, 2021. **Examination Date:** June 26, 2021. **Location:** To be announced. **Scope of Examination:** Knowledge of financial analyst practices. **Nature of Position and Duties:** Under direction, performs professional financial and investment analysis and reporting activities and supervises subordinate financial staff. **Salary:** \$90,445.94 per year

Applications can be submitted online only at [www.districtjobs.org](http://www.districtjobs.org).

Additional information may be found at [www.mwrd.org](http://www.mwrd.org) or call 312-751-5100.

## Mailed, Emailed, Hand delivered or Faxed Applications Will Not Be Accepted.

## Resumes Will Not Be Accepted In Place of Application Forms.

An Equal Opportunity Employer - M/F/D

5/7 - 5/21/2021 #1125819

Minority and Women Owned Business Enterprises are encouraged to participate.

## Metropolitan Pier and Exposition Authority

MPEA Procurement  
301 East Cermak Road  
Chicago, Illinois 60616  
mpeaprourement@mpea.com

The RFQ document will be available for download on May 17, 2021 via the Authority's website at [www.mpea.com](http://www.mpea.com) under the link "Doing Business" and "Current Bids/Opportunities". Qualifications are due no later than 12:00 Noon, CST) on Monday June 21, 2021. Proposers MUST respond to the RFQ in order to participate in the RFP phase.

Minority and Women Owned Business Enterprises are encouraged to participate.

## Metropolitan Pier and Exposition Authority

MPEA Procurement  
301 East Cermak Road  
Chicago, Illinois 60616  
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Minority and Women Owned Business Enterprises are encouraged to participate.

## Metropolitan Pier and Exposition Authority

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301 East Cermak Road  
Chicago, Illinois 60616  
mpeaprourement@mpea.com

**Attachment 2**  
Village of Willowbrook Current Zoning Ordinance,  
Sections 9-12-4

**9-12-4: BULK REGULATIONS:**

- (A) When an accessory use building is structurally attached to the principal building, it is subject to and must conform to all regulations of this title applicable to the principal building. (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
- (B) No detached accessory building shall be located closer to a principal building than ten feet (10'). Further, a detached accessory building shall be located at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 97-O-05, 1-27-1997)
- (C) All detached accessory structures shall not exceed fifteen feet (15') in height except:
  - 1. The height of signs shall be regulated by chapter 11 of this title.
  - 2. The height of any flagpole shall not exceed thirty feet (30'). The length of the flag shall not exceed one-third (1/3) of the height of the flagpole to which it is attached.
  - 3. The height of detached canopies shall not exceed eighteen feet (18') with a minimum clearance above grade of fourteen feet (14').
  - 4. The height of antenna for use in shortwave radio, transmitting and receiving, citizen band radio, transmitting and receiving, broadcast band radio, receiving shall be regulated by section 9-3-15 of this title. (Ord. 19-O-18, 8-12-2019)
- (D) Except as otherwise provided by this title, all accessory structures and uses shall conform to the district regulations of the district in which they are located, with the following exceptions: (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
  - 1. Appurtenant Structures:
    - (a) The total area of all structures either attached or detached from the principal structure that are used as a private garage shall not exceed the following capacity:
      - (1) For single-family detached dwellings, eight hundred (800) square feet per dwelling unit, or thirty five percent (35%) of the foundation area of the habitable portion of the principal structure, whichever is greater.
      - (2) For single-family attached dwellings and multiple-family dwellings, five hundred (500) square feet per dwelling unit.
      - (3) The minimum foundation area for any garage shall be two hundred forty (240) square feet. (Ord. 01-O-13, 5-14-2001)
    - (b) Detached garages shall be located to the rear of the rear line of the principal structure and shall be a distance of five feet (5') from any interior side lot line and a distance of at least ten feet (10') from the rear lot line. Detached garages shall not be permitted in the exterior side yard in any district. All detached garages shall be a distance of at least ten feet (10') from the principal structure, and the intervening space may not be roofed or enclosed. (Ord. 90-O-42, 11-26-1990; amd. Ord. 97-O-05, 1-27-1997)
    - (c) Greenhouses, sheds, or other buildings for storage purposes incidental to permitted uses shall have a floor area not exceeding one hundred twenty five (125) square feet in area, or one percent (1%) of the area of the lot on which said structure is located, whichever is greater. Greenhouses, sheds, or buildings for storage purposes shall be located to the rear of the rear line of the principal structure on any lot and located a distance of at least five feet (5') from any interior side lot line, and at least ten feet (10') from the rear lot line. Greenhouses and storage sheds shall be a distance of at least ten feet (10') from the

principal structure, and the intervening space may be roofed, but not enclosed. (Ord. 87-O-46, 11-9-1987)

- (d) Swimming pool decks, swimming pool mechanical equipment, children's playhouses, private swimming pools, hot tubs, saunas, screened houses and bathhouses shall be located a distance of at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 88-O-9, 4-25-1988)
- (e) Children's recreational equipment may be located anywhere except in a required front yard. (Ord. 97-O-05, 1-27-1997)
- (f) Not more than three (3) flagpoles may be constructed and maintained on a zoning lot. Flagpoles may be located anywhere on the lot provided that they shall be a distance of at least ten feet (10') from the nearest lot line. (Ord. 90-O-42, 11-26-1990)
- (g) Nonmechanical laundry drying equipment may be located in the rear yard provided that it shall be a distance of at least five feet (5') from the nearest lot line.
- (h) Open terraces, porches, patios and decks may be located in the required interior side yard or rear yard provided that they shall not exceed four feet (4') in height above the adjoining grade, and shall be located a distance of at least ten feet (10') from any lot line.
- (i) Arbors, trellises and chimneys may project into any required yard not more than twenty four inches (24") for a linear distance not greater than eight feet (8').
- (j) Bay windows and wing walls may project not more than twenty four inches (24") into any required yard.
- (k) Eaves, gutters and permanent downspouts may project not more than three feet (3') into a required front, rear or side yard. (Ord. 97-O-05, 1-27-1997)
- (l) On corner lots, no obstructions of any kind, including vegetation higher than eighteen inches (18") above curb level or edge of pavement, if there is no curb, shall be located in any portion of a yard situated within fifteen feet (15') of the lot corner formed by the intersection of the two (2) street right-of-way lines. (Ord. 84-O-57, 10-22-1984)
- (m) Compost bins no larger than one hundred (100) cubic feet and no taller than five feet (5'), designed to hold compostable materials in such a way as to not allow material to be windblown, shall be located in the rear yard on any lot at least ten feet (10') from any lot line. In no event shall a compost bin be located closer than twenty feet (20') to a principal structure on an adjacent property. (Ord. 90-O-42, 11-26-1990)



### Attachment 3

#### Village of Willowbrook Proposed Zoning Ordinance (Clean Version) (2 pages)

##### 9-12-4: BULK REGULATIONS:

- (A) When an accessory use building is structurally attached to the principal building, it is subject to and must conform to all regulations of this title applicable to the principal building. (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
- (B) No detached accessory building shall be located closer to a principal building than ten feet (10'). Further, a detached accessory building shall be located at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 97-O-05, 1-27-1997)
- (C) All detached accessory structures shall not exceed fifteen feet (15') in height except:
  - 5. The height of signs shall be regulated by chapter 11 of this title.
  - 6. The height of any flagpole shall not exceed thirty feet (30'). The length of the flag shall not exceed one-third (1/3) of the height of the flagpole to which it is attached.
  - 7. The height of detached canopies shall not exceed eighteen feet (18') with a minimum clearance above grade of fourteen feet (14').
  - 8. The height of antenna for use in shortwave radio, transmitting and receiving, citizen band radio, transmitting and receiving, broadcast band radio, receiving shall be regulated by section 9-3-15 of this title. (Ord. 19-O-18, 8-12-2019)
- (D) Except as otherwise provided by this title, all accessory structures and uses shall conform to the district regulations of the district in which they are located, with the following exceptions: (Ord. 77-O-14, 3-31-1977; amd. Ord. 97-O-05, 1-27-1997)
  - 1. Appurtenant Structures:
    - (a) The total area of all structures either attached or detached from the principal structure that are used as a private garage shall not exceed the following capacity:
      - (1) For single-family detached dwellings, eight hundred (800) square feet per dwelling unit, or thirty five percent (35%) of the foundation area of the habitable portion of the principal structure, whichever is greater.
      - (2) For single-family attached dwellings and multiple-family dwellings, five hundred (500) square feet per dwelling unit.
      - (3) The minimum foundation area for any garage shall be two hundred forty (240) square feet. (Ord. 01-O-13, 5-14-2001)
    - (b) Detached garages shall be located to the rear of the rear line of the principal structure and shall be a distance of five feet (5') from any interior side lot line and a distance of at least ten feet (10') from the rear lot line. Detached garages shall not be permitted in the exterior side yard in any district. All detached garages shall be a distance of at least ten feet (10') from the principal structure, and the intervening space may not be roofed or enclosed. (Ord. 90-O-42, 11-26-1990; amd. Ord. 97-O-05, 1-27-1997)
    - (c) Greenhouses, sheds, or other buildings for storage purposes incidental to permitted uses shall have a floor area not exceeding one hundred twenty five (125) square feet in area, or one percent (1%) of the area of the lot on which said structure is located, whichever is greater. Greenhouses, sheds, or buildings for storage purposes shall be located to the rear of the rear line of the principal structure on any lot and located a distance of at least five feet (5') from any interior side lot line, and at least ten feet (10') from the rear lot line. Greenhouses and storage sheds shall be a distance of at least ten feet (10') from the principal structure, and the intervening space may be roofed, but not enclosed. (Ord. 87-O-46, 11-9-1987)

- (d) Swimming pool decks, swimming pool mechanical equipment, children's playhouses, private swimming pools, hot tubs, saunas, screened houses and bathhouses shall be located a distance of at least five feet (5') from any interior side lot line and at least ten feet (10') from the rear lot line. (Ord. 88-O-9, 4-25-1988)
- (e) Children's recreational equipment may be located as permitted uses in interior side yards, rear yards, or open courtyards in all zoning districts. Notwithstanding any provision of the Zoning Title of the Village to the contrary, for properties located on corner lots and improved with a principal governmental or educational use, the property owner may apply for a variation to locate children's recreational equipment in its front or exterior side yard in conformance with procedures, terms and conditions set forth in Section 4 entitled "Variations" of Chapter 14 entitled "Administration, Enforcement and Variations" of Title 9 entitled "Zoning Regulations" of the Willowbrook Municipal Code.
- (f) Not more than three (3) flagpoles may be constructed and maintained on a zoning lot. Flagpoles may be located anywhere on the lot provided that they shall be a distance of at least ten feet (10') from the nearest lot line. (Ord. 90-O-42, 11-26-1990)
- (g) Nonmechanical laundry drying equipment may be located in the rear yard provided that it shall be a distance of at least five feet (5') from the nearest lot line.
- (h) Open terraces, porches, patios and decks may be located in the required interior side yard or rear yard provided that they shall not exceed four feet (4') in height above the adjoining grade, and shall be located a distance of at least ten feet (10') from any lot line.
- (i) Arbors, trellises and chimneys may project into any required yard not more than twenty four inches (24") for a linear distance not greater than eight feet (8').
- (j) Bay windows and wing walls may project not more than twenty four inches (24") into any required yard.
- (k) Eaves, gutters and permanent downspouts may project not more than three feet (3') into a required front, rear or side yard. (Ord. 97-O-05, 1-27-1997)
- (l) On corner lots, no obstructions of any kind, including vegetation higher than eighteen inches (18") above curb level or edge of pavement, if there is no curb, shall be located in any portion of a yard situated within fifteen feet (15') of the lot corner formed by the intersection of the two (2) street right-of-way lines. (Ord. 84-O-57, 10-22-1984)
- (m) Compost bins no larger than one hundred (100) cubic feet and no taller than five feet (5'), designed to hold compostable materials in such a way as to not allow material to be windblown, shall be located in the rear yard on any lot at least ten feet (10') from any lot line. In no event shall a compost bin be located closer than twenty feet (20') to a principal structure on an adjacent property. (Ord. 90-O-42, 11-26-1990)

## MEMORANDUM

MEMO TO: Frank A. Trilla, Mayor  
Board of Trustees

MEMO FROM: Dan Kopp, Chairman, Plan Commission

DATE: June 14, 2021

SUBJECT: **Zoning Hearing Case 21-06:** Village of Willowbrook, 835 Midway Drive, Willowbrook, Illinois. Consideration of a petition for a text amendment to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

At a regular meeting of the Plan Commission held on June 2, 2021, the above referenced application was discussed, and the following motion was made:

**MOTION:** Made by Wagner and seconded by Baksay that based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the text amendment presented on pages 2 to 4 of the Staff Report for PC Case Number 21-06 to amend Title 9, Chapter 12 of the Zoning Title of the Village of Willowbrook regarding the regulation of children's recreational equipment.

**ROLL CALL:** AYES: Chairman Kopp, Vice Chairman Wagner, Commissioners Baksay, Kaczmarek, and Kaucky; NAYS: None; ABSENT: Commissioners Soukup and Walec.

MOTION DECLARED CARRIED

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

DK:jp

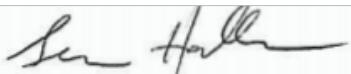
## VILLAGE OF WILLOWBROOK

### BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

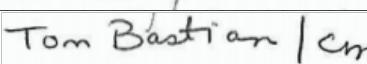
A RESOLUTION APPROVING AND RATIFYING AN AMENDED PROFESSIONAL SERVICES AGREEMENT WITH HALOCK SECURITY LABS, INC., TO PERFORM CONTAINMENT AND REMEDIATION OF RANSOMWARE AT A COST NOT TO EXCEED \$14,280.00 AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE SAID AGREEMENT ON BEHALF OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

**AGENDA NO.** 6.h.

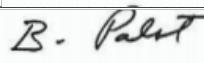
**AGENDA DATE:** 6/14/21

**STAFF REVIEW:** Sean Halloran, Asst. Village Administrator. SIGNATURE: 

**LEGAL REVIEW:** Tom Bastian, Village Attorney.

SIGNATURE: 

**RECOMMENDED BY:** Brian Pabst, Village Administrator.

SIGNATURE: 

**REVIEWED & APPROVED BY A COMMITTEE:** YES  NO  N/A

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

On the morning of May 17, 2021, the Village of Willowbrook's computer systems were on the receiving end of a ransomware attack. At the time, staff immediately took steps to minimize the impact and investigate the cause. The actions taken by staff included working with law enforcement and legal to review the attack and prepare a plan to move forward. Currently, the forensic investigation is ongoing, and the Village's critical operations and public service have not been impacted.

On May 24, 2021, the Board of Trustees approved a professional services agreement with Halock Security Labs ("Halock") to perform containment and remediation services at a cost not to exceed \$12,480.00.

#### STAFF RECOMMENDATION:

Since the Board approved of the initial professional services agreement with Halock at the May 24, 2021, Board of Trustees meeting, staff has been briefed several times pertaining to the IT infrastructure breach. Based on the details provided by the Village, Halock believed there was one system identified as the source of the ransomware attack, and a proposal was provided to reflect that effort. After an initial review, Halock determined these systems were not the source of the attack but were victims. Halock identified additional upstream systems that were utilized as a part of the attack based on forensic evidence.

While reviewing these additional systems, Halock determined the source of the attack. From this review, Halock found that two more systems that were identified and required further analysis to determine if and what data had been exfiltrated by the attacker if possible. In short, the initial proposal was for forensic analysis of one system, and the investigation scope was increased based on the forensic analysis to include six more additional systems requiring forensic analysis. The investigation of the last two systems is ongoing.

This recommendation and change order is to account for the six additional systems identified as part of the attack. Furthermore, Halock has made several recommendations to improve the overall security of the Village's IT infrastructure and has been beneficial in assuring that the Village can continue to provide services.

---

**ACTION PROPOSED:**

Adopt the Resolution.

**RESOLUTION NO. 21 R-\_\_\_\_\_**

**A RESOLUTION APPROVING AND RATIFYING AN AMENDED  
PROFESSIONAL SERVICES AGREEMENT WITH HALOCK  
SECURITY LABS, INC., TO PERFORM CONTAINMENT AND  
REMEDIATION OF RANSOMWARE AT A COST NOT TO EXCEED  
\$14,280.00 AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO  
EXECUTE SAID AGREEMENT ON BEHALF OF THE VILLAGE OF  
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS**

---

**WHEREAS**, the corporate authorities of the Village of Willowbrook have determined that is necessary, proper and in the best interest of the Village to ratify, approve and execute a professional services agreement with Halock Security Labs, Inc. to provide containment services and remediation of ransomware services to the Village of Willowbrook related to its present security controls and operations.

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

**SECTION 1:** The facts and statements contained in the preambles to this resolution are found to be true and correct and are hereby adopted as part of this resolution.

**SECTION 2:** It is hereby determined that is advisable, necessary and in the public interest that the Village enter into a Professional Services Agreement with Halock Security Labs, Inc. to perform containment services and remediation of ransomware services for the Village with respect to the Village's present security controls and operations all as set forth in the proposal and agreement attached hereto as Exhibit "A" and made a part hereof.

**SECTION 3:** The Village Administrator be and is hereby authorized and directed to execute, on behalf of the Village, the attached Professional Services Agreement with Halock Security Labs, Inc., which Agreement is hereby ratified and approved all at a cost not to exceed \$14,280.00.

**SECTION 4:** This resolution shall take effect upon its passage and approval in the manner provided by law.

ADOPTED and APPROVED this 14<sup>th</sup> day of June, 2021, by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

---

Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**



<b>Project Name:</b> Village of Willowbrook.2021.Incident Response Time and Materials	<b>Change Request Number:</b> VOW-003
<b>Project Sponsor:</b> Martin Tully	<b>Change Requestor:</b> Erik Leach
	<b>Date Requested:</b> 05/27/2021

**Description**

Additional effort is required by HALOCK to complete the investigation and reporting activities as described in the May 17<sup>th</sup>, 2021 Incident Response proposal (executed by Village of Willowbrook on May 17<sup>th</sup>, 2021).

**Detail**

<b>Change Item</b>	Estimated project hours
<b>Change From</b>	32 estimated hours of T&M
<b>Change To</b>	70 estimated hours of T&M
<b>Reason</b>	The project investigation scope has increased from one initial system identified to 7 total systems during the engagement. This has increased the HALOCK effort needed to complete the investigation.

**Impacts**

	<b>Description of Impact</b>	<b>Quantification of Impact</b>
<b>Scope</b>	The listed items are part of the identified scope increase. <ul style="list-style-type: none"><li>• Additional systems analyzed during the engagement:<ul style="list-style-type: none"><li>○ 2 Police Department systems</li><li>○ 1 public works system</li><li>○ 1 system HDD.</li></ul></li><li>• Forensic processing and analysis of 2 additional systems:<ul style="list-style-type: none"><li>○ VWBHYPERV</li><li>○ VWBPDYPERV</li></ul></li><li>• Additional Status calls.</li><li>• Forensic report writing.</li></ul>	38 additional hours of T&M
<b>Cost</b>	38 additional T&M hours estimated.	\$14,280
<b>Schedule</b>	It is anticipated the additional hours will carry HALOCK through the remainder of the incident analysis and reporting.	N/A

**Approvals**

Project Sponsor

Date

HALOCK Requestor

Date

# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE CHIEF OF POLICE TO EXECUTE ON BEHALF OF THE VILLAGE OF WILLOWBROOK AN INTERGOVERNMENTAL/INTERAGENCY AGREEMENT WITH THE ILLINOIS STATE POLICE NARCOTICS AND CURRENCY INTERDICTION TASK FORCE (NARCINT)**

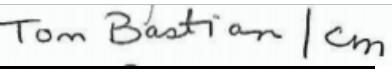
**AGENDA NO.** 6.i.

**AGENDA DATE:** 06-14-21

**STAFF REVIEW:** Robert Schaller, Chief of Police

**SIGNATURE:** 

**LEGAL REVIEW:** Thomas Bastian, Village Attorney

**SIGNATURE:** 

**RECOMMENDED BY:** Brian Pabst, Village Administrator

**SIGNATURE:** 

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

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

The Chief of Police has recommended the Willowbrook Police Department assign an officer to the Illinois State Police Narcotics and Currency Interdiction Task Force (NARCINT). Among other items, the interagency agreement contains provisions relating to the details of the assignment, including operational procedures and considerations and overtime reimbursement. Either party may withdraw from the agreement upon a thirty (30) day notice.

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

Adoption of the attached resolution will authorize the Chief of Police to execute the interagency agreement with the Illinois State Police Narcotics and Currency Interdiction Task Force (NARCINT) related to the Village's assignment of an officer to the NARCINT Task Force.

**ACTION PROPOSED:** Adopt the Resolution

**RESOLUTION NO. 21-R-\_\_\_\_\_**

**A RESOLUTION APPROVING AND AUTHORIZING  
THE VILLAGE CHIEF OF POLICE TO EXECUTE ON BEHALF OF  
THE VILLAGE OF WILLOWBROOK  
AN INTERGOVERNMENTAL/INTERAGENCY AGREEMENT WITH THE  
ILLINOIS STATE POLICE NARCOTICS AND CURRENCY  
INTERDICTION TASK FORCE (NARCINT)**

**WHEREAS**, the Village of Willowbrook wishes to join other law enforcement agencies (the “Participating Agencies”) that are members of The Illinois State Police Narcotics and Currency Interdiction Task Force (“NARCINT”) through an Intergovernmental/Interagency Agreement executed by each participating agency; and

**WHEREAS**, pursuant to Article VII, Section 10 of the Constitution of the State of Illinois, 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), the Village is expressly authorized to enter into the attached Intergovernmental/Interagency Agreement; and

**WHEREAS**, the Corporate Authorities of the Village have determined that it is necessary and in the best interest of the Village to approve the attached NARCINT Task Force Interagency Agreement.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois that the Chief of Police of the Village of Willowbrook be and is hereby directed to authorize and execute on behalf of the Village, that certain NARCINT Task Force Interagency Agreement which Agreement is hereby approved. A copy of the Agreement is attached hereto and made a part hereof as Exhibit “A.”

ADOPTED and APPROVED this 14<sup>th</sup> day of June 2021, by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**

**NARCINT TASK FORCE  
INTERAGENCY AGREEMENT**

The undersigned public agencies, charged with the duty of enforcing the law and protecting their citizens from illegal activity including the trafficking of narcotic, dangerous drugs and money laundering recognizing that the jurisdiction and authority of each is limited and that such limitations are detrimental in combating crime within the designated counties and among the major municipalities within said counties and also recognizing that the most effective means to accomplish that duty is through the pooling of their resources and the joint exercise of their respective authorities; each of them does now enter into this Interagency Agreement to provide to their citizens the most effective law enforcement protection against those who engage in actions detrimental to the public safety.

In consideration of the terms herein set forth and the mutual covenants and obligations of the parties hereto, the undersigned parties agree to the following.

**I. PARTIES**

The parties to this agreement are: The Illinois State Police, Chicago Police Department, Bedford Park Police Department, Metra Police Department, Morton Grove Police Department, Countryside Police Department, Chicago Ridge Police Department, Carol Stream Police Department, Willowbrook Police Department, Wheaton Police Department and any future agency joining the task force.

**II. AUTHORITY**

The parties hereby enter into this agreement in accordance with the authority vested in them by Article VII, Section 10, of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1.

**III. PURPOSE**

The purpose of this agreement is to create a multi-jurisdictional authority to be known as the Narcotics and Currency Interdiction Task Force hereinafter known as NARCINT. NARCINT will direct its primary enforcement efforts in the following areas:

- A. Domestic Highway Enforcement on Illinois Interstate highways and freeway;
- B. Covert and overt investigations concerning individuals engaged in illicit criminal activities in the NARCINT area with specific emphasis on drug enforcement and money laundering activities;

- C. Assist local, state, county and federal agencies with case development for those investigations that are beyond the capabilities of the requesting agency and/or those investigations that indicate high to mid-level drug trafficking organization criminal enterprises;
- D. Establishment of liaison with the State's Attorney's Offices, Illinois Attorney General's Office and the United States Attorney's Office for legal advice and encouragement of vigorous prosecution of developed cases.

#### **IV. COSTS**

The parties agree that personnel appointed to NARCINT will remain employees of the respective components of government for payroll purposes. NARCINT will supply necessary equipment items, including computers, vehicles and reimbursement for overtime at an agreed amount per calendar year.

All expenses incurred by NARCINT will be the responsibility of NARCINT and not the individual police agencies.

#### **V. LIABILITIES/INSURANCE**

- A. For purposes of representation and indemnification, NARCINT personnel appointed as Inspectors by the director of the State Police will be considered employees of the State of Illinois. The State of Illinois pursuant to 5 ILCS 350/1 et seq., shall provide representation and indemnification to all NARCINT Inspectors while engaged in NARCINT activities to the extent permitted by law;
- B. Each agency will accept liability, to the extent required by the Illinois Workers' Compensation Act, (820 ILCS 305/1 et seq.), for personal injuries occurring to its officers while engaged in Task Force activities;
- C. The State of Illinois, pursuant to 5 ILCS 350/1.1(b), will provide liability insurance coverage to the extent permitted by law, to any NARCINT Inspector or State Police Officer who is the driver of a motor vehicle owned, leased or controlled by the State of Illinois.

#### **VI. DUTIES OF THE ILLINOIS STATE POLICE (ISP)**

The ISP agrees to supply the following equipment and services to be utilized in support of NARCINT activities:

- A. Training in proactive enforcement techniques and covert investigative methods.
- B. Specialized equipment as available, and/or communication devices/components.
- C. Appointment of qualified officers and “Inspectors” and the issuance of credentials pursuant to the authority in 20 ILCS 2605/2605-55. Any credentials, equipment or components supplied by ISP to any NARCINT officer must be surrendered to ISP upon termination of the officer’s affiliation with NARCINT or upon dissolution of the Task Force.
- D. Conduct background investigation on candidates submitted for appointment as “Inspector” to NARCINT.

**VII. NARCINT ADVISORY BOARD**

- A. Membership on NARCINT’s Advisory Board shall consist of the chief law enforcement executive or his/her designee from each of the participating agencies. The Commander of ISP Zone 1 Investigations or his/her designee will be the Chair of the Advisory Board. The Advisory Board will be responsible for recommending unit strategy.
- B. Any contributing agency has the option, at any time during a member’s tour of duty, to reassign the member to the parent agency.
- C. All officers to be submitted as candidate to NARCINT will be screened by the submitting/parent agency and the NARCINT Director for assignment suitability. The final determination will rest with the NARCINT Director.
- D. The Advisory Board shall normally meet on a quarterly basis, but at least once a calendar year. The NARCINT Director will provide the Advisory Board with a synopsis of the general operations of NARCINT and case updates as appropriate.
- E. When there is a vacancy in NARCINT for the Illinois State Police Task Force Director’s position, the Illinois State Police is responsible for designating a replacement.
- F. NARCINT will be responsible for furnishing vehicles to its task force officers. NARCINT will assume insurance and maintenance costs for the assigned vehicles.

## VIII. OPERATIONAL PROCEDURES

The parties agree that the following operational procedures shall prevail throughout the duration of this agreement.

- A. The NARCINT Director will be an ISP officer acting under the direct supervision of the Zone1 Commander and will be responsible for the following.
  - \* Daily operations of the Task Force and overall direction and supervision of the assigned work force.
  - \* Devising, implementing, arranging and administering training for personnel assigned to his supervision.
  - \* Reviewing, analyzing, documenting and approving the use of Official Advance Funds (OAF) in accordance with ISP reporting practices and directives.
  - \* Providing the NARCINT Advisory Board annual activity reports and periodic summarization of activities and public awareness efforts.
  - \* Making recommendations to the ISP Zone1 Commander regarding NARCINT members' personnel action request, i.e., annual leave, training and transfers, etc.
  - \* Ensuring all ISP NARCINT officers are evaluated annually. This evaluation will be shared with the officer's parent department.
- B. All NARCINT Members will be full-time police officers from ISP or local agencies under the supervision of the NARCINT Director. These officers shall:
  - \* Have completed the appropriate training as required by law, prior to their appointment to NARCINT, and must not be subject to any current or pending disciplinary action.
  - \* Adhere to all laws of the State of Illinois and the United States of America.
  - \* Maintain compliance with their respective agency's policies and procedures, as well as the policies and procedures of the ISP.
  - \* Not consume intoxicating beverages or enter any establishment or place of business where the principal business is the sale of alcoholic beverages while on duty except in the performance of

duty, and in those instances, never to the extent that the officer's ability to perform an official assignment or function is impaired.

- \* Direct requests for annual leave to the NARCINT Director, who will coordinate the request with the respective parent agency.
- \* Agree to participate in random drug testing in accordance with ISP policy and ISP Inspector credentialing guidelines. Officers will submit to drug testing prior to their assignment to NARCINT and shall again submit to drug testing upon their departure from the NARCINT.

## IX. OTHER OPERATION CONSIDERATIONS

- A. Report Writing – ISP report writing and case preparation procedures shall be utilized to document enforcement activities undertaken by NARCINT.
- B. Policy – The Illinois State Police Directives, including the Confidential Source and Official Advance Funds policies, will govern task force operations. It is further understood that all file Confidential Sources (Informants) developed by NARCINT are shared by NARCINT and are not the sole providence of one officer.
- C. The distribution and sharing of asset seized or process awarded shall be handled as follows:
  1. Each signatory police agency including NARCINT shall receive an appropriate share of the assets seized or proceeds, in compliance with the Equitable Sharing guidelines set forth by the Department of Justice (DOJ), Criminal Division, Asset Forfeiture and Money Laundering Section (AFMLS) and contained within 725 ILCS 150 Drug Asset Forfeiture Procedure Act, and 720 ILCS 5/29B-1 (Money Laundering). The police agencies that have affixed their signatures below agree that all assets seized by NARCINT are governed by the advisory board or their designee and solely based on participation or assets contributed by each of the police agencies involved in the investigation and listed on sharing sheets.
  2. Sharing sheets are documents created by the NARCINT Director or his designee which reflects a percentage number of the funds each agency will receive after court jurisdictional adjudication is completed including appeal period. The sharing sheets will be maintained in each of the case files by NARCINT and by the

Illinois State Police Asset Forfeiture Section Administrator in their filing system.

3. If a non-signatory police agency makes a significant contribution to the Investigation that led to the asset seizure, that agency may receive a share of the proceeds in proportion to its investigative contribution, as determined by quantitative and qualitative measures. This paragraph shall apply to any non-signatory police agency that has officers assisting NARCINT.
4. With regard to adoptive seizures, the police agency (whether signatory or non-signatory) that seizes the asset and refers it to NARCINT, shall receive an appropriate share of the proceeds, based on quantitative and qualitative measures, namely, they were the seizing agency. The remaining proceeds shall be distributed appropriately among the non-seizing signatory police agencies as detailed above in Paragraph 1, 2, and 3.

D. If an Officer is removed from NARCINT without an immediate replacement from the parent agency, the agency will forfeit its right to any assets seized following the member's departure. This provision shall apply to removals of 30 days or more in duration. An exception may be granted if the replacement of the previously assigned officer would cause undue hardship to the parent agency.

E. NARCINT will get first priority to obtain seized vehicles and/or equipment for use by the Unit. If NARCINT does not wish to retain a vehicle and/or equipment as part of the NARCINT fleet and/or its inventory, the vehicle and/or equipment may be offered to the other signatory agencies at the discretion of the NARCINT Director. If no agency wants the vehicle and/or equipment, it will be auctioned and the proceeds will be deposited to the appropriate seized funds account and distributed per Section IX, Paragraph C of this agreement.

## X. MISCONDUCT

A. Misconduct by officers of NARCINT shall include the following.:

1. Commission of criminal offense.
2. Neglect of duties.
3. Violation of NARCINT polices and/or rules of procedure.
4. Conduct which may tend to reflect unfavorably upon any of the parties to this agreement.

NARCINT INTERAGENCY AGREEMENT  
FY 2021

B. Upon receipt of a complaint from a law enforcement agency, State's Attorney's office, or any other credible source alleging misconduct by a NARCINT officer, the following procedures will be initiated:

1. The NARCINT Director will notify the ISP Deputy Director through the chain of command, and the chief executive of the officer's parent agency.
2. If the complaint is of a minor nature, the inquiry may be conducted by the NARCINT Director or the respective agency head.
3. If the complaint is of a criminal nature, the NARCINT Director and the agency head may request an investigation be conducted in accordance with the Officers Bill of Rights.
4. If a complaint is verified, the chief executive of the parent agency will implement disciplinary action as deemed necessary. In addition, if a criminal complaint is verified, the information will be forwarded to a prosecuting authority.

NARCINT INTERAGENCY AGREEMENT

June 7, 2021

SIGNATURE PAGE

NARCINT INTERAGENCY AGREEMENT

June 7, 2021

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Director, Illinois State Police

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Date

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Superintendent, Chicago Police Department

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Date

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Chief, Metra Police Department

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Date

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Chief, Countryside Police Department

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Date

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Chief, Carol Stream Police Department

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Date

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Chief, Morton Grove Police Department

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Date

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Chief, Wheaton Police Department

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Date

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Chief, Bedford Park Police Department

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Date

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Chief, Chicago Ridge Police Department

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Date

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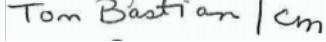
Chief, Willowbrook Police Department

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Date

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

<p><b>ITEM TITLE:</b>  AN ORDINANCE GRANTING A VARIATION FROM THE ZONING ORDINANCE AND GRANTING APPROVAL OF A FINAL PLAT OF SUBDIVISION  – PC 21-05: 7809 AND 7815 CLARENDON HILLS ROAD – MONCHICHI MANOR SUBDIVISION</p>	<p><b>AGENDA NO.</b> 6.j.</p> <p><b>AGENDA DATE:</b> <u>06/14/21</u></p>
<p><b>STAFF REVIEW:</b> Ann Choi, Planning Consultant</p> <p><b>LEGAL REVIEW:</b> Tom Bastian, Village Attorney</p> <p><b>RECOMMENDED BY:</b> Brian Pabst, Village Administrator</p>	<p>SIGNATURE: </p> <p>SIGNATURE: </p> <p>SIGNATURE: </p>
<p><b>REVIEWED &amp; APPROVED BY COMMITTEE:</b>      <b>YES</b> <input type="checkbox"/>    <b>NO</b> <input type="checkbox"/>    <b>N/A</b> <input type="checkbox"/></p>	

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

The Applicant, Icon Building Group (“Applicant”), on behalf of Michael Gwozdz and Catherine McHugh (Gwozdz) of 7809 Clarendon Hills Road (Lot 53) and Joseph and Catherine McHugh of 7815 Clarendon Hills Road (Lot 54), is requesting to: 1) adjust the lot line between the two existing parcels to create two (2) new buildable lots (resubdivision); and 2) to obtain a specific setback variation from Section 9-3-7(B)1 for 7815 Clarendon Hills Road from seventy feet (70') to forty feet (40') to enable the future construction of one (1) new single-family home. The two new lots will comply in all respects with the R-2 zoning district bulk standards without variations.

One of the property owners, Joseph and Catherine McHugh, who currently own 7815 Clarendon Hills Road (Lot 54) will acquire, as part of the subdivision, approximately thirty-five feet of lot width from the adjacent lot to the north (Lot 53). Catherine McHugh has partial ownership with the adjacent lot to the north. Village staff had previously confirmed that the loss of thirty-five feet of lot width on the property to the north would not create a zoning non-conformity with regard to Lot 53. With the additional thirty-five feet of lot width, the two existing lots can be resubdivided into two (2) separate lots meeting all bulk regulation requirements of the Village’s R-2 zoning district. To facilitate the resubdivision and new lot boundaries, the existing single-family residence and shed on Lot 54 must be removed. The proposed subdivision qualifies as a minor subdivision and can proceed directly to final plat approval, without a public hearing, but with Plan Commission review and recommendation prior to Village Board consideration. The variation from the zoning ordinance requires a public hearing.

The existing single-family residence will be allowed to remain on Lot 1 of the new Monchichi Manor Subdivision as the Village considers this a legal non-conforming structure, and will not be required to comply with the specific setback requirement on Clarendon Hills Road. Once the existing single-family residence on Lot 1 is demolished and new construction is proposed, or the existing single-family structure is enlarged, the property owner will be required to seek a variation if the proposed new structure or addition cannot demonstrate compliance with Section 9-3-7(B)1 or any other bulk regulations required under the R-2 zoning district.

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

Staff has no objection to the proposed subdivision and variation requests. The request complies with the guidelines set forth in the Village’s Comprehensive Plan and other land development regulations. The requested zoning and lot configurations should have no negative impacts on surrounding land uses. The newly proposed lots will be similar to the typical lot sizes in this neighborhood and will upgrade a substandard lot (Lot 54) to comply with current zoning bulk regulations.

The following variation from the Zoning Ordinance is requested:

1. Approval of a variation from Section 9-3-7(B)1 to permit a reduction in the minimum required setback on Clarendon Hills Road from 70' to 40' for Lot 2 of the Monchichi Manor Subdivision.

The following conditions of approval:

1. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
2. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

The subdivision and variation requests were discussed at a regular meeting of the Plan Commission on May 5, 2021. No members of the public came forward to oppose the petition. The Plan Commission voted 7-0 in favor of the proposed petition, to forward a positive recommendation to the Village Board.

<b>ACTION PROPOSED:</b>	May 10, 2021:	Receive Plan Commission Recommendation.
	June 14, 2021	Consideration of Attached Ordinance.

**ORDINANCE NO. 21-O-\_\_\_\_\_**

**AN ORDINANCE GRANTING A VARIATION FROM THE ZONING ORDINANCE  
AND GRANTING APPROVAL OF A FINAL PLAT OF SUBDIVISION  
PC 21-05: 7809 AND 7815 CLARENDON HILLS ROAD –  
MONCHICHI MANOR SUBDIVISION**

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**WHEREAS**, on or about March 8, 2021, Icon Building Group, 106 Roman Lane, Hawthorn Woods, IL 60047, as applicant (“APPLICANT”) with approval from the property owners, Michael Gwozdz and Catherine McHugh (Gwozdz), 7809 Clarendon Hills Road, Willowbrook, IL 60527, and Joseph and Catherine McHugh, 7815 Clarendon Hills Road, Willowbrook, IL 60527, (“OWNERS”), filed an application with the Village of Willowbrook (“VILLAGE”), with respect to the property legally described in Exhibit “A” attached hereto which is, by this reference, incorporated herein (“SUBJECT REALTY”); and

**WHEREAS**, said application requested that the Village grant approval of a Final Plat of Subdivision and grant a variation from the requirements of the Zoning Ordinance of the Village with respect to the SUBJECT REALTY; and,

**WHEREAS**, Notice of Public Hearing on said application was published in compliance with Section 9-15-3(A) of the Willowbrook Municipal Code, in the *Doings* newspaper on April 15, 2021, which is more than fifteen (15) days but less than thirty (30) days prior to the public hearing date; a notice was mailed by the Village Zoning Officer to all adjacent owners within two hundred-fifty (250) feet in each direction of the location of the SUBJECT REALTY more than fifteen (15) days but less than thirty (30) days prior to the public hearing date in compliance with Section 9-15-3(B) of the Willowbrook Municipal Code; and public notice was provided by posting on the property a sign visible to the general public complying with the requirements of Sections 9-15-3(D) of the Willowbrook Municipal Code, for at least fifteen (15) consecutive days prior to the public hearing date; and,

**WHEREAS**, pursuant to said Notice, the Plan Commission of the Village of Willowbrook conducted a public hearing on or about May 5, 2021, all as required by the statutes of the State of Illinois and the ordinances of the Village; and,

**WHEREAS**, at said public hearing, the applicant had the opportunity to provide testimony in support of said application and all interested parties had an opportunity to be heard; and,

**WHEREAS**, the Plan Commission forwarded its recommendations, including its Findings of Fact, to the Mayor and Board of Trustees on or about May 10, 2021, a copy of which is attached hereto as Exhibit "B" which is, by this reference, made a part hereof; and,

**WHEREAS**, the Mayor and Board of Trustees of the Village of Willowbrook have received the recommendation of the Plan Commission pursuant to a memorandum dated May 10, 2021.

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

**SECTION ONE:** That pursuant to Section 9-14-4 of the Village Code, the following variation from the provision of the Zoning Ordinance be and the same are hereby granted:

- A. Section 9-3-7(B)(1), Specific Setbacks, to permit a reduction in the required minimum front yard setback for Lot 2 of the SUBJECT REALTY from seventy feet (70') to forty feet (40').

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

**SECTION THREE:** That passage of this Ordinance shall constitute approval of the Final Plat of Resubdivision for the Monchichi Manor Subdivision, as prepared by Mackie Consultants, LLC, Project No. 3908, consisting of one (1) sheet, dated April 24, 2020, and bearing the latest revision date of April 28, 2021, attached hereto as Exhibit "C" .

**SECTION FOUR:** Nonconforming Structures. The Nonconforming Structures identified on Exhibit "D" hereto, including an existing single-family residence and detached garage, are hereby deemed to be legal nonconforming uses on Lot 1 of the Monchichi Manor Subdivision in all respects, which shall not be subject to Village-mandated modification or removal unless and until the improvements on Lot 1 of the Monchichi Manor Subdivision are demolished. The Applicant shall be required to seek a zoning variation or amendment to the Village Zoning Code, as the case may be, if they desire on Lot 1 of the Monchichi Manor Subdivision to (i) erect a new permanent structure; or (ii) expand or move a Nonconforming Structure.

**SECTION FIVE:** That the relief granted in Sections One of this Ordinance is expressly conditioned upon the SUBJECT REALTY at all times being constructed, used, operated, and maintained in accordance with the following terms, conditions, and provisions:

- A. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
- B. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.
- C. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

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

**SECTION SEVEN:** That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

**PASSED** and **APPROVED** this 14th day of June, 2021.

ROLL CALL VOTE:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn,  
Village Clerk

## **EXHIBIT A**

### **LEGAL DESCRIPTION**

LOT 53 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

LOT 54 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

PINs: 09-26-306-008 (LOT 53) and 09-26-306-009 (LOT 54)

Commonly Known As: 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois

## EXHIBIT B

### PLAN COMMISSION RECOMMENDATION AND FINDINGS OF FACT

#### MEMORANDUM

MEMO TO: Frank A. Trilla, Mayor  
Board of Trustees

MEMO FROM: Daniel Kopp, Chairman, Plan Commission

DATE: May 10, 2021

SUBJECT: **Zoning Hearing Case 21-05: Monchichi Manor Subdivision – 7809 and 7815 Clarendon Hills Road - Consideration of a petition requesting review and recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of written recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of a variation from Section 9-3-7(B)1 of the Village of Willowbrook Zoning Ordinance to reduce the minimum required setback on Clarendon Hills Road from seventy feet (70') to forty-feet (40') for the newly proposed Lot 2, and consideration of other such relief, exceptions, and variations from Title 9 and Title 10 of the Village Code. The applicant for this petition is Icon Building Group, 106 Roman Lane, Hawthorne Woods, IL 60047. The property owners are Joseph and Catherine McHugh, 7815 Clarendon Hills Road, Willowbrook IL 60527, and Michael Gwozdz and Catherine McHugh (Gwozdz), 7809 Clarendon Hills Road, Willowbrook IL 60527.**

At a regular meeting of the Plan Commission held on May 5, 2021, the above referenced application was discussed, and the following motion was made:

MOTION: Made by Remkus and seconded by Wagner that based on the submitted petition and testimony provided, I move that the Plan Commission finds that the proposed Final Plat of Resubdivision for Lots 53 and 54 in Clarendon Gardens resubdividing 7809 and 7815 Clarendon Hills Road into two new lots of record, which requires a variation from Section 9-3-7(B)1 of the Zoning Ordinance, meets the Subdivision Regulation standards for approving such final plat and associated variation; that the Plan Commission approve and adopt the Standards for Variations outlined in the Staff Report for PC 21-05 for the May 5, 2021 Plan Commission meeting; and that the Plan Commission recommend to the Village Board approval of a variation from Section 9-3-7(B)1 to reduce the minimum specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2; and the Plan Commission has reviewed the Final Plat of Resubdivision and recommends approval of a Final Plat of Resubdivision for PC 21-05 for the May 5, 2021 Plan Commission meeting, subject to the following conditions of approval and plans listed in the Staff Report prepared for PC 21-05 for the May 5, 2021 Plan Commission Meeting:

Conditions of Approval:

1. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
2. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

ROLL CALL: AYES: Chairman Kopp, Vice Chairman Wagner, Commissioners Kaczmarek, Kaucky, Remkus, Soukup and Walec; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

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

DK:jp

## EXHIBIT B (CONTINUED)

### FINDINGS OF FACT

#### **Standards for Variations**

The Plan Commission shall not recommend and the Board of Trustees shall not grant variations from the regulation of this title unless affirmative findings of fact shall be made as to all of the standards hereinafter set forth, which findings of fact shall be based upon evidence adduced upon the hearing held thereon, that:

- (A) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.

**Finding:** The property is in a long established area of subdivision boundaries and lot configurations. The majority of the lots on the block have been built with a required setback of 30', with no negative impacts, thereby establishing a standard for setbacks and reasonable return. Therefore, to deny the requested variances would deny the applicant the same reasonable return enjoyed by the surrounding properties that have been established in this neighborhood.

- (B) The proposed variation will not merely serve as a convenience to the applicant, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations were carried out and which is not generally applicable to property within the same district.

**Finding:** The hardship is created by the application of a 70' setback in a subdivision that was developed before that requirement was codified. The development of the original subdivision has resulted in a trend in setbacks, on this area of Clarendon Hills Road, which do not meet today's standards without certain variations. To vary from these established setback trends, by more than doubling the required setback on the subject property, would create an undesirable mix of structure setbacks. This property also falls under R-2 zoning district, and the requested 40' setback is consistent with those requirements.

- (C) The alleged hardship has not been created by any person presently having a proprietary interest in the premises.

**Finding:** The subdivision was created prior to the Village annexing this parcel, and establishing the current setback standards. Therefore, the present owners did not create the hardship.

- (D) The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

**Finding:** The variation will keep the status quo within the block. Adjacent properties contain structures that existed before the current zoning laws were enacted, and have been

built with a 30' required setback. Therefore, the requested setback will not be detrimental or injurious in any way.

- (E) The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.

**Finding:** The current single family detached dwelling on the lot is setback 38.45', and the proposed building area is set back 40', so there will be no substantial impact on adjacent properties with respect to the supply of light and air, traffic congestion, nor increases in the danger of fire or public safety.

- (F) The proposed variation will not alter the essential character of the locality. (Ord. 77-O-4, 2-14-1977)

**Finding:** The proposed variation will act to retain the essential character of the neighborhood by preserving existing setback standards on R-2 zoned lots. Conversely, not proceeding with this variation will alter the essential character by creating an undesirable mix of structure setbacks.

- (G) The proposed variation is in harmony with the spirit and intent of this title. (Ord. 97-O-05, 1-27-1997)

**Finding:** The requested variations are within the scope of authorized variations provided for in Title 9 Zoning of the Willowbrook Code of Ordinances. Standard R-2 zoning requirements have the stipulation :

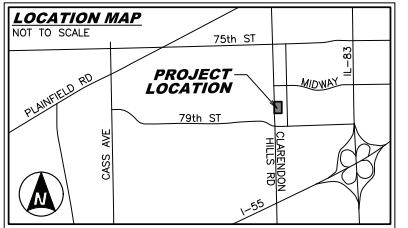
“9-5B-3(D)5. - When a lot has a front or exterior side yard on a street where fifty percent (50%) or more of the frontage on the same side of the street in the same block has been developed, the front or exterior side yard requirement applicable to such lot shall be calculated by taking the average of the setbacks on all buildings in that block on the same side of the street whose setbacks are less than requirements set forth in subsection”

The spirit and intent of Title 9 is to maintain setback continuity on a developed block, and this variation will provide that.

**EXHIBIT C**

**FINAL PLAT OF SUBDIVISION**

# FINAL PLAT OF RESUBDIVISION OF MONCHICHI MANOR



P.I.N.:

09-26-306-008

09-26-306-009



SCALE: 1" = 20'

LOT 52  
CLARENDO GARDENS PER  
DOCUMENT R1944-462391

LOT 21  
CLARENDO GARDENS PER  
DOCUMENT R1944-462391

S88°16'05"W 180.00'(R)  
180.05'

CLARENDO HILLS ROAD

LOT 1  
15,323 SF

LOT 53  
CLARENDO GARDENS PER  
DOCUMENT R1944-462391

WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 26-38-11

185.81'(R)  
185.91'

180.00"

180.00"

180.00"

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**EXHIBIT D**

**PLAT OF SURVEY**





**Village of Willowbrook**  
Staff Report to the Village Board

**Plan Commission Date:** May 5, 2021

**Village Board Receive:** May 10, 2021

**Village Board Vote:** June 14, 2021

**Prepared By:** Ann Choi, Village Planning Consultant

**Case Title:** **Zoning Hearing Case No. 21-05: Final Plat of Resubdivision of Monchichi Manor**

**Applicant:**  
Icon Building Group  
106 Roman Lane  
Hawthorne Woods, IL 60047

**Property Owners:**  
Joseph and Catherine McHugh      Michael Gwozdz and Catherine McHugh (Gwozdz)  
7815 Clarendon Hills Road      7809 Clarendon Hills Road  
Willowbrook IL 60527      Willowbrook IL 60527

**Action Requested:** Consideration of a petition requesting a review and recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of written recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of a variation from Section 9-3-7(B)1 of the Village of Willowbrook Zoning Ordinance to reduce the minimum required setback on Clarendon Hills Road from seventy feet (70') to forty-feet (40') for the newly proposed Lot 2, and consideration of other such relief, exceptions, and variations from Title 9 and Title 10 of the Village Code.

**Applicable Regulations:** Comprehensive Plan, Zoning Ordinance, Subdivision Regulations

**Location:** 7809 and 7815 Clarendon Hills Road, Willowbrook IL 60527

**PINs:** 09-26-306-008 (Lot 53) and 09-26-306-009 (Lot 54)

**Existing Zoning:** R-2 Single Family Residence District

**Proposed Zoning:** R-2 Single Family Residence District

**Existing Land Use:** Low Density Residential (1-2 du/acre)

**Property Size:** 0.5 acres (Lot 53) and 0.27 acres (Lot 54)

<b>Surrounding Land Use:</b>	<b>Use</b>	<b>Zoning</b>
North/South/East	Single Family Residential	R-2
West	Single Family Residential	R-3

**Necessary Action by Village Board:** Consideration of Attached Ordinance.

**Documents Attached:**

- Attachment 1: Public Hearing Notice and Sign
- Attachment 2: Legal Description
- Attachment 3: Plat of Survey – 1 sheet, Sheet 1 of 1, Project No. 3908, dated 03/05/21, and prepared by Mackie Consultants.
- Attachment 4: Final Plat of Resubdivision of Monchichi Manor – 1 sheet, Sheet 1 of 1, Project No. 3908, dated 04/24/20, bearing the latest revision date of 04/28/21 and prepared by Mackie Consultants.
- Attachment 5: Findings of Fact – Standards for Variations
- Attachment 6: Engineer's Review Letter (CBBEL), dated March 30, 2021  
Engineer's Review Letter (CBBEL), dated April 29, 2021

## Background

### Site Description

The subject property is currently composed of two lots, Lot 53 and Lot 54 within the Clarendon Gardens Subdivision. Lot 53 (7809 Clarendon Hills Road) is approximately 0.5 acre and Lot 54 (7815 Clarendon Hills Road) is approximately 0.27 acre. Each lot is currently improved with a single-family home. Lot 53 measures approximately one hundred twenty feet (120') by one hundred eighty feet (180') with a total approximate lot area of 21,600 square feet and Lot 54 measures approximately sixty-five and eighty-one hundredths feet (65.81') by one hundred eighty feet (180') with a total approximate lot area of 11,845 square feet. The parcel was platted in DuPage County as part of the Clarendon Gardens Subdivision according to the plat recorded on May 16, 1944 as Document No. R44-462391 in DuPage County, Illinois.

Exhibit 1: Map View of the Subdivisions

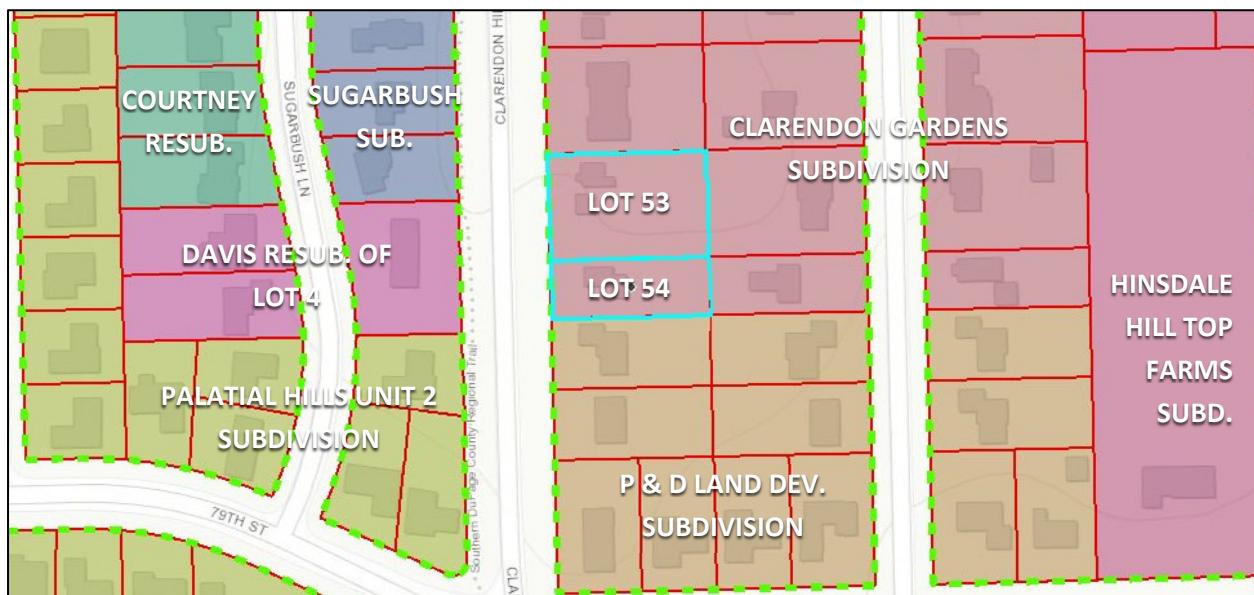
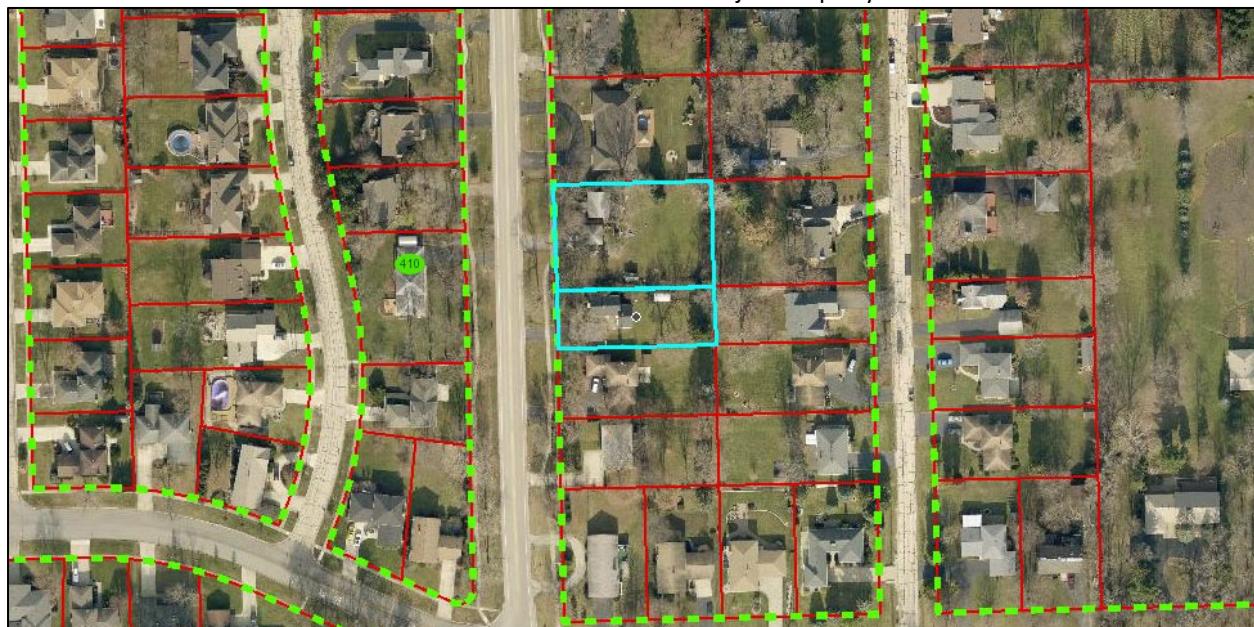


Exhibit 2: Aerial View of the Subject Property

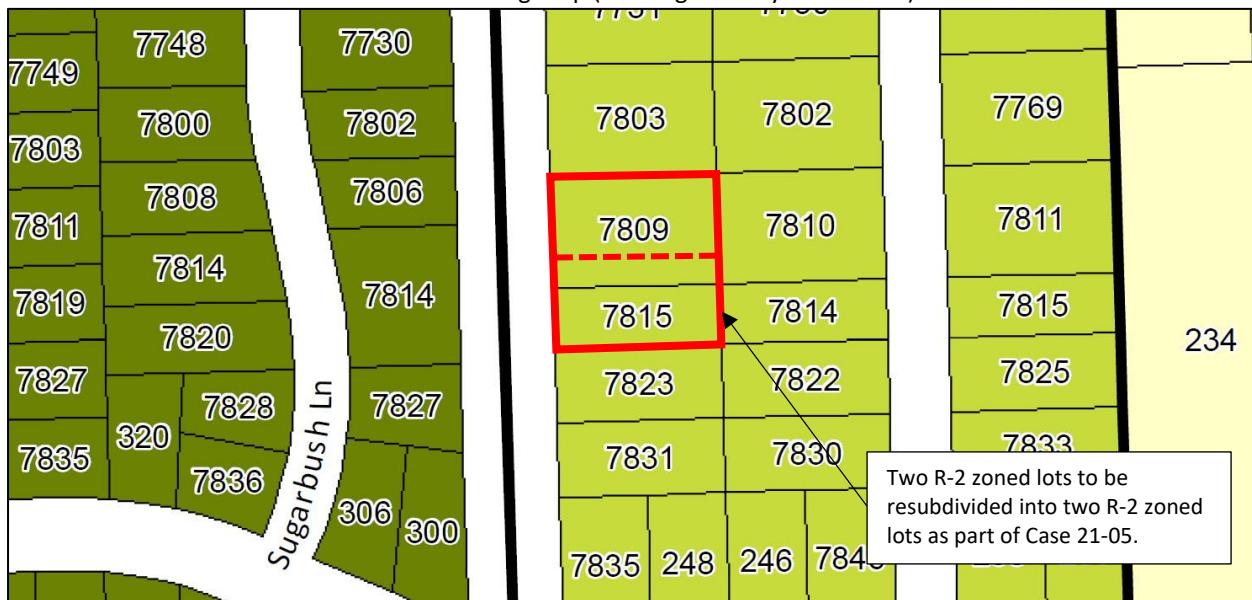


### Development Proposal

The Applicant, Icon Building Group (“Applicant”), on behalf of Michael Gwozdz and Catherine McHugh (Gwozdz) of 7809 Clarendon Hills Road (Lot 53) and Joseph and Catherine McHugh of 7815 Clarendon Hills Road (Lot 54), is requesting to 1) adjust the lot line between the two existing parcels to create two (2) new buildable lots (resubdivision); and 2) to obtain a specific setback variation from Section 9-3-7(B)1 for 7815 Clarendon Hills Road from seventy feet (70') to forty feet (40') to enable the construction of one (1) new single-family home. The two new lots will comply in all respects with the R-2 zoning district bulk standards without variations.

One of the property owners, Joseph and Catherine McHugh, who currently own 7815 Clarendon Hills Road (Lot 54) have acquired approximately thirty-five feet (35') of additional property from the adjacent lot to the north (Lot 53). Catherine McHugh has partial ownership with the adjacent lot to the north. Village staff had previously confirmed that the loss of thirty-five feet on the property to the north would not create a zoning non-conformity with regard to Lot 53. With the additional thirty-five feet (35') of land, the two existing lots can be resubdivided into two (2) separate lots meeting all bulk regulation requirements of the Village’s R-2 zoning district. To facilitate the resubdivision and new lot boundaries, the existing single-family residence and shed on Lot 54 must be removed.

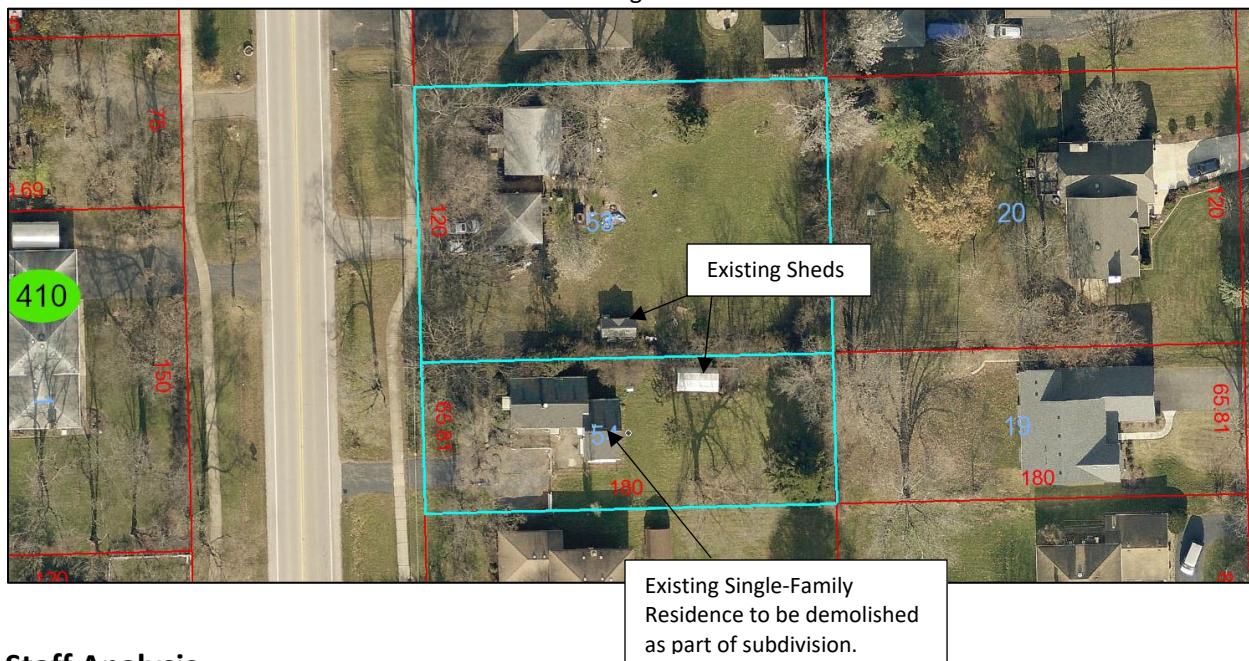
Exhibit 3: Zoning Map (R-2 Single-family Residential)



Pursuant to Section 10-3-4(G) of the Subdivision Regulations, the proposed subdivision qualifies as a minor subdivision and can proceed directly to final plat approval, without a public hearing, but with Plan Commission review and recommendation prior to Village Board consideration. The Plan Commission must also review and make a recommendation for any variations from the Subdivision Regulations without the requirement of a public hearing. The Applicant is not requesting any variations from the Subdivision Regulations. A public hearing, however, is required for the requested variation from Section 9-3-7(B)1.

As illustrated on the Plat of Survey, included as **Attachment 3** of the staff report, and in the enlarged aerial on the following page, both Lots 53 and 54 each contain an existing shed. To facilitate the resubdivision and new lot boundaries, the existing single-family residence and shed structure located upon Lot 2 must be removed. For any structures to be demolished as part of the resubdivision request, staff recommends that the demolition of these structures occur prior to the recording of the plat.

**Exhibit 4: Enlarged Aerial View**



## Staff Analysis

### Appropriateness of Use

Single-family detached homes are permitted uses in the R-2 district. The bulk regulations for the R-2 district are provided in **Table 1** below. Both proposed lots will meet these minimum requirements.

**Table 1: R-2 Bulk Regulations**

Bulk Regulation	Code Section	Requirement	Proposed		Departure
			Lot 1	Lot 2	
Lot Area	9-5B-3(A)1	13,000 sq. ft.	15,323 SF	1,849 SF	None
Lot Width	9-5B-3(B)1	75 ft.	85 ft.	100.91 ft.	None
Lot Depth	9-5B-3(C)	150 ft.	180 ft.	180 ft.	None
Front Yard Setback	9-5B-3(D)1	40 ft.	40 ft.	30 ft.*	None
Interior Side Yard Setback	9-5B-3(D)2	10% or 8.5 ft.	10.1 ft.	8.5 ft.	None
Exterior Side Yard Setback	9-5B-3(D)3	40 ft.	Not Applicable		
Rear Yard Setback	9-5B-3(D)4	30 ft.	30 ft.	30 ft.	None

Once the resubdivision is platted, the Applicant would like to move forward with the construction of the one (1) new residence on Lot 2. As such, the Applicant has submitted a request for a reduction in the required specific (front) yard setback requirement for Lot 2 only, since the residence on Lot 1 will remain. The requested variation is to reduce the required specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2.

The existing single-family residence will be allowed to remain on Lot 1 as the Village considers this a legal non-conforming structure, and will not be required to comply with the specific setback requirement on Clarendon Hills Road. Once the existing single-family residence on Lot 1 is demolished and new construction is proposed, or the existing single-family structure is enlarged, the property owner will be required to seek a

variation if the proposed new structure or addition cannot demonstrate compliance with Section 9-3-7(B)1 or any other bulk regulations required under the R-2 zoning district.

**Table 2:** Specific Setback on Clarendon Hills Road

Bulk Regulation	Code Section	Requirement	Proposed	Departure
Specific Setback from CHRD (Lot 1)	9-3-7(B)1	70 feet	30 ft.*	None
Specific Setback from CHRD (Lot 2)	9-3-7(B)1	70 feet	<b>40 ft.</b>	<b>Yes</b>

*\* The existing single-family residence on Lot 1 will be considered a legal non-conforming structure and will not be required to comply with the specific setback requirement from Clarendon Hills Road. Once the existing single-family residence is demolished and new construction is proposed, or the existing single-family structure is enlarged, the property owner will be required to seek a variation if the proposed new structure or addition cannot demonstrate compliance from Section 9-3-7(B)1 or any other bulk regulations required under the R-2 zoning district.*

The Applicant has submitted written findings of fact as to the standards of the requested variation, which are included as **Attachment 5** in this report.

## Comprehensive Plan/Compatibility

The Village of Willowbrook's Comprehensive Plan indicates that the R-2 Single-Family zoning is appropriate for this property. Another measure of appropriateness is to compare the new lot sizes with those that exist in the neighborhood. There are existing lots zoned R-2 in the area to the north, south and east of the subject property as well as lots zoned R-3 directly to the west. The lot widths of the R-2 zoned properties on the same block are approximately 75 feet to 120 feet and lot areas of approximately 13,500 square feet and 21,600 square feet. The proposed lots fall within the range of the existing lot areas in the immediate area.

Lot 1 – 15,323 square feet

Lot 2 – 18,149 square feet

The Comprehensive Plan designates Clarendon Hills as a rural cross section intended to be improved to urban standard. However, the neighborhood along Clarendon Hills Road from 75<sup>th</sup> Street to the north, and to 79<sup>th</sup> Street to the south, maintains a rural cross section. Since the proposed subdivision in this case only creates two lots out of two existing lots (zero net new lots), staff had previously determined that the improvements listed under Chapter 7 of the Subdivision Regulations are not required.

## Easements and Subdivision Improvements

Although the plat of subdivision is subject to Title 10 as well as Title 9, it is not required to provide utility easements in addition to what is already in place. The utility easement requirement in Section 10-4-2 would not apply to this small subdivision because it does not create a "block." Sections 10-4-1 and 10-4-2 deal with larger subdivisions of land that create streets and multiple lots that constitute a block or blocks. As previously stated, the proposed subdivision in this case only creates two new lots out of two existing lots. Therefore, staff has determined that the only standards applicable are Section 10-4-3, that deal with "lots," and Section 10-4-4, dealing with "environmental features."

The proposed subdivision complies with the requirements of Section 10-4-3 Design Layout Standards – Lots:

(A) Sizes and Shapes:

1. The lot size, width, depth and shape in any subdivision proposed for residential uses shall be appropriate for the location and the type of development contemplated.

**The proposed resubdivision (lot line adjustment) creates two lots out of two existing lots and would meet the minimum requirements for lot area, lot width and lot depth in the R-2 zoning district. The proposed resubdivision would result in lot areas of approximately 15,323 square feet and 18,149 square feet for Lots 1 and 2, respectively; lot widths of approximately eighty-five feet (85') and one hundred and ninety-one hundredths feet (100.91') for Lots 1 and 2, respectively; and a lot depth of approximately one hundred eighty feet (180') for each lot. The shape of the newly subdivided lots would remain regular and rectangular. The applicant is requesting a resubdivision to increase the lot area for the newly created Lot 2, which would upgrade a substandard lot to comply with the bulk regulations of the R-2 zoning district. Currently, Lot 54 does not meet the current R-2 bulk standards for lot area and lot width. The larger lot size would allow for the construction of a new single-family residence. The lot size, width, depth and shape are appropriate for the location and the type of development contemplated.**

2. Lot areas and widths shall conform to at least the minimum requirements of the zoning ordinance for the district in which the subdivision is proposed.

**The minimum lot area and width requirements for the R-2 zoning district are 13,000 square feet and 75 feet, respectively. The proposed resubdivision would result in lot areas of approximately 15,323 square feet and 18,149 square feet for Lots 1 and 2, respectively; and lot widths of approximately eighty-five feet (85') and one hundred and ninety-one hundredths feet (100.91') for Lots 1 and 2, respectively. Therefore, the lot area and width would conform to the minimum requirements of the zoning ordinance for the district in which the subdivision is proposed.**

3. Building setback lines shall conform to at least the minimum requirements of the zoning ordinance.

**The existing single-family residence on Lot 53 is setback from the west property line at a distance of thirty-two and twenty-nine hundredths feet (32.29') and the existing single-family residence on Lot 54 is setback from the west property line at a distance of thirty-eight and forty-five hundredths feet (38.45'). Since the parcels were platted in 1944 as part of the Clarendon Gardens Subdivision, the front yard building setback at that time was thirty feet (30') and all properties within this subdivision have legal nonconforming status related to the 30-foot front yard building setback. However, the property owner of 7815 Clarendon Hills Road (Lot 54) wishes to demolish the existing single-family residence, construct a new residence, and therefore must build to current zoning regulations. Under current zoning regulations, the front yard setback under the R-2 zoning district is forty-feet (40') and there is an additional required specific setback of seventy feet (70') along Clarendon Hills Road. The applicant is requesting approval of a variation from Section 9-3-7(B)1 to permit a reduction in the specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2. Approval of the variation from Section 9-3-7(B)1 for Lot 2 would allow the construction of a future single-family residence with regard to the specific setback requirement along Clarendon Hills. The existing single-family residence on Lot 1 will be considered a legal non-conforming structure and will not be required to comply with the specific setback requirement from Clarendon Hills Road until the existing single-family residence is demolished and new construction is proposed, or if the property owner constructs an addition or enlarges the existing structure. When that occurs, the property owner for Lot 1 will be required to seek a variation if the proposed new structure or addition cannot demonstrate compliance with Section 9-3-7(B)1 or any other regulations required under the R-2 zoning district. Approval of the**

**requested variation will allow any new structure to conform to the minimum requirements of the zoning ordinance.**

4. Excessive lot depth in relation to width shall be avoided. A depth to width ratio of three to one (3:1) shall normally be considered a maximum. (Ord. 79-O-43, 11-26-1979)

**The lot depth is currently approximately 180 feet and the proposed lot widths for Lots 1 and 2 would be approximately eighty-five feet (85') and one hundred and ninety-one hundredths feet, respectively. The proposed resubdivision would result in lot depth to width ratios of 2.2:1 and 1.8:1, respectively; lower than the 3:1 maximum requirement.**

5. Through lots having frontage on two (2) parallel streets are discouraged and shall only be permitted in circumstances where the Village Board determines that the health, safety and general welfare of the affected public will not be adversely impacted. (Ord. 05-O-17, 6-13-2005)

**This requirement is not applicable since the subject properties are not currently through lots and will not become through lots after resubdivision.**

**(B) Arrangement:**

1. Every lot shall front on a street.

**The proposed resubdivision would create two lots out of two existing lots that front on Clarendon Hills Road.**

2. Side lot lines shall be at right angles or radial to the street lines.

**The subject properties are located on the east side of Clarendon Hills Road. As indicated in the Final Plat of Resubdivision, the side lot lines will be at right angles to Clarendon Hills Road.**

3. Streets and lots shall be arranged, to the extent possible, so as to assure that dwellings do not face rear or side yards of lots across streets wherever possible. Where such lot relationships are permitted to exist, through lots shall be screened from the street by berms or intensive and obscuring landscaping. (Ord. 79-O-43, 11-26-1979)

**The proposed resubdivision will not alter the orientation of the existing lots. The existing single-family residences currently face Clarendon Hills Road and the newly proposed lots will continue to face Clarendon Hills Road after subdivision occurs.**

**Natural Environmental Features**

Section 10-4-4 provides that the natural environmental features and character of lands shall be preserved wherever possible. Due regard must be shown for all natural features such as large trees, natural groves, watercourses and similar community assets that will add attractiveness and value to the property, if preserved. The preservation of drainage and natural stream channels shall be considered by the subdivider and the dedication and provision of adequate barriers where appropriate, shall be required. The resubdivision of two existing residential lots into two new lots will occur on previously platted and graded land. No natural groves, watercourses or natural stream channels have been identified in this area.

### **Wetlands/Stormwater Management**

The resubdivision of two existing residential lots into two new lots will not generate an increase of any net new impervious area. Therefore, no stormwater detention is required.

### **Staff Recommendation**

Staff has no objection to the proposed resubdivision and requested variation. The newly created Lot 1 will be considered legal nonconforming until the existing single-family residence is demolished and a new structure is constructed in its place, or if any additions/enlargements are proposed to the existing structure. At such time, it is anticipated that the property owner of Lot 1 will seek variations. The newly created Lot 2 will fully comply with the bulk regulation requirements of the R-2 zoning district without the need for variations but will require relief from the specific setback of seventy feet (70') on Clarendon Hills Road since the property owner intends to construct a new residence to the front yard setback of forty feet (40'). The variation from the required 70-foot specific setback on Clarendon Hills Road for Lot 2 is consistent with the setbacks currently exhibited by surrounding residences fronting Clarendon Hills Road within the same neighborhood. The existing single-family residence (to be removed) located at 7815 Clarendon Hills Road is currently setback thirty-eight and forty-five hundredths feet (38.45') from the right-of-way, therefore the new home would be further away from the road than the existing home. The request complies with the guidelines set forth in the Village's Comprehensive Plan and other land development regulations. The requested zoning and lot configurations should have no negative impacts on surrounding land uses. The proposed lots will upgrade a substandard lot (Lot 54) and both lots will be similar to the typical lot sizes offered in this neighborhood.

Should the Plan Commission wish to support this request, staff recommends that the following conditions be included:

1. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
2. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

Planning staff would also recommend acceptance of the submitted written findings of fact as to the standards of the variations from the Zoning Ordinance sought, which are included as **Attachment 5** of this staff report.

### **Sample Motion**

Based on the submitted petition and testimony provided, I move that the Plan Commission finds that the proposed Final Plat of Resubdivision for Lot 53 and 54 in Clarendon Gardens resubdividing 7809 and 7815 Clarendon Hills Road into two new lots of record, which requires a variation from Section 9-3-7(B)1 of the Zoning Ordinance, meets the Subdivision Regulation standards for approving such final plat and associated variation; that the Plan Commission approve and adopt the Standards for Variations outlined in the Staff Report for PC 21-05 for the May 5, 2021 Plan Commission meeting; and that the Plan Commission recommend to the Village Board approval of a variation from Section 9-3-7(B)1 to reduce the minimum specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2; and the Plan Commission has reviewed the Final Plat of Resubdivision and recommends approval of a Final Plat of Resubdivision for PC 21-05 for the May 5, 2021 Plan Commission meeting, subject to the conditions of approval and plans listed in the Staff Report prepared for PC 21-05 for the May 5, 2021 Plan Commission meeting.

## Public Hearing and Communications

The Plan Commission conducted a public hearing on this petition at a regular meeting of the Plan Commission on May 5, 2021. This meeting would typically take place in the Willowbrook Police Department Training Room, 7760 S. Quincy St, Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting was held virtually via Zoom.

There were no public comments at the hearing. Vice Chairman Wagner asked for clarification on which lot was requesting the variation. Planning Consultant Choi indicated that the requested variation would only be applicable to the newly created Lot 2, or the new south lot.

## Summary of Public Hearing and Communications

No individuals from the public were sworn in at the public hearing.

1. Present: Approximately thirteen (13) individuals were present. The following members of the Plan Commission were in attendance: Chairman Dan Kopp, Vice Chairman John Wagner, Commissioners Catherine Kaczmarek, Leonard Kaucky, William Remkus, James Soukup, and Maciej Walec. The following Village staff members were present: Planning Consultant Ann Choi, Building Official Roy Giuntoli, and Recording Secretary Lisa Shemroske. Court Reporter Robin Hejnar was also in attendance.
2. Speakers: No individuals presented testimony.
3. There were no members of the general public that provided testimony in opposition to the petition.

## Communications Received

The Village received zero letters in opposition to the proposed petition.

The following motion was made by Remkus was seconded by Wagner and approved unanimously, a 7-0 roll call vote of the members present:

## Motion

Based on the submitted petition and testimony provided, I move that the Plan Commission finds that the proposed Final Plat of Resubdivision for Lots 53 and 54 in Clarendon Gardens resubdividing 7809 and 7815 Clarendon Hills Road into two new lots of record, which requires a variation from Section 9-3-7(B)1 of the Zoning Ordinance, meets the Subdivision Regulation standards for approving such final plat and associated variation; that the Plan Commission approve and adopt the Standards for Variations outlined in the Staff Report for PC 21-05 for the May 5, 2021 Plan Commission meeting; and that the Plan Commission recommend to the Village Board approval of a variation from Section 9-3-7(B)1 to reduce the minimum specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2; and the Plan Commission has reviewed the Final Plat of Resubdivision and recommends approval of a Final Plat of Resubdivision for PC 21-05 for the May 5, 2021 Plan Commission meeting, subject to the following conditions of approval and plans listed in the Staff Report prepared for PC 21-05 for the May 5, 2021 Plan Commission Meeting:

### Conditions of Approval:

1. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
2. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.



3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



**Attachment 1**  
Public Hearing Notice and Sign (4 pages)

**NOTICE OF PLAN COMMISSION MEETING AND PUBLIC HEARING**  
**ZONING CASE NO. 21-05**

NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 5<sup>th</sup> of May 2021 at the hour of 7:00 P.M. This meeting would typically take place in the Willowbrook Police Department Training Room, 7760 S. Quincy St, Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting will be held virtually. Internet address and access instructions will be provided on the Village of Willowbrook's Plan Commission website once available:

<https://www.willowbrookil.org/Archive.aspx?AMID=44>

The purpose of this meeting and public hearing shall be to consider a petition requesting a review and recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of written recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of a variation from Section 9-3-7(B)1 of the Village of Willowbrook Zoning Ordinance to reduce the minimum required setback on Clarendon Hills Road from seventy feet (70') to forty-feet (40') for the newly proposed Lot 2, and consideration of other such relief, exceptions, and variations from Title 9 and Title 10 of the Village Code as are set forth in the petition, on the properties legally described as follows:

LOT 53 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

LOT 54 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

PINs: 09-26-306-008 (LOT 53) and 09-26-306-009 (LOT 54)

ADDRESS: 7809 and 7815 Clarendon Hills Rd., Willowbrook, Illinois

The applicant for this petition is Icon Building Group, 106 Roman Lane, Hawthorne Woods, IL 60047. The property owners are Joseph and Catherine McHugh, 7815 Clarendon Hills Road, Willowbrook IL 60527, and Michael Gwozdz and Catherine McHugh (Gwozdz), 7809 Clarendon Hills Road, Willowbrook IL 60527.

A copy of the Village's petition is on file in the Office of the Village Planner, Village of Willowbrook, 835 Midway, Willowbrook, Illinois, and is available for public inspection.

Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Ann Choi,

Village of Willowbrook, 835 Midway, Willowbrook, IL 60527, or call (630) 920-2233, Monday through Friday, between 8:30 A.M. and 4:30 P.M.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. Written comments may be submitted up to the hour of 6:00pm on May 5, 2021 to [planner@willowbrook.il.us](mailto:planner@willowbrook.il.us). This hearing may be recessed to another date if not concluded on the evening scheduled.

/s/ Brian Pabst  
Village Administrator  
(630) 920-2261

Published in the April 15, 2021 edition of *The Doings* Newspaper.

## Legal Notices

## LEGAL NOTICE

TAKE NOTICE that the Board of Trustees of the Town of Leyden will hold a public hearing at 10:00 a.m. on Monday, May 17, 2021, at the Leyden Town Hall, 2501 N. Mennheim Road, Franklin Park, Illinois, to consider the 2021-2022 Budget and Appropriation Ordinances for all Town, Sewer and Water and Road and Bridge District purposes. Copies of the tentative budget will be available for public inspection thirty days before the meeting from the Town Clerk at the Leyden Town Hall.

Jamie Losurdo  
Town Clerk  
4/15/2021 6927617

## LEGAL NOTICE

Oak Brook Park District  
Public Notice for Proposed  
Budget and Appropriation  
Ordinance

Public Notice is hereby given that the proposed combined Budget and Appropriation Ordinance for the Oak Brook Park District, DuPage and Cook Counties, Illinois, for the fiscal year beginning May 1, 2021 and ending April 30, 2022, is available for public inspection at the Oak Brook Park District, Administration Office, 4500 Clarendon Road, Oak Brook, Illinois 60523, during the normal business hours, Monday – Friday, 9:00 am – 4:30 pm.  
4/15/2021 6927374

## BUSINESS OWNERS

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The Classifieds can showcase your business and services! Advertise your cleaning service, mortgage company or daycare with us today!

Call 866-399-0537 or visit us online at placeanad.tribune suburbs.com

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The search begins here! Many apartment and home hunters check the Classifieds before looking for a new place to live. Advertise your rental units with us to get a jump on the competition! Call 866-399-0537 or visit placeanad.tribunesuburbs.com

## BUSINESS OWNERS

Advertise with us!

The Classifieds can showcase your business and services! Advertise your cleaning service, mortgage company or daycare with us today!

Call 866-399-0537 or visit us online at placeanad.tribune suburbs.com

## ONLINE

Go to placeanad.tribunesuburbs.com to order and pay for your classified ad. Online. Anytime. It's fast! It's easy!

## Public Hearings

## NOTICE OF A PUBLIC HEARING

PLAN COMMISSION – ZONING BOARD OF APPEALS  
CITY OF COUNTRYSIDE, ILLINOIS

NOTICE IS HEREBY GIVEN, THAT A PUBLIC HEARING WILL BE HELD BY THE PLAN COMMISSION – ZONING BOARD OF APPEALS OF THE CITY OF COUNTRYSIDE, COOK COUNTY, ILLINOIS, ON TUESDAY, MAY 4, 2021, AT 7:15 P.M. IN THE CITY COUNCIL CHAMBERS, 809 QUINCY ST., WILLOWBROOK, IL 60527. HOWEVER, DUE TO THE CURRENT CIRCUMSTANCES CONCERNING COVID-19, THIS MEETING WILL BE HELD VIRTUALLY. INTERNET ADDRESS AND ACCESS INSTRUCTIONS WILL BE PROVIDED ON THE VILLAGE OF WILLOWBROOK'S PLAN COMMISSION WEBSITE ONCE AVAILABLE:

SPECIAL USE PERMITS PURSUANT TO SECTION 10-6A-2, ENTITLED SPECIAL USES OF THE MUNICIPAL CODE (ZONING CODE):

§ 10 TO PERMIT A FINANCIAL INSTITUTION (BANK) IN THE B-1 ZONING DISTRICT; AND  
§ 10 TO PERMIT A DRIVE-THROUGH FACILITY (AS PART OF THE FINANCIAL INSTITUTION) IN THE B-1 ZONING DISTRICT

AT THE REAL ESTATE COMMONLY KNOWN AS 600 W. PLAINFIELD ROAD, COUNTRYSIDE, IL 60525.

PIN# 13-16-100-012-0000

LEGALLY DESCRIBED AS FOLLOWS:  
THAT PART OF LOT 4 IN SCHOOL TRUSTEE'S SUBDIVISION IN THE NORTHWEST 1/4 OF SECTION 16, TOWNSHIP 38 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHEASTERLY LINE OF PLAINFIELD ROAD WITH THE WEST LINE OF THE E 178.30 FEET OF THE NORTHWEST 1/4 OF SAID SECTION 16 (AS MEASURED ALONG THE NORTH LINE OF SAID NORTHWEST 1/4); THENCE SOUTH ALONG SAID WEST LINE 284 FEET; THENCE WEST ALONG A LINE FORMING AN ANGLE OF 89 DEGREES 12 MINUTES 40 SECONDS WITH THE LAST DESCRIBED COURSE (AS DESCRIBED FROM EAST TO NORTH) FOR A DISTANCE OF 150 FEET TO A POINT IN THE SOUTHEASTERLY LINE OF 66 FOOT PLAINFIELD ROAD AFERESIDE, SAID POINT BEING 250 FEET SOUTHWESTERLY FROM THE POINT OF BEGINNING; THENCE NORTHEASTERLY ALONG SAID SOUTHEASTERLY LINE 250 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

THE APPLICANT IS FIFTH THIRD BANK (HANNAH BRYANT - AUTHORIZED AGENT) WHOSE ADDRESS IS 2100 1ST AVENUE NORTH, #100, BIRMINGHAM, ALABAMA 35203. THE PROPERTY OWNER IS FIFTH THIRD BANK WHOSE ADDRESS IS 38 FOUNTAIN SQUARE PLAZA, MD 10903K, CINCINNATI, OH, 45202.

NOTICE IS FURTHER GIVEN, THAT ALL PERSONS PRESENT AT SAID HEARING AND DESIRING TO BE HEARD FOR OR AGAINST THE REQUESTED SPECIAL USES (CASE NUMBER: PZ-21-0002) AND OR TO ASK QUESTIONS SHALL BE GIVEN SUCH OPPORTUNITY FOR QUESTIONS ABOUT THE NOTICE PLEASE CONTACT RICHARD TRENT – PLANNING MANAGER AT (708) 485-4775.

RICHARD FULLMER, JR., CHAIRMAN  
PLAN COMMISSION – ZONING BOARD OF APPEALS  
4/15/2021 6927498

## Public Hearings

NOTICE OF PLAN COMMISSION MEETING AND PUBLIC HEARING

ZONING CASE NO. 21-05  
NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 5th of May 2021 at the hour of 7:00 PM. This meeting would typically take place in the Willowbrook Police Department Training Room, 7690 S. Quincy St., Willowbrook, IL 60527. However, due to the current circumstances concerning Covid-19, this meeting will be held virtually. Internet address and access instructions will be provided on the Village of Willowbrook's Plan Commission website once available:

<https://www.willowbrookil.org/Archive.aspx?AMID=44>

The purpose of this meeting and public hearing shall be to consider a petition requesting a review and recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of written recommendations regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of a variation from Section 9-3-7(B)1 of the Village of Willowbrook Zoning Ordinance to reduce the minimum required setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for a newly proposed Lot 2, and consideration of other such relief, exceptions, and variations from Title 9 and Title 10 of the Village Code as are set forth in the petition, on the properties legally described as follows:

LOT 53 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE SOUTHWEST QUARTER OF THE NINETEEN HUNDRED 38 NORTH RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MAY 16, 1944, AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

PINS: 09-26-306-008 (LOT 53) and 09-26-306-009 (LOT 54)

ADDRESS: 7809 and 7815 Clarendon Hills Rd., Willowbrook, Illinois

The applicant for this petition is Con Building Group, 106 Roman Lane, Hawthorne Woods, IL 60047. The property owners are Joseph and Catherine McHugh, 7815 Clarendon Hills Road, Willowbrook IL 60527, and Michael Gwozdz and Catherine McHugh (Gwozdz), 7809 Clarendon Hills Road, Willowbrook IL 60527. A copy of the village's petition is on file in the Office of the Village Planner, Village of Willowbrook, 835 Midway, Willowbrook, IL 60527, or call (630) 920-2233, Monday through Friday, between 8:30 A.M. and 4:30 P.M.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally in written form, or both. Written comments may be submitted up to the hour of 6:00 P.M. on May 5, 2021, to the Village of Willowbrook, IL. This hearing may be recessed to another date if not concluded on the evening scheduled.

/s/ Brian Pabst  
Village Administrator  
(630) 920-2261  
4/15/2021 6927232

## Public Hearings

NOTICE OF PUBLIC HEARING REGARDING THE VILLAGE OF BURR RIDGE'S FISCAL YEAR 2021-2022 BUDGET

The Corporate Authorities of the Village of Burr Ridge will conduct a public hearing to consider the tentative Budget for Fiscal Year 2021-22 (commencing May 1, 2021 and ending April 30, 2022) on April 26, 2021 at 7:00 p.m. in the Village Hall Boardroom located at 55 E. County Line Road, Burr Ridge, Illinois 60527. This hearing shall be open to the public. Any person desiring to appear at the public hearing and provide comments on the tentative Budget for Fiscal Year 2021-22 to the Corporate Authorities will be heard. The tentative Budget is available and may be inspected by the public at the Village Hall Boardroom located at 55 E. County Line Road, Burr Ridge, Illinois 60527, phone number 630-654-8181.

VILLAGE OF BURR RIDGE, ILLINOIS  
04/15/2021 6928484

LEGAL NOTICE  
A PUBLIC HEARING WILL BE HELD BY THE ZONING BOARD OF APPEALS, PLANNING AND ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF NORTHLAKE, COOK COUNTY, ILLINOIS ON THURSDAY, APRIL 29, 2021 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS OF CITY HALL, 55 E. NORTH AVENUE, NORTHLAKE, ILLINOIS TO:

Discuss and act upon a variance request to the City of Northlake Zoning Ordinance. The applicant Charles Fredrickson at 272 E. Palmer Ave. is requesting the following:

1. Section 8-8-1 – Accessory Buildings: A variance to reduce from required three feet (3') from side lot line to match existing one and one half feet (1.5').

The legal description of the property is as follows:

Parcel 1:

Lot 19 in Block 2 in Section 2 of Country Club Addition to Midland Development Company's Northlake Village, a subdivision of the Southwest quarter (except the South 100 rods), the South half of the Northwest quarter and the Southwest quarter in Section 32, Township 40 North, Range 12 East of the Third Principal Meridian, in Cook County, Illinois.

PIN: 12-32-105-019-0000

ALL INTERESTED PARTIES WILL BE GIVEN THE OPPORTUNITY TO BE HEARD.

Nancy Paulette  
City Clerk  
4/15/2021 6926270

Legal Notice  
Notice of Public Hearing  
Wednesday, May 5th, 2021 at  
7:00 P.M.  
ZBA 21-06

Notice is hereby given to all interested parties that the Zoning Board of Appeals of the Village of Franklin Park, will hold a Public Hearing on Wednesday, May 5th, 2021 at 7:00 P.M. in the Community Room at 9401 West Belmont Avenue, Franklin Park, Illinois, to take public comment and testimony concerning a Conditional Use for a "Daycare Center" in the C-1 Neighborhood Convenience District per Village Code section 9-5A-3 for the property commonly known as 3541 Rose Street in Franklin Park, Illinois.

PINS: 12-22-316-036-0000

Further information regarding the application is available at the office of the Department of Community Development and Zoning.

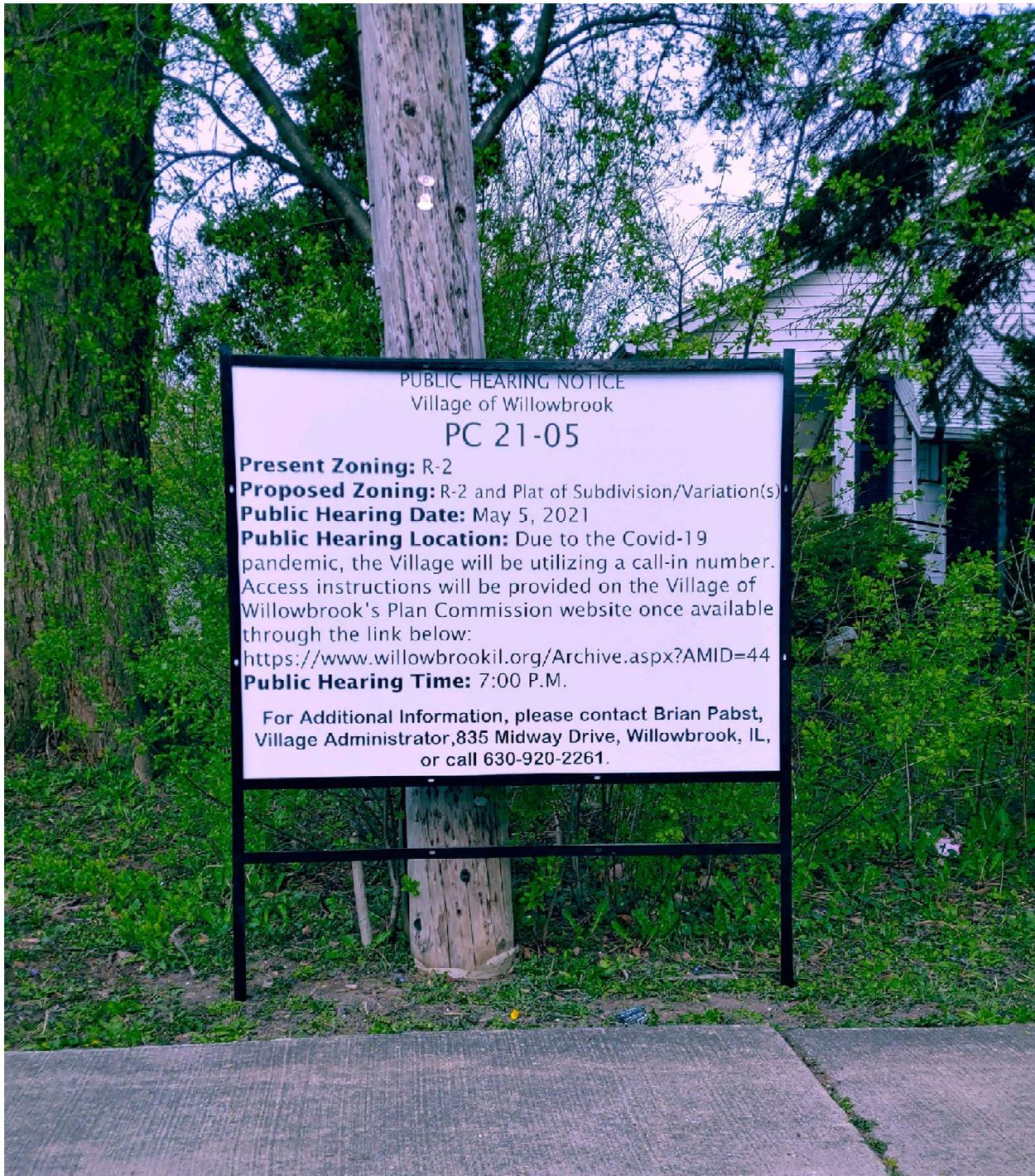
Case Number ZBA 21-06  
Publication Date this 15th day of April

Mark Cwik, Chairman  
Zoning Board of Appeals  
Village of Franklin Park  
4/15/2021 6927866

## BUY LOW, SELL HIGH

Place your automobile  
classified ad online at  
placeanad.  
tribunesuburbs.com

Notice of Sign on Clarendon Hills Road frontage (posted on April 5, 2021)



**Attachment 2**  
Legal Description

LOT 53 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

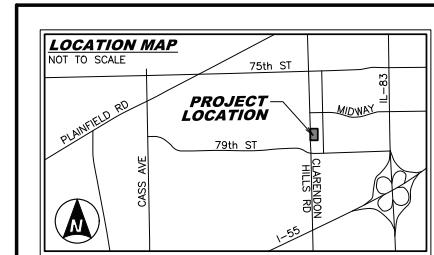
LOT 54 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 16, 1944 AS DOCUMENT 462391, IN DUPAGE COUNTY, ILLINOIS.

Common Address(es): 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois.

PINs: 09-26-306-008 (LOT 53) and 09-26-306-009 (LOT 54)

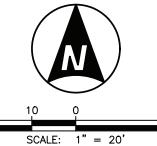


**Attachment 3**  
Plat of Survey (1 sheet)



# ***PLAT OF SURVEY***

LOTS 53 & 54 IN CLARENDON GARDENS, BEING A SUBDIVISION OF THE NORTH 35 ACRES OF THE  
WEST 1/2 OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 26, TOWNSHIP 38 NORTH,  
RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED  
MAY 16, 1944 AS DOCUMENT #462391, IN DUPAGE COUNTY, ILLINOIS



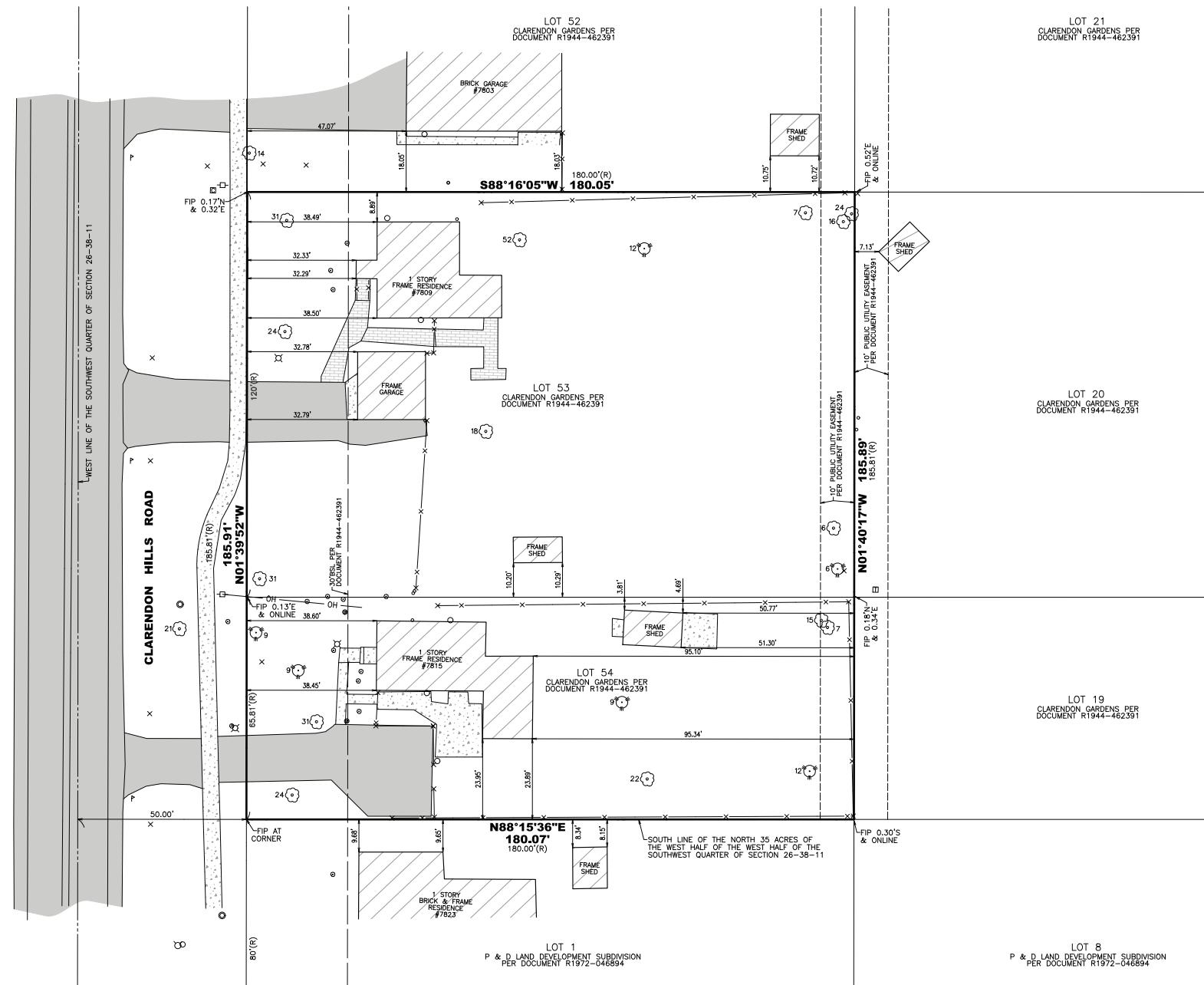
P.I.N.:  
09-26-306-008  
09-26-306-009

09-26-306-008  
09-26-306-009

• • • •

### **LEGENDS**

—	BOUNDARY LINE
—	PROPOSED LOT LINE
—	BUILDING SETBACK LINE (BSL)
—	EASEMENT LINE
—	EXISTING RIGHT-OF-WAY LINE
—	EXISTING LOT LINE
—	OVERHEAD WIRE
—	FENCE
○	MANHOLE (MH)
○	CATCH BASIN (CB)
□	INLET (INL)
○	BUFFALO BOX (BB)
○	BUFFALO BOX PIPE ONLY (BBP)
○	AUXILIARY VALVE (AV)
●	CLEANOUT (CO)
○	GAS VALVE (GV)
○	FIRE HYDRANT (FH)
□	POWER POLE (PP)
—	SIGN
—	MAILBOX (MB)
20*	DECIDUOUS TREE (SIZE IN INCHES)
12*	CONIFEROUS TREE (SIZE IN INCHES)
—	BUSH
FIP (R)	FOUND IRON PIPE RECORD
	CONCRETE (CONC)
	GRAVEL
	HOT MIX ASPHALT (HMA)
	BUILDING
	DEPRESSED CURB



**NOTES:**

1. NO COMMITMENT FOR TITLE INSURANCE WAS SUPPLIED FOR USE IN THE PREPARATION OF THIS SURVEY/PLAT/EXHIBIT. THIS SURVEY/PLAT/EXHIBIT IS SUBJECT TO MATTERS OF TITLE WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT.
2. BEARINGS BASED ON NAD83 (2011) ILLINOIS STATE PLANE, EAST ZONE.
3. BUILDING DIMENSIONS AND TIES SHOWN HEREON ARE MEASURED FROM THE OUTSIDE FACE OF CONCRETE FOUNDATION/EXISTING STRUCTURE.
4. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
5. ONLY THOSE BUILDING LINE SETBACKS AND EASEMENTS WHICH ARE SHOWN ON THE RECORDED PLAT OF SUBDIVISIONS ARE SHOWN HERE ON. REFER TO THE DEED, TITLE INSURANCE POLICY AND LOCAL ORDINANCES FOR OTHER RESTRICTIONS.
6. NO DIMENSIONS SHALL BE DERIVED FROM SCALE MEASUREMENTS.
7. CONTACT JULIE AT 1-800-892-0123 FOR EXACT LOCATION OF BURIED UTILITIES PRIOR TO DIGGING.
8. OBSERVABLE ABOVE GROUND UTILITIES AND ABOVE GROUND EVIDENCE OF UNDERGROUND UTILITIES LOCATED AND SHOWN HEREON.
9. PLAT IS BASED ON FIELD WORK COMPLETED ON 04/23/20.
10. PROPERTY NOT MONUMENTED AT THIS TIME PER CLIENT'S REQUEST.



STATE OF ILLINOIS) }  
SS

NUMBER 184-02694, HEREBY CERTIFY THAT WE HAVE SURVEYED THE  
ABOVE DESCRIBED PROPERTY AND THAT THIS PLAT REPRESENTS THE  
CONDITIONS FOUND AT THE TIME OF SAID SURVEY.

Given under my hand and seal this 26th day of April.

021 IN ROSEMONT, ILLINOIS

EEFREY D. DERANCO

MAIL: [jderango@mackieconsult.com](mailto:jderango@mackieconsult.com)  
ILLINOIS PROFESSIONAL LAND SURVEYOR NUMBER 035-004021  
LICENSE EXPIRES: NOVEMBER 30, 2022  
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS  
MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



**Mackie Consultants, LLC**  
9575 W. Higgins Road, Suite 500  
Rosemont, IL 60018  
(847)696-1400  
[www.mackieconsult.com](http://www.mackieconsult.com)

CLIE



23103 SANCTUARY CLUB DR  
KILDEER, IL 60047  
(847)773-1200

		DESIGNED	---	
		DRAWN	MRD	
		APPROVED	JDD	
		DATE	03/05/21	
DATE	DESCRIPTION OF REVISION	BY	SCALE	1" : 20'

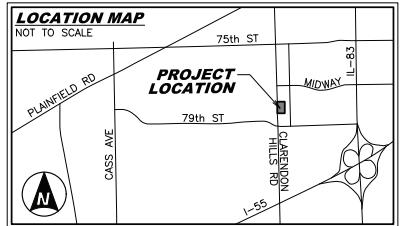
PLAT OF SURVEY  
LOT 53 AND 54 CLARENCE GARDENS  
WILLOWBROOK, ILLINOIS



**Attachment 4**

Final Plat of Resubdivision of Monchichi Manor (1 sheet)

# FINAL PLAT OF RESUBDIVISION OF MONCHICHI MANOR



P.I.N.  
09-26-306-008  
09-26-306-009



SCALE: 1" = 20'

LOT 52  
CLARENDO GARDENS PER  
DOCUMENT R1944-462391

LOT 21  
CLARENDO GARDENS PER  
DOCUMENT R1944-462391

S88°16'05"W 180.00'(R)  
180.05'

CLARENDO HILLS ROAD

185.81'(R)  
185.91'

FIP 0.13'E  
& ONLINE

109.91

109.91'(R)

65.81'(R)

50.00'

FIP AT  
CORNER

180.00'(R)

N88°15'36"E 180.07\*

180.07'(R)

100.68'

FIP 0.30'S  
& ONLINE

105.81'(R)

**Attachment 5**  
Findings of Fact  
Standards for Variations  
Monchichi Manor Resubdivision (2 pages)

**9-14-4(E): Standards for Variations**

The Plan Commission shall not recommend and the Board of Trustees shall not grant variations from the regulation of this title unless affirmative findings of fact shall be made as to all of the standards hereinafter set forth, which findings of fact shall be based upon evidence adduced upon the hearing held thereon, that:

**(A) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.**

**Applicant Finding:** The property is in a long established area of subdivision boundaries and lot configurations. The majority of the lots on the block have been built with a required setback of 30', with no negative impacts, thereby establishing a standard for setbacks and reasonable return. Therefore, to deny the requested variances would deny the applicant the same reasonable return enjoyed by the surrounding properties that have been established in this neighborhood.

**(B) The proposed variation will not merely serve as a convenience to the applicant, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations were carried out and which is not generally applicable to property within the same district.**

**Applicant Finding:** The hardship is created by the application of a 70' setback in a subdivision that was developed before that requirement was codified. The development of the original subdivision has resulted in a trend in setbacks, on this area of Clarendon Hills Road, which do not meet today's standards without certain variations. To vary from these established setback trends, by more than doubling the required setback on the subject property, would create an undesirable mix of structure setbacks. This property also falls under R-2 zoning district, and the requested 40' setback is consistent with those requirements.

**(C) The alleged hardship has not been created by any person presently having a proprietary interest in the premises.**

**Applicant Finding:** The subdivision was created prior to the Village annexing this parcel, and establishing the current setback standards. Therefore the present owners did not create the hardship.

**(D) The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.**

**Applicant Finding:** The variation will keep the status quo within the block. Adjacent properties contain structures that existed before the current zoning laws were enacted, and have been built with a 30' required setback. Therefore the requested setback will not be detrimental or injurious in any way.

**(E) The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.**



**Applicant Finding:** The current single family detached dwelling on the lot is setback 38.45', and the proposed building area is set back 40', so there will be no substantial impact on adjacent properties with respect to the supply of light and air, traffic congestion, nor increases in the danger of fire or public safety.

**(F) The proposed variation will not alter the essential character of the locality. (Ord. 77-O-4, 2-14-1977)**

**Applicant Finding:** The proposed variation will act to retain the essential character of the neighborhood by preserving existing setback standards on R-2 zoned lots. Conversely, not proceeding with this variation will alter the essential character by creating an undesirable mix of structure setbacks.

**(G) The proposed variation is in harmony with the spirit and intent of this title. (Ord. 97-O-05, 1-27-1997)**

**Applicant Finding:** The requested variations are within the scope of authorized variations provided for in Title 9 Zoning of the Willowbrook Code of Ordinances. Standard R-2 zoning requirements have the stipulation:

“9-5B-3(D)5. - When a lot has a front or exterior side yard on a street where fifty percent (50%) or more of the frontage on the same side of the street in the same block has been developed, the front or exterior side yard requirement applicable to such lot shall be calculated by taking the average of the setbacks on all buildings in that block on the same side of the street whose setbacks are less than requirements set forth in subsection”.

The spirit and intent of Title 9 is to maintain setback continuity on a developed block, and this variation will provide that.



**Attachment 6**  
Engineer's Review Letters (4 pages)



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

March 30, 2021

Village of Willowbrook  
835 Midway Drive  
Willowbrook, IL 60527

Attention: Ann Choi

Subject: Lot 53 and Lot 54 Final Plat of Resubdivision  
(CBBEL Project No. 900144.0H225)

Dear: Ann

As requested, we have reviewed the engineering plans for the above project prepared by Mackie Consultants, LLC. Last revised on March 5, 2021. Also submitted was a Plat of Survey also prepared by Mackie Consultants and dated March 5, 2021. Please note that Mackie Consultants is an affiliate company of CBBEL. The following comments must be addressed before we can recommend approval of the plat:

1. No documentation has been provided to us which, if any, of the existing structures (houses, sheds, etc.) on the property to be subdivided are to remain or be demolished. For structures to remain that may not meet current zoning standards, we suggest that the approving ordinance clarify if they will be grandfathered as existing non-conforming for as long as they remain, or if there will be a trigger which requires compliance. For any structures to be demolished as part of the subdivision, we suggest that the approving ordinance provide a condition that the demolition occur prior to the plat being recorded.
2. The existing frame shed that is currently on 7809 Clarendon Hills Road will be on Lot 2 of the proposed subdivision. There is also an existing frame shed on 7815 Clarendon Hills Road. No documents have been submitted for our review clarifying which, if any, of the existing structures on the two lots will remain or are to be removed. Section 9-12-1 of the Zoning Code provides for only one accessory building (storage shed) per lot.
3. The front building line setback should be 70' as defined in the Zoning Code Section 9-3-7.B Specific Setbacks. We understand that the applicant has requested a variation to allow for a 40 foot front yard, which is shown on proposed Lot 2, but no proposed front setback line is shown for Lot 1. The proposed front setback must be shown for Lot 1, and if the variation is not granted by the Village, the plat must be revised to show the 70 foot setback as required by code.
4. The Du Page County GIS database indicates separate owners for the two existing lots. If this is the case, two owner and notary certificates will be required on the plat with clarification on each for which lot is covered. If the County database is outdated, this comment can be disregarded. Documents to confirm this should be provided for the record.
5. Modify the Village Collector Certificate to be Village Clerk Certificate. Other than changing all references to Collector to Clerk, the plat may remain the same.

6. The County Health Officer Certificate should be removed as this property will not be served with well and septic.
7. The County Engineer Certificate should be removed as the lot does not front on a County Highway.

Please note that except as specifically noted in the above comments, we have not reviewed the proposed subdivision with respect to the Village Zoning Code, and we understand that there are no public improvement associated with the proposed project. Existing watermain and sanitary sewer are across the frontage of this property.

If you have any questions, feel free to contact me at any time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Daniel L. Lynch".

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

Cc Brian Pabst, Village Administrator  
Roy Giuntoli, Building Official

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**A RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF TWO (2) SCHOOL ZONE WARNING SIGNALS FROM MOBOTREX AT A COST NOT TO EXCEED \$5,147.00**

**AGENDA NO.** 6.k.

**AGENDA DATE:** 06/14/21

**STAFF REVIEW:** Andrew Passero, Public Works Foreman SIGNATURE: *A. Passero/SPH* \_\_\_\_\_

**LEGAL REVIEW:** Tom Bastian, Village Attorney SIGNATURE: *Tom Bastian/cm* \_\_\_\_\_

**RECOMMENDED BY:** Brian Pabst, Village Administrator SIGNATURE: *B. Pabst* \_\_\_\_\_

**REVIEWED & APPROVED BY COMMITTEE:** YES  NO  N/A

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

The existing school stop sign warning beacons were installed in the early 2000s and have reached their useful lifespan. Since this equipment in use is past its useful life, the maintenance costs have consistently increased. Due to the increasing costs, staff received three proposals for replacement of school warning beacons. These two school warning beacons come with solar panels, calendar communication kit, and multi-time programming kit with software to accommodate multiple time frames throughout the day. The lead time on receiving these two school warning beacons is 8-10 weeks.

Item	Budgeted Amount	Mobotrex	Solar Lighting International	Astro Optics LLC
Two (2) School warning beacons	\$5,147	\$5,147	\$7,290	\$5,966

Mobotrex Mobility & Traffic Experts came in at the budgeted amount of \$5,147. This price does not include installation. The school warning beacons will be installed by Public Works staff.

### **STAFF RECOMMENDATION**

Staff recommends purchasing two School warning beacons from Mobotrex.

**ACTION PROPOSED:** Adopt resolution.

**RESOLUTION NO. 21-R-\_\_\_\_\_**

**A RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF TWO (2)  
SCHOOL ZONE WARNING SIGNALS FROM MOBOTREX AT A COST NOT TO  
EXCEED \$5,147.00**

---

**WHEREAS**, the Village Public Works Department solicited proposals for the purchase of two (2) school zone warning signs; and

**WHEREAS**, MOBOTREX Mobility and Traffic Experts submitted the lowest proposal with a total cost of \$5,147.00 for two (2) school zone warning proposal signals.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the purchase of two (2) school zone warning signals from MOBOTREX Mobility and Traffic Experts at a total cost not to exceed \$5,147.00, is hereby approved.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**BE IT FURTHER RESOLVED** that the Village Administrator of the Village of Willowbrook is hereby authorized and directed, on behalf of the Village of Willowbrook, to execute a purchase order for school zone warning signals. A copy of said purchase order is attached hereto as Exhibit "A" and made a part hereof.

PASSED and APPROVED this 14<sup>th</sup> day of June, 2021 by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

---

Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**

Date: 05/04/2021

Expire Date: 6/3/2021

Prepared By: Millar, Nicole D.

**Customer:** CONTRR3

 Andrew Passero  
 Contractor Quote - Region 3  
 General Delivery  
 Chicago IL 60290-9999  
 United States

**Contact:** Andrew Passero

**Phone:** 630-514-3329

**Description:** [apassero@willowbrook.il.us] R829-E, 7719 Clarendon Hills Rd, 7548 Clarendon Hills Rd

Part #	Description	Quantity	Price	Extended
-	R829-E solar engine	2	\$1,666.00	\$3,332.00
-	Single-Section Traffic Signal (Black Housing) w/ 12" Yellow LED	2	\$351.00	\$702.00
-	Calendar communication kit	2	\$509.00	\$1,018.00
84339	Calendar programming kit & software, 32' USB ext harness(1-per end user)	1	\$95.00	\$95.00

Sale Amount:	\$5,147.00
Sales Tax:	0.00
Misc Charges:	0.00
<b>Total Amount:</b>	<b>\$5,147.00</b>

**Notes:**

- Quoting Material Only.
- Labor/Installation is Not Included.
- This system can be mounted to 2 - 2.5" square and 2.38 - 2.88" OD round poles. If different poles will be used, please let us know and we can re-quote with the proper mounting hardware.
- Poles not included.

**Terms:**

THIS QUOTE IS BASED ON THE ENTIRE VALUE AND VOLUME OF ALL LINE ITEMS - Prices listed on this quote are valid only in the event of purchase of all line items in the quantities listed, in their entirety. Purchases of individual line items will require a new quote prior to acceptance of any purchase orders.

Shipment of the material will be approximately 90 days after receipt of both an acceptable purchase order and approved submittal data if required. PAYMENT TERMS ARE NET 30 DAYS with prior approved credit. MoboTrex, Inc. retains title to material until paid in full. A service charge of 1.5% per month (18% annual rate) will be assessed against all past due accounts. Prices and delivery quoted are firm for 30 days from the date of bid. The above quote does not include installation of the products quoted. On-Site technical assistance is available and will be quoted upon request.

Quotation does not include sales tax. Sales tax will be added at time of invoice unless a valid Sales Tax Exempt certificate has been provided. Sales tax exempt certificate should accompany customer Purchase Order.

Limited Warranty: MoboTrex, Inc. only obligations shall be to replace such quantity of the product proven to be defective.

Warranty Period: The length of warranty manufacturers have conveyed to the seller and which can be passed on to the buyer.

Additional terms and conditions apply - See MoboTrex, Inc. Terms & Conditions document at our website: [www.mobotrex.com](http://www.mobotrex.com).

Thank you for the opportunity to provide this quote.

**RECOMMENDED SYSTEM:**

To meet the performance requirements at 7717 Clarendon Hills Rd, Willowbrook, IL, Carmanah recommends the R829-E system.

**Key Parameters Considered:**

- Hours flashing per day, and number of days per week
- Worst month\*\* (month with least sunlight, coldest temp, and highest energy consumption over 24 hours)

*\*\*See glossary of terms on page 4 for clarification*

**Recommended System:**

**Location: 7717 Clarendon Hills Rd, Willowbrook, IL**

**R829-E**

**System Configuration:**

Solar Panel (Watts)	15
Solar Panel Orientation	South
Battery Capacity (Amp-Hours)	14
<b>Fixture 1 Color and Type:</b>	Yellow 12" Beacon
Number of Fixtures	2
EMS Intensity Setting	200mA
Per-Fixture Output Intensity	545cd
Fixture Flash Pattern	0.5A
Hours Per Day	4
Days Per Week	5


**OHL Fixture Type:**

Number of OHL Fixtures

**System Activation Method:**
**Weather Data:**

Worst Month	December
Peak Sun Hours (during month)	2.40
Minimum Temperature	28.74°F / -1.81°C

**Additional Notes:**

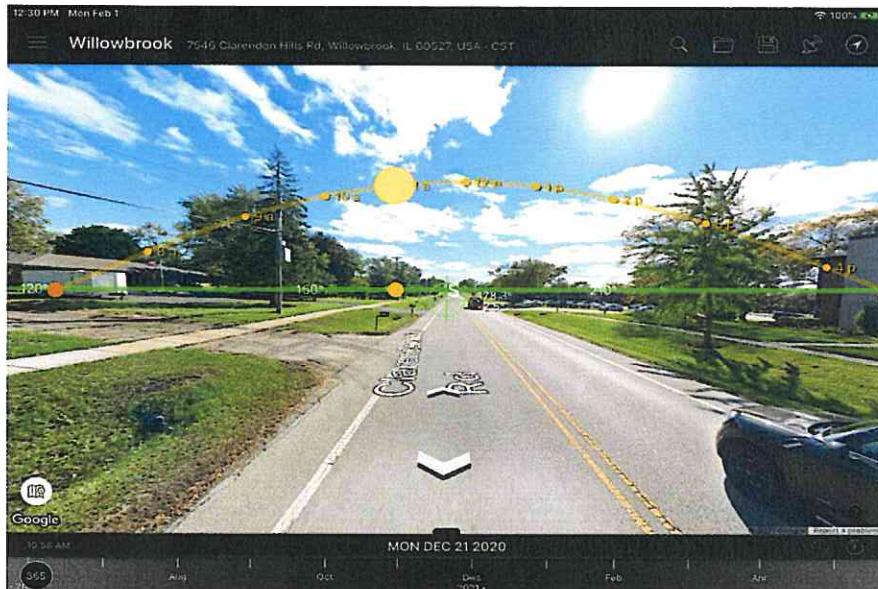
Adjusted Battery Capacity due to Cold Temperature	80%
Sunlight Available after Shading is Applied	85%

**Performance Summary for Worst Month**

Energy In (Watt-Hours)	20.3
Hours Per Day	4.0
Energy Out (Watt-Hours)	10.7
Autonomy (Days)	11.4
Array-to-load Ratio (ALR)	1.9
24-Hour Battery Usage - Depth of Cycle (%)	1.7%

\*See page 3 for in-depth system details

Minimum Recommended ALR

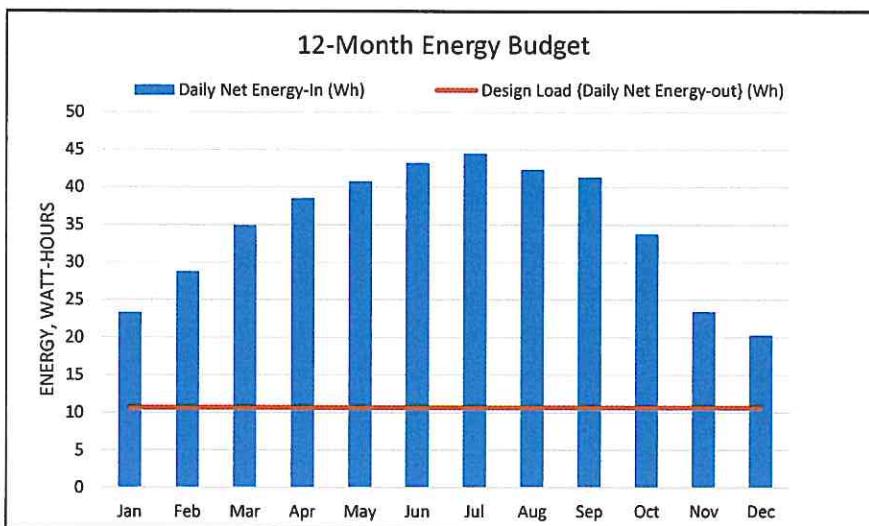


## Sun Path and Shading

"The image on the left depicts the sun's path during the worst month\*. Both the sun's path and shading affect the amount of available energy and determines the size and performance of the system.

Solid objects such as buildings block most light, while the effect of other objects – like trees, depending on their type and time of year – varies."

**Location Shade De-rating:** 15%



## 12-Month Energy Budget:

**Blue bars:** Energy available to run the system and charge the batteries (energy-in\*).

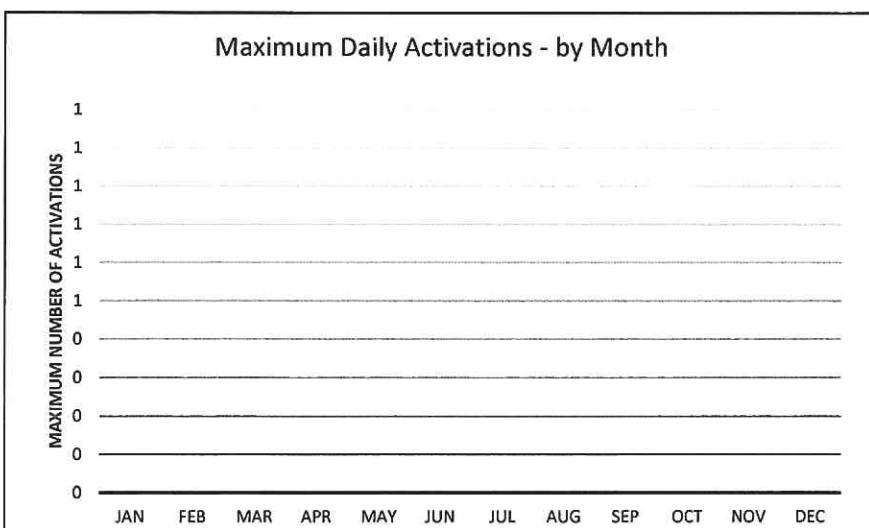
**Red line:** system load (energy-out\*) due to pedestrian or other system activation.

**Minimum Array-to-Load Ratio:** 1.9

**System:** R829-E

**Hours Per Day:** 4

**Days Per Week:** 5



## 12-Month Array-to-Load Ratio:

Green line: The monthly array-to-load ratio.

The chart to the left illustrates the the ratio of "net energy" collected by the solar panel and available to charge the battery divided by the system energy consumption over 24 hours.

The recommended industry standard minimum value for array-to-load ratio is 1.2

**ENERGY-IN CALCULATION:**

Rated Panel Wattage (W)	15.00	
Worst Month Peak Sun Hours (h)	2.40	Sun Hours at 45° tilt angle worst month = December
Effective Shading (%)	85%	100% is full sun. Based on worst month = December
Peak Sun Hours Adjusted for Shading (h)	2.04	
Solar Panel Energy Pre-Battery Charger (Wh)	30.63	
Solar Panel Charge Efficiency (%)	92%	Operating specification
Battery Charge Acceptance	72%	Value based on battery manufacturer's specifications
<b>Energy Into the Battery (Watt-Hours)</b>	<b>20.3</b>	

**ENERGY-OUT CALCULATION:**

Average Fixture Power Day Operation (W)	1.39	Operating specification
Ambient Auto-Adjust Maximum (%)	100%	Operating specification
Night Dimming (%)	30%	User-adjustable setting
Percentage of Operation During Daytime (%)	100%	Input variable
Average Fixture Power w/ Night Dim (W)	0.42	Calculated operating specification
Number of Fixtures	2	Input variable
LED Driver Efficiency (%)	95%	Lab-measured driver efficiency
<b>Average Hours Operation per Day (h)</b>	<b>2.9</b>	Input variable per specification
Total Fixture Consumption (Wh)	8.367	Calculated operating specification
EMS Quiescent Current (Amps)	0.00796	Operating specification
24-hour Quiescent Energy Consumption (Wh)	2.29	24 hours x 12V battery voltage x sum of quiescent currents

<b>Total 24-hour Energy Consumption (Wh)</b>	<b>10.7</b>	Quiescent, fixture(s) and other loads
--	-------------	---------------------------------------

**SYSTEM AUTONOMY:**

Battery Capacity (Ah)	14	Operating specification - room temperature
Battery Low Voltage Disconnect (%)	10%	Operating specification
Battery Capacity (Wh)	151.2	Battery capacity (Ah) X 12 Volts X (1 - Battery LVD %)
Battery Capacity Temperature De-rate Amount	80%	Reduced capacity due to temperature effects
Temperature-Adjusted Battery Capacity (Wh)	121.3	Battery capacity X temperature de-rating factor
Total Daily Energy Consumption (Wh)	10.66	Restated from above
<b>Autonomy (Days)</b>	<b>11.4</b>	Adjusted battery capacity / daily energy consumption

**ARRAY TO LOAD RATIO:**

Energy Into the Battery (Wh)	20.29	Energy-in through the solar panel and EMS
Total Daily Energy Consumption (Wh)	10.66	Energy-out through the system
<b>ALR (Energy In / Energy Out)</b>	<b>1.9</b>	Recommended minimum = 1.2

**DAILY DEPTH OF DISCHARGE:**

Nominal Battery Capacity (Wh)	168	Battery capacity (Ah) x battery voltage (12V)
Daytime Energy drawn from Battery (Wh)	1.53	Energy-out through the system - daytime activations
Nighttime Energy drawn from Battery (Wh)	1.38	Energy-out through the system - nighttime activations
Total Energy Provided by Battery Only (Wh)	2.90	Total energy battery supplies system during a 24-hr cycle
<b>24-Hour Battery Usage - Depth of Cycle %</b>	<b>1.7%</b>	Daily Cyclical Battery Capacity Used

## Glossary

**12-Month Energy Budget:** The amount of daily energy available during any month to run the system and charge the batteries plotted against the amount of daily energy used for a specified usage model - the "design load".

**Hours per Day:** The number of hours during the day that the beacons are flashing in response to a control signal from a time switch or other device.

**Array-to-Load Ratio (ALR):** Defined as the total system energy consumption (Energy-Out) divided into the net energy available to the system (Energy In) on a day during the worst month. It is an accepted industry practice to specify a minimum ALR of 1.2:1 in order to account for variability of sunlight energy over time. Providing a sufficient ALR will help ensure that the batteries will return to a full-state of charge at the end of each charging day.

**Autonomy:** The length of time (in days) that a system can function without sunlight (insolation). For autonomy calculations, net battery capacity is adjusted for the effect of temperature (during the worst month of sunlight) and low-voltage-disconnect (LVD) (see LVD definition below).

**Battery Depth of Cycle/Depth of Discharge:** The percentage of battery capacity used on a daily basis. This value considers times when sunlight can power LED fixtures directly, eliminating the need to draw from the battery. For lead-acid batteries, reducing the depth of discharge dramatically improves battery life. **Note:** For a system activated during the daytime only, the battery will power the system during dawn and dusk when insolation levels are lowest.

**Daily Quiescent Energy:** The passive energy drawn (measured in watt-hours) by a system when it is idle. This includes the power draw of the main circuit board (EMS), LED beacon loads, and a time switch (if present).

**Energy-In:** The total amount of useable energy collected by the solar panel during a 24-hour period. This value accounts for efficiencies between the solar panel and the battery, as well as shade de-rating. Efficiencies related to the charge controller and battery-charge acceptance are also factors.

**Energy-Out:** The total energy used by a system in a 24-hour period based on the stated number of activations per day. It includes Daily Quiescent Energy (see definition above).

**Low-Voltage-Disconnect (LVD):** The voltage at which the system will not flash when activated. LVD is a temporary state and is the result of too little sunlight or too many activations. LVD ensures that a minimal charge is retained in the battery to enable system recovery and to protect against permanent battery damage.

**Location Shade De-Rating:** Percentage of available sunlight blocked by buildings, trees and other objects. This factor is specific to the end user's site, which is why a system is always optimally sized when its exact final installation location is known or can be simulated.

**Worst Month:** The month with the least sunlight, coldest temperatures, and highest system load over 24 hours.

**Energy Management System (EMS):** The control module inside the Carmanah Solar Traffic Product responsible for all aspects of energy management and system control.

**Maximum Power Point Tracking (MPPT):** MPPT dynamically maximizes the amount of power the solar panel can produce by allowing the

**RECOMMENDED SYSTEM:**

To meet the performance requirements at 7717 Claredon Hills Rd, Willowbrook, IL, Carmanah recommends the R829-E system.

**Key Parameters Considered:**

- Hours flashing per day, and number of days per week
- Worst month\*\* (month with least sunlight, coldest temp, and highest energy consumption over 24 hours)

*\*\*See glossary of terms on page 4 for clarification*

**Recommended System:**
**R829-E**
**Location: 7717 Claredon Hills Rd, Willowbrook, IL**
**System Configuration:**

Solar Panel (Watts)	15
Solar Panel Orientation	South
Battery Capacity (Amp-Hours)	14
<b>Fixture 1 Color and Type:</b>	Yellow 12" Beacon
Number of Fixtures	2
EMS Intensity Setting	200mA
Per-Fixture Output Intensity	545cd
Fixture Flash Pattern	0.5A
Hours Per Day	4
Days Per Week	5


**OHL Fixture Type:**

Number of OHL Fixtures

**System Activation Method:**
**Weather Data:**

Worst Month	December
Peak Sun Hours (during month)	2.40
Minimum Temperature	28.74°F / -1.81°C

**Additional Notes:**

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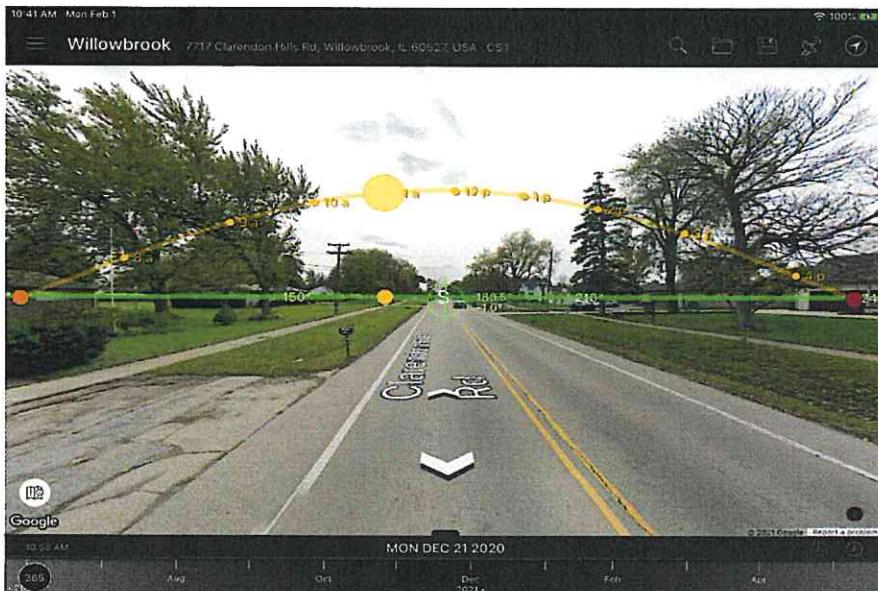
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24-Hour Battery Usage - Depth of Cycle (%)	1.7%

\*See page 3 for in-depth system details

Minimum Recommended ALR

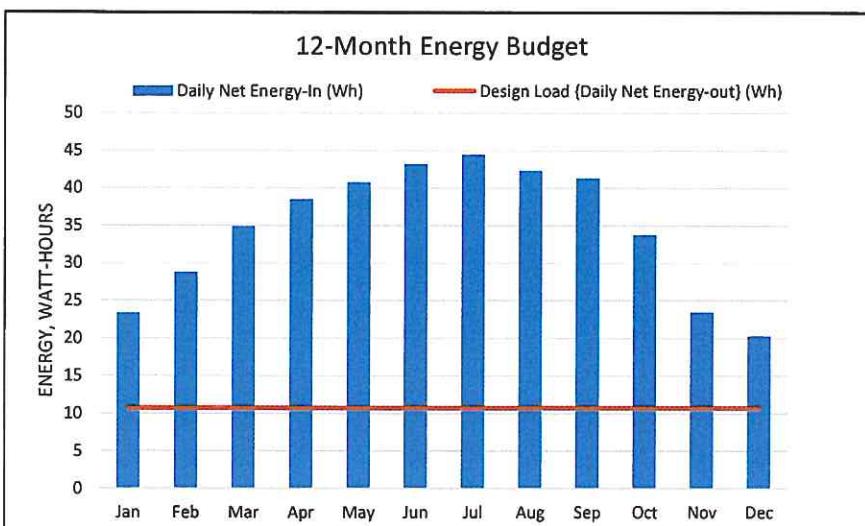
1.2



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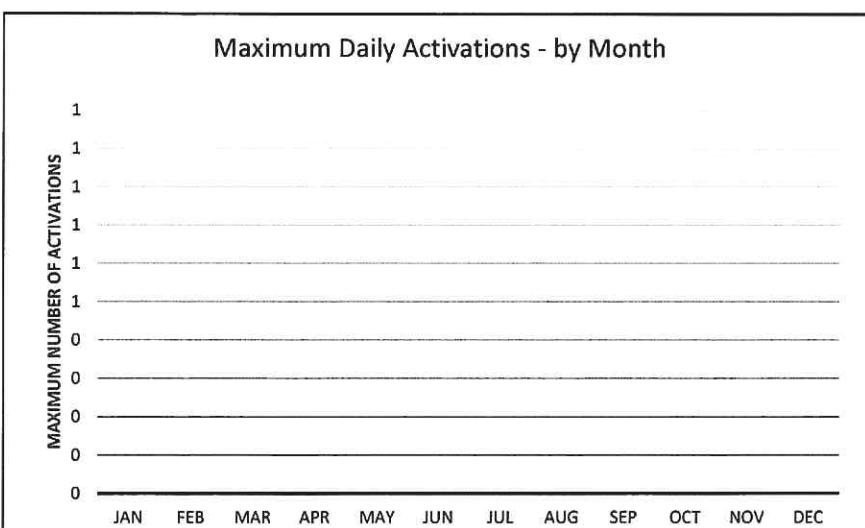
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**System:** R829-E

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**ARRAY TO LOAD RATIO:**

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Total Daily Energy Consumption (Wh)	10.66	Energy-out through the system
<b>ALR (Energy In / Energy Out)</b>	<b>1.9</b>	Recommended minimum = 1.2

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**Autonomy:** The length of time (in days) that a system can function without sunlight (insolation). For autonomy calculations, net battery capacity is adjusted for the effect of temperature (during the worst month of sunlight) and low-voltage-disconnect (LVD) (see LVD definition below).

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**Maximum Power Point Tracking (MPPT):** MPPT dynamically maximizes the amount of power the solar panel can produce by allowing the

**Solar Lighting International, Inc.**

7073 Henry Harris Rd  
Lancaster, SC 29720

Voice: +1-803-233-3461  
Fax:

**QUOTATION**

Quote Number: WILLOWBROOK  
Quote Date: May 5, 2021  
Page: 1

**Quoted To:**

Andrew Passero  
Village of Willowbrook  
apassero@willowbrook.il.us  
630.514.3329  
Willowbrrok IL

Customer ID	Good Thru	Payment Terms	Sales Rep
QUOTE	6/4/21	Net 30	

Quantity	Item	Description	Unit Price	Amount
2.00	112-D12	SCHOOL ZONE WARNING SYSTEM DOUBLE 12 IN AMBER BEACONS 40 WATT SOLAR-365 DAY PROGRAMMABLE TIMER- ALUMINUM ENCLOSURE-FLASHER- REGULATOR	2,350.00	4,700.00
2.00	BAT-12-55A	55AH BATTERY	175.00	350.00
2.00	S5-1-2448-XX-DG	SCHOOL ZONE WARNING SIGN - MUST SPECIFY SPEED LIMIT ON PO	170.00	340.00
2.00	CCTR-17	COMPLETE 17 FOOT POLE KIT ASSEMBLY 4 INCH ROUND POLE AND BREAKAWAY BASE SYSTEM WITH ANCHOR BOLTS SIGNAL MOUNTS AND BOX	600.00	1,200.00
			Subtotal	6,590.00
			Sales Tax	
			Freight	700.00
			<b>TOTAL</b>	<b>7,290.00</b>



# Astro Optics, LLC

[www.astrooptics.com](http://www.astrooptics.com)

... a TAPCO (Traffic & Parking Control) company

5100 W. Brown Deer Road, Brown Deer, WI 53223  
P (847) 488-9151 | [sales@astrooptics.com](mailto:sales@astrooptics.com) | F (847) 488-9154

QUOTE

DATE: May 7, 2021

Quote For: Willowbrook PW  
AJ Passero  
701 75th St.  
Willowbrook, IL 60527

Comments or Special Instructions:

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	FREIGHT	TERMS
Heather Lopez	Quote		PPA		

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
2	Controller, 12V, SunSaver, 136921, 44Ah, No Pushbutton	\$1,410.00	\$ 2,820.00
2	BlinkerBeach, Single Assembly, Vertical Mount, Amber LED, Yellow Housing, Yellow Alum. Arms	\$403.00	\$ 806.00
1	Circuit Programming Kit, SL-80 or Legacy, Programming Software on USB Drive, DB9	\$157.00	\$ 157.00
2	Time Clock Upgrade	\$383.00	\$ 766.00
2	S4-1100, 24"x48" HIP/DG3 FY, School Speed Limit 20 on school days when child (fed spec)	\$141.00	\$ 282.00
2	Pole Package, 13', 4.5" OD, 42" J-Bolts Included, Pole, Base, J-Bolts	\$360.00	\$ 720.00
2	Sign Mounting Kit, Banded, Flared Leg, Anti-Vandal for Mounting One Blinker Sign to Large Pole	\$20.00	\$ 40.00
	Lead time: 4-5 weeks		
	**Plus Shipping		
	Quote by Heather Lopez, Office Manager		
	SUBTOTAL	\$ 5,591.00	
	TAX RATE		
	SALES TAX		
	SHIPPING & HANDLING	375.00	
	TOTAL	\$ 5,966.00	

THANK YOU FOR YOUR BUSINESS!

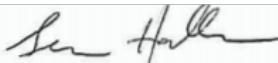
## VILLAGE OF WILLOWBROOK

### BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

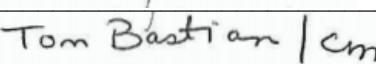
A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN SAFEBUILT ILLINOIS, LLC AND THE VILLAGE OF WILLOWBROOK TO PROVIDE PROFESSIONAL PLANNING SERVICES TO THE VILLAGE

**AGENDA NO.** 7.

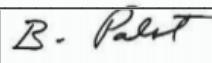
**AGENDA DATE:** 6/14/21

**STAFF REVIEW:** Sean Halloran, Asst. Village Administrator. SIGNATURE: 

**LEGAL REVIEW:** Tom Bastian, Village Attorney.

SIGNATURE: 

**RECOMMENDED BY:** Brian Pabst, Village Administrator.

SIGNATURE: 

**REVIEWED & APPROVED BY A COMMITTEE:**

YES  NO  N/A

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

On May 24, 2021, the Board of Trustees approved a three-year contract with WBK Engineering for Municipal Planning Services. On May 31, 2021, Village staff was notified that Ann Choi, an employee of WBK, submitted her resignation letter effective June 18, 2021. Consultant Choi has worked with the Village since 2018.

#### STAFF RECOMMENDATION/PROPOSAL:

The Village Administrator and Assistant Village Administrator evaluates the existing staffing and service delivery model every year. With the departure of Ann Choi, staff has started to interview other firms to compare pricing and quality of work. SAFEBuilt is a highly qualified firm that provides Community Development services (i.e., planning, building inspections, plan review, etc.) to several communities in DuPage County and the state of Illinois. While WBK is currently under contract, the Village is not obligated to pay unless service is rendered. If the Board approves the agreement with SAFEBuilt, Village staff will immediately have a planner transition planning services. Meanwhile, WBK's agreement will run concurrently if the quality of work from SAFEBuilt doesn't meet the Village's expectations. Below is a brief comparison of prices and experience:

	WBK	SAFEBuilt	TPI
<b>Pricing</b>	\$102/hr	\$100/hr	N/A
<b>Communities</b>	Willowbrook	Grayslake, Bull Valley, Wonder Lake, Volo, Peotone, Sauk Village Beecher, Hampshire	N/A

Moving forward, staff will develop a Request for Proposal for municipal planning services in conjunction with building inspection and plan review services.

After reviewing existing processes, current staffing, and overall costs, staff is recommending an agreement with SAFEBuilt LLC for municipal planning services.

**ACTION PROPOSED:**

Adopt the Resolution.

**RESOLUTION NO. 21-R-\_\_\_\_\_**

**A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION  
OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN  
SAFEBOULD ILLINOIS, LLC AND THE VILLAGE OF WILLOWBROOK TO  
PROVIDE PROFESSIONAL PLANNING SERVICES TO THE VILLAGE**

---

**WHEREAS**, the Village of Willowbrook (the “Willowbrook”) is a home-rule unit of local government under Article VII, Section 6 of the 1970 Illinois Constitution and, except as limited by such section, it may exercise any power and perform any function pertaining to its government and affairs;

**WHEREAS**, in the opinion of a majority of the corporate authorities of the Village of Willowbrook, Illinois (hereinafter referred to as the “Village”), it is advisable, necessary and in the public interest that the Village contract for professional planning services for the Village;

**WHEREAS**, SAFEbuilt Illinois, LLC has submitted a satisfactory proposal to the Village and it is advisable and in the best interest of the Village that SAFEbuilt Illinois, LLC be retained to provide professional planning services for the Village, upon the terms and conditions set forth in that certain proposal, a copy of which are attached hereto as Exhibit “A” and expressly made a part hereof.

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

**SECTION 1.** That certain proposal for professional planning services submitted by SAFEbuilt Illinois, LLC, attached hereto as Exhibit “A” and made a part hereof, is hereby accepted and approved.

**SECTION 2.** The Village Mayor be and is hereby authorized and directed to execute, on behalf of the Village, that certain Agreement by and between the Village and SAFEbuilt Illinois, LLC for the furnishing of professional planning services.

**SECTION 3.** This resolution shall be in full force and effect upon its passage and approval in accordance with law.

PASSED and APPROVED this 14<sup>th</sup> day of June, 2021, by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

---

Deborah A. Hahn, Village Clerk

**Exhibit "A"**

**PROFESSIONAL PLANNING SERVICES AGREEMENT BY AND BETWEEN  
SAFEBOILT ILLINOIS, LLC AND THE VILLAGE OF WILLOWBROOK**

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN VILLAGE OF WILLOWBROOK, ILLINOIS  
AND SAFEbuilt ILLINOIS, LLC**

This Professional Services Agreement ("Agreement") is made and entered into by and between Village of Willowbrook, Illinois, ("Municipality") and SAFEbuilt Illinois, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

**RECITALS**

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services and Fee Schedule, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

**1. SCOPE OF SERVICES**

Consultant will perform Services in accordance with codes, amendments and ordinances adopted by the elected body of Municipality. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Unless otherwise provided in Exhibit B, Consultant shall provide the Services using hardware and Consultant's standard software package. In the event that Municipality requires that Consultant utilize hardware or software specified by or provided by Municipality, Municipality shall provide the information specified in Exhibit B. Consultant shall use reasonable commercial efforts to comply with the requirements of Exhibit B and Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with the requirements of Exhibit B.

**2. CHANGES TO SCOPE OF SERVICES**

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

**3. FEE STRUCTURE**

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit A – List of Services and Fee Schedule.

**4. INVOICE & PAYMENT STRUCTURE**

Consultant will invoice Municipality as SAFEbuilt, LLC, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

**5. TERM**

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. In the absence of written documentation, this Agreement will continue in force until such time as either Party notifies the other of their desire to terminate this Agreement.

**6. TERMINATION**

Either Party may terminate this Agreement, or any part of this Agreement upon ninety (90) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

All structures that have been permitted, a fee collected, and not yet expired at the time of termination may be completed through final inspection by Consultant if approved by Municipality. Consultant's obligation is met upon completion of final inspection or permit expiration, provided that the time period to reach such completion and finalization does not exceed ninety (90) days. Alternately, Municipality may exercise the option to negotiate a refund for permits where a fee has been collected but inspections have not been completed. The refund will be prorated according to percent of completed construction as determined by Consultant and mutually agreed upon by all Parties. No refund will be given for completed work.

**7. FISCAL NON-APPROPRIATION CLAUSE**

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

**8. MUNICIPALITY OBLIGATIONS**

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

**9. PERFORMANCE STANDARDS**

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

**10. INDEPENDENT CONTRACTOR**

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as

determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

#### **11. ASSIGNMENT**

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

#### **12. INDEMNIFICATION**

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

**13. LIMITS OF LIABILITY**

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. EXCEPT TO THE EXTENT ARISING FROM MUNICIPALITY'S PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANT'S INSURANCE (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

**14. INSURANCE**

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.
- F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
- G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

**15. THIRD PARTY RELIANCE**

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

**16. OWNERSHIP OF DOCUMENTS**

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and of all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. As between Municipality and Consultant, all work product and deliverables shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products; (iii) monitoring Service performance and making improvements to the Services. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

Upon reasonable prior written notice, Municipality and its duly authorized representatives shall have access to any books, documents, papers and records of Consultant that are related to this Agreement for the purposes of audit or examination, other than Consultant's financial records, and may make excerpts and transcriptions of the same at the cost and expense of Municipality.

**17. CONSULTANT ACCESS TO RECORDS**

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

**18. CONFIDENTIALITY**

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

**19. CONSULTANT PERSONNEL**

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

**20. DISCRIMINATION & ADA COMPLIANCE**

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available

to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

**21. PROHIBITION AGAINST EMPLOYING ILLEGAL ALIENS**

Consultant is registered with and is authorized to use and uses the federal work authorization program commonly known as E-Verify. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. Consultant shall not enter into an agreement with a subcontractor that fails to certify to Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

**22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES**

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 25% of the employee's annual salary including bonus.

**23. NOTICES**

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first class United States Mail, or delivered by electronic mail to the following addresses:

If to Municipality:	If to Consultant:
Brian Pabst Village of Willowbrook 835 Midway Drive Willowbrook, IL 60527 Email: <a href="mailto:bpabst@willowbrook.il.us">bpabst@willowbrook.il.us</a>	Joe DeRosa, CRO SAFEbuilt, LLC 3755 Precision Drive, Suite 140 Loveland, CO 80538 Email: <a href="mailto:jderosa@safebuilt.com">jderosa@safebuilt.com</a>

**24. FORCE MAJEURE**

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

**25. DISPUTE RESOLUTION**

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

**26. ATTORNEY'S FEES**

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

**27. AUTHORITY TO EXECUTE**

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

**28. CONFLICT OF INTEREST**

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

**29. GOVERNING LAW AND VENUE**

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Illinois, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

**30. COUNTERPARTS**

This Agreement and any amendments may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

**31. ELECTRONIC REPRESENTATIONS AND RECORDS**

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

**32. WAIVER**

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

33. **ENTIRE AGREEMENT**

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

---

Thomas P. Wilkas, CFO  
SAFEbuilt Illinois, LLC

---

Date

---

Signature  
Village of Willowbrook, Illinois

---

Date

---

Name and Title  
Village of Willowbrook, Illinois

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## EXHIBIT A – LIST OF SERVICES AND FEE SCHEDULE

### 1. LIST OF SERVICES

#### As-Requested Remote Planning Consultation Services

Consultant shall provide planning and zoning consultation on an as-needed basis. Services may include:

- ✓ Review of Building Permits for Zoning Code compliance
- ✓ Review of zoning applications and site plans
- ✓ Preparation of staff reports and recommendations to planning commission and elected officials
- ✓ Training programs for Planning Commission and Appeals Board
- ✓ Preparation of zoning code amendments
- ✓ Updates to the zoning code and other land development regulations
- ✓ Preparation of new master plan
- ✓ Preparation of special studies (subarea plans, corridor studies, etc.)

#### Reporting Services

- ✓ Consultant will work with Municipality to develop a mutually agreeable reporting schedule and format

### 2. TIME OF PERFORMANCE

- ✓ Consultant will perform Services during normal business hours excluding Municipal holidays
- ✓ Services will be performed on an as-requested basis
- ✓ Consultant representative(s) will be available by cell phone and email

### 3. FEE SCHEDULE

- ✓ Beginning January 01, 2022 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

<b>Planning Consultation Fee Schedule:</b>	
<b>Professional</b>	<b>Hourly Rate</b>
Planning Manager	\$190.00
Principal Planner	\$160.00
Senior Planner	\$135.00
Associate Planner	\$100.00
Assistant Planner	\$ 90.00
Planning Tech	\$ 85.00

## **EXHIBIT B – MUNICIPAL SPECIFIED OR SAFEBUILT PROVIDED SOFTWARE**

1. Consultant shall provide Services pursuant to this Agreement using hardware and Consultant's standard software package, unless otherwise provided below. Use of Consultant's software shall be subject to the applicable terms of service, privacy and other policies published by Consultant with respect to that software, as those policies may be amended from time to time. In the event that Municipality requires that Consultant utilize hardware and/or software specified by and provided by Municipality, Consultant shall use reasonable commercial efforts to comply with Municipal requirements.
2. Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with Municipal requirements. Municipality will provide the following information to Consultant.
  - ✓ Municipal technology point of contact information including name, title, email and phone number
  - ✓ List of technology services, devices and software that the Municipality will provide may include:
    - Client network access
    - Internet access
    - Proprietary or commercial software and access
    - Computer workstations/laptops
    - Mobile devices
    - Printers/printing services
    - Data access
    - List of reports and outputs

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# PLANNING SERVICES ELECTRONIC

## Village of Willowbrook, IL



### Richard Smeaton

Principal Planner  
916.781.6600  
[rsmeaton@interwestgrp.com](mailto:rsmeaton@interwestgrp.com)

### Steve T. Nero

Senior Director,  
Business Development  
312.339.0436  
[snero@safebuilt.com](mailto:snero@safebuilt.com)

### Keith Rooney

Regional Operations Manager  
224.477.6854  
[krooney@safebuilt.com](mailto:krooney@safebuilt.com)

SAFEbuilt Illinois, LLC

**SAFEbuilt**®



TAB 1  
**Firm Overview**

**SAFEbuilt**®

# FIRM OVERVIEW

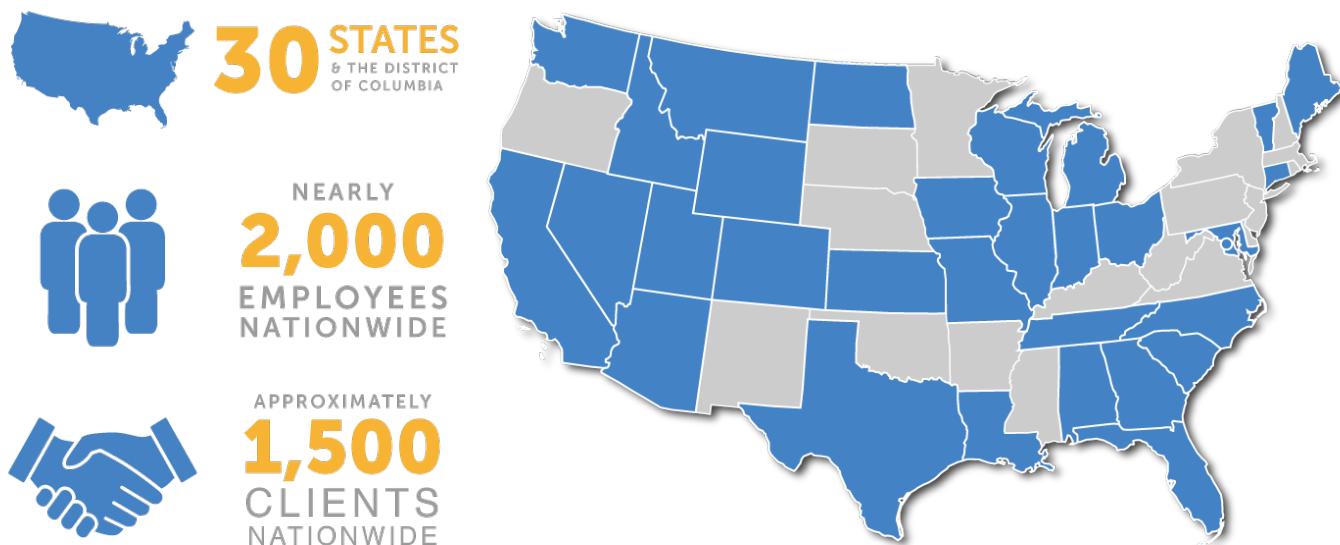
In November 1992, **SAFEbuilt** began providing exceptional Community Development services to local governments. Today, we are a national leader performing value-added professional, technical and consulting services in 30 states and the District of Columbia for the efficient delivery of third-party solutions.

While we started by simply providing construction inspections and plan review for several communities in Northern Colorado, our areas of service have expanded over the past 29 years to include:

- ✓ Full Service and Supplemental Building Department Operations
- ✓ Residential and Commercial Roof Inspections
- ✓ Residential, Commercial and Industrial Plan Review
- ✓ Building, Mechanical, Electrical, and Plumbing Inspection
- ✓ Fire Plan Review
- ✓ Code Enforcement
- ✓ Permit Technician
- ✓ Certified Building Official
- ✓ Community Development Automation Software
- ✓ Expedited Plan Review, Inspections, and Engineering for Special Projects
- ✓ Housing Authority Inspections
- ✓ Planning and Zoning Services
- ✓ Disaster Recovery
- ✓ Arborist and Landscape Design

Over the decades, our capacity has grown to over 2,000 employees, providing flexibility and economy of scale to nearly 1,500 communities like yours.

We are skilled at assessing time commitments, developing an accurate work plan, assigning personnel, and quickly fine-tune staffing levels to always maintain the highest level of customer service. **SAFEbuilt** hand-picks staff uniquely qualified and experienced to deliver the exact services requested. Once assigned to a project, our team members are dedicated to that project until completion. We employee all proposed staff full time, providing all of the requested services.





## TAB 2 Reference

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**SAFEbuilt**®

## Related Experience

SAFEbuilt understands that the Village of Willowbrook needs a provider with relevant experience. As described in this proposal, we are at the forefront in the industry utilizing the latest tools and techniques to meet the Village's requirements.

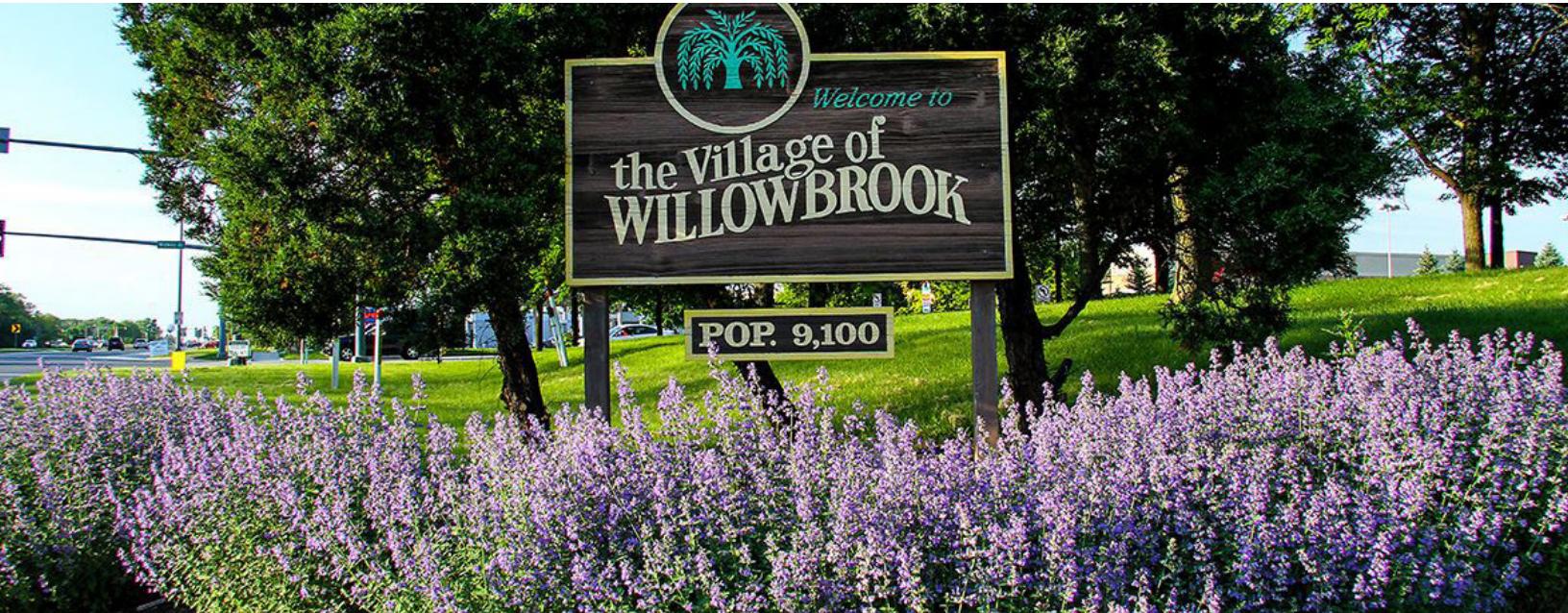
Throughout the State of Illinois, we serve many communities like yours, providing services ranging from residential and commercial plan review to building inspections and Building Official duties. We look forward to working together with the Village to improve customer services and operational efficiencies.

Currently SAFEbuilt has **more than 50 full-time employees in the State of Illinois and over 1,300 full-time nationwide employees** to assist with time-sensitive or short-notice requests.

Due to our far reach across many states, we can utilize staff when and where needed, adjusting our service levels based on need. Hiring and retaining qualified staff is the foundation for any successful technical and customer-centric operation. Through our work with similar communities in Illinois and our valued staff longevity, you can be assured our team will provide the necessary resources, expertise, and customer-focused attitude throughout the contract.

Our staff will be available by phone and email, and we commit to being available for required in-person meetings the Village deems necessary.

### SAFEbuilt Municipal Contracts in Illinois



## Client List

We have selected several of our most recent projects and clients for your review and consideration. It showcases our ability to deliver efficient services and help communities across the State of Illinois to develop and grow.



### City of Aurora

#### *Rental Inspection Services*

Giovanni Santana, Operations Management Assistant  
44 East Downer Place, Aurora, IL 60507

630.256.3772

GSantana@aurora-il.org



### City of Evanston

#### *Plan Review Services | Building Inspection Services*

Gary Gerdes, Building & Inspection Services Division Manager  
2100 Ridge Avenue, Evanston, IL 60201

847.448.8030

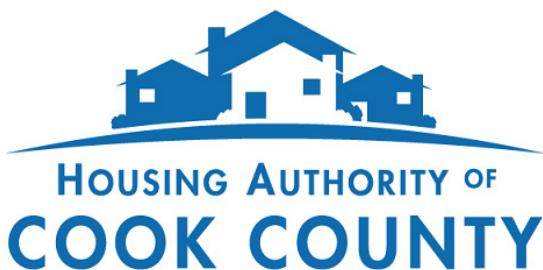
ggerdes@cityofevanston.org



### City of Northlake

#### *Full Building Services*

Jeffrey Sherwin, Mayor  
55 East North Avenue, Northlake, IL 60164  
708.343.8700  
nortlakemayor@comcast.net



### Cook County Housing Authority

#### *Building Inspection Services*

Deborah O'Donnell, Procurement Manager  
118 N Clark Street, Suite 1018, Chicago, IL 60602-1286  
312.542.4752  
dodonnell@thehacc.org

### DuPage County

#### *Plan Review Services | Building Inspection Services*

Jim Stran, Building and Zoning Department Manager  
421 N County Farm Road, Wheaton, IL 60187-3978  
630.407.6700  
BuildingandZoning@dupageco.org



### LaSalle County

#### *Building Inspection Services*

Brian A. Gift, AICP, Director

707 East Etna Road, Ottawa, IL 61350

817.433.8666

Landuse@lasallecounty.org



### Town of Cicero

#### *Full Building Services*

Tom Tomschin, Building Commissioner

4949 W. Cermak Road, Cicero, IL 60804

708.656.3600

ttomschin@thetownofcicero.com



### Village of Bensenville

#### *Full Building Services*

Dean Lawrentz, Building Plan Reviewer

12 South Center Street, Bensenville, IL 60106

630.350.3410

dlawrentz@bensenville.il.us



### Village of Downers Grove

#### *Plan Review Services | Building Inspection Services*

Stanley Popovich, Director Community Development

801 Burlington Avenue, Downers Grove, IL 60515

630.434.6893

spopovich@downers.us



### Village of Glenview

#### *Full Building Services*

Don Owen, Deputy Village Manager

2500 East Lake Avenue, Glenview, IL 60026

847.904.4370

dowen@glenview.il.us



### Village of Hanover Park

#### *Plan Review Services | Building Inspection Services*

Eric Fors, Fire Department, Assistant Chief

2121 West Lake Street, Hanover Park, IL 60133

630.823.5802

efors@hpil.org



### Village of Itasca

#### *Building Inspection Services*

Carrie Ann Ergo, Village Administrator  
550 W. Irving Park Road, Itasca, IL 60143  
630.773.0835  
cergo@itasca.com



### Village of Kenilworth

#### *Full Building Services*

Susan Criezis, Community Development Director  
419 Richmond Road, Kenilworth, IL 60043  
847.251.1666  
scriezis@villageofkenilworth.org



### Village of LaGrange

#### *Building Department Services*

Charity Jones, AICP, Community Development Director  
53 S La Grange Road, La Grange, IL 60525  
708.579.2300 ext. 150  
cjones@villageoflagrange.com



### Village of LaGrange Park

#### *Building Department Services*

Patrick Boyle, Building Official/Deputy Building Commissioner  
447 N Catherine, La Grange Park, IL 60526  
708.354.0225, ext. 216  
pboyle@lagrangepark.org



### Village of Lincolnwood

#### *Plan Review Services / Building Inspection Services*

Steve McNellis, Community Development Director/Lead  
6900 Lincoln Avenue, Lincolnwood, IL 60712  
847.745.4710  
smcnellis@lwd.org



### Village of Morton Grove

#### *Full Building Services*

Ralph E. Czerwinski, Village Administrator  
6101 Capulina Avenue, Morton Grove, IL 60053  
847.470.5220  
rczerwinski@mortongroveil.org



#### **Village of Oak Lawn**

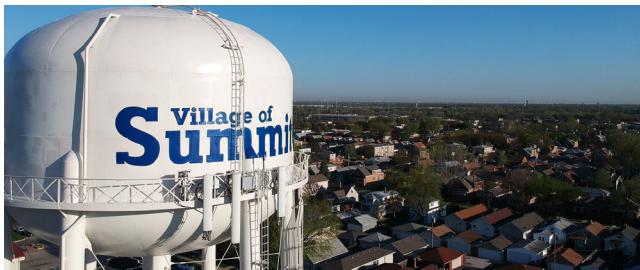
##### **Code Enforcement Services | Rental Inspection Services**

Jack Gallagher, PE, Community Development Director

9446 S. Raymond Ave Oak Lawn, IL 60453

708.499.7717

jgallagher@oaklawn-il.gov



#### **Village of Summit**

##### **Code Enforcement**

Jerry Hurkes, Village Administrator

7321 West 29th Street, Summit, IL 60501

708.563.4800

hurkes@hotmail.com



#### **Village of Wilmette**

##### **Full Building Services**

John Adler, Community Development Director

1200 Wilmette Avenue, Wilmette, IL 60091

847.853.7528

adlerj@wilmette.com



#### **Village of Winnetka**

##### **Full Building Services**

Brian Norkus, Assistant Director of Community Development

510 Green Bay Road, Winnetka, IL 60093

847.716.3522

bnorkus@winnetka.org



#### **City of Wood Dale**

##### **Full Building Services**

Janet Matz, Building Administrator

404 North Wood Dale Road Wood Dale, IL 60191

630.787.3737

jmatz@wooddale.com



TAB 3  
**Fee Schedule**

**SAFEbuilt**

# FEE SCHEDULE

**SAFEbuilt's** has local and centralized plan review offices that provide complete range of plan review services customized to your codes and regulations for both residential and commercial structures. On-site Plan Review Services available based upon volume.

Planning Services	Fee
Planning Manager	\$190.00
Principal Planner	\$160.00
Senior Planner	\$135.00
Associate Planner	\$100.00
Assistant Planner	\$90.00
Planning Tech	\$85.00

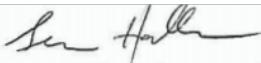
## VILLAGE OF WILLOWBROOK

### BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

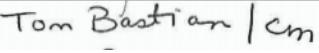
A RESOLUTION RETAINING THE LAW FIRM OF SCHIFF-HARDIN AND APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A LEGAL SERVICES AGREEMENT WITH SCHIFF-HARDIN, JOINTLY, IN CONJUNCTION WITH THE VILLAGE OF BURR RIDGE, FOR DISCOVERY AND INVESTIGATION INQUIRIES RELATED TO STERIGENICS AT A COST NOT TO EXCEED \$6,000.00

**AGENDA NO.** 8.

**AGENDA DATE:** 6/14/21

**STAFF REVIEW:** Sean Halloran, Asst. Village Administrator. SIGNATURE: 

**LEGAL REVIEW:** Tom Bastian, Village Attorney.

SIGNATURE: 

**RECOMMENDED BY:** Brian Pabst, Village Administrator

SIGNATURE: 

**REVIEWED & APPROVED BY A COMMITTEE:** YES  NO  N/A

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

On April 15, 2021, the United States Environmental Protection Agency's Inspector General released a report that found senior officials at the EPA precluded inspections by regional offices to monitor ethylene oxide at the Sterigenics facility in Willowbrook. The report also found that EPA officials delayed informing residents near the Sterigenics plant regarding the impact of ethylene oxide emissions. The highlights from the report show the dysfunction of the EPA's process and how the agency deliberately hindered an inspection.

#### STAFF RECOMMENDATION:

After reviewing the report and communicating with neighboring municipalities, staff is recommending an agreement with Schiff Hardin for legal services at a cost not to exceed \$6,000.00. Schiff Hardin is a highly regarded environmental law firm, which the Village used in 2018 and 2019 during the Sterigenics crisis. The attorneys from Schiff Hardin will be responsible for a forensic review of the report, existing documents, and recommendations for next steps. If there are any further legal options for the Village to take, in concert with neighboring municipalities, staff will ask for direction from the Board at that time.

#### ACTION PROPOSED:

Adopt the Resolution at a cost not to exceed of \$6,000.00.

**RESOLUTION NO. 21-R-\_\_\_\_\_**

**A RESOLUTION RETAINING THE LAW FIRM OF SCHIFF-HARDIN AND  
APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A LEGAL  
SERVICES AGREEMENT WITH SCHIFF-HARDIN, JOINTLY, IN CONJUNCTION  
WITH THE VILLAGE OF BURR RIDGE, FOR DISCOVERY AND INVESTIGATION  
INQUIRIES RELATED TO STERIGENICS AT A COST NOT TO EXCEED \$6,000.00**

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**WHEREAS**, Section 3.1-30-5 of the Illinois Municipal Code (65 ILCS 5/3.1-30-5) authorizes the Village President, by and with the advice and consent of the Board of Trustees, to appoint attorneys to represent the Village; and

**WHEREAS**, the Village President, with the advice of the Board of the Village, has determined that it is necessary, proper and in the best interest of the Village to approve and execute a legal services engagement agreement with Schiff Hardin to provide legal services in conjunction with the Village of Burr Ridge, for discovery and investigation inquiries related to Sterigenics at a cost to not exceed \$6,000.00.

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

**SECTION 1:** The facts and statements contained in the preambles to this resolution are found to be true and correct and are hereby adopted as part of this resolution.

**SECTION 2:** It is hereby determined that is advisable, necessary and in the public interest that the Village of Willowbrook enter into a Legal Services Agreement with Schiff Hardin to provide legal services to the Village, in conjunction with the Village of Burr Ridge, for discovery and investigation inquiries related to Sterigenics at a cost not to exceed \$6,000.00.

**SECTION 3:** The Mayor be and is hereby authorized and directed to execute on behalf of the Village the Legal Services Agreement with Schiff-Hardin, a copy of which is attached hereto and marked as Exhibit "A".

**SECTION 4:** This resolution shall take effect upon its passage and approval in pamphlet form.

ADOPTED and APPROVED this 14<sup>th</sup> day of June, 2021, by a ROLL CALL VOTE as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

---

Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**

May 31, 2021

**David M. Loring**  
312.258.5603  
[dloring@schiffhardin.com](mailto:dloring@schiffhardin.com)

The Honorable Frank A. Trilla  
Mayor  
Village of Willowbrook  
835 Midway  
Willowbrook, IL 60527

Dear Mayor Trilla:

Thank you for choosing Schiff Hardin LLP as legal counsel for the matter described below.

The purpose of this letter is to confirm our agreement concerning the engagement as set forth in this letter and in the attached Schiff Hardin Engagement Terms. If you approve, please sign the enclosed copy in the space provided and return it to us or reply to the email forwarding this letter that you agree to these terms. If we do not receive a signed copy of this letter or such email acceptance from you, but you continue to work with us on the matter described, the terms of this letter, including the attached Schiff Hardin Engagement Terms, will govern our lawyer-client relationship. If you have any questions, or if you would like to discuss possible modifications, do not hesitate to call.

#### **Client and Scope of Representation**

Our client will be the Village of Willowbrook (“Willowbrook”). We will not have a lawyer-client relationship with any affiliates of Willowbrook solely because of our representation of Willowbrook and therefore a representation of another client in a matter adverse to any affiliate will not be regarded as a conflict with Willowbrook. Our engagement is to: a) evaluate the recent report by the U.S. EPA Office of Inspector General concerning air emissions of ethylene oxide from the former Sterigenics facility located in Willowbrook, Illinois and at other facilities in the State (the “Report”); and b) counsel Willowbrook regarding potential claims against the U.S. EPA and/or the Illinois EPA arising from the content of the Report (the “Proposed Engagement”). The Proposed Engagement will not extend to pursuing any potential claims on behalf of Willowbrook, which would be addressed in a separate engagement agreement, if Willowbrook and the Firm agree to pursue such claims.

If our engagement relates to claims or potential claims, or our work for you otherwise at any time includes work relating to any claims or potential claims, then the scope of our work for you will not include the review of or advice concerning insurance coverage or submission of insurance claims. You should investigate the availability of insurance coverage with respect to any such claim or potential claim and tender the claim to the insurer, if coverage is available and you decide

The Honorable Frank A. Trilla  
May 31, 2021  
Page 2

it is appropriate to do so. We understand that Willowbrook will independently consider any insurance coverage matters

Frank Lyons and I will be principally in charge of our services and may be assisted by other lawyers, as appropriate. If you wish, we will discuss with you any substantial changes in staffing that may become necessary or that you may desire.

### **Fees and Expenses**

The starting point in establishing our fees for professional services is the hourly time rate for each of our lawyers and other timekeeping personnel. We record time to the nearest tenth of an hour. The rates for the individuals expected to work on this engagement are currently \$575 for Frank Lyons and \$495 for me. Rates currently range from \$350 to \$895 for other lawyers and from \$70 to \$340 for legal assistants, eDiscovery Specialists, clerks and reference librarians. Our rates are adjusted from time to time, usually at the first of the year, and therefore may change during the course of our engagement.

Please see the attached Schiff Hardin Engagement Terms for additional information regarding how we bill for our fees and expenses.

### **Advance Waiver of Certain Future Conflicts**

Schiff Hardin is a large firm with many areas of practice, many clients, and offices in a number of cities across the country. Therefore, it is possible that, while we are representing Willowbrook, certain types of conflicts may arise in matters unrelated to the present engagement for which we request Willowbrook's consent and waiver at this time.

First, other present or future clients, including clients who rely upon us for general representation, may ask the Firm to represent them in transactions or litigation adverse to Willowbrook. Such representations of other clients might also include our firm issuing subpoenas or discovery requests to Willowbrook or its employees who are not parties to a litigation matter that our firm is handling on behalf of other clients.

Second, it is possible that parties that are now, or may become, adverse to Willowbrook in the matter covered by this engagement letter or parties that may become adverse to Willowbrook in any future matters the Firm agrees to undertake for Willowbrook, and/or an affiliate of any such party, may seek representation by the Firm for matters that are unrelated to the Firm's representation of Willowbrook and do not involve Willowbrook.

In either of these situations, the rules of professional conduct require Willowbrook's consent before we could represent such a party. These rules require that consent because representing

The Honorable Frank A. Trilla

May 31, 2021

Page 3

another party directly adverse to a client is contrary to a lawyer's duty of loyalty to the client. Also, a lawyer who represents a client's adversary while concurrently representing that client could temper zealous representation of the client or fail to protect confidential information in order to benefit the client's adversary. We believe that the commitments described below provide sufficient protection against these theoretical risks. But, of course, Willowbrook must make that decision itself, with the aid of independent counsel if desired.

There are important limitations on the consent and waiver we are requesting. We would decline the other representation if we believed that there was an actual risk of misuse of Willowbrook's confidential information. We carefully protect our clients' nonpublic proprietary and other confidential information, and we would not represent another party in a matter that would involve disclosure of such information or use of such information to our clients' material disadvantage. We would also decline the other representation if we believed that it would adversely affect our representation of Willowbrook in any material respect. Finally, we would not represent a party adverse to Willowbrook in a matter substantially related to a matter in which we have represented Willowbrook without Willowbrook's further specific consent.

Subject to the limitations just described, Willowbrook consents and agrees that in other circumstances we may represent other clients in unrelated matters, including litigation, adverse to Willowbrook and any of its affiliates. Willowbrook further consents and agrees that, subject to such limitations, we may represent parties adverse to Willowbrook in the matter that is the subject of this engagement letter or in any future matters that the Firm undertakes for Willowbrook, or any affiliate of any such parties adverse to Willowbrook, in other matters that are unrelated to the Firm's representation of Willowbrook and do not involve Willowbrook. Willowbrook waives any claim of conflict of interest arising from such concurrent representations.

\* \* \* \* \*

Please sign and return this letter to me by pdf or mail, or reply to the email transmitting it to you to the effect that you agree to the terms of this letter, which will include your agreement to the terms set forth in the attached Schiff Hardin Engagement Terms. If we do not receive a signed copy of this letter or such email acceptance from you, but you continue to work with us on the matter described, that will constitute your agreement to the terms in this letter, including the terms set forth in the attached Schiff Hardin Engagement Terms, and such terms will govern our lawyer-client relationship.

We appreciate the opportunity to work with you. If you have any questions or comments during the course of our representation, please call me.

*Schiff*  
Hardin

The Honorable Frank A. Trilla  
May 31, 2021  
Page 4

Sincerely,

David M. Loring

Agreed to and accepted:

---

On behalf of the Village of Willowbrook

Dated: \_\_\_\_\_

DML

## **Schiff Hardin Engagement Terms**

The following terms constitute additional terms applicable to the engagement of Schiff Hardin LLP (the “Firm”, “we”, or “us”) under the engagement letter to which these terms are attached. As used in these terms “you” shall refer to each party identified in that engagement letter as a client of the Firm in the representation described therein.

### **Communication and Related Obligations**

We agree that we will keep you informed about material developments with respect to this representation, respond promptly to any inquiries, and consult with you about the means by which your objectives are to be pursued. Any discussion with you of possible outcomes or results is intended to illustrate various strategic alternatives, and does not constitute a guarantee of any particular outcome or result.

To enable us to represent you effectively, you agree to cooperate fully with us in all matters relating to the engagement, and to disclose to us fully and accurately all information that may be relevant to the matter or that we may otherwise request. Should the matter in which we are engaged involve litigation, or should litigation arise or be threatened as a result of or related to the matter in which we are engaged, you also will make yourself reasonably available to attend meetings, discovery proceedings and conferences, hearings and other proceedings, and you agree that you will not destroy or discard any possibly relevant documents or files, including electronic documents or files.

### **Term of Engagement**

Our representation will end in the ordinary course upon completion of our work on the engagement described in the engagement letter to which these terms are attached, unless you ask us to perform further services and we agree to do so. If we agree to perform further services, the terms of that engagement letter will apply except as we may mutually agree. However, either of us may terminate the engagement earlier for any reason by written notice, subject on our part to applicable rules of professional conduct including our obligation to take such steps as may be reasonably practicable to protect your interests in the matter for which we were engaged. In addition, if we perform no services with respect to this engagement for a period of 12 consecutive months, we may treat the engagement as concluded without further notice to you, subject to our obligations under applicable rules of professional conduct.

Following termination of our representation, if you wish to have any of your property or documents delivered to you, please advise us. We will transfer to you materials in the files for you, including your documents and property, but excluding firm administrative records, time and expense reports, personnel and staffing materials, credit and accounting records, and our lawyers’ internal work product such as drafts, notes, internal memoranda and communications, and legal and factual research, including investigative reports, prepared by or for the internal use of our lawyers. We retain the right, however, to copy any of the materials in your files and maintain such copies, at our own expense, as we deem appropriate. We will maintain our files for at least as long as specified by the terms of our records retention program, which permits destruction of files at

designated periods, typically after 10 years. After that, we may destroy those records without further notice to you.

Our engagement is for a specific matter or matters. After completion of the engagement, changes may occur in applicable laws or regulations that could have an impact upon your future rights and liabilities. Unless you specifically ask us to provide additional services concerning such future occurrences and we agree to do so, we have no obligation to advise you with respect to future legal developments.

### **Fees and Expenses**

When preparing our statements for services, we review the time recorded and do not charge for time that we conclude should not be billed.

The Firm maintains an internal eDiscovery department that provides services in dispute related matters, but you may decide to have eDiscovery and related services provided by outside vendors. If the Firm provides eDiscovery services, it may use a third-party managed service provider to host electronic data. The third-party service provider will be responsible for maintaining the security of hosted data. The charges for the Firm's eDiscovery services, including third-party hosting of data, are described more fully in the enclosed schedule. In certain instances, the Firm's charge includes a mark-up above the third-party service provider's cost.

Our statements will also include out-of-pocket expenses and client support charges incurred in the representation. These charges include those described on the enclosed schedule, as well as fees and expenses of others (such as experts, consultants, court reporters and other service providers) that we advance on your behalf. We expect to bill monthly. Our statements are due and payable upon receipt.

### **Arbitration**

If any of our attorneys admitted to the bar of the State of New York are involved in our representation of you, then, in the event that a dispute arises between us relating to our fees, you may have the right to arbitration of the dispute pursuant to Part 137 of the Rules of the Chief Administrative Judge of the New York Courts, a copy of which will be provided to you on request.

### **Firm Privilege**

Our lawyers sometimes have questions about legal and ethical matters relating to representation of our clients. When such questions arise, we encourage the lawyers to consult our internal General Counsel, other lawyers assisting the General Counsel and sometimes outside counsel retained by the Firm. We believe such consultation benefits both our clients and our Firm. For this consultation to be most effective, our lawyers must be completely open and candid in their communications with the Firm's counsel. It is therefore important for these communications to be privileged and confidential and unavailable to third parties, including the client whose representation may be the subject of the communications. To avoid any question in this regard, you consent and agree that our lawyers involved in the representation may consult with the Firm's internal General Counsel, Firm lawyers assisting the General Counsel or its outside counsel in connection with the

representation, and that any such communications, even while we continue to represent you, will be treated as confidential in this way and subject to the Firm's attorney-client privilege.

### **References on Website and Similar Materials**

We take pride in the fact that you have expressed confidence in us by engaging us, and would like to be able to inform others that we represent you. You agree that we may disclose the fact that we represent or have represented you on our website, in response to requests for proposals, in capability statements, in directory submissions for legal rankings or guides, and in similar materials, including in our disclosure the general type of matter. We would not disclose any other non-public information about the specific matter or matters we have handled for you without your further specific permission.

## **SUPPORT SERVICE CHARGES**

Clients of the Firm do not benefit equally from certain legal support services which are distinguishable from general overhead costs taken into account in setting rates for legal fees. It is the policy of the Firm to charge clients for such services according to their level of use. Examples of such services include: on-line computerized legal research, desktop publishing, conference calling services, facsimile transmission, court filing services, photocopying and printing, postage, after-hours secretarial services and retrieval of legal documents from other sources. A schedule of charges for these services is attached. These charges are reviewed periodically and are adjusted from time to time to reflect efficiency gains, service enhancements, and other marketplace indicators and to ensure, except where noted, that the firm does not profit from any of these services in the aggregate\*. As part of our efforts to minimize client-reimbursable charges, we will continue to negotiate favorable contracts with vendors for discounts whenever possible.

\* Exceptions apply where some services are provided by staff personnel at a standard billable hourly rate as indicated.

## **EDISCOVERY SERVICE CHARGES**

The Firm maintains an internal eDiscovery department that provides services in dispute related matters. We partner with a third party services provider to host client data in data centers that they manage, but the processing of data will generally be performed in-house and administered by our eDiscovery team. A schedule of charges for these services is attached. All unit based eDiscovery fees will appear on our invoice as a line item in the disbursements section.

## **FIRM-PROVIDED SUPPORT SERVICES - CLIENT REIMBURSABLE CHARGES**

<b>Service</b>	<b>Charge</b>
Binding	\$2.50 per document
Duplicating and Binding : Duplication/Laser or Photocopy Printing Color Copies (Duplication) and Scanned Documents	\$.15 per copy in-house; actual charge of outside vendor; \$.65 per copy color; \$.15 per page for in-house scanned documents
Postage and other delivery services	No charge for letter-size envelopes. Over-size mail and express mail and other delivery services are charged at cost.
Secretarial and Document Processing Services	Clients are not charged for secretarial and word processing services during normal working hours. Overtime costs are not passed on to the client <u>unless</u> either (i) the client has specifically requested the after-hours work or (ii) the nature of the work for the client necessitates the overtime and the work could not have been done during normal working hours. The rate for overtime is \$75 per hour.  Overtime meals and transportation are charged to the client under the same basis as set forth above and at cost. Transportation is charged to the client only if special transportation ( <i>e.g.</i> , a taxi) is required for the safety of the person working overtime.
Edgar Filing Service	\$100 first 10 pages, \$.70 per page thereafter.
E-billing	At cost.
Inter-Library Loan, Document Retrieval and Delivery (Library)	\$35 for books borrowed through interlibrary loan or at cost by commercial sources. Articles at cost by commercial sources.
Filing Fee (Docket)	\$60 per filing using our courier service instead of eFiling.
Docket Service Charges	Services charged on an hourly basis include but are not limited to court runs by docket personnel, court call research, docket searches and general court filing assistance. Clerk standard billable hourly rate is \$190 per hour. Pacer charges are charged at cost.
eDiscovery and Practice Technology Services	Clients are charged on an hourly basis for project management/consultative services provided by eDiscovery and Practice Technology personnel. Standard billable hourly rates are between \$245 and \$365 an hour. Additional services are charged on a unit or volume basis according to the following schedule: <ul style="list-style-type: none"> <li>• Data Processing - \$500 per custodian/source</li> <li>• Custom Database Creation - \$500 / \$1,000 per matter based on complexity</li> <li>• Data Loading to Relativity - \$150 per GB</li> </ul>

Service	Charge
	<ul style="list-style-type: none"> <li>• Imaging/Productions - \$200 per GB</li> <li>• Hosting of Processed Data - \$5 per GB</li> <li>• Hosting of Review Data - \$10 per GB, per month</li> <li>• Database Licenses - \$85 per person, per month (cost)</li> </ul> <p>Clients may decide to have eDiscovery and Practice Technology services provided by outside vendors or to supplement our internal eDiscovery services with outside consultants, experts, or other providers. Fees for such outside services are charged to the client at cost. Data storage media, e.g. hard drives, DVDs, CDs, purchased in direct support of a client matter are charged to the client at cost.</p>
File Storage	<p>Clients are generally not charged for storage of files during active representations unless the storage charge is approved in advance. Clients may be asked how they wish to handle files for closed matters that are subject to the Firm's document retention policy. Files for closed matters may be:</p> <ol style="list-style-type: none"> <li>Returned to the client;</li> <li>Destroyed; or</li> <li>Retained by Schiff Hardin.</li> </ol> <p>When client requests that files be retained by the Firm, client will be charged at the monthly rates charged by the Firm's storage vendor.</p>
Offsite File Retrieval Outside of Regular Delivery Schedule (every 3 hours daily)	<p>Standard delivery charges are typically not passed on to the client.</p> <p>RUSH – retrieval of files from warehouse are passed onto the client at cost. \$31.53 plus applicable standard retrieval charges.</p> <p>EMERGENCY – retrieval of files from warehouse (immediate, messenger delivery) are passed on at cost. \$116.42 per hour with a 4 hour minimum.</p>
On-Line Research Charges	<p>Clients are charged \$3.00 per minute for hourly searching on WESTLAW databases included in our contract, BNA and CHEETAH resources. For Westlaw databases not included in our contract, Westlaw transactional searching, and other specialized online databases such as Thomson Innovation and LEXIS, clients are charged as billed including any Firm discounts negotiated. Company reports purchased from Hoovers are \$50 each. Reports from Litigation Monitor Suite are \$150 per report. In addition to the cost of online research services, clients are charged on an hourly basis for services specific to a client or case conducted by the research librarians. The standard billable hourly rate is \$300.</p>

Service	Charge
Travel Charges	<p>Schiff Hardin negotiates discount air and hotel rates whenever possible, and Firm personnel are instructed to incur only reasonable travel charges and to take advantage of discounts for the client's benefit to the extent practical. For air travel (coach for domestic flights and business for international flights unless the client approves another class), the client is charged the amount charged by the airline for the ticket, plus a ticket issuance fee (\$33.00) calculated to recover actual travel agent and issuance costs. For other travel expenses, the client is charged the amount charged by the provider.</p>

## CLIENT REIMBURSABLE PATENT PROSECUTION CHARGES

Service	Charge
Assignment Preparation and Recordation	Total charged to client is \$110.00. This charge includes preparing the assignment, forwarding cover letter to USPTO, recording assignment information in CPI system and on files itself and, if client requires, forwarding recorded assignment back to client.
Office Action (without references)	\$70.00 for docketing, copying and forwarding to client.
Office Action (with references)	\$80.00 for docketing, copying and forwarding to client.
Translation Charges	Outside translators are billed at cost.

## CLIENT ESTIMATED PATENT CHARGES

Work Description	Fees (\$US)	Disbursements (\$US)
Filing non- provisional application on invention of Minimal Complexity	\$3,200	Actual Cost
Moderate Complexity	\$4,750	Actual Cost
Complex Complexity	\$6,350	Actual Cost
Filing U.S. case based on foreign priority (not revised in-house)	\$1,100	Actual Cost
Filing U.S. case based on foreign priority (revised in-house)	\$1,650	Actual Cost
File U.S. national stage of PCT (not revised in-house) <sup>1</sup>	\$1,100	Actual Cost
File U.S. national stage of PCT (revised in-house)	\$1,600	
File direct foreign case (non-EPO) based on US case with instructions to foreign associate	\$1,100	Actual Cost
File direct EPO foreign case based on US case with instructions to foreign associate	\$1,100	Actual Cost
File national stage PCT/non-EPO case with instructions to foreign associate	\$1,100	Actual Cost
File national stage PCT/EPO case with instructions to EPO agent	\$750	Actual Cost
File U.S. Design case based on foreign filing	\$700	Actual Cost
Record U.S. Assignments in U.S. Patent Office	\$110	\$40.00 (each patent)

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<sup>1</sup> These fees are for filing the national stage application with no modifications. Our experience indicates that in many situations, limited modification of such applications by our attorneys at the front end of the application process frequently result in significantly reduced overall costs for the application, and can result in a broader scope of protection in the United States. For example, foreign claims are often drafted in multiple dependent forms. While this form is acceptable in the U.S. Patent Office, additional fees are incurred when they are used, and the fees can be significant in certain situations. Furthermore, claim amendments that are performed before the first U.S. examination on the merits can often save substantial time and money by avoiding the filing of a continuation application, since the first office action in unedited applications frequently addresses primarily problems pertaining to foreign patent practices.