

A G E N D A

REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, NOVEMBER 22, 2010, AT 7:00 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. OMNIBUS VOTE AGENDA
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - November 8, 2010 (APPROVE)
 - c. Warrants - November 22, 2010 - \$ (APPROVE)
 - d. 2010 MFT Roadway Maintenance Program - Payout #1 - Partial Payment, James D. Fiala Paving Co. - (APPROVE)
 - e. Expenditure from Deferred List - Police Patrol Vehicle (APPROVE)
 - f. Plan Commission Recommendation - May Subdivision (RECEIVE)

NEW BUSINESS

5. VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only)
6. DELINQUENT WATER BILLS
7. MOTION TO APPROVE - FURNISHING AND INSTALLATION OF A GUTTER AND DOWNSPOUT SYSTEM ON THE PUBLIC WORKS GARAGE BUILDING - WIESBROOK SHEET METAL, INC.
8. AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2010 AND ENDING APRIL 30, 2011, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOS
9. DISCUSSION - LAND DONATION, COMMUNITY BANK OF WILLOWBROOK

10. DISCUSSION AND MOTION - TO APPROVE THE CALENDAR YEAR 2011 PAYMENTS TO IRMA AND THE APPLICATION OF MONIES FROM THE VILLAGE'S EXCESS SURPLUS FUND TO THE 2011 PREMIUM, AND DISCUSS THE DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES

PRIOR BUSINESS

11. COMMITTEE REPORTS
12. ATTORNEY'S REPORT
13. CLERK'S REPORT
14. ADMINISTRATOR'S REPORT
15. PRESIDENT'S REPORT
16. EXECUTIVE SESSION
 - a. Consideration of Collective Negotiating Matters Between the Village and Its Employees and Their Representatives Pursuant to Chapter 5 ILCS 120/1(c) (2)
17. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 8, 2010 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 7:00 p.m. by Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were President Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker (via conference call), Umberto Davi, Terrence Kelly, Michael Mistele, Sandra O'Connor, and Paul Schoenbeck.

ABSENT: None.

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Director of Finance Sue Stanish, Superintendent Walter Righton, Chief of Police Mark Shelton, Deputy Chief Paul Oggerino, Intern Garrett Hummel, and Executive Secretary Deborah Hahn.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Napoli asked Trustee Kelly to lead everyone in saying the Pledge of Allegiance.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Regular Board Meeting - October 25, 2010 (Approve)
- c. Warrants - October 25, 2010 - \$127,905.30 (Approve)
- d. Monthly Financial Report - October 31, 2010 - \$18,109,631.46 (ACCEPT)
- e. Motion to Approve Expenditure - Furnishing and Installation of a Gutter and Downspout System on the Public Works Garage Building - Wiesbrook Sheet Metal, Inc. (ACCEPT)

President Napoli asked the Board if there was any item to be removed from the Omnibus Vote Agenda.

Trustee Mistele asked that Items 4e be deferred from the Omnibus Vote Agenda to seek additional proposals from different vendors.

Trustee Schoenbeck asked to recues himself from Item 4c.

MOTION: Made by Trustee Mistele, seconded by Trustee Schoenbeck to approve the Omnibus Vote Agenda.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Davi, O'Connor and Schoenbeck. NAYS: None ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

5. VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only)

President Napoli asked if there was any visitor present that would like to speak.

None present.

6. PRESENTATION - BUDGET REVIEW

Administrator Halik advised the Board that this budget review is a precursor to the items that will be brought to the Board at the Budget Workshop in March for fiscal year 2011/12.

In summary, Administrator Halik advised the following:

- The Budget Workshop schedule
- Staffing organizational changes and personnel reductions occurred during fiscal year 2010/11. Combining the positions of Village Administrator and Public Services Director for a savings of \$144,000 per year. Reduction of a Deputy Chief's position and not replacing a patrol officer generated an estimated savings of \$234,000.00 per year. Replaced a full-time planner position with a part-time planning consultant with a savings of \$33,800.00 per year. Replaced a 30-year Parks and Recreation employee with a part-time Recreation Specialist saving \$6,900.00. (Total savings approximately \$450,000 per year)
- Held a Strategic Planning Session
- Developed a Volunteer Separation Program (VSI), where two employees participated in it. They were replaced by four part-time employees. (Savings of approximately \$80,000.00 per year)
- Plan to Complete Union Negotiations with the Patrol Officers

- The 50th Anniversary Celebrations for the village. The Committee held two events - A Birthday Bash in January, A Family Fun Day in June and the final celebration, A Dickens of a Holiday event is scheduled in December.
- Completed the Waterford Park Tennis Court renovations.
- Developed rock salt procurement for the upcoming winter season.
- Set out to complete two of the ARRA Stimulus projects - Project 1 - Completed the overlay of Clarendon Hills Road from 75th Street to 79th Street. Project 2 was the Kingery/Plainfield New Lighting Project that is currently being completed. Funding has been approved for a Clarendon Hills Road LAPP project however; it is a 70%/30% split. Incremental savings is planned due to project completion not being done until sometime between 2011-2016, which allows the village to put money aside for this project.
- Revised Police Squad Replacement Program - Vehicle replacement was reduced from 4 vehicles a year to 2, with this year only replacing one due to a seizure.
- Went to a paperless newsletter
- Worked on the desire to construct a Town Center identification sign from excess SSA funds. This did not get off the board. Staff anticipates picking it back up this project again in the coming year.

Finance Director Stanish and Administrator Halik advised the following, in summary:

- Financial Performance General Fund - Staff projected a 167 reserve (\$3,549,402), however after the audit the actual reserve is 197 (\$3,827,541) ending April 30, 2010. This was accomplished from all the budget cuts. The projected general fund at the end of fiscal year 2010/11 will be approximately 209 days or \$4,081,792. At this time, revenue tracking is above budget projections.
- Projection for FY11 - Conservative on estimated revenue and future sustainability.
- Looking ahead to FY12 - Need to keep a close eye on the State of Illinois' financial budget. An upgrade of the Intern position to Management Analyst position will help reduce consulting fees, as well.
- Health Care Reform Bill - Keep a close eye on this. The preliminary increase is projected at approximately 10%.
- Funding of the Annual Street Maintenance Project - Due to increase costs for materials and reduce MFT receipts, the

village may have to consider contributions from the general fund.

- Job Description Update - Sikich HR Assessment Report recommended this be updated. Job descriptions and classifications need to be updated, due to staffing changes.
- Upcoming Capital Projects that need to be completed - Public Works Backhoe, Community Park Backstops Replacement, Replacement of Storage Building Roof, Village Hall Copier Replacement, and continue with the Maintenance Agreement for village computers for a 5th year and then possible lease computers in FY12.
- Available funds for FY11 and Beyond - Health and Liability Insurance reserves, which will offset a large rate increase. Due to the reduction in previous budgets, the village is at the bare minimum except for the personnel cuts.
- Five-year Plan - Current plan proposed going under the 120 day reserve in 2015, however due to the budget cuts that were made, the village is in a better financial position. Projected reserve is up in 2012, however begins to drop in the year 2013.

Director Stanish asked the Board for direction on how they would like the village to proceed for salary adjustments for non-union employees. Union employees will be locked in to a 2% increase for 2-years.

After a discussion, the Board advised to give the Board projection costs for 0-1-2-3% increases for non-union employees.

In addition, Staff also anticipates bringing a balanced budget at the Committee level in the future.

Administrator Halik advised the Board that there are items that have not been included in the village's financial capital projects. They were items that were either on the deferred list or otherwise. Staff is looking for direction on whether they should proceed with them or not:

- A Geographical Information System
- Archive Document Imaging
- Entry Signs to the Village
- Acquisition of Land
- Third set of lights at Community Park
- Community Needs Survey

- Planning of Community Events
- Formalize a New General Fund Policy or continue with the current 120 day reserve policy

Trustee Schoenbeck advised that decisions should be made at the Committee level prior to bringing to the Board.

7. COMMITTEE REPORTS

Trustee Baker had no report

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Davi had no report.

Trustee O'Connor had no report

8. ATTORNEY'S REPORT

No Report.

9. CLERK'S REPORT

No Report.

10. ADMINISTRATOR'S REPORT

Administrator Halik informed the Board that the only meeting in December will be December 13, 2010.

11. PRESIDENT'S REPORT

No Report

12. EXECUTIVE SESSION

- a. Review Executive Session Minutes held on September 13, 2010
- b. Review Executive Session Minutes held on October 11, 2010

MOTION: Made by Trustee Mistele, seconded by Trustee Davi to adjourn into Executive Session at the hour of 7:52 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Davi, O'Connor and Schoenbeck. NAYS: None ABSENT: None.

The Board reconvened into the Regular Session Meeting at the hour of 8:00 p.m.

MOTION: Made by Trustee Mistele, seconded by Trustee Davi to approve the Executive Session minutes for September 13, 2010 and October 11, 2010.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Davi, O'Connor and Schoenbeck. NAYS: None ABSENT: None.

MOTION CARRIED.

13 ADJOURNMENT

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to adjourn the meeting at the hour of 8:01 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Davi, O'Connor and Schoenbeck. NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2010

Village President

Minutes transcribed by Debbie Hahn.

WARRANTS

November 22, 2010

GENERAL CORPORATE FUND	-----	\$127,611.15
WATER FUND	-----	88,391.73
HOTEL/MOTEL TAX FUND	-----	2,014.62
MOTOR FUEL TAX FUND	-----	2,733.50
POLICE PENSION FUND	-----	1,675.66
TOTAL WARRANTS	-----	\$222,426.66



Sue Stanish, Director of Finance

APPROVED:

Robert A. Napoli, Village President

VILLAGE OF WILLOWBROOK

RUN DATE: 11/16/10

BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 1

RUN TIME: 04:27PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ACCURINT (21)	11/23 CK# 76471	\$55.85
1009686/OCT 10 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	55.85
AFLAC (46)	11/23 CK# 76473	\$2,530.38
D7088/NOV 10 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	597.78
D7088/NOV 10 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,932.60
AL WARREN OIL CO (2205)	11/23 CK# 76474	\$3,770.86
1626762 GASOLINE INVENTORY 01-190-126	01-190-126	3,770.86
MARK ALTOBELLA (65)	11/23 CK# 76475	\$221.53
10 UNIFORMS UNIFORMS 01-465-345	01-30-650-345	112.20
2010 UNFRMS UNIFORMS 01-451-345	01-30-630-345	109.33
ANIMAL TALENT OF CHICAGO INC (2350)	11/23 CK# 76476	\$93.75
W110510 FALL PROGRAM MATERIALS & SERVICES 01-622-118	01-20-580-118	93.75
ASPEN VALLEY LANDSCAPE SUPPLY (131)	11/23 CK# 76477	\$77.00
374287 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	77.00
AT & T U-VERSE (SM) (2342)	11/23 CK# 76478	\$7.44
105661049/OCT10 EQUIPMENT MAINTENANCE 01-503-263	01-35-715-263	7.44
AZAVAR AUDIT SOULUTIONS INC (158)	11/23 CK# 76479	\$470.30
8204/NOV 10 UTILITY TAX 01-310-205	01-310-205	470.30
BARNACLE JOHN (191)	11/23 CK# 76480	\$282.98
10 UNIFORMS TUITION REIMBURSEMENT 01-451-305	01-30-630-305	103.50
2010 UNFRMS UNIFORMS 01-451-345	01-30-630-345	179.48
BATTERIES PLUS 286 OR 288 (179)	11/23 CK# 76481	\$300.00
288204797 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	300.00
BEST QUALITY CLEANING INC (194)	11/23 CK# 76482	\$1,545.00
39585/OCT 10 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	1,545.00
CABELA'S MKTG & BRAND MGT INC (278)	11/23 CK# 76483	\$492.18
47-0826305 UNIFORMS 01-501-345	01-35-710-345	492.18
CHRISTOPHER B. BURKE (333)	11/23 CK# 76484	\$24,103.49
97053 FEES - ENGINEERING 01-505-245	01-35-720-245	89.33
97054 FEES - DRAINAGE ENGINEER 01-555-246	01-40-820-246	550.00
97072 PLAN REVIEW - PLANNER 01-15-520-257	01-15-520-257	7,493.75
97101 PRINTING & PUBLISHING 01-15-510-302	01-15-510-302	45.88
97102 PLAN REVIEW - ENGINEERING 01-15-520-254	01-15-520-254	593.88
97104 PLAN REVIEW - ENGINEERING 01-15-520-254	01-15-520-254	220.00
97105 PLAN REVIEW - ENGINEER 01-505-254	01-35-720-254	275.00
97106 REIMB.	01-15-520-247	440.00
97107 FEES - ENGINEERING 01-505-245	01-35-720-245	300.00
97108 REIMB.	01-40-820-259	330.00
97110 REIMB.	01-40-820-259	127.25
97111 REIMB.	01-40-820-259	110.00
97112 PLAN REVIEW - ENGINEER 01-555-254	01-40-820-254	399.00
97153 FEES - ENGINEERING 01-505-245	01-35-720-245	13,129.40
CLASS ACT (351)	11/23 CK# 76485	\$270.00
SANTA/MS CLAUS CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	270.00
CLASS ACT (351)	11/23 CK# 76486	\$460.00
ROPE WRRS CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	460.00
COMMONWEALTH EDISON (370)	11/23 CK# 76487	\$112.79
04230851701110 RED LIGHT - COM ED	01-30-630-248	58.50

VILLAGE OF WILLOWBROOK

RUN DATE: 11/16/10

BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 2

RUN TIME: 04:27PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
68630890031110 RED LIGHT - COM ED	01-30-630-248	54.29
D & D BUSINESS, INC (2128)	11/23 CK# 76488	\$104.40
16528 OPERATING EQUIPMENT 01-451-401	01-30-630-401	104.40
DUPAGE COUNTY (511)	11/23 CK# 76490	\$500.00
100 CPNS TAXI CAB VOUCHERS - PREPAID 01-190-103	01-190-103	250.00
100 CPNS SENIOR CITIZEN TAXI PROGRAM 01-435-372	01-10-475-372	250.00
DUPAGE COUNTY E.T.S.B. 911 (513)	11/23 CK# 76491	\$468.37
68/OCT 10 PHONE - TELEPHONES 01-451-201	01-30-630-201	468.37
DUPAGE MAYORS AND MGRS. CONF. (527)	11/23 CK# 76492	\$30.00
6510 SCHOOLS-CONFERENCE TRAVEL 01-420-304	01-10-455-304	30.00
FEDERAL EXPRESS CORP. (592)	11/23 CK# 76496	\$22.68
727324429 POSTAGE & METER RENT 01-15-510-311	01-15-510-311	22.68
FLOOD BROS DISPOSAL CO (1292)	11/23 CK# 76497	\$25.00
COPY FEE RTNED COPIES-ORDINANCES & MAPS 01-310-706	01-310-706	25.00
GATEWAY SRA (661)	11/23 CK# 76498	\$16,764.96
2ND FY10/11 SPECIAL REC ASSOC PROGRAM DUES 01-630-518	01-20-590-518	16,764.96
GORDON FLESCH (695)	11/23 CK# 76499	\$224.47
OVY322 COPY SERVICE 01-420-315	01-10-455-315	224.47
W.W. GRAINGER (1999)	11/23 CK# 76500	\$313.33
1116752194 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	4.50
9382543339 OPERATING EQUIPMENT 01-540-401	01-35-755-401	226.29
9386019716 MAINTENANCE - PW BUILDING	01-35-725-418	6.29
9386019724 MAINTENANCE - PW BUILDING	01-35-725-418	67.49
9386019732 MAINTENANCE - PW BUILDING	01-35-725-418	8.76
JOHN J. HANDZIK (750)	11/23 CK# 76501	\$353.96
10 UNFRMS UNIFORMS 01-451-345	01-30-630-345	353.96
HOME DEPOT COMMERCIAL (808)	11/23 CK# 76503	\$148.05
5022371 VILLAGE ANNIVERSARY CELEBRATION 01-05-420-368	01-05-420-368	10.48
5030631 MAINTENANCE - PW BUILDING	01-35-725-418	6.36
6031658 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	75.92
8031395 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	55.29
HOVING PIT STOP (816)	11/23 CK# 76504	\$500.00
4385 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	500.00
I.M.R.F. PENSION FUND (917)	11/23 CK# 76505	\$1,885.91
NOV 2010 SLEP PENSION 01-420-155	01-10-455-155	1,885.91
I.R.M.A. (966)	11/23 CK# 76507	\$578.53
OCT 2010 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	435.00
OCT 2010 SELF INS - DEDUCTIBLE 01-460-273	01-30-645-273	143.53
JUDITH SPILLER (1862)	11/23 CK# 76508	\$35.00
WL71926 TRAFFIC FINES 01-310-502	01-310-502	35.00
JULIE, INC. (1018)	11/23 CK# 76509	\$135.75
10101721/OCT 10 J.U.L.I.E. 01-540-332	01-35-755-332	135.75
KING CAR WASH (1057)	11/23 CK# 76510	\$510.00
60/OCT 10 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	510.00
LAURIE LANDSMAN (1117)	11/23 CK# 76512	\$10.00
2010 CLDRN PRY CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	10.00

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2010

RUN DATE: 11/16/10

PAGE: 3

RUN TIME: 04:27PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
LASERCRAFT INC (2300)	11/23 CK# 76513	\$22,475.00
117/OCT 10 RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	22,475.00
METRO TRANSPORTATION GROUP INC. (1249)	11/23 CK# 76515	\$568.00
41402 REIMB	01-15-520-258	568.00
MIDWEST HEALTH WORKS (1273)	11/23 CK# 76516	\$100.00
17986 WELLNESS 01-440-276	01-10-480-276	100.00
OGGERINO PAUL (1432)	11/23 CK# 76517	\$10.00
10 UNIFRMS UNIFORMS 01-451-345	01-30-630-345	10.00
ORKIN EXTERMINATING (1439)	11/23 CK# 76518	\$66.54
D2604360 NOV 10 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	66.54
PCS INTERNATIONAL (2201)	11/23 CK# 76519	\$825.32
125300 MAINTENANCE - OFFICE MACHINES 01-25-615-263	01-25-615-263	825.32
PETTY CASH C/O SUE STANISH (1492)	11/23 CK# 76520	\$56.38
11/16 OFFICE SUPPLIES 01-740-301	01-07-435-301	13.70
11/16 SCHOOLS-CONFERENCE TRAVEL 01-420-304	01-10-455-304	16.13
11/16 CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	5.82
11/16 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	20.29
11/16 POSTAGE & METER RENT 01-451-311	01-30-630-311	0.44
PHILLIP'S FLOWERS (1498)	11/23 CK# 76521	\$159.95
687601 PUBLIC RELATIONS 01-435-365	01-10-475-365	159.95
PUBLIC SAFETY DIRECT INC (2309)	11/23 CK# 76522	\$2,984.49
21598 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	71.25
21605 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	2,773.99
21616 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	139.25
RADIO NORTH LLC (2351)	11/23 CK# 76523	\$168.00
20372 MAINTENANCE - RADIO EQUIPMENT 01-451-421	01-30-630-421	168.00
RAY O'HERRON (1593)	11/23 CK# 76524	\$1,003.50
29409 OPERATING EQUIPMENT 01-451-401	01-30-630-401	1,003.50
RIGHTON WALTER (1623)	11/23 CK# 76525	\$89.50
4/26 - 11/3 GAS-OIL-WASH-MILEAGE 01-601-303	01-20-550-303	89.50
RUTLEDGE PRINTING CO. (1648)	11/23 CK# 76526	\$61.94
106337 OFFICE SUPPLIES 01-05-410-301	01-05-410-301	61.94
SCUKANEC GEORGE (1685)	11/23 CK# 76527	\$150.00
CRAFTS ADV CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	150.00
SIEBERT E D TRUCKING (1715)	11/23 CK# 76528	\$920.33
E8757 ST & ROW MAINTENANCE OTHER 01-540-328	01-35-755-328	920.33
SOUTHWEST CENTRAL DISPATCH (1751)	11/23 CK# 76529	\$21,333.45
DEC 2010 RADIO DISPATCHING 01-483-235	01-30-675-235	21,333.45
STERICYCLE INC (1772)	11/23 CK# 76530	\$56.59
4002107408NOV JAIL SUPPLIES 01-465-343	01-30-650-343	56.59
CYNTHIA STUHL (1788)	11/23 CK# 76531	\$127.45
10 UNFRMS UNIFORMS 01-451-345	01-30-630-345	127.45
SUBURBAN LEAP (2199)	11/23 CK# 76532	\$30.00
SCHMITZ FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	30.00
T.P.I. (1886)	11/23 CK# 76534	\$3,821.40
4687/OCT 10 REIMB.	01-40-820-258	1,112.40
4687/OCT 10 PART TIME INSPECTOR 01-565-109	01-40-830-109	168.00

RUN DATE: 11/16/10

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 4

RUN TIME: 04:27PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
T.P.I. (1886) CONTINUED ...		
4687/OCT 10 REIMB.	01-40-830-115	945.00
4687/OCT 10 CODE ENFORCEMENT INSPECTION 01-565-119	01-40-830-119	1,596.00
TAMELING GRADING (1836)	11/23 CK# 76535	\$3,680.00
TG5/OCT 10 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	1,040.00
TG5/OCT 10 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	2,640.00
TAMELING INDUSTRIES (1844)	11/23 CK# 76536	\$20.88
69937 ST & ROW MAINTENANCE OTHER 01-540-328	01-35-755-328	-105.00
69937 ST & ROW MAINTENANCE OTHER 01-540-328	01-35-755-328	125.88
THOMPSON ELEV. INSPECT. SERVICE (1873)	11/23 CK# 76537	\$286.00
10-3792 REIMB.	01-40-830-117	286.00
TOM & JERRY'S SHELL SERVICES (1883)	11/23 CK# 76538	\$3,279.39
43154 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
43191 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	9.39
43212 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	737.58
43216 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	714.19
43224 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	65.41
43225 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	205.43
43228 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	118.00
43233 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	422.11
43239 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	99.86
43243 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
43246 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	573.03
43270 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
43279 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	196.84
TOOLS PLUS INDUSTRIES (2269)	11/23 CK# 76539	\$187.40
35021 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	187.40
UNIFIRST (1926)	11/23 CK# 76540	\$166.98
0610545963 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	128.55
0610546116 MAINTENANCE - PW BUILDING	01-35-725-418	46.38
0610546116 TAX MAINTENANCE - PW BUILDING	01-35-725-418	-5.09
0610546116CHRGs MAINTENANCE - PW BUILDING	01-35-725-418	-2.86
UNITED STATE POSTAL SERVICE (1946)	11/23 CK# 76541	\$2,500.00
DEPOSIT NOV10 PREPAID POSTAGE 01-190-102	01-190-102	2,500.00
WAREHOUSE DIRECT (2002)	11/23 CK# 76542	\$1,216.39
893831-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	191.56
902734-0 OFFICE SUPPLIES 01-05-410-301	01-05-410-301	137.66
902734-0 OFFICE SUPPLIES 01-740-301	01-07-435-301	143.99
902734-0 OFFICE SUPPLIES 01-420-301	01-10-455-301	347.78
913759-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	47.74
913762-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	108.00
914019-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	57.27
920925-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	51.30
920925-0 OPERATING EQUIPMENT 01-451-401	01-30-630-401	4.19
920926-0 OPERATING EQUIPMENT 01-451-401	01-30-630-401	126.90
WESTFIELD FORD (2028)	11/23 CK# 76543	\$527.00
295315 MAINTENANCE - VEHICLES 01-551-409	01-40-810-409	527.00
WESTOWN AUTO SUPPLY COMPANY (2026)	11/23 CK# 76544	\$81.33
33075 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	25.52
33111 MAINTENANCE - EQUIPMENT 01-525-411	01-35-740-411	52.36

RUN DATE: 11/16/10

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 5

RUN TIME: 04:27PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION		ACCOUNT NUMBER	AMOUNT
WESTOWN AUTO SUPPLY COMPANY (2026) CONTINUED ...			
33143 MAINTENANCE - VEHICLES 01-520-409		01-35-735-409	3.45
WILD GOOSE CHASE INC (2047)	11/23 CK# 76545		\$630.00
14483 LANDSCAPE MAINTENANCE SERVICES 01-610-342		01-20-565-342	630.00
WILLOWBROOK FORD INC. (2056)	11/23 CK# 76546		\$300.00
8009162/1 MAINTENANCE - VEHICLES 01-451-409		01-30-630-409	300.00
WLBK BURR RIDGE CHAMBER OF COM (2053)	11/23 CK# 76547		\$1,046.00
EXPO OPERATING EQUIPMENT 01-451-401		01-30-630-401	290.00
HALIK SCHOOLS-CONFERENCE TRAVEL 01-420-304		01-10-455-304	87.00
OGGERINO SCHOOLS-CONFERENCE TRAVEL 01-451-304		01-30-630-304	240.00
SHELTON SCHOOLS-CONFERENCE TRAVEL 01-451-304		01-30-630-304	240.00
TRUSTEES SCHOOLS-CONFERENCE TRAVEL 01-05-410-304		01-05-410-304	189.00
WOLF CAMERA INC (2090)	11/23 CK# 76548		\$17.98
1480089340 OPERATING EQUIPMENT 01-451-401		01-30-630-401	17.98
THE YOGA TEACHERS' GROUP INC (2109)	11/23 CK# 76549		\$1,260.00
FALL SESSN 1 FALL PROGRAM MATERIALS & SERVICES 01-622-118		01-20-580-118	1,260.00
TOTAL GENERAL CORPORATE FUND			\$127,611.15

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2010

RUN DATE: 11/16/10

PAGE: 6

RUN TIME: 04:27PM

WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION		ACCOUNT NUMBER	AMOUNT
ACE STORE NO. 11 (17)	11/23 CK# 76472		\$14.48
409735/4 MAINTENANCE - PUMPS & WELL 3 02-420-488		02-50-420-488	14.48
COMMONWEALTH EDISON (370)	11/23 CK# 76487		\$655.97
4651111049/NOV ENERGY - ELECTRIC PUMP 02-420-206		02-50-420-206	278.95
5071072051/1110 ENERGY - ELECTRIC PUMP 02-420-206		02-50-420-206	377.02
DUPAGE WATER COMMISSION (521)	11/23 CK# 76493		\$69,987.59
8936/OCT 10 PURCHASE OF WATER 02-420-575		02-50-420-575	69,987.59
EAST JORDAN IRON WORKS, INC. (540)	11/23 CK# 76494		\$1,948.00
3329571 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	1,948.00
ENVIRO TEST INC (555)	11/23 CK# 76495		\$87.50
10-128051/OCT SAMPLING ANALYSIS 02-420-362		02-50-420-362	87.50
HD SUPPLY WATERWORKS, LTD (2191)	11/23 CK# 76502		\$450.94
2222492 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	450.94
M.E. SIMPSON COMPANY INC (1235)	11/23 CK# 76514		\$875.00
20528 LEAK SURVEYS 02-430-276		02-50-430-276	350.00
20542 LEAK SURVEY		02-50-430-276	525.00
SUNSET SEWER & WATER (2276)	11/23 CK# 76533		\$14,198.65
2010-213 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	11,024.40
2010-214 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	1,894.50
2010-218 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	1,279.75
TAMELING INDUSTRIES (1844)	11/23 CK# 76536		\$173.60
70050 WATER DISTRIBUTION REPAIR-MAINTENAN		02-50-430-277	173.60
TOTAL WATER FUND			\$88,391.73

VILLAGE OF WILLOWBROOK

RUN DATE: 11/16/10

BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 7

RUN TIME: 04:27PM

HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE CONVENTION (494)	11/23 CK# 76489	\$2,014.62
7397 ADVERTISING 03-435-317	03-53-435-317	1,014.62
NOV 10 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	1,000.00
TOTAL HOTEL/MOTEL TAX FUND		\$2,014.62

VILLAGE OF WILLOWBROOK

RUN DATE: 11/16/10

BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 8

RUN TIME: 04:27PM

MOTOR FUEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CHRISTOPHER B. BURKE (333)	11/23 CK# 76484	\$2,733.50
97103 STREET MAINTENANCE CONTRACT 04-430-684	04-56-430-684	2,733.50
TOTAL MOTOR FUEL TAX FUND		\$2,733.50

VILLAGE OF WILLOWBROOK

RUN DATE: 11/16/10

BILLS PAID REPORT FOR NOVEMBER, 2010

PAGE: 9

RUN TIME: 04:27PM

POLICE PENSION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
I.P.P.F.A. (963)	11/23 CK# 76506	\$775.00
2011 MEMBRSHIP FEES DUES SUBSCRIPT 07-401-307	07-62-401-307	775.00
TIMOTHY KOBLER (1072)	11/23 CK# 76511	\$900.66
IPPFA CONF 10 MEETINGS, TRAVEL, CONFERENCES 07-401-304	07-62-401-304	900.66
TOTAL POLICE PENSION FUND		\$1,675.66

RUN DATE: 11/16/10

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR NOVEMBER, 2010
SUMMARY ALL FUNDS

PAGE: 10

RUN TIME: 04:27PM

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	127,611.15	*
02-110-105	WATER FUND-CHECKING 0010330283	88,391.73	*
03-110-105	HOTEL/MOTEL TAX FUND-CHECKING 0010330283	2,014.62	*
04-110-105	MOTOR FUEL TAX FUND-CHECKING 0010330283	2,733.50	*
07-110-105	POLICE PENSION FUND-CHECKING 0010330283	1,675.66	*
TOTAL ALL FUNDS		222,426.66	**

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: MOTION TO APPROVE – 2010 MFT ROADWAY MAINTENANCE PROGRAM: PAYOUT #1 – PARTIAL PAYMENT, JAMES D. FIALA PAVING CO.	AGENDA NO. 4d AGENDA DATE: 11/22/10
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STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: N/A

SIGNATURE: _____

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: Tim J. Halik

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

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

At its regular meeting on July 12, 2010, the Village Board approved a contract with James D. Fiala Paving Company to complete the 2010 MFT Roadway Maintenance Program. This year's program consisted of re-paving 1.9 miles of streets within the Village's northwest quadrant. After IDOT approval was received and all required paperwork, insurance and bond certificates were submitted, a notice to proceed with the project was issued by the Village and the work commenced.

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

Given the majority of the work is now completed, the contractor has submitted a request for partial payment. The request was forwarded to the Village Engineering Consultant for review and approval. A copy of their written recommendation to authorize Payment #1 – Partial Payment is attached. The following is a breakdown of the project costs to date:

TOTAL INVOICED AMOUNT:	\$171,605.81
Less 5% Retainage:	\$8,580.29

Payout #1 Request:	\$163,025.52
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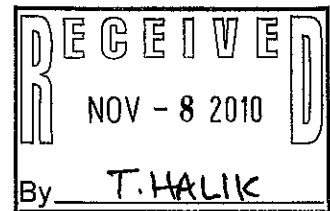
Staff would recommend that the Village President and Board of Trustees authorize Payout #1 – Partial Payment to James D. Fiala Paving Company in the amount of \$163,025.52. The Village has confirmed material quantities used, the contractor has submitted a partial lien waiver, and an executed prevailing wage certification was received. The authorized payment amount would be expended from the following fund:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>UNEXPENDED</u>
MFT	04-56-430-684	Street Maintenance Contract	\$195,400.46

Once IDOT has approved the final project paperwork, the retainage amount will be released.

ACTION PROPOSED:

Approve motion.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

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

November 2, 2010

Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527

Attention: Tim Halik

Subject: 2010 MFT – Pay Request # 1
(CBBEL Project No. 90-144 H114)

Dear Tim:

As requested we have reviewed Pay Request #1 dated October 20, 2010 (Invoice No. 3010601) from James D. Fiala Paving Co for the work performed. Work included milling, resurfacing, and patching. This pay request does not include stop bars and prime coat. Please note the stop bars have not been installed as of today. We have broken down the cost of the work for each jurisdiction as follows:

Jurisdiction	Scope of Work	Cost Per Section
Westmont	Patch, Edge Mill and Surface	\$2,272.27
Downers Grove Township	Edge Mill and Surface (No patching necessary)	\$6,620.73
Willowbrook	Patch, Full Width Mill, Edge Mill, and Surface	\$162,712.81
Total Completed		\$171,605.81
Retainage 5%		8,580.29
Pay Request #1		\$163,025.52

We have verified the quantity and therefore, it is our opinion that it would be appropriate for the Village to pay the invoice in the amount of \$163,025.52 which includes 5% retainage of the work performed.

If you have any questions or would like to further discuss this letter, please do not hesitate to contact me.

Sincerely,

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

JAMES D. FIALA PAVING CO., INC
500 EAST FRONTAGE RD N
BOLINGBROOK, IL 60440
630-783-8311

Invoice 3010601
Page No. -1-

Pay Application	Date	Terms	Contract
1	20 OCT 2010	DUE UPON RECEIP	

Contract Location

Customer 1235

VILLAGE OF WILLOWBROOK
7760 QUINCY STREET
WILLOWBROOK, IL 60527

Job Cost Project # 30106
VILLAGE OF WILLOWBROOK
2010 ROAD PROJECT
VARIOUS LOCATIONS
WILLOWBROOK, IL 60527

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
010	BIT MAT PRIME COAT	GAL	2400.0000	0.0000	0.0000	0.0000	0.0100	0.00	0.00
020	HMA SC "D" N50	TON	2190.0000	0.0000	2081.4500	2081.4500	64.0000	133,212.80	133,212.80
030	HMA SRF REM 1 1/2PW	SY	14100.0000	0.0000	13927.0000	13927.0000	1.7500	24,372.25	24,372.25
040	THPL PVT MK LN 24"	FT	165.0000	0.0000	0.0000	0.0000	12.0000	0.00	0.00
050	CL D PTCH BNR SPL6"	SY	710.0000	0.0000	0.0000	0.0000	35.0000	0.00	0.00
070	EX-1 1/2" BIT SRF RE FT	FT	1155.0000	0.0000	1155.0000	1155.0000	5.0000	5,775.00	5,775.00
080	EX-HMA BNR CSE N70	TON	128.8400	0.0000	128.8400	128.8400	64.0000	8,245.76	8,245.76
Total Base Contract								171,605.81	171,605.81
Total Contract And Change Orders								171,605.81	171,605.81

Billing Summary For Contract 30106

	Current	To Date
Complete To Date	171,605.81	171,605.81
Materials On Hand	0.00	0.00
Sales Tax	0.00	0.00
Less Retainage @ 5.0000 %	8,580.29	8,580.29
Balance	163,025.52	163,025.52
Less Previous Payments		0.00
Total Amount Due	163,025.52	163,025.52

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
COUNTY OF WILL

} SS

Gty # _____
Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Willowbrook
to furnish Labor, Equipment & Material
for the premises known as Various Road Resurfacing - Section 10-00000-02-GM
of which Village of Willowbrook is the owner.

The undersigned, for and in consideration of One-Hundred Sixty-Three Thousand Twenty-Five and 52/100
(\$163,025.52) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby
waive and release any and all lien or claim of, or right to, lien, under the Statutes of the State of Illinois, relating to mechanics' liens, with respect to and on
said above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or
other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus or machinery, furnished to this
date by the undersigned for the above-described premises.

Given under our hand...and seal...this 27th day of October 2010

Signature and Seal Barbara Olaska

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer
signing waiver should be set forth: if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself
as partner.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF WILL

} SS

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn on oath, deposes and says that (s)he is Barbara Olaska, Secretary
of the James D. Fiala Paving Company, Inc.
who is the contractor for the Various Road Resurfacing - Section 10-00000-02-GM work on
the building located at Various Locations
owned by Village of Willowbrook. That the total amount of the
contract including extras is \$191,689.00 on which he has received payment of \$0.00 prior to this payment. That all
waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers.
That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub-contracts for
specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each,
and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Names	What For	Contract Price	Amount Paid	This Payment	Balance Due
James D. Fiala Paving Company, Inc.	Labor, Equip & Mtl	\$191,689.00	\$0.00	\$163,025.52	\$28,663.48
ALL LABOR AND MATERIAL FROM FULLY PAID STOCK, DELIVERED IN OUR TRUCKS, CONSTRUCTED WITH OUR EQUIPMENT & LABOR.					
TOTAL LABOR AND MATERIAL NECESSARY TO COMPLETE:		\$191,689.00	\$0.00	\$163,025.52	\$28,663.48

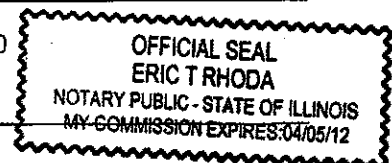
Signed this 27th day of October 2010

Barbara Olaska

Subscribed and sworn to before me this 27th day of October 2010

Eric T Rhoda

Notary Public



VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

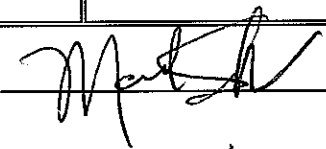
ITEM TITLE:

**MOTION TO APPROVE EXPENDITURE FROM DEFERRED LIST –
POLICE PATROL VEHICLE**

AGENDA NO. 4e

AGENDA DATE: 11/22/10

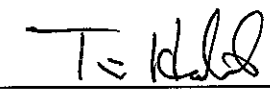
STAFF REVIEW: Mark Shelton

SIGNATURE: 

LEGAL REVIEW:

SIGNATURE: N/A

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: 

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

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

The department budgeted \$35,487.00 under line item 01-30-680-625 for a new patrol vehicle. This includes an engine upgrade, new siren box, in-car camera, radio equipment, and change out of any equipment.

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

The department was able to locate a 2011 Dodge Charger from Roanoke Dodge, located at 422 North Main Street, Roanoke, Illinois for a total cost of \$25,611.00. This will be an unmarked vehicle, painted in Tungsten Metallic. The vehicle will be ordered with every option that our current 2007 Dodge Charger has been equipped with including the Hemi engine, black left spotlight and heated mirrors. This vehicle meets the needs of department and can be ordered immediately, however, construction will not begin until on or about January 1st, 2011 (please note there will be a 4 – 6 week wait for delivery).

ACTION PROPOSED:

APPROVE PURCHASE OF POLICE PATROL VEHICLE FROM ROANOKE DODGE.

VILLAGE OF WILLOWBROOK

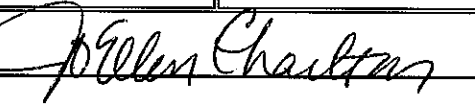
BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

Plan Commission Recommendation – May Subdivision (Receive)

AGENDA NO.

4f

AGENDA DATE: 11/22/10**STAFF REVIEW:** Jo Ellen Charlton,
Planning Consultant**SIGNATURE:****LEGAL REVIEW:****SIGNATURE:**

N/A

RECOMMENDED BY VILLAGE ADMIN.:**SIGNATURE:****REVIEWED & APPROVED BY COMMITTEE:**YES ☐ NO ☐ N/A ☒**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The Village has been working with Chris May on a possible subdivision in the area around Western and 65th since 2004. The current application includes the annexation and zoning to R-1A of 6446 Western, which is located on the northwest corner of 65th and Western. This property is currently owned by both the Kim and May families. This property is being combined with two existing Willowbrook properties at 6432 and 6420, both already zoned R-1A. The three lots are being re-subdivided to create four lots. It is expected that existing structures on the two northern most lots (6432 and 6420 Western) will remain, and the 6446 will ultimately be demolished for new construction. A new lot (Lot 3) is being created between 6446 and 6432 Western for new construction.

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

The Plan Commission held the public hearing and made a recommendation to approve the relief requested with this petition at their November 3, 2010 meeting. A copy of their referral letter is attached. Also attached is the staff report which provides details reviewed by the Plan Commission as well as a summary of their discussion. Generally, Plan Commission members expressed some concern about the odd shapes of new Lots 3 and 4, but ultimately agreed to support the subdivision because it met all the minimum standards required by the Zoning Ordinance. The applicant also responded to questions about stormwater control. As a subdivision with just over two acres, stormwater detention is required and being provided in easements at the rear of Lots 1 and 2. Additionally, an old field tile running along the rear property lines of proposed Lots 1, 2 and 3 will be replaced with new tile and will discharge to Western Avenue in an easement along the north side of Lot 1. Finally, it is important to note that the Comprehensive Plan recommends a rural cross section in the rights of way in this area, therefore no curb, gutters, or sidewalks are included with this subdivision.

ACTION PROPOSED:

November 22, 2010: Receive Plan Commission Recommendation.
December 13, 2010: Board Consideration



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

MEMO TO: Robert Napoli, Village President
Board of Trustees

MEMO FROM: Daniel Kopp, Chairman, Plan Commission

DATE: November 3, 2010

SUBJECT: Zoning Hearing Case 10-09: May/Kim Subdivision,
Annexation and Rezoning from R-1 to R-1A.

At the meeting of the Plan Commission held on November 3, 2010, the following motion was made:

MOTION: Made by Commissioner DelSarto, seconded by Commissioner Soukup that based on the submitted petition, Staff Report to the Plan Commission prepared for the November 3, 2010 meeting, and testimony presented, I move that the Plan Commission recommend to the President and Village Board approval of the annexation and rezoning to R-1A the property legally described in Exhibit 5 of the Staff Report, and approval of the Final Plat of Chris May Subdivision for the property legally described in Exhibit 6, subject to the following conditions.

1. Approved Documents include all of the following:
 - a. Site Plan and Grading Plan, consisting of 1 sheet, prepared by Koziol Engineering Services, latest revision dated 6/10/10.
 - b. Plat of Annexation, consisting of 1 sheet, prepared by Harrington Land Surveying Ltd., latest revision dated 5/19/10.
 - c. Final Plat of Chris May Subdivision, consisting of 3 sheets, prepared by Harrington Land Surveying, Ltd, latest revision dated 5/19/10.
2. Prior to the recording of the Final Plat of Chris May Subdivision, the subdivision applicant shall:
 - a. Provide development security in an amount no less than 125% of the engineer's estimate at the time that subdivision is to be recorded, and in no instance shall be no less than \$34,191.
 - b. Remove, at applicant's sole expense the two sheds on proposed Lot 3 and the garage straddling proposed Lots 3 and 4.

ROLL CALL: AYES: Commissioners DelSarto, Soukup, Vice Chairman Wagner and Chairman Kopp; RECUSE: Remkus; ABSTAIN: Baker; NAYS: 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

VILLAGE OF WILLOWBROOK

STAFF REPORT TO THE VILLAGE BOARD

Meeting Dates: November 22, 2010 Receive Plan Commission Recommendation
December 13, 2010 Council Consideration

Prepared By: Jo Ellen Charlton, AICP, Planning Consultant

Case Title: Zoning Hearing Case 10-09: May/Kim Subdivision

Petitioner: Chris May
6432 Western
Willowbrook, IL 60527

Action Requested by Applicant: Annexation and Rezoning from R-1 to R-1A the property at 6446 Western (legally described in Exhibit 5), and approval of a four (4) lot Final Plat of Subdivision of the existing properties at 6420, 6432, and 6446 Western (legally described in Exhibit 6).

Location: From North to South
6420, 6432, and 6446 Western
PINs: 09-22-200-29; 09-22-200-16
09-22-200-038; 09-22-200-039
Northwest corner of Western and 65th Street

Property Size: 2.084 Acres

Existing Zoning/Use: 09-22-200-029 and 09-22-200-026 is zoned R-1A in Willowbrook
09-22-200-038 and 09-22-200-039 is Unincorporated and improved with one single family home.

Proposed Zoning/Use: A four lot subdivision all zoned R-1A

Surrounding Land Use:

	Use	Zoning
North	Willowbrook SF Residential	R-1A
South	Unincorporated SF Residential	County
East	Willowbrook SF Residential	R-1
West	Willowbrook and County SF Residential	R-1A & County

Requested Action: November 22, 2010: Receive Plan Commission Recommendation
December 13, 2010: Council Consideration

Exhibits Attached:

1. Chris May Subdivision Exhibit
2. Site Plan and Grading Plan, consisting of 1 sheet, prepared by Koziol Engineering Services, latest revision dated 6/10/10.
3. Plat of Annexation, consisting of 1 sheet, prepared by Harrington Land Surveying Ltd., latest revision dated 5/19/10.
4. Final Plat of Chris May Subdivision, consisting of 3 sheets, prepared by Harrington Land Surveying, Ltd, latest revision dated 5-19-10.
5. Legal Description for property annexed and re-zoned to R-1A.
6. Legal Description for property included in proposed Final Plat of Chris May Subdivision.

Site Description:

The area to be annexed is legally described in Exhibit 5 and shown in Exhibit 3. It consists of 45,359.99 square feet, which includes the adjoining rights-of-way. The overall subdivision site is legally described in Exhibit 6 and shown in Exhibit 2. It includes a 90,798.08 square foot development site that is currently improved with two homes located in Willowbrook and zoned R-1A, and one home located on a property at the northwest corner of 65th and Western in unincorporated DuPage County.

Background:

The Village has been working with Ms. May since 2005 on various combinations of property and improvements to achieve the addition of one lot in this area. Last year, the applicant began working with plans that included the unincorporated property at the northwest corner of Western and 65th in order to eliminate Zoning Ordinance and Subdivision Regulation variations.

Development Proposal:

This annexation, rezoning and subdivision will allow for the creation of one new lot (Lot 3) for new construction.

Staff Analysis:*Appropriateness of Use:*

Single-family detached homes are permitted uses in the R-1A district.

Subdivision and Zoning Regulations:

The table below shows the requirements for new lots platted in an R-1A Zoning District, as well as the setback requirements for structures on lots. The newly platted lots meet all of the minimum lot width, depth and lot area requirements. Additionally, the existing structures on Lots 1 and 2 meet all the requirements of the Zoning Ordinance or have been granted variations as required. A discussion of the unusual shape of Lot 3 and the structure on Lot 4 is provided following the table.

R-1A Zoning Regulations for New Lots	Lot
Minimum Lot Area = 17,000 square feet	1=26,718.11 2=29,699.99 3=17,379.49 4=17,000.49
Lot Width = 80' (Measured at the front setback line) Corner = 110'	1=89.96' 2=100' 3=80' 4(Corner)=110'
Lot Depth = 150'	1=297' 2=297' 3=150' 4=150'

R-1A Zoning Regulations for Structures	Lot
Front Yard Setback = 50'	1=50.15' 2=34.89' (1) 3= No Structure 4=45.06' (2)
Interior Side Yard Setback = 10% width or 10' (Whichever is greater) Corner Side Yard Setback = 40'	1=10.73' 2=10.65' 3=No Structure 4=17.53' 4CornerSide=40.05'
Rear Yard Setback = 40'	1 and 2>200' 3=No Structure 4=65.58'

(1) Variation granted by Ordinance 94-O-06

(2) Variation not requested. Older structure will be annexed and remain non-conforming. Redevelopment on the lot must comply with R-1A standards.

Lot 3 Shape

While staff might normally discourage the unusual shape generated by Lot 3, staff has determined that it does not violate any requirement of the Subdivision or Zoning regulations. Section 10-4-3 of the Subdivision Regulations shows the standards to be utilized in evaluating the sizes and shapes of lots as indicated below. Staff's analysis of each standard is provided in **bold** after each standard.

Subdivision Regulations Excerpts from 10-4-3

A) Lot 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. **Staff supports the proposed design given that the lots meet all other zoning requirements AND that redevelopment of the unincorporated lot immediately west of the subject property on 65th Street is unlikely due to the newer construction of the principal structure. In other words, the creation of a subdivision with lots having a consistent 300' lot depth from Western would only be possible if the lot to the west of proposed Lot 4 was a candidate for redevelopment, which it is not.**

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. **All lots meet standard.**

3. Building setback lines shall conform to at least the minimum requirements of the zoning ordinance. **All lots meet standard.**

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) **All lots on this block fronting Western are 300' in depth, so any lot that is less than 100' would exceed the 3:1 depth to width area ratio. The terms "shall be avoided" and "normally be considered" may be interpreted to be advisory as opposed to mandatory. It is important to recognize that the northern most home that is part of the subject property is the southern lot of an earlier two lot subdivision granted in 1993 allowing lot widths of 85' and 79.96', both which exceeded the depth to width ratio at that time. It is intended that the northern-most home on Lot 1 and the home on the 100' proposed Lot 2 will remain. Lot 3 was created with a north line that allows for the required 10' southern side yard on Lot 2. The side lot line between Lots 3 and 4 was created such that both lots meet all minimum Zoning Ordinance requirements.**

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) **All lots meet standard.**

(B) Arrangement:

1. Every lot shall front on a street. **All lots meet standard.**

2. Side lot lines shall be at right angles or radial to the street lines. **All lots meet standard.**

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. 79-0-43, 11-26-1979) **All lots meet standard.**

Structures on Lots 3 and 4

Lot 3 contains two sheds and part of an existing garage attached to an existing home located on proposed Lot 4. It will be necessary for these structures to be removed prior to recording the plat. Staff is recommending this condition be stipulated by the Plan Commission in their recommendation and the Village Board in any approving Ordinance.

Lot 4 contains an older existing small, single-family frame home. It is currently on the market for sale, and appears to be a prime candidate for redevelopment. Please note that the southeast corner of the front building line encroaches into the required front yard setback by about 9". A small porch (which does not qualify as an allowable encroachment) also lies within the front yard setback by a little less than five feet (5'). A variation for this structure was not requested, nor would it be recommended by staff since variations "run with the land" and could be utilized by any new structure that might be constructed on the property. Instead, this structure will become and be treated as a non-conforming structure when it is annexed and zoned into the R-1A zoning classification. Any redevelopment of this lot will require conformance with the R-1A Zoning District requirements as indicated by the platted setback lines.

Public Improvements

The Comprehensive Plan identified Western Avenue as a street that should maintain its rural street cross-section, therefore improvements in the Western and 65th Street rights-of-way are not required.

Wetlands/Stormwater Management: The parcel area measures just over two acres. Stormwater detention is required and provided in proposed Lots 1 and 2 in appropriate easements. The Village Engineer has reviewed the engineering and has no objection to the Plat being approved subject to the following:

1. Posting of development security in an amount no less than 125% of engineer's estimate. The estimate is in an amount of \$27,352.75; therefore the development security shall be no less than \$34,191.
2. Removal of the existing building on proposed Lots 3 and 4 prior to the plat being recorded.
3. Inclusion of a provision in an approving ordinance that specifies that the six (6) inch drain tiles being constructed

on proposed Lots 1, 2 and 3 will be owned and maintained by the individual lot owners.

Staff Recommendation:

Staff supports the proposed annexation, rezoning and Final Plat of Chris May Subdivision as proposed.

Plan Commission

Public Hearing/Discussion:

The Plan Commission discussed this petition at their November 3, 2010 meeting. At the meeting, the following members were in attendance: Baker, DelSarto, Remkus, Soukup, Wagner, and Chairman Kopp.

Chris May presented testimony in support of her petition. She noted that the petition was a joint petition between her and her neighbors, the Kims. Prior to initiating this application, Ms. May purchased the odd shaped piece of property (shown on Exhibit 1 as PIN -038) from the Kims by a quit claim deed. That lot, along with the balance of the corner lot (still owned by the Kims) is currently unincorporated and will be annexed and zoned R-1A as part of this project. It is combined with property Ms. May owns to the north which currently contains two existing homes. The new lot will be located between the two homes currently located at 6432 Western and 6446 Western. The existing home on the corner at 6446 Western is over 100 years old, and it is expected that the property will become a prime redevelopment opportunity.

The Plan Commission had several questions about the odd shape of Lots 3 and 4. In response to a question about the odd shape of the south line of Lot 3, Ms. May responded that the lines were drawn so that Lots 3 and 4 would meet minimum Lot width at the property line, but the line bends to the north so that Lot 4 contains the minimum lot area. The Plan Commission noted that the lot immediately west of proposed Lot 4 on 65th Street is currently improved with a newer home, making it unlikely that it would ever be able to be joined with the subject property.

The Plan Commission expressed concern that the long skinny part of the rear of Lot 3 might be unusable and stated that they would not be supportive of any variations that might be requested in that area. Ms. May represented that she is considering moving to that lot so that she doesn't have as much rear yard to maintain, and to reduce her tax liability. She further noted that the rear of the 150' deep properties was being improved to enhance stormwater control in the area. The Commission did not like the shape of proposed Lots 3 and 4, preferring squared-off lots. Some commissioners also agreed that while the shape of Lot 4 was not as bad, that its value would be reduced due to the reduction in Lot width to 110 feet from the original 150 feet.

Despite the concerns discussed, the Plan Commission ultimately indicated their support for the subdivision because the lots do conform with the requirements of the Zoning Ordinance.

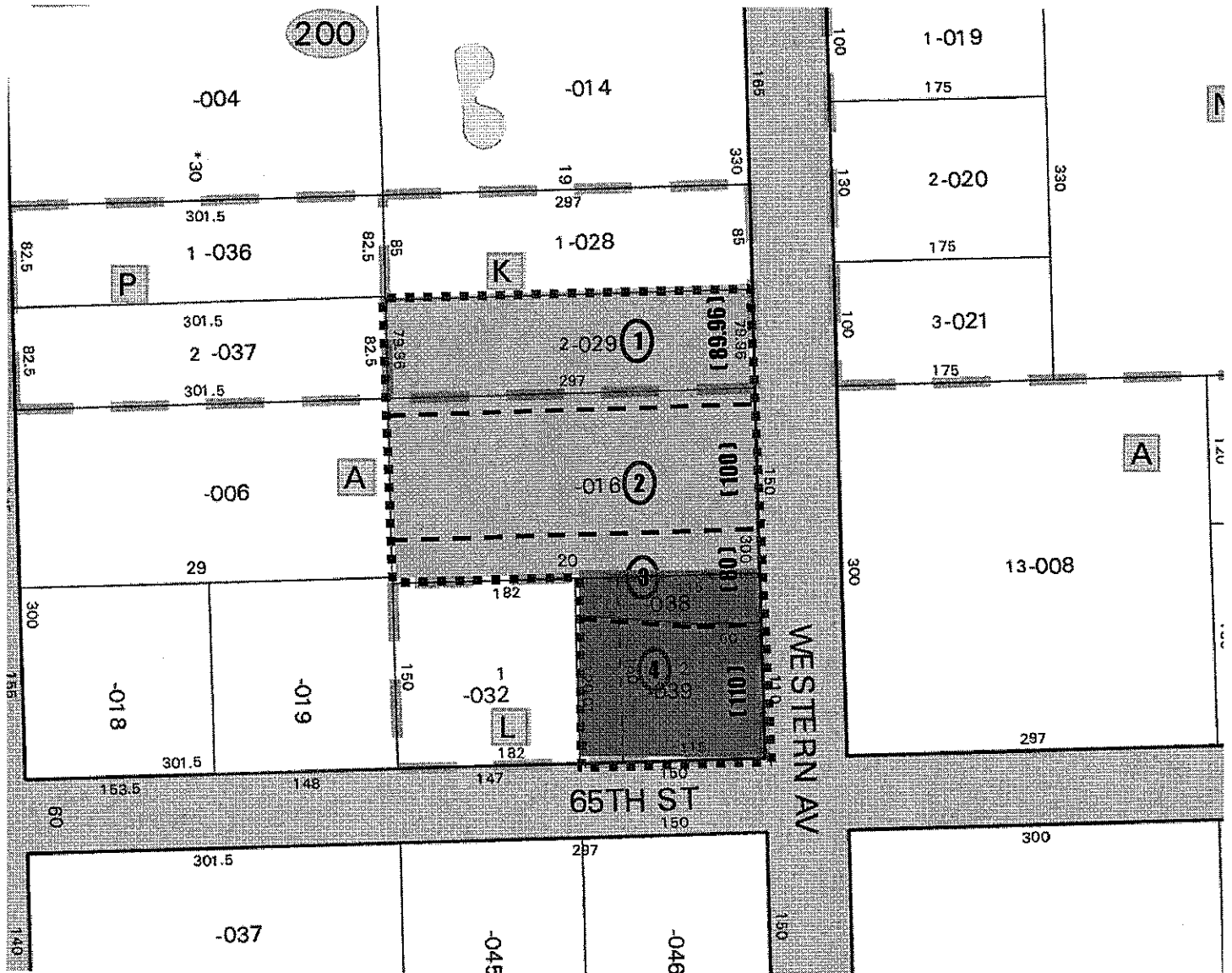
By a vote of 4 votes to approve, with a recusal from Remkus and an abstention from Baker, the Plan Commission recommended approval of the following motion:

Based on the submitted petition, Staff Report to the Plan Commission prepared for the November 3, 2010 meeting, and testimony presented, I move that the Plan Commission recommend to the President and Village Board approval of the annexation and rezoning to R-1A the property legally described in Exhibit 5 of the Staff Report, and approval of the Final Plat of Chris May Subdivision for the property legally described in Exhibit 6, subject to the following conditions:

1. ***Approved Documents include all of the following:***
 - a. ***Site Plan and Grading Plan, consisting of 1 sheet, prepared by Koziol Engineering Services, latest revision dated 6/10/10.***
 - b. ***Plat of Annexation, consisting of 1 sheet, prepared by Harrington Land Surveying Ltd., latest revision dated 5/19/10.***
 - c. ***Final Plat of Chris May Subdivision, consisting of 3 sheets, prepared by Harrington Land Surveying, Ltd, latest revision dated 5-19-10.***
2. ***Prior to the recording of the Final Plat of Chris May Subdivision, the subdivision applicant shall:***
 - a. ***Provide development security in an amount no less than 125% of the engineer's estimate at the time the subdivision is to be recorded, and in no instance shall be no less than \$34,191.***
 - b. ***Remove, at applicant's sole expense the two sheds on proposed Lot 3 and the garage straddling proposed Lots 3 and 4.***

CHRIS MAY SUBDIVISION

Exhibit 1



Area included in 4 lot Subdivision



Unincorporated area to be annexed



Existing Willowbrook Properties



New Side Lot Lines

①

New Lot Number

[101.1]

New Lot Width

Existing Address by Existing PIN

-029: 6420 Western
 -016: 6432 Western
 -038 and -039: 6446 Western

for

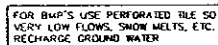
for

- 1) SEDIMENT AND EROSION CONTROL DEVICES SHALL BE FUNCTIONAL BEFORE LAND IS DISPOSED OR DISTURBED ON THE SITE.
- 2) ANY SOIL WASH OR DEBRIS THAT IS WASHED, TRACED OR DEPOSITED INTO THE STREET SHALL BE REMOVED BEFORE THE END OF EACH MORNING.
- 3) SALT FENCE IS TO BE PLACED AROUND EXPOSED DISTURBED AREA FOR PROTECTION CONTROL AND DRAINAGE CONTROL.
- 4) ALL DISTURBED AREAS ARE TO BE BROUGHT TO FINAL GRADE WITH A MINIMUM OF 4% OF TOPSOIL AND SEEDING. PROVIDE EROSION CONTROL MEASURES IN SEEDER AREAS.
- 5) ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE VILLAGE STANDARDS AND ORDINANCES.
- 6) DRAINING ALONG THE PERIMETER OF THE ENTIRE LOT SHALL MEET THE EXISTING GRADES.
- 7) ALL WATER PUMPED OR OTHERWISE DISCHARGED FROM SITE DURING CONSTRUCTION IS TO BE FILTERED.
- 8) SALT FENCE SHALL REMAIN IN PLACE UNTIL A STAND OF GRASS EXIST.
- 9) YARD DRAINAGE/WEETS SHALL BE PROTECTED WITH SEDIMENT TRAPPING OR FILTER FABRIC DURING CONSTRUCTION AND UNTIL A STAND OF GRASS EXIST.
- 10) IF A STOCKPILE IS TO REMAIN IN PLACE FOR MORE THAN THREE DAYS, THEN SEDIMENT AND EROSION CONTROL SHALL BE PROVIDED FOR SUCH STOCKPILE.

Diagram illustrating the components and dimensions of a vertical fabric wall system:

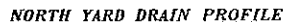
- WIRE MESH REINFORCEMENT (OPTIONAL)
- METAL OR WOOD POST OR STAKE
- GEOTEXTILE FABRIC
- FABRIC ANCHORAGE (THICKEN BACKFILL OR TAMPED NATURAL SOIL)
- DIRECTION OF SHEET PILE
- SUPPORT POSTS ANCHORED FROM IN-SITU SOIL TO CEMENT MORTAR
- 12" MIN.
- 6" MIN.
- NATURAL SOIL

SUBSURFACE DRAIN TILE
CROSS SECTION



PLUG EXISTING 6" CLAY TILE IMMEDIATELY
DOWNSTREAM ON NEW DRAIN TILE.

THE NORTHEAST CORNER OF SAID SOUTH EASEMENT ENCLOSURES, A SLAB OF ASPHALT 22' 2" WIDE AND 14' 6" DEEP, THE SOUTHWEST CORNER OF THE EAST 100'00 FEET OF TRACT 1 AS MEASURED BY THE ASSOCIATED SURVEYORS, EXCEPT THAT POINT DESCRIBED AS FOLLOWS: BEGIN NINE INCHES WESTERLY ALONG THE EAST LINE OF SAID TRACT 2, WITH THE SOUTH LINE OF SAID TRACT 2, A DISTANCE OF 50'00 FEET TO A POINT ON THE WEST LINE OF THE EAST 33'00 FEET (AS MEASURED ALONG SAID WEST LINE) THE SOUTHERN LINE OF A DISTANCE OF 120'04 FEET TO THE SOUTHWEST CORNER OF SAID TRACT 1 AND ALONG THE SOUTH LINE OF SAID TRACT 2, A DISTANCE OF 120'04 FEET TO THE POINT OF SAID MEASURED ASSOCIATED SURVEYORS 14-05-15-07-04, ALL IN DUFFIELD COUNTY, ILLINOIS.



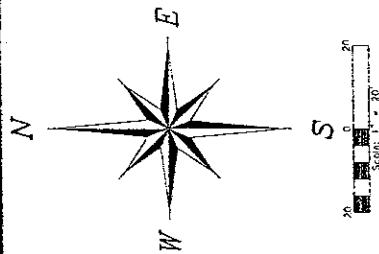
TO BE DEMOLISHED

GEOMETRIC, U

PLAT OF ANNEXATION

[illegible]

SUBJECT PROPERTY
00-22-200-038
09-22-200-039
6446 WESTERN AVENUE
WILLOWBROOK, ILLINOIS 60527



EXISTING CORPORATE LIMITS
OF WILLOWBROOK, ILLINOIS

RECORD OF DEEDS

STATE OF ILLINOIS)
COUNTY OF DUPAGE) S.S.

THIS INSTRUMENT NUMBER _____ WAS FILED FOR RECORD IN THE RECORDER'S
OFFICE OF CLATSOP COUNTY AFORESAID, ON THIS _____ DAY OF _____, 2010.

TRACT 1 IN MAY'S WESTERN AVENUE ASSESSMENT PLAT

P.I.N. - 09-22-200-028

... IN STELLA'S SUBDIVISION

BIN: 09-27-200-0.55

LOT 2 IN STELLA'S SUBDIVISION

MIN. 08-22-200~0.37

920-000-0000
ASSESSMENT PLAT

944 - 09-33-203-029

14-00000
NORTH HALF OF LOT 20 IN PROTECTED PARCELS

U.S. No. 22, 270-055

செ.எ.எ.: 09-22-2007-016

CHRIS MAY SUBDIVISION

[illegible]

STATE OF ILLINOIS)
COUNTY OF DUPAGE) S.S.

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS PART OWNER OF RECORD OF THE LAND HEREIN DESCRIBED AND AS SUCH HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS SHOWN ON THIS PLAN OF SUBDIVISION, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

THE UNDERSIGNED HEREBY DEDICATES FOR PUBLIC USES THE LANDS SHOWN ON THIS PLAT, INCLUDING BUT NOT LIMITED TO, THROUGHFARES, STREETS, ALLEYS, WALKWAYS AND PUBLIC SERVICES; GRANTS THE TELEPHONE, GAS, ELECTRIC AND ANY OTHER PUBLIC OR PRIVATE UTILITY EASEMENTS AS STATED AND SHOWN ON THIS PLAT.

THE UNDERSIGNED FURTHER CERTIFIES THAT THERE ARE NO UNPAID DEFERRED INSTALLMENTS OF OUTSTANDING UNPAID SPECIAL ASSESSMENTS AFFECTING THE LAND DESCRIBED AND SHOWN ON THIS PLAT OR, IF ANY OF SAID INSTALLMENTS ARE NOT PAID, THEN SUCH INSTALLMENTS HAVE BEEN DIVIDED IN ACCORDANCE WITH THE CONSOLIDATION AND APPROVED BY THE COURT WHICH CONFIRMED THE SPECIAL ASSESSMENT AND PROPER COLLECTOR OF ANY SUCH SPECIAL ASSESSMENT HAS SO ASSESSED THEREON, OR, ON THE FACE OF THIS SUBDIVISION PLAT.

DATE OF	THIS	DAY OF	2010.
10/10/10	10	10	2010

By: _____ OWNER

ADDRESS: _____

STATE OF ILLINOIS)
COUNTY OF DUPAGE) S.S.

....., A NOTARY PUBLIC IN AND FOR THE SAID COUNTY AND STATE, WHEREOF, DO HEREBY CERTIFY THAT SAID HIM, PERSONALLY KNOWN TO ME, TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE SIGNED AND DELIVERED THE ANKEDD PLAT AS HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH AND HEREBY ACKNOWLEDGE AND ADJOIT THE SAME UNDER MY SEAL AND TITLE THEREON SHOWN.

STATE OF ILLINOIS)
COUNTY OF COOK)

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS PART OWNER OF RECORD OF THE LAND HEREIN DESCRIBED AND AS SUCH HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS SHOWN ON THIS PLAT OF SUBDIVISION, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

THE UNDERSIGNED HEREBY DEDICATES FOR PUBLIC USES THE LANDS SHOWN ON THIS PLAN, INCLUDING BUT NOT LIMITED TO, THROUGHFARES, STREETS, ALLEYS, WALKWAYS AND PUBLIC SERVICES; GRANTS THE TELEPHONE, GAS, ELECTRIC AND ANY OTHER UTILITIES NECESSARY ELEMENTS AS STATED AND SHOWN ON THIS PLAN.

THE UNDERSIGNED FURTHER CERTIFIES THAT THERE ARE NO UNPAID DEFERRED INSTALLMENTS OF OUTSTANDING IMPAIRED SPECIAL ASSESSMENTS AFFECTING THE LAND DESCRIBED AND SHOWN ON THIS MAP OR IF ANY OF SAID INSTALLMENTS ARE NOT PAID, THEN SAID INSTALLMENTS HAVE BEEN DIVIDED IN ACCORDANCE WITH THE CONSOLIDATION AND APPROVED BY THE COURT WHICH CONFIRMED THE SPECIAL ASSESSMENT AND ORDER OF ANY SUCH SPECIAL ASSESSMENT HAS SO ASSESSED AND PROPER COLLECTOR OF ANY SUCH SUBDIVISION PLAT.

dated at _____ THIS _____ DAY OF _____, 2010

OWNER

ADAMS

STATE OF ILLINOIS)
COUNTY OF DUPAGE) S.S.

I, _____, A NOTARY PUBLIC IN AND FOR THE SAID COUNTY AND STATE, AFORESAID, DO HEREBY CERTIFY THAT DONALD AND CHRISTINE WAT, PERSONALLY KNOWN TO ME TO BE THE SAID PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, HAVE PERSONALLY APPEARED BEFORE ME IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND

EXHIBIT 5

LEGAL DESCRIPTION OF PROPERTY TO BE ANNEXED AND REZONED TO
R-1A

THAT PART OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT OF INTERSECTION OF THE NORTH LINE OF TRACT 1 IN MCGAREL'S ASSESSMENT PLAT OF THE SOUTH HALF OF LOT 20 IN RICHFIELD FARMSITES, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SAID SECTION 22, ACCORDING TO THE PLAT OF SAID MCGAREL'S ASSESSMENT PLAT RECORDED NOVEMBER 8, 1995 AS DOCUMENT NO. R95-157874 AND THE WEST LINE OF THE EAST 35.0 FEET OF SAID TRACT 1; THENCE NORTH 88 DEGREES 55 MINUTES 32 SECONDS EAST ALONG THE NORTH LINE OF SAID TRACT 1, THE NORTH LINE OF TRACT 2 IN SAID MCGAREL'S ASSESSMENT PLAT AND ALONG THE NORTH LINE EXTENDED OF SAID TRACT 2 A DISTANCE OF 216.00 FEET TO THE EAST LINE OF WESTERN AVENUE; THENCE SOUTH 01 DEGREES 01 MINUTES 25 SECONDS EAST ALONG THE EAST LINE OF AND ALONG THE EAST LINE EXTENDED, A DISTANCE OF 210.00 FEET TO THE SOUTH LINE EXTENDED OF 65TH STREET; THENCE SOUTH 88 DEGREES 55 MINUTES 32 SECONDS WEST ALONG THE SOUTH LINE EXTENDED AND ALONG THE SOUTH LINE OF 65TH STREET, A DISTANCE OF 216.00 FEET TO THE WEST LINE EXTENDED OF THE EAST 35.0 FEET OF TRACT 1, AS AFORESAID; THENCE NORTH 01 DEGREES 01 MINUTES 25 SECONDS WEST ALONG SAID WEST LINE EXTENDED AND ALONG SAID WEST LINE A DISTANCE OF 210.00 FEET TO THE POINT OF BEGINNING, ALL IN DUPAGE COUNTY, ILLINOIS.

PINs: 09-22-200-038 and 09-22-200-039

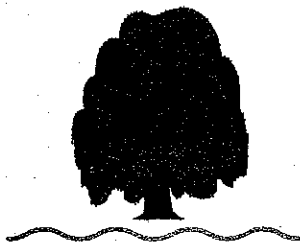
EXHIBIT 6

**LEGAL DESCRIPTION OF PROPERTY IN PROPOSED
FINAL PLAT OF CHRIS MAY SUBDIVISION**

TRACT 2 IN MAY'S WESTERN AVENUE ASSESSMENT PLAT OF THE SOUTH HALF OF LOT 19 IN RICHFIELD FARMSITES, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, THE NORTH HALF OF LOT 20 IN SAID RICHFIELD FARMSITES AND TRACT 2 AND THE EAST 35.00 FEET OF TRACT 1 IN MCGAREL'S ASSESSMENT PLAT OF THE SOUTH HALF OF LOT 20 IN SAID RICHFIELD FARMSITES, ACCORDING TO THE PLAT RECORDED NOVEMBER 8, 1995 AS DOCUMENT NO R95-157874, ALL IN DUPAGE COUNTY, ILLINOIS.

PINs: 09-22-200-016 and 09-22-200-029 and 09-22-200-038 and 09-22-200-039

Common Addresses: 6432 Western, 6446 Western, 6420 Western



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

October 27, 2010

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

Resident/ Estate of Dean Campbell
25 Kyle Court
Willowbrook IL 60527

Re: Account No. 350495.000
Delinquent Water Bill

Dear Sir:

Please be advised that your water bill is now delinquent in the amount of \$125.08. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

October 27, 2010

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

Mr. Michael Klicpera
6544 Tennessee Ave
Willowbrook IL 60527

Re: Account No. 352980.001
Delinquent Water Bill

Dear Mr. Klicpera:

Please be advised that your water bill is now delinquent in the amount of \$143.44. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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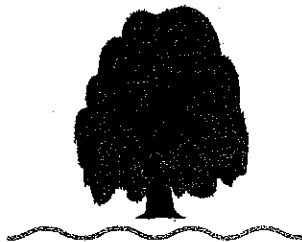
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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



Village of Willowbrook

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Willowbrook, IL 60527-5594

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

October 27, 2010

Village President

Robert A. Napoli

Mr. Kevin McCarthy
5918 Clarendon Hills Rd
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 352300.005
Delinquent Water Bill

Dear Mr. McCarthy:

Please be advised that your water bill is now delinquent in the amount of \$176.49. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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

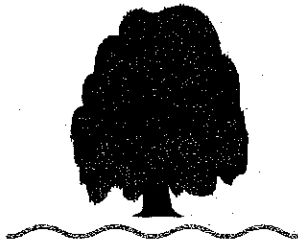
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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

October 27, 2010

Village President

Robert A. Napoli

Mr. Daniel Mitchell
365 65th St
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 352705.001
Delinquent Water Bill

Dear Mr. Mitchell:

Village Trustees

Dennis Baker

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

Please be advised that your water bill is now delinquent in the amount of \$117.72. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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

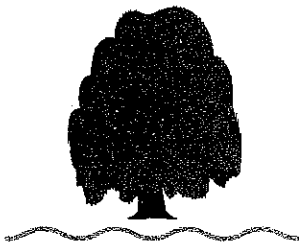
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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



Village of Willowbrook

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October 27, 2010

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Umberto Davi

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

Mr. Kevin Vahey
6420 Western Ave
Willowbrook IL 60527

Re: Account No. 352725.002
Delinquent Water Bill

Dear Mr. Vahey:

Please be advised that your water bill is now delinquent in the amount of \$95.51. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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

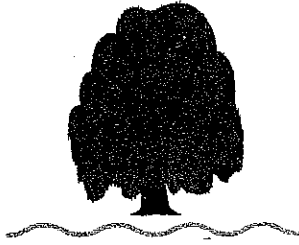
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

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October 27, 2010

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Umberto Davi

Terrence Kelly

Michael Mistele

Sandra O'Connor

Paul Schoenbeck

Worldwide Transmission Group
585 Executive Dr
Willowbrook IL 60527

Re: Account No. 410210.004
Delinquent Water Bill

Dear Sir or Madam:

Please be advised that your water bill is now delinquent in the amount of \$367.01. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before November 22, 2010, will result in the immediate termination of your water service.

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

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

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

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

MOTION TO APPROVE: FURNISHING AND INSTALLATION OF A GUTTER AND DOWNSPOUT SYSTEM ON THE PUBLIC WORKS GARAGE BUILDING – WIESBROOK SHEET METAL, INC.

AGENDA NO. 7

AGENDA DATE: 11/22/10

STAFF REVIEW: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

LEGAL REVIEW: N/A

SIGNATURE: _____

RECOMMENDED BY: Tim Halik,
Village Administrator

SIGNATURE: Tim Halik

REVIEWED & APPROVED BY COMMITTEE:

YES ☒ on 02/08/10 and 5/10/10 NO ☐ N/A ☐

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

During the regular meeting of the Board on November 8, 2010, Trustee Mistele made a recommendation to defer consideration of accepting a proposal for the installation of gutters on the public works building until additional prices were considered. Trustee Mistele believed that the price of \$14,268.00 submitted by Wiesbrook Sheet Metal was high.

Staff subsequently obtained a list of five (5) reputable roofing and sheet metal contractors from the project architect and requested proposals from each. Staff also contacted Wiesbrook Sheet Metal to request their further consideration of the original price they offered to complete the project.

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

Three (3) of the five (5) contractors submitted proposals to complete the project. In addition, Wiesbrook Sheet Metal submitted a revised proposal:

VENDOR	PROPOSAL
Wiesbrook Sheet Metal	\$10,774.00
Reddiford Roofing Company	\$11,750.00
Weatherguard Roofing Company	\$11,795.00
Combined Roofing Services LLC	\$17,350.00

Staff would recommend that Wiesbrook Sheet Metal complete this project at a cost of \$10,774.00, which is \$3,494 below their original proposal price. This expenditure will be paid from the excess project bond proceeds, given the original project was well under budget. In addition, since the same contractor would be completing the work, there will be no warranty issues created.

ACTION PROPOSED:

Approve Motion.



WIESBROOK SHEET METAL, INC.

Metal Roofs/Wall Panels~Heating~Air Conditioning~Bay Windows~Customized Sheet Metal Work

Revised Proposal 10-18-10

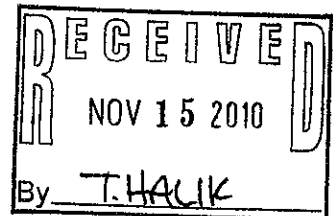
October 18, 2010
Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527

Job Name: Willowbrook Public Works
700 Willowbrook Centre Pkwy.
Willowbrook, Illinois
Attn: twitt@willowbrook.il.us

We propose to furnish and install all the following materials for the above job. All materials to be 24 gauge prefinished steel to match fascia. Gutters to be installed on South elevation at both upper and lower roof locations, and also thirty feet of gutter to be installed at north elevation over stairway. Gutter hangers to be out of 16 gauge galvanized steel. If downspouts to be of same material, different color there is no extra charge. Price includes adding an additional row of S-5 snobar two feet up from edge of roof. Materials to have a Kynar 500 finish in manufacturer's standard colors.

142 Lnl feet Gutter

5 Downspouts. Two downspouts from upper roof to discharge into cleanouts. One downspout to go from upper roof and discharge onto lower roof. One downspout to be located at east end of lower roof section into existing PVC pipe. One downspout at north elevation to grade.



Total Price:\$ 10,774.00

Exclusions

Excludes any and all work not specifically mentioned.

General Conditions

- ~ All prefinished metal to have a Kynar 500 finish out of manufacturers' standard colors.
- ~ Pricing good for 30 days.
- ~ Payment terms are upon completion.

By _____

By _____

Printed Name _____

Name Kenneth J. Wiesbrook, V.P.

Title _____

Title Vice-President

Date _____

Date _____

25502 WEST RUFF STREET, PLAINFIELD, ILLINOIS 60585 • 630-922-9050 • FAX 630-922-9055

ken@wsminc.net

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2010 AND ENDING APRIL 30, 2011, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

AGENDA NO. 8

AGENDA DATE: 11/22/10

STAFF REVIEW: Walter Righton & Sue Stanish

SIGNATURE:

LEGAL REVIEW:

SIGNATURE:

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:

REVIEWED & APPROVED BY COMMITTEE: YES ☒ 11/8/10 NO ☐ N/A ☐

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

One component of the Parks and Recreation Department budget process is how the Special Recreation Tax Levy plays a part of the funding of certain Department expenses. In the past, the Village Board has determined funding these items through the Special Recreation Tax is preferable to funding them from the General Fund. Currently, the tax impact for a homeowner with a home market value of \$300,000 is approximately \$13.00. The summary of the Special Recreation projects being recommended for the 2010 Special Recreation Tax Levy is as follows:

1. Willowbrook's membership in the Gateway Special Recreation Association and direct Staff costs
2. Expenses in accommodating recreation participants requiring ADA accommodations
3. Improvements to our parks and playgrounds in providing better accessibility

At its meeting on November 8, 2010 the Finance/Administration Committee supported Staff's recommendation. At its November 11, 2010 meeting, the Gateway Special Recreation Association Board approved Willowbrook's tax levy request as outlined.

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

For the 2010 proposed levy of \$ 68,118, the tax impact for a homeowner with a home market value of \$300,000 would be approximately \$13.00. Below is the tax levy from last year compared to the 2009 requested levy:

	<u>Tax Levy Year 2009</u>	<u>Tax Levy Year 2010</u>
Gateway SRA membership	\$ 33,500	\$ 36,043
Administrative staff costs	4,800	5,000
ADA Accommodations	16,000	17,800
Park Landscape Supplies	6,300	4,775
Park Improvements-Services	4,700	4,500
Total	\$ 65,300	\$ 68,118

ACTION PROPOSED: PASS THE ORDINANCE

ORDINANCE NO. 10-O-_____

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2010 AND ENDING APRIL 30, 2011, OF THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS

WHEREAS, on or about June 14, 2010, the corporate authorities of the Village of Willowbrook passed Ordinance No. 10-O-11, entitled "Annual Appropriation Ordinance Village of Willowbrook, DuPage County, Illinois for the Fiscal Year Beginning May 1, 2010 and Ending April 30, 2011"; and

WHEREAS, the corporate authorities of the Village of Willowbrook, by this Ordinance, desire to levy such taxes as are necessary to defray all expenses and liabilities for the fiscal year commencing May 1, 2010 and ending April 30, 2011.

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

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

taxes for the fiscal year commencing May 1, 2010 and ending April 30, 2011, as follows:

ACCOUNT NUMBER	OBJECT AND PURPOSE FOR WHICH APPROPRIATIONS ARE MADE	AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE IN DOLLARS	AMOUNT LEVIED IN DOLLARS
	GENERAL CORPORATE FUND EXPENDITURES		
01-20-550-101	Salaries-Permanent Employees	\$125,582	\$5,200
01-20-565-341	Park & Landscape Supplies	\$38,730	\$3,000
01-20-565-342	Landscape Maintenance Services	\$111,000	\$6,100
01-20-570-234	Equipment Rental	1,500	\$175
01-20-585-121	Winter Program Materials	\$6,080	\$1,000
01-20-590-518	ADA - Gateway Due	\$67,000	\$36,043
01-20-590-520	ADA Accommodations	\$32,000	\$16,600

SECTION TWO: That there be and hereby is levied a tax, pursuant to 65 ILCS 5/11-95-14, for the fiscal year commencing on May 1, 2010 and ending April 30, 2011, upon all property subject to taxation within the Village of Willowbrook, DuPage County, as such property is assessed and equalized for State and County purposes for the current year, the sum of \$68,118 for the purposes and the funds set forth in Section One of this Ordinance.

SECTION THREE: That the Village Clerk be and the same is hereby directed to certify a copy of this Ordinance and file said certified copy with the County Clerk of DuPage County, within the time specified by law.

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

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

PASSED and APPROVED this 22nd day of November, 2010.

APPROVED: _____
Village President

ATTEST: _____
Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

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

I, Robert A. Napoli, do hereby certify that I am the duly qualified and President of the Board of Trustees of the Village of Willowbrook, DuPage County, Illinois. I do further certify that the provisions of Sections 18-60 through 18-85 of the "Truth in Taxation Act" (35 ILCS 200/18-55 et seq.) are inapplicable to its 2010-2011 Tax Levy Ordinance, passed this 22nd day of November, 2010.

IN WITNESS WHEREOF, I hereunto affix my official signature at Willowbrook, Illinois, this 22nd day of November, 2010.

Robert A. Napoli
Village President

(SEAL)

ATTEST:

Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: DISCUSSION – LAND DONATION, COMMUNITY BANK OF WILLOWBROOK	AGENDA NO. 9 AGENDA DATE: <u>11/22/10</u>
---	--

STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>
LEGAL REVIEW: N/A	SIGNATURE: <u>N/A</u>
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>

REVIEWED BY COMMITTEE: YES ☒ on October 11, 2010 NO ☐ N/A ☐

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

The Village has been approached by the President of the Community Bank of Willowbrook, Gene Ognibene, and asked whether we would consider accepting a land donation. The property in question consists of the majority of the Knolls Lake, located at the northwest corner of 63rd Street and Kingery Highway. As a result of the subdivision of land that occurred as part of the original PUD for the site, the majority of the lake property is owned by the bank (identified as parcel 3 on the attached partial plat of survey).

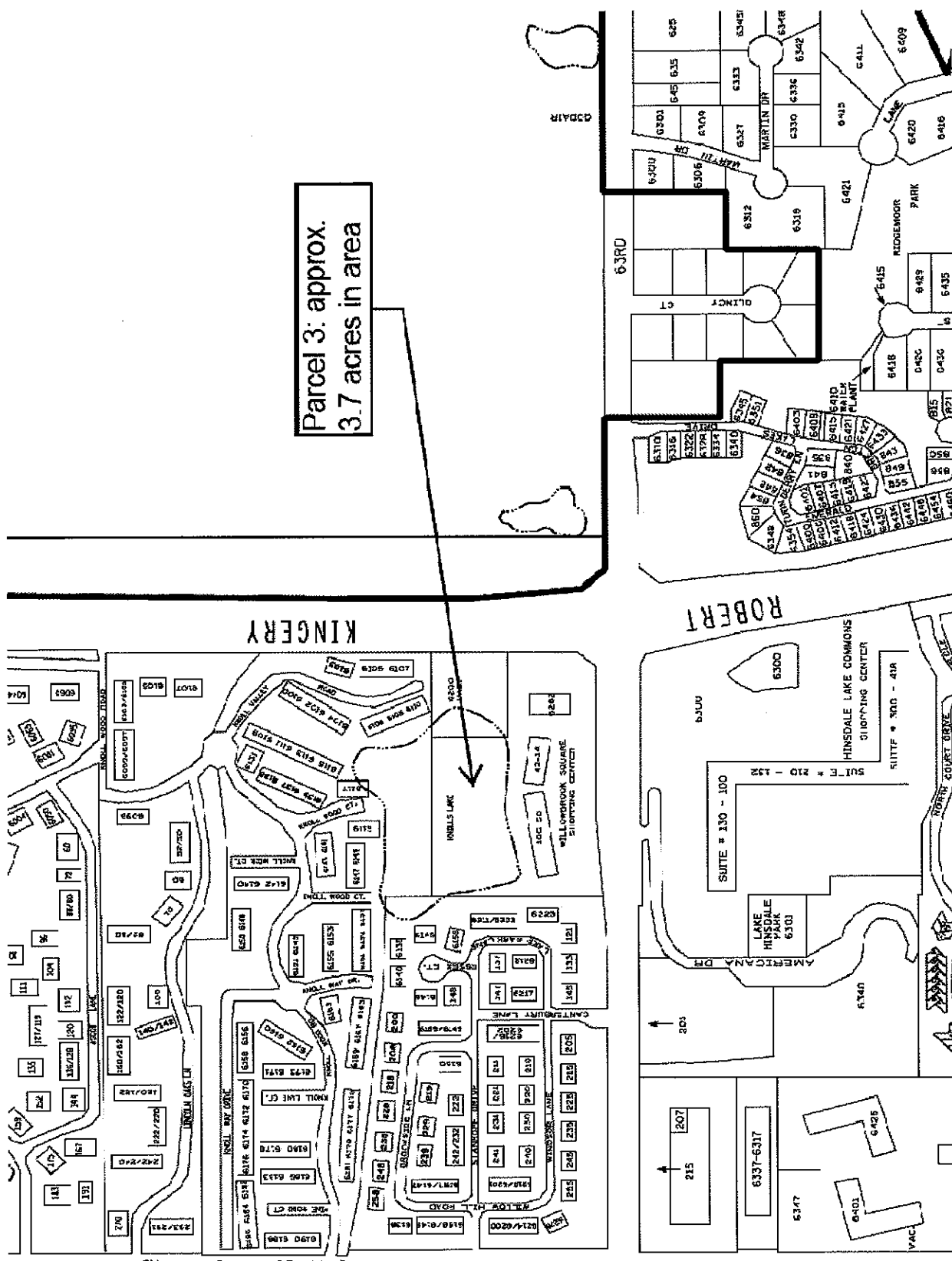
The bank has no use for the property and views it as a potential liability. Although the majority of the parcel includes the actual lake, there is a portion of land along its south side which is dry, but contains a fair amount of floodplain and floodway. The bank thought that the Village may accept the donation of this land and potentially consider passive or active recreational uses that it could be used for. Mr. Ognibene indicated that the "book" value of the parcel was \$300,000 in 2008.

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

The request was considered by the Municipal Services Committee on October 11, 2010. After discussion, the Committee felt that although the parcel may provide some recreational opportunities, the issue of added maintenance costs to the Village must also be considered. Access to the parcel, even if only to construct a walking path around it, may be problematic given the floodplain that exists. If we were to accept the parcel and assume future maintenance, the other owners of the pond may also wish to donate their parcel to avoid maintenance costs (e.g., erosion mitigation, geese control, etc.). From a stormwater perspective, it would be preferred to own the parcel if we were to consider a drainage improvement project, but that could be a detriment as well regarding required maintenance of the pond. Therefore, the Committee's recommendation is to decline the donation offer.

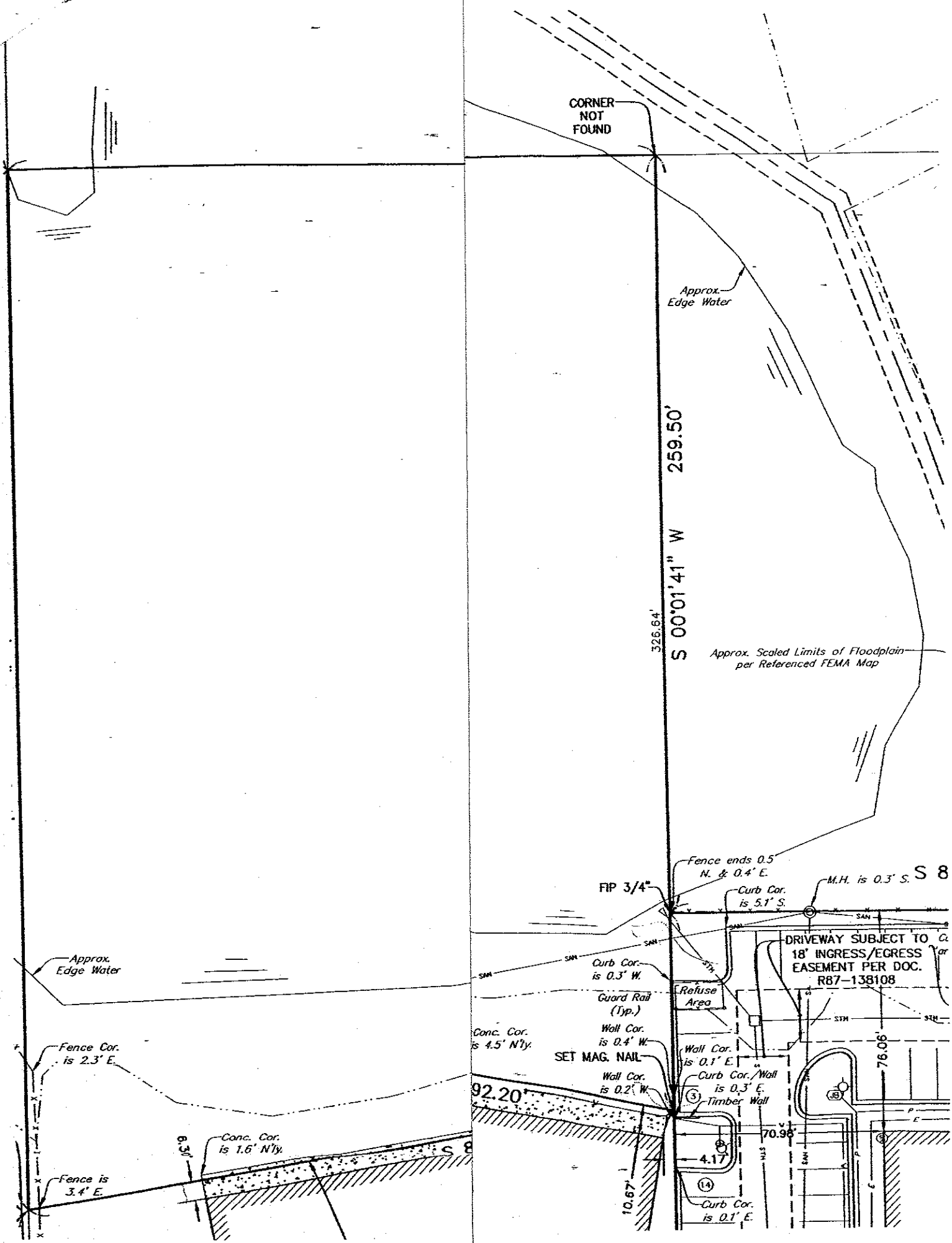
ACTION PROPOSED:

None – item is presented for Board discussion and further consideration only.



Parcel 3: approx.
3.7 acres in area

30	308	310	300
31	309	311	301
32	310	312	302
33	311	313	303
34	312	314	304
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150	428	430	420
151	429	431	4



VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

DISCUSSION AND MOTION TO APPROVE THE
CALENDAR YEAR 2011 PAYMENT TO IRMA AND THE
APPLICATION OF MONIES FROM THE VILLAGE'S
EXCESS SURPLUS FUND TO THE 2011 PREMIUM, AND
DISCUSS THE DISTRIBUTION OF THE CREDIT
AMOUNT TO ELIGIBLE EMPLOYEES

AGENDA NO. 10**AGENDA DATE:** 11/22/10**STAFF REVIEW:** Sue Stanish**SIGNATURE:** Sue Stanish**LEGAL REVIEW:****SIGNATURE:** N/A**RECOMMENDED BY VILLAGE ADMIN.:****SIGNATURE:** T. H. H.**REVIEWED & APPROVED BY COMMITTEE:** YES ☐ NO ☐ N/A ☒**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

Willowbrook is a member of the Intergovernmental Risk Management Agency which provides liability insurance. An annual premium notice is issued each year based upon each member's revenues and claims experience. In accordance with the Village's Personnel Manual, any premium credit amount earned is distributed to employees as a safety incentive. (The Safety Incentive Program is detailed in the attached Personnel Manual Addendum.) The program was altered in 2007 by eliminating the award of a safety day.

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

The Village experienced an excellent loss history during calendar years 2007, 2008 and 2009, which enabled the Village to earn a small credit on the premium for the 2011 calendar year. The estimated credit is in the amount of \$2,705. In accordance with the Safety Incentive Program, the President and Board of Trustees must approve the credit being divided amongst the eligible employees.

The Board also annually considers approval of the annual premium to IRMA for continued liability insurance coverage. Staff is recommending payment of the 2011 calendar year premium via use of \$14,000 of the Village's excess surplus fund (held by IRMA) plus \$205,672 from the Village's budget line item for a total premium amount of \$219,672.

A summary of the premium and credit statement and the proposed surplus fund and total payments is attached.

ACTION PROPOSED: DISCUSSION AND MOTION

Village of Willowbrook
2011 Estimated IRMA Contribution

Revenue Base:	\$7,956,258
Rate per \$100 of Revenue:	\$ 2.795
Premium:	\$ 222,377
Credit: (Safety Incentive Dividend)	<u>(\$2,705)</u>
Amount due to IRMA less Credit	\$219,672

FUNDING SOURCE

Payment via check from Village	\$205,672
Use of funds on reserve at IRMA	\$14,000
Total Amount Due to IRMA	\$219,672

If approved, safety dividend to Employees:	\$2,705 (about \$70 each)
If approved, 50% Employees 50% Village: Village would keep \$1,352	\$1,352 (about \$36 each)
If not approved, the Village would keep:	\$2,705

ADDENDUM NO. 1

APPENDIX E

VILLAGE OF WILLOWBROOK

EMPLOYEE SAFETY INCENTIVE PROGRAM

May 1 2009

I. GOALS AND OBJECTIVES

The Goals and Objectives of the Employee Safety Incentive Program are:

- A. To instill in the minds of each and every employee a concept that the safe way to perform a task is the most efficient and the only acceptable way.
- B. To compensate the employees when they collectively demonstrate a concern for their safety and the safety of others.

II. JURISDICTION

This Employee Safety Incentive Program shall apply to all Regular Full-Time Employees, as defined in the Personnel Manual, employed during the entire most recent claim year used in the calculation of the Debit/Credit to be applied in the forthcoming premium year. Further, this plan shall apply only to employees who are employed by the Village at the time of the approval by the Board of any and all distributions under this plan.

The Village recognizes the value of the Community of long-term part-time employees. For the purpose of this plan, part-time employees working in excess of 1,000 hours per year for each of the three claim years used in the calculation of the Debit/Credit shall be eligible for a full share.

The inclusion of long-term part-time employees in the Safety Incentive Program shall allow part-time employees with five years or more of service to receive, without petitioning, a 50% share of the Safety Incentive Dividend. In addition, these same part-time employees may petition for a 100% share of the Safety Incentive Dividend with a written request. The distribution of the dividends to these same part-time employees shall be approved by the affirmative vote of a majority of the Eligible Employees.

III. METHODOLOGY

The Village of Willowbrook is a member of the Intergovernmental Risk Management Agency (IRMA). IRMA

calculates the annual premium to be paid by the Village of Willowbrook based on two criteria:

- A. Total Revenues of Willowbrook for the fiscal year ending April 30, twenty months preceding the upcoming Premium Year.
- B. Loss experience of Willowbrook as compared with similar IRMA member's loss history in accordance with IRMA rules and regulations as amended from time to time. IRMA refers to this factor as the Debit/Credit Computation.

On or about December 15 of each year, IRMA will have notified the Village of Willowbrook of the premium to be paid by the Village for the upcoming Premium Year beginning on the following January 1.

Additional compensation shall be awarded to each eligible employee as described in II above, as follows:

	<u>Debit/Credit Computation</u>	<u>Safety Incentive Dividend</u>
FROM:	Maximum Debit	
TO:	Premium based on Revenue with no debit	\$0
FROM:	Premium based on Revenue with no debit	
TO:	Maximum Credit	Total Credit Divided Amongst Eligible Employees

IV. DISTRIBUTION OF SAFETY INCENTIVE DIVIDENDS TO NON-ELIGIBLE EMPLOYEES

Upon the written request by any non-eligible employee who is not eligible as described in Section II (a "Non-eligible employee), such non-eligible employee may be considered for a full-share or partial-share (50%) of Safety Incentive Dividends. The distribution of the dividends to Non-

Eligible Employees shall be approved by the affirmative vote of a majority of the eligible employees who vote.

The written request as mentioned above shall further contain a statement by the Non-Eligible Employee as to how he/she has demonstrated an acute sense of Safety Awareness leading to the accomplishment of the Village's Loss Prevention Goals and Objectives.

V. GENERAL RULES OF APPLICATION

- A. The IRMA Debit/Credit Formula as modified from time to time shall be the sole governing factor in determining the Debit/Credit Calculation as described in III, above.
- B. The position, job classification or compensation of Eligible Employees shall not affect the allocation of the Safety Incentive Dividend..
- C. There shall be no additional consideration of loss issues, such as at-fault accidents, no-fault accidents, subrogated claims or non-subrogated claims above and beyond the IRMA Debit/Credit Computation.
- D. Every effort will be made by the Village of Willowbrook to distribute any dividends due employees herein prior to each Christmas.
- E. Prior to the allocation of a Safety Incentive Dividend the approval of the President and Board of Trustees must be obtained by the Village Administrator.
- F. All Eligible employees shall receive compensation of the Safety Incentive Dividends in the same manner as routine payroll is distributed.

Budget Schedule

- Senior Staff Budget Preparation – October 7 (COMPLETE)
- Budget Preview Workshop – November 8
- Staff budget Kick-off – November 9
- Department budget submittals to Sue – December 1
- Review of budget submittals – Week of December 13
- Final Staff budget meeting – January 3
- Committee Review of Budgets – February 1 (special meeting)
- Board Budget Workshop I – March 7
- Board Budget Workshop II (if needed) – March 21 or 28
- Final Budget approval – April 25