

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 11, 2019, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - February 25, 2019 (APPROVE)
 - c. Warrants - \$167,252.61 (APPROVE)
 - d. Monthly Financial Report - February 28, 2019 (APPROVE)
 - e. Ordinance - An Ordinance Providing for the Official Zoning Map of the Village of Willowbrook, DuPage County, Illinois (PASS)
 - f. Resolution - A Resolution Appointing an Authorized Agent to the Illinois Municipal Retirement Fund ("IMRF") (ADOPT)
 - g. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Conduct Both an Organic Based Blended and an Organic/Natural Turf Care Program for the 2019/20 Lawn Care Season - Pure Prairie Organics (ADOPT)
 - h. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Landscape Maintenance Services - Between the Village of Willowbrook and Hanson Landscape (ADOPT)
 - i. Motion - A Motion to Approve Application for a License to Hold a Raffle - Willowbrook/Burr Ridge Chamber of Commerce (PASS)

NEW BUSINESS

(None)

PRIOR BUSINESS

6. COMMITTEE REPORTS
7. ATTORNEY'S REPORT
8. CLERK'S REPORT
9. ADMINISTRATOR'S REPORT
10. MAYOR'S REPORT
11. CLOSED SESSION
12. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 25, 2019 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

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

ABSENT: Paul Oggerino

Also, present were Village Attorney Tom Bastian, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Police Chief Robert Schaller and Deputy Clerk Christine Mardegan.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Chief Robert Schaller to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Mayor Trilla read a letter received from Dr. Katherine Howard. In response, and for the benefit of the trustees, Administrator Halik shared that he had responded to Dr. Howard advising that the .003 micrograms per cubic meter figure referenced in her letter is actually related to the US EPA's inhalation unit risk value, not an air concentration. Halik further shared that with regard to the health concern for workers included in Dr. Howard's letter that both OSHA and the ACGIH enforce permissible exposure levels and threshold limit values for EtO, which are 1 ppm or 1,800 micrograms per cubic meter. Halik advised that, based on our highest indoor reading to date, our level is at about 625 micrograms per cubic meter. Although it is more than zero, we are below the permissible level - about 33% of the limit. Halik further stated that in response to those comments, Dr. Howard requested to add to her statement the following: Police Department, Village Hall, neighbors, businesses and employees are not Sterigenics employees. They did not sign up to be exposed to ethylene oxide nor did they have any protective gear, no monitoring

badges or knowledge of the risks. They were not made aware of the hazardous chemicals when they started working there.

Several residents spoke about issues and concerns relating to Sterigenics, home rule, and a flyer that was recently sent out. Attorney Tom Bastian responded that we are considering certain ordinances but we have to go through the zoning process to amend our zoning code to prohibit any future issues to occur such as this. Mayor Trilla suggested that we have to expand our list of ordinances.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - February 11, 2019 (APPROVE)
- c. Warrants - \$277,096.06 (APPROVE)
- d. Resolution - A Resolution to Designate Freedom of Information Officers as Required Under the Illinois Freedom of Information Act (ADOPT)
- e. Motion - Board Authorization for Staff to Process Current Delinquent Water Bills in Accordance with Past Practice (PASS)
- f. Motion - Motion to Approve - Community Resource Center/Village Council Chambers Renovation Project: Payout # 3 - Partial Payment, L.J. Morse Construction Company (pass)
- g. Motion - A Motion to Approve Application for a License to Hold a Raffle - The Kerry Piper Irish Pub (PASS)

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

MOTION: Made by Trustee Davi second by Trustee Mistele to approve the Omnibus Vote Agenda as presented and to adopt Resolution No. 19-R-11 as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND SERAFIN & ASSOCIATES, Inc.

MOTION: Made by Trustee Berglund and seconded by Trustee Neal to adopt Resolution No. 19-R-12 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

7. COMMITTEE REPORTS

Trustee Neal provided an update on the Task Force, and advised that she was in Springfield on Tuesday. Trustee Neal made a notation for the legislation that was introduced for the Sterigenics shut down. This was brought forth by State Senator John Curran and Linda Bush.

Trustee Neal advised that some may want to make note to track the bills as they occur. The Senate bills are 1852, 53 and 54. The Senators are in full support of these bills. Trustee Neal stated that we are doing all that we can in Springfield to unsure that the bills get passed.

Trustee Kelly stated he is not running for re-election, and advised that when we passed the home rule resolution in October, -he voted for it. Trustee Kelly has analyzed the benefit of having home rule and he believes it would be a big mistake not to allow the residents to decide weather or not we should have home rule. This will allow us more leverage with new companies entering into Willowbrook and to explore existing companies for our safety.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

8. ATTORNEY'S REPORT

Attorney Bastian had no report.

9. CLERK'S REPORT

Clerk Hansen had no report.

10. ADMINISTRATOR'S REPORT

a) Expenditure in Excess of \$5,000.00: Police Building
Roof Top Unit (RTU) Replacement

Administrator Halik reported a failure of one of the existing roof top units on the Police building. He further advised that the unit was not one of the RTUs that were replaced as part of the renovation. It was an older unit. The heat exchanger deteriorated. Administrator Halik advised that three proposals for replacement were received, with the low proposal submitted in the amount of \$9750.

11. MAYOR'S REPORT

Mayor Trilla thanked all the visitor's for attending and promised to reconsider his views on the home rule issue.

12. CLOSED SESSION

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

13. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 7:10 p.m.

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

MOTION DECLARED CARRIED

Page 5
Village Board Minutes
February 25, 2019

PRESENTED, READ and APPROVED.

February 26, 2019.

Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

W A R R A N T S

March 11, 2019

GENERAL CORPORATE FUND	-----	\$150,669.47
WATER FUND	-----	16,393.14
RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX	-----	190.00
 TOTAL WARRANTS	-----	\$167,252.61

Carrie Dittman, Director of Finance
C.D.

APPROVED:
Frank A. Trilla, Mayor

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/12/2019	APCH	119 (E)*#	WEX BANK	- FUEL/MILEAGE/WASH	455-303	10	50.61
				FUEL/MILEAGE/WASH	630-303	30	3,267.82
				FUEL/MILEAGE/WASH	710-303	35	1,746.63
				FUEL/MILEAGE/WASH	810-303	40	84.71
				CHECK APCH 119 (E) TOTAL FOR FUND 01:			<u>5,149.77</u>
03/12/2019	APCH	93757	A FREEDOM FLAG CO	BUILDING MAINTENANCE SUPPLIES	466-351	10	895.90
03/12/2019	APCH	93760#	ALL AMERICAN PAPER COMPANY	MAINTENANCE SUPPLIES	570-331	20	675.14
				MAINTENANCE - PW BUILDING	725-418	35	687.47
				CHECK APCH 93760 TOTAL FOR FUND 01:			<u>1,362.61</u>
03/12/2019	APCH	93761	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	22,475.00
				RED LIGHT - MISCE FEE	630-249	30	3,289.50
				CHECK APCH 93761 TOTAL FOR FUND 01:			<u>25,764.50</u>
03/12/2019	APCH	93762	AMG/SOUND MEMORIES	FAMILY SPECIAL EVENT - MOVIE NIGHT	585-151	20	460.00
03/12/2019	APCH	93763	ARTISTIC ENGRAVING	UNIFORMS	630-345	30	174.18
03/12/2019	APCH	93764	ASPEN AUTO BODY INC.	MAINTENANCE - VEHICLES	630-409	30	1,668.25
03/12/2019	APCH	93767	B & E AUTO REPAIR & TOWING	MAINTENANCE - VEHICLES	630-409	30	57.03
				MAINTENANCE - VEHICLES	630-409	30	468.11
				MAINTENANCE - VEHICLES	630-409	30	57.03
				MAINTENANCE - VEHICLES	630-409	30	808.75
				MAINTENANCE - VEHICLES	630-409	30	57.03
				MAINTENANCE - VEHICLES	630-409	30	116.85
				MAINTENANCE - VEHICLES	630-409	30	56.95
				MAINTENANCE - VEHICLES	630-409	30	23.00
				MAINTENANCE - VEHICLES	630-409	30	24.95
				MAINTENANCE - VEHICLES	630-409	30	31.06
				CHECK APCH 93767 TOTAL FOR FUND 01:			<u>1,700.76</u>
03/12/2019	APCH	93768	BURR RIDGE PARK DISTRICT	SENIORS PROGRAM	575-517	20	5,333.33
				SENIORS PROGRAM	580-517	20	5,333.33
				SENIORS PROGRAM	585-517	20	5,333.34
				CHECK APCH 93768 TOTAL FOR FUND 01:			<u>16,060.00</u>
03/12/2019	APCH	93769	CAROLINE DITTMAN	FUEL/MILEAGE/WASH	610-303	25	13.45

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/12/2019	APCH	93770	CHICAGO ATHLETE	FAMILY SPECIAL EVENT - RACE	585-154	20	200.00
				INTERNET/WEBSITE HOSTING	460-225	10	225.54
				INTERNET/WEBSITE HOSTING	715-225	35	106.85
				CHECK APCHK 93771 TOTAL FOR FUND 01:			332.39
03/12/2019	APCH	93772	COMED	ENERGY - STREET LIGHTS	745-207	35	70.99
				ENERGY - STREET LIGHTS	745-207	35	641.85
				CHECK APCHK 93772 TOTAL FOR FUND 01:			712.84
03/12/2019	APCH	93773	DATAMATION IMAGING SERVICES	DOCUMENT STORAGE/SCANNING	815-267	40	7,219.50
				EMP DED PAY- INSURANCE	210-204	00	1,427.67
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	156.77
				HEALTH/DENTAL/LIFE INSURANCE	510-141	15	114.32
				HEALTH/DENTAL/LIFE INSURANCE	610-141	25	228.64
				HEALTH/DENTAL/LIFE INSURANCE	610-141	25	(84.90)
				HEALTH/DENTAL/LIFE INSURANCE	630-141	30	2,168.72
				HEALTH/DENTAL/LIFE INSURANCE	710-141	35	235.16
				HEALTH/DENTAL/LIFE INSURANCE	810-141	40	114.32
				CHECK APCHK 93774 TOTAL FOR FUND 01:			4,360.70
03/12/2019	APCH	93774*	DELTA DENTAL PLAN OF ILLINOIS	OPERATING SUPPLIES	755-331	35	4,243.88
				OPERATING SUPPLIES	755-331	35	4,204.94
				OPERATING SUPPLIES	755-331	35	3,048.32
				OPERATING SUPPLIES	755-331	35	6,723.73
				OPERATING SUPPLIES	755-331	35	2,713.53
				OPERATING SUPPLIES	755-331	35	1,588.86
				CHECK APCHK 93775 TOTAL FOR FUND 01:			22,523.26
03/12/2019	APCH	93775	DETROIT SALT COMPANY LLC	MAINTENANCE - VEHICLES	630-409	30	2,093.44
				SCHOOLS/CONFERENCES/TRAVEL	410-304	05	118.30
				INTERNET/WEBSITE HOSTING	460-225	10	123.96
				SCHOOLS/CONFERENCES/TRAVEL	630-304	30	550.00
				CHECK APCHK 93779 TOTAL FOR FUND 01:			792.26
03/12/2019	APCH	93779#	FIRST NATIONAL BANK OMAHA	OFFICE SUPPLIES	410-301	05	17.00
03/12/2019	APCH	93780	FOREST AWARDS & ENGRAVING				
03/12/2019	APCH	93782	GEWALT HAMILTON ASSCCIATES INC	PLAN REVIEW - PLANNER	520-257	15	78.30

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/12/2019	APCH	93783	GHD SERVICES INC.	PLAN REVIEW - TRAFFIC CONSULTANT CHECK APCHK 93782 TOTAL FOR FUND 01:	520-258	15	469.80 546.10
03/12/2019	APCH	93784*#	H AND R CONSTRUCTION INC.	CRISIS MANAGEMENT SNOW REMOVAL CONTRACT SNOW REMOVAL CONTRACT STORM WATER IMPROVEMENTS MAINTENANCE STORM WATER IMPROVEMENTS MAINTENANCE CHECK APCHK 93784 TOTAL FOR FUND 01:	475-367	10	8,394.61 4,180.00 4,500.00 1,495.00 570.00 10,745.00
03/12/2019	APCH	93785*	I.R.M.A.	INSURANCE - IRMA SELF INSURANCE - DEDUCTIBLE SCHOOLS/CONFERENCES/TRAVEL CHECK APCHK 93785 TOTAL FOR FUND 01:	480-272 645-273 710-304	10 30 35	3,923.00 (638.52) 300.00 3,584.48
03/12/2019	APCH	93786	ILL ASSN OF PROPERTY & EVIDENCE	FEES/DUES/SUBSCRIPTIONS SCHOOLS/CONFERENCES/TRAVEL CHECK APCHK 93786 TOTAL FOR FUND 01:	630-307	30	35.00 200.00
03/12/2019	APCH	93787	INTERNATIONAL ASSOC OF FINANCIAL	FEES/DUES/SUBSCRIPTIONS SCHOOLS/CONFERENCES/TRAVEL CHECK APCHK 93787 TOTAL FOR FUND 01:	630-304	30	304.07 210.53 66.59 26.95
03/12/2019	APCH	93788	J.P. MORGAN	FEES/DUES/SUBSCRIPTIONS OPERATING EQUIPMENT CHECK APCHK 93788 TOTAL FOR FUND 01:	630-307 630-307 630-401	30 30 30	266.20 227.41 14.38
03/12/2019	APCH	93789	JOAQUIN SILVA	UNIFORMS SCHOOLS/CONFERENCES/TRAVEL FUEL/MILEAGE/WASH CHECK APCHK 93789 TOTAL FOR FUND 01:	630-345 630-304 630-303	30 30 30	10,066.20 2,914.70 12,980.90
03/12/2019	APCH	93790	LAUREN KASPAR				
03/12/2019	APCH	93791	LAURIE SCHMITZ				
03/12/2019	APCH	93792*#	LAW OFFICES STORINO RAMELLO&DURK	FEES - VILLAGE ATTORNEY CRISIS MANAGEMENT CHECK APCHK 93792 TOTAL FOR FUND 01:	470-239 475-367	10 10	10,066.20 2,914.70
03/12/2019	APCH	93793	LORI RINELLA	FUEL/MILEAGE/WASH FUEL/MILEAGE/WASH FUEL/MILEAGE/WASH CHECK APCHK 93793 TOTAL FOR FUND 01:	630-303 630-303 630-303	30 30 30	14.38 24.01 17.98 56.37
03/12/2019	APCH	93794	MAIL/FINNANCE	POSTAGE & METER RENT	630-311	30	476.97

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/12/2019	APCH	93796	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANCE	210-213	00	112.00
03/12/2019	APCH	93797	NEOPOST USA INC	POSTAGE & METER RENT	455-311	10	20.00
03/12/2019	APCH	93798*	NICOR GAS	MAINTENANCE - BUILDING NICOR GAS (825 MIDWAY) NICOR GAS (825 MIDWAY) NICOR GAS (7760 QUINCY)	466-228 570-235 570-235 630-235	10 20 20 30	555.21 110.20 140.85 1,012.29
				CHECK APCH 93798 TOTAL FOR FUND 01:			1,818.55
03/12/2019	APCH	93799	NORTHERN IL POLICE ALARM SYSTEM	FEES/DUES/SUBSCRIPTIONS FEES/DUES/SUBSCRIPTIONS	630-307 630-307	30 30	1,005.00 400.00
				CHECK APCH 93799 TOTAL FOR FUND 01:			1,405.00
03/12/2019	APCH	93800	P. F. PETTIBONE & CO.	OPERATING EQUIPMENT	630-401	30	17.00
03/12/2019	APCH	93801	PATRICK KANAVERSKIS	MAINTENANCE - VEHICLES	735-409	35	50.30
03/12/2019	APCH	93802	PIRTEK	MAINTENANCE - VEHICLES	735-409	35	879.74
03/12/2019	APCH	93803	RAY O'HERRON CO., INC.	UNIFORMS UNIFORMS UNIFORMS UNIFORMS UNIFORMS UNIFORMS OPERATING EQUIPMENT OPERATING EQUIPMENT	630-345 630-345 630-345 630-345 630-345 630-345 630-401 630-401	30 30 30 30 30 30 30 30	487.96 18.95 119.99 486.93 359.96 72.00 256.99
				CHECK APCH 93803 TOTAL FOR FUND 01:			1,802.78
03/12/2019	APCH	93804	ROBERT SCHALLER	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	25.00
03/12/2019	APCH	93805	ROY GIUNTOLI	FEES/DUES/SUBSCRIPTIONS	810-307	40	55.00
03/12/2019	APCH	93806	RUTLEDGE PRINTING CO.	PRINTING & PUBLISHING	630-302	30	128.00
03/12/2019	APCH	93807	SCHIFF HARDIN LLP	CRISIS MANAGEMENT	475-367	10	13,191.80
03/12/2019	APCH	93809	TEMPERATURE ENGINEERING INC	MAINTENANCE - BUILDING	466-228	10	421.39
03/12/2019	APCH	93810	TIMOTHY KOBLER	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	238.50
03/12/2019	APCH	93811	TREE TOWNS IMAGING & COLOR GRAPH	PRINTING & PUBLISHING	810-302	40	33.00
03/12/2019	APCH	93812	U.S. POSTMASTER	POSTAGE & METER RENT	455-311	10	235.00
03/12/2019	APCH	93813	ULINE	POSTAGE & METER RENT	630-311	30	130.47
03/12/2019	APCH	93814	UNIFIRST	MAINTENANCE - PW BUILDING	725-418	35	111.25

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/12/2019	APCH	93816	WAREHOUSE DIRECT	OPERATING EQUIPMENT	630-401	30	83.67
				OPERATING EQUIPMENT	630-401	30	177.72
				CHECK APCHK 93816 TOTAL FOR FUND 01:			261.39
03/12/2019	APCH	93817	WBK ENGINEERING LLC	PLAN REVIEW - PLANNER	520-257	15	168.00
				PLAN REVIEW - PLANNER	520-257	15	126.00
				CHECK APCHK 93817 TOTAL FOR FUND 01:			294.00
03/12/2019	APCH	93818	WEST CENTRAL MUNICIPAL CONF.	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	165.00
				Total for fund 01 GENERAL FUND			150,669.47

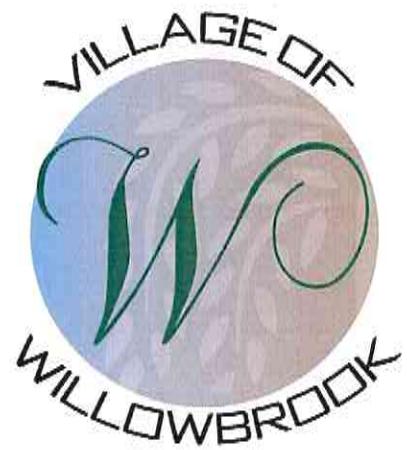
Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
03/12/2019	APCH	119 (E) *#	WEX BANK	FUEL/MILEAGE/WASH	401-303	50	1,746.63
03/12/2019	APCH	93758	ACLARA TECHNOLOGIES LLC	EDP LICENSES	417-263	50	5,035.00
03/12/2019	APCH	93759	ALARM DETECTION SYSTEMS INC	REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	425-485	50	202.53
				REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	425-485	50	235.26
				REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	425-485	50	340.26
				CHECK APCH 93759 TOTAL FOR FUND 02:			778.05
03/12/2019	APCH	93765	ASSOCIATED TECHNICAL SERV. LTD.	LEAK SURVEYS	430-276	50	638.50
				LEAK SURVEYS	430-276	50	743.75
				CHECK APCH 93765 TOTAL FOR FUND 02:			1,382.25
03/12/2019	APCH	93766	AT & T MOBILITY	PHONE - TELEPHONES	401-201	50	63.24
03/12/2019	APCH	93774 *#	DELTA DENTAL PLAN OF ILLINOIS	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	235.16
03/12/2019	APCH	93776	DUPAGE COUNTY RECORDER	FEES DUES SUBSCRIPTIONS	401-307	50	69.00
03/12/2019	APCH	93777	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	90.00
03/12/2019	APCH	93781	FOX TOWN PLUMBING INC	WELLHOUSE REPAIRS & MAIN - WB EXEC PL	425-474	50	174.00
03/12/2019	APCH	93784 *#	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	1,500.00
03/12/2019	APCH	93795	METROPOLITAN INDUSTRIES INC	EDP LICENSES	417-263	50	138.00
03/12/2019	APCH	93808	SUNSET SEWER & WATER	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,106.75
03/12/2019	APCH	93815	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	75.06
				Total for fund 02 WATER FUND			16,393.14

Payroll Liability Check Register
For Check Dates 02/01/2019 to 02/28/2019

Check Number	Vendor Name	Check Date	Check Amount
53381	AFLAC	02/26/2019	2,043.65
53375	COMMUNITY BANK OF WILLOWBROOK	02/15/2019	540.12
53376	I C M A RETIREMENT TRUST - 457	02/15/2019	725.00
53377	ILLINOIS STATE DISBURSEMENT UNIT	02/15/2019	2,071.77
53378	ILLINOIS FRATERNAL	02/15/2019	903.00
53379	NATIONWIDE RETIREMENT SOLUTIONS	02/15/2019	31,889.27
53380	VILLAGE OF WILLOWBROOK	02/15/2019	41,360.21
EFT214	EFTPS	02/15/2019	45,783.20
EFT215	I.M.R.F. PENSION FUND	02/15/2019	23,763.78
EFT216	ILLINOIS DEPT. OF REVENUE	02/15/2019	5,917.51
53366	COMMUNITY BANK OF WILLOWBROOK	02/01/2019	540.12
53367	I C M A RETIREMENT TRUST - 457	02/01/2019	725.00
53368	ILLINOIS STATE DISBURSEMENT UNIT	02/01/2019	824.77
53369	NATIONWIDE RETIREMENT SOLUTIONS	02/01/2019	5,921.86
53370	VILLAGE OF WILLOWBROOK	02/01/2019	41,360.21
EFT212	EFTPS	02/01/2019	33,936.00
EFT213	ILLINOIS DEPT. OF REVENUE	02/01/2019	7,356.53

Total Checks: 17

Total Paid: \$245,662.00



MONTHLY FINANCIAL REPORT

FEBRUARY 2019

RESPECTFULLY SUBMITTED BY:

Frank A. Trilla, Mayor

Carrie Dittman, Director of Finance

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL SALES AND USE TAXES

MONTH	SALE	DIST	MADE	14-15	15-16	16-17	17-18	18-19			
MAY	FEB	\$	245,589	\$	253,282	\$	267,882	\$	264,472	\$	276,118
JUNE	MAR		293,285		301,469		312,681		304,436		334,282
JULY	APR		293,319		267,013		269,580		304,925		309,957
AUG	MAY		342,029		328,251		331,887		345,478		376,154
SEPT	JUNE		330,203		349,847		398,196		354,582		364,229
OCT	JULY		318,631		306,409		316,266		313,701		320,062
NOV	AUG		349,800		337,896		315,293		361,826		339,020
DEC	SEPT		287,860		360,843		325,374		334,582		342,467
JAN	OCT		303,324		318,340		289,208		312,400		329,103
FEB	NOV		296,349		304,839		304,898		319,012		362,572
MARCH	DEC		365,874		393,072		371,080		416,900		
APRIL	JAN		253,532		266,970		263,392		285,192		
TOTAL		\$	3,679,794	\$	3,788,231	\$	3,765,737	\$	3,917,506	\$	3,353,964
MTH AVG		\$	306,650	\$	315,686	\$	313,811	\$	326,459	\$	335,396
BUDGET		\$	3,450,000	\$	3,600,000	\$	3,600,000	\$	3,600,000	\$	3,600,000

YEAR TO DATE LAST YEAR : \$ 3,215,414

YEAR TO DATE THIS YEAR : \$ 3,353,964

DIFFERENCE : \$ 138,550

PERCENTAGE CHANGE :

4.31%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,600,000

PERCENTAGE OF YEAR COMPLETED : 83.33%

PERCENTAGE OF REVENUE TO DATE : 93.17%

PROJECTION OF ANNUAL REVENUE : \$ 4,086,309

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 486,309

EST. PERCENT DIFF ACTUAL TO BUDGET

13.5%

VILLAGE OF WILLOWBROOK
MONTHLY CASH AND INVESTMENT BALANCE BY FUND
FOR THE MONTH ENDED 02/28/2019

ACCOUNT	BALANCE
Fund 01 GENERAL FUND	
CHECKING - 0283	0.00
COMMUNITY BANK OF WB - 0275	829,549.48
IL FUNDS - 5435	3,235,999.95
COMMUNITY BANK OF WB MM - 1771	303,975.04
COMMUNITY BANK RD LGHT - 0243	1,466.65
COMMUNITY BANK OF WB FSA - 3804	11,112.67
U.S. BANK RED LIGHT - 4216	17,300.00
COMMUNITY BANK DRUG ACCT - 4171	94,441.67
PETTY CASH REVIVING	950.00
IMET - GENERAL	28.85
Total For Fund 01:	<u>4,494,824.31</u>
Fund 02 WATER FUND	
IL FUNDS WATER - 5914	1,041,623.14
COMMUNITY BANK OF WB WTR - 4163	482,093.91
COMMUNITY BANK OF WB - 0275	0.00
Total For Fund 02:	<u>1,523,717.05</u>
Fund 03 HOTEL/MOTEL TAX FUND	
IL FUNDS HOTEL/MOTEL - 5948	472,141.29
COMMUNITY BANK OF WB - 0275	15,144.14
PETTY CASH GIFT CARDS	2,500.00
Total For Fund 03:	<u>489,785.43</u>
Fund 04 MOTOR FUEL TAX FUND	
IL FUNDS MFT - 5443	329,920.39
Total For Fund 04:	<u>329,920.39</u>
Fund 06 SSA ONE BOND & INTEREST FUND	
IL FUNDS SSA BOND - 4621	13,716.54
COMMUNITY BANK OF WB - 0275	124.82
Total For Fund 06:	<u>13,841.36</u>
Fund 07 POLICE PENSION FUND	
COMMUNITY BANK OF WB PP - 4155	24,885.02
COMMUNITY BANK OF WB - 0275	0.00
SCHWAB - PP MONEY MARKET	176,831.84
US TREASURIES	457,280.20
US AGENCIES	5,313,242.72
MUNICIPAL BONDS	888,680.32
CORPORATE BONDS	1,780,128.97
MUTUAL FUNDS	13,504,717.60
MARKET VALUE CONTRA	(216,457.56)
Total For Fund 07:	<u>21,929,309.11</u>
Fund 09 WATER CAPITAL IMPROVEMENTS FUND	
IL FUNDS WTR CAP - 1206	442,490.67
Total For Fund 09:	<u>442,490.67</u>
Fund 10 CAPITAL PROJECT FUND	
IL FUNDS CAP PROJECTS - 3133	11,817.32
Total For Fund 10:	<u>11,817.32</u>
Fund 11 DEBT SERVICE FUND	
IL FUNDS BOND PROCEEDS DS - 2756	11.25
Total For Fund 11:	<u>11.25</u>
Fund 14 LAND ACQUISITION, FACILITY, EXPANSION &	
IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
Total For Fund 14:	<u>0.02</u>
Fund 15 RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX	
IL FUNDS BUSINESS DISTRICT - 5435	819,126.87
Total For Fund 15:	<u>819,126.87</u>
TOTAL CASH & INVESTMENTS:	<u>30,054,843.78</u>

ACCOUNT BALANCE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019
CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

Page: 1/2

GL NUMBER	DESCRIPTION	END BALANCE 02/28/2019
Fund 01 - GENERAL FUND		
MONEY MARKET		
01-00-110-322	IL FUNDS - 5435	3,235,999.95
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	303,975.04
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	1,466.65
01-00-110-380	COMMUNITY BANK DRUG ACCT - 4171	94,441.67
01-00-120-155	IMET - GENERAL	28.85
	Net MONEY MARKET	3,635,912.16
PETTY CASH		
01-00-110-911	PETTY CASH REVIVING	950.00
	Net PETTY CASH	950.00
SAVINGS		
01-00-110-257	COMMUNITY BANK OF WB - 0275	829,549.48
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	11,112.67
01-00-110-335	U.S. BANK RED LIGHT - 4216	17,300.00
	Net SAVINGS	857,962.15
Fund 02 - WATER FUND		
MONEY MARKET		
02-00-110-113	IL FUNDS WATER - 5914	1,041,623.14
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	482,093.91
	Net MONEY MARKET	1,523,717.05
Fund 03 - HOTEL/MOTEL TAX FUND		
MONEY MARKET		
03-00-110-114	IL FUNDS HOTEL/MOTEL - 5948	472,141.29
	Net MONEY MARKET	472,141.29
PETTY CASH		
03-00-110-911	PETTY CASH GIFT CARDS	2,500.00
	Net PETTY CASH	2,500.00
SAVINGS		
03-00-110-257	COMMUNITY BANK OF WB - 0275	15,144.14
	Net SAVINGS	15,144.14
Fund 04 - MOTOR FUEL TAX FUND		
MONEY MARKET		
04-00-110-116	IL FUNDS MFT - 5443	329,920.39
	Net MONEY MARKET	329,920.39
Fund 06 - SSA ONE BOND & INTEREST FUND		
MONEY MARKET		
06-00-110-117	IL FUNDS SSA BOND - 4621	13,716.54
	Net MONEY MARKET	13,716.54
SAVINGS		
06-00-110-257	COMMUNITY BANK OF WB - 0275	124.82
	Net SAVINGS	124.82
Fund 07 - POLICE PENSION FUND		
MONEY MARKET		
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	24,885.02
07-00-110-336	SCHWAB - PP MONEY MARKET	176,831.84
	Net MONEY MARKET	201,716.86
AGENCY CERTIFICATES		
07-00-120-260	US AGENCIES	5,313,242.72
	Net AGENCY CERTIFICATES	5,313,242.72
CORPORATE BONDS		
07-00-120-288	CORPORATE BONDS	1,780,128.97
	Net CORPORATE BONDS	1,780,128.97

ACCOUNT BALANCE REPORT FOR WILLOWSBROOK
 PERIOD ENDING 02/28/2019
 CASH & INVESTMENTS BY FUND AND ACCOUNT TYPE

Page: 2/2

GL NUMBER	DESCRIPTION	END BALANCE 02/28/2019
Fund 07 - POLICE PENSION FUND		
MUNICIPAL BONDS		
07-00-120-270	MUNICIPAL BONDS	888,680.32
	Net MUNICIPAL BONDS	888,680.32
MUTUAL FUNDS		
07-00-120-290	MUTUAL FUNDS	13,504,717.60
	Net MUTUAL FUNDS	13,504,717.60
MARKET VALUE		
07-00-120-900	MARKET VALUE CONTRA	(216,457.56)
	Net MARKET VALUE	(216,457.56)
TREASURY NOTES		
07-00-120-250	US TREASURIES	457,280.20
	Net TREASURY NOTES	457,280.20
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND		
MONEY MARKET		
09-00-110-324	IL FUNDS WTR CAP - 1206	442,490.67
	Net MONEY MARKET	442,490.67
Fund 10 - CAPITAL PROJECT FUND		
MONEY MARKET		
10-00-110-115	IL FUNDS CAP PROJECTS - 3133	11,817.32
	Net MONEY MARKET	11,817.32
Fund 11 - DEBT SERVICE FUND		
MONEY MARKET		
11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756	11.25
	Net MONEY MARKET	11.25
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &		
MONEY MARKET		
14-00-110-112	IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
	Net MONEY MARKET	0.02
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX		
MONEY MARKET		
15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435	819,126.87
	Net MONEY MARKET	819,126.87

ACCOUNT BALANCE REPORT FOR WILLOWBROOK
 PERIOD ENDING 02/28/2019
 CASH & INVESTMENTS BY INSTITUTION

Page: 1/1

GL NUMBER	DESCRIPTION	END BALANCE 02/28/2019
COMMUNITY BANK OF WB		
01-00-110-257	COMMUNITY BANK OF WB - 0275	829,549.48
01-00-110-323	COMMUNITY BANK OF WB MM - 1771	303,975.04
01-00-110-325	COMMUNITY BANK RD LGHT - 0243	1,466.65
01-00-110-332	COMMUNITY BANK OF WB FSA - 3804	11,112.67
01-00-110-380	COMMUNITY BANK DRUG ACCT - 4171	94,441.67
02-00-110-209	COMMUNITY BANK OF WB WTR - 4163	482,093.91
03-00-110-257	COMMUNITY BANK OF WB - 0275	15,144.14
06-00-110-257	COMMUNITY BANK OF WB - 0275	124.82
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	24,885.02
	Net COMMUNITY BANK OF WB	1,762,793.40
ILLINOIS FUNDS		
01-00-110-322	IL FUNDS - 5435	3,235,999.95
02-00-110-113	IL FUNDS WATER - 5914	1,041,623.14
03-00-110-114	IL FUNDS HOTEL/MOTEL - 5948	472,141.29
04-00-110-116	IL FUNDS MFT - 5443	329,920.39
06-00-110-117	IL FUNDS SSA BOND - 4621	13,716.54
09-00-110-324	IL FUNDS WTR CAP - 1206	442,490.67
10-00-110-115	IL FUNDS CAP PROJECTS - 3133	11,817.32
11-00-110-111	IL FUNDS BOND PROCEEDS DS - 2756	11.25
14-00-110-112	IL FUNDS BOND PROCEEDS LAFER - 2772	0.02
15-00-110-322	IL FUNDS BUSINESS DISTRICT - 5435	819,126.87
	Net ILLINOIS FUNDS	6,366,847.44
IMET		
01-00-120-155	IMET - GENERAL	28.85
	Net IMET	28.85
U.S. BANK		
01-00-110-335	U.S. BANK RED LIGHT - 4216	17,300.00
	Net U.S. BANK	17,300.00
VILLAGE OF WILLOWBROOK		
01-00-110-911	PETTY CASH REVIVING	950.00
03-00-110-911	PETTY CASH GIFT CARDS	2,500.00
	Net VILLAGE OF WILLOWBROOK	3,450.00
CHARLES SCHWAB		
07-00-110-336	SCHWAB - PP MONEY MARKET	176,831.84
07-00-120-250	US TREASURIES	457,280.20
07-00-120-260	US AGENCIES	5,313,242.72
07-00-120-270	MUNICIPAL BONDS	888,680.32
07-00-120-288	CORPORATE BONDS	1,780,128.97
07-00-120-290	MUTUAL FUNDS	13,504,717.60
07-00-120-900	MARKET VALUE CONTRA	(216,457.56)
	Net CHARLES SCHWAB	21,904,424.09
Total - All Funds:		30,054,843.78

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 1/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/2019	YTD BALANCE 02/28/2019	2018-19		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 01 - GENERAL FUND						
PROPERTY TAX	PROPERTY TAX LEVY - SRA	0.00	79,409.69	78,341.00	101.36	(1,068.69)
01-00-310-101	PROPERTY TAX LEVY - ROAD & BRIDGE	0.00	107,996.58	108,803.00	99.26	806.42
01-00-310-102		0.00	187,406.27	187,144.00	100.14	(262.27)
Net PROPERTY TAX						
OTHER TAXES						
01-00-310-201	MUNICIPAL SALES TAX	362,572.44	3,353,964.02	3,600,000.00	93.17	246,035.98
01-00-310-202	ILLINOIS INCOME TAX	85,244.53	695,367.88	736,319.00	94.44	40,951.12
01-00-310-203	AMUSEMENT TAX	7,048.03	50,175.76	57,504.00	87.26	7,328.24
01-00-310-204	REPLACEMENT TAX	0.00	945.81	1,250.00	75.66	304.19
01-00-310-205	UTILITY TAX	83,737.17	743,541.71	950,000.00	78.27	206,458.29
01-00-310-208	PLACES OF EATING TAX	46,802.41	442,732.93	485,000.00	91.29	42,267.07
01-00-310-209	WATER TAX	12,484.44	139,301.59	177,000.00	78.70	37,698.41
01-00-310-210	WATER TAX - CLARENDON WATER CO	0.00	94.79	1,000.00	9.48	905.21
Net OTHER TAXES		597,889.02	5,426,124.49	6,008,073.00	90.31	581,948.51
LICENSES						
01-00-310-302	LIQUOR LICENSES	0.00	61,250.00	57,750.00	106.06	(3,500.00)
01-00-310-303	BUSINESS LICENSES	301.00	79,407.00	72,000.00	110.29	(7,407.00)
01-00-310-305	VENDING MACHINE	0.00	2,675.00	2,595.00	103.08	(80.00)
01-00-310-306	SCAVENGER LICENSES	0.00	7,000.00	8,000.00	87.50	1,000.00
Net LICENSES		301.00	150,332.00	140,345.00	107.12	(9,987.00)
PERMITS						
01-00-310-401	BUILDING PERMITS	229,228.39	662,971.51	250,000.00	265.19	(412,971.51)
01-00-310-402	SIGN PERMITS	1,773.00	8,681.71	5,000.00	173.63	(3,681.71)
01-00-310-403	OTHER PERMITS	114.00	1,320.00	500.00	264.00	(820.00)
01-00-310-404	COUNTY BMP FEE	0.00	0.00	2,000.00	0.00	2,000.00
Net PERMITS		231,115.39	672,973.22	257,500.00	261.35	(415,473.22)
FINES						
01-00-310-501	CIRCUIT COURT FINES	9,417.78	91,832.50	100,000.00	91.83	8,167.50
01-00-310-502	TRAFFIC FINES	2,958.33	21,663.33	30,000.00	72.18	8,346.67
01-00-310-503	RED LIGHT FINES	68,560.00	813,685.00	560,000.00	145.30	(253,685.00)
Net FINES		80,936.11	927,170.83	690,000.00	134.37	(237,170.83)
OVERHEAD REIMBURSEMENT						
01-00-310-601	ADMINISTRATIVE SUPPORT REIMB - WATE	41,567.08	415,670.80	498,805.00	83.33	83,134.20
Net OVERHEAD REIMBURSEMENT		41,567.08	415,670.80	498,805.00	83.33	83,134.20
CHARGES & FEES						
01-00-310-700	PLANNING APPLICATION FEES	6,910.00	11,525.00	10,000.00	115.25	(1,525.00)
01-00-310-701	PUBLIC HEARING FEES	13,110.00	24,000.00	2,550.00	941.37	(21,455.00)
01-00-310-702	PLANNING REVIEW FEES	0.00	0.00	6,000.00	0.00	6,000.00
01-00-310-704	ACCIDENT REPORT COPIES	240.00	2,310.00	2,000.00	115.50	(310.00)
01-00-310-705	VIDEO GAMING FEES	4,447.22	39,794.93	36,000.00	110.54	(3,794.93)
01-00-310-706	COPIES-ORDINANCES & MAPS	0.00	20.00	50.00	40.00	30.00

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 2/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/2019	YTD BALANCE 02/28/2019	2018-19		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BDGT USED	
Fund 01 - GENERAL FUND						
01-00-310-723	ELEVATOR INSPECTION FEES	3,300.00	11,250.00	5,000.00	225.00	(6,250.00)
01-00-310-724	BURGLAR ALARM FEES	(1,535.00)	15,405.00	10,000.00	154.05	(5,405.00)
01-00-310-726	NSF FEE	25.00	25.00	0.00	0.00	(25.00)
Net CHARGES & FEES		26,497.22	104,334.93	71,600.00	145.72	(32,734.93)
PARK & RECREATION CHARGES						
01-00-310-813	PARK & REC CONTRIBUTION	2,700.00	5,300.00	2,500.00	212.00	(2,800.00)
01-00-310-814	PARK PERMIT FEES	1,285.00	3,270.00	3,000.00	109.00	(270.00)
01-00-310-815	SUMMER RECREATION FEES	0.00	805.00	2,000.00	40.25	1,195.00
01-00-310-817	SPECIAL EVENTS	0.00	2,512.44	3,200.00	78.51	687.56
01-00-310-818	FALL RECREATION FEES	0.00	0.00	200.00	0.00	200.00
01-00-310-819	BURR RIDGE/WILLOWBROOK BASEBALL R	0.00	6,072.50	6,500.00	93.42	427.50
01-00-310-820	HOLIDAY CONTRIBUTION	0.00	2,200.00	4,000.00	56.00	1,800.00
01-00-310-823	SPRING RECREATION FEES	0.00	0.00	550.00	0.00	550.00
Net PARK & RECREATION CHARGES		3,985.00	20,159.94	21,950.00	91.84	1,790.06
OTHER REVENUE						
01-00-310-901	REIMBURSEMENTS - IRMA	1,668.55	37,376.43	0.00	100.00	(37,376.43)
01-00-310-902	WASTE STICKERS PROCEEDS	0.00	30.00	0.00	100.00	(30.00)
01-00-310-909	SALE - FIXED ASSETS	0.00	0.00	7,500.00	0.00	7,500.00
01-00-310-910	REIMBURSEMENTS - TREE PLANTING	0.00	750.00	500.00	150.00	(250.00)
01-00-310-911	AT'S RED LIGHT ENERGY REIMBURSEMENT	141.66	1,372.31	1,320.00	103.96	(52.31)
01-00-310-912	REIMBURSEMENTS - BRUSH PICK-UP	2,812.32	11,124.00	11,600.00	95.90	476.00
01-00-310-913	OTHER RECEIPTS	2,669.32	30,267.87	20,000.00	151.34	(10,267.87)
01-00-310-915	REIMBURSEMENTS - POLICE SPECIAL DET	1,539.63	8,243.63	4,000.00	206.09	(4,243.63)
01-00-310-916	DONATIONS	0.00	200.00	0.00	100.00	(200.00)
01-00-310-917	REIMBURSEMENTS - PUBLIC WORKS OTHE	1,657.97	4,297.97	0.00	100.00	(4,297.97)
01-00-310-922	FEDERAL/STATE GRANTS	0.00	1,100.00	57,289.00	1.92	56,189.00
01-00-310-925	NICOR GAS ANNUAL PAYMENT	0.00	14,591.10	17,000.00	85.83	2,408.90
01-00-310-926	CABLE FRANCHISE FEES	38,842.30	197,876.60	216,000.00	91.61	18,123.40
01-00-310-928	DRUG FORFEITURES - STATE	0.00	0.00	33,293.00	0.00	33,293.00
Net OTHER REVENUE		49,331.75	307,229.91	368,502.00	83.37	61,272.09
NON-OPERATING						
01-00-320-108	INTEREST INCOME	7,817.76	69,870.32	12,000.00	582.25	(57,870.32)
Net NON-OPERATING		7,817.76	69,870.32	12,000.00	582.25	(57,870.32)
Fund 01 - GENERAL FUND:						
TOTAL REVENUES		1,039,440.33	8,281,272.71	8,255,919.00	100.31	(25,353.71)
Fund 02 - WATER FUND						
CHARGES & FEES		262,662.84	2,795,506.06	3,545,000.00	78.86	749,493.94
02-00-310-712	WATER SALES					
02-00-310-713	WATER PENALTIES	869.45	12,198.78	5,000.00	243.98	(7,198.78)

REVENUE REPORT FOR WILLOWBROOK

PERIOD ENDING 02/28/2019

Page: 3/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/2019	YTD BALANCE 02/28/2019	2018-19		AVAILABLE BALANCE
				ORIGINAL BUDGET	% BUDGET USED	
Fund 02 - WATER FUND 02-00-310-718	SHUTOFF/NSF FEE	636.00	6,155.00	2,500.00	246.20	(3,655.00)
Net CHARGES & FEES		254,067.29	2,813,859.84	3,552,500.00	79.21	738,640.16
OTHER REVENUE 02-00-310-714	WATER METER SALES	4,656.84	12,147.20	3,000.00	404.91	(9,147.20)
02-00-310-716	WATER METER READ SALES	859.00	5,672.75	5,000.00	113.46	(672.75)
02-00-310-717	OTHER REVENUE	3,769.00	5,164.49	1,000.00	516.45	(4,164.49)
Net OTHER REVENUE		9,284.84	22,984.44	9,000.00	255.38	(13,984.44)
NON-OPERATING 02-00-320-108	INTEREST INCOME	2,037.13	17,467.79	4,800.00	363.91	(12,667.79)
02-00-320-713	WATER CONNECTION FEES	4,400.00	9,800.00	3,000.00	326.67	(6,800.00)
Net NON-OPERATING		6,437.13	27,267.79	7,800.00	349.58	(19,467.79)

Fund 02 - WATER FUND:

TOTAL REVENUES	269,789.26	2,864,112.07	3,569,300.00	80.24	705,187.93
Fund 03 - HOTEL/MOTEL TAX FUND					
OTHER TAXES 03-00-310-205	HOTEL/MOTEL TAX	15,144.14	219,622.75	246,000.00	89.28
Net OTHER TAXES		15,144.14	219,622.75	246,000.00	89.28
NON-OPERATING 03-00-320-108	INTEREST INCOME	887.21	7,140.51	1,000.00	714.05
Net NON-OPERATING		887.21	7,140.51	1,000.00	714.05

Fund 03 - HOTEL/MOTEL TAX FUND:

TOTAL REVENUES	16,031.35	226,763.26	247,000.00	91.81	20,236.74
Fund 04 - MOTOR FUEL TAX FUND					
OTHER TAXES 04-00-310-216	MFT RECEPTS	18,528.14	184,465.33	219,905.00	83.88
Net OTHER TAXES		18,528.14	184,465.33	219,905.00	83.88
NON-OPERATING 04-00-320-108	INTEREST INCOME	609.72	5,443.90	1,500.00	362.93
Net NON-OPERATING		609.72	5,443.90	1,500.00	362.93

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 4/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 04 - MOTOR FUEL TAX FUND						

Fund 04 - MOTOR FUEL TAX FUND:

TOTAL REVENUES	19,137.86	189,909.23	221,405.00	85.77	31,495.77
Fund 06 - SSA ONE BOND & INTEREST FUND					
PROPERTY TAX	0.00	325,575.09	322,225.00	101.04	(3,350.09)
Net PROPERTY TAX	0.00	325,575.09	322,225.00	101.04	(3,350.09)
NON-OPERATING	25.59	1,804.89	50.00	3,609.78	(1,754.89)
06-00-320-108					
INTEREST INCOME	25.59	1,804.89	50.00	3,609.78	(1,754.89)
Net NON-OPERATING					

Fund 06 - SSA ONE BOND & INTEREST FUND:

TOTAL REVENUES	25.59	327,379.98	322,275.00	101.58	(5,104.98)
Fund 07 - POLICE PENSION FUND					
OTHER REVENUE	67,006.46	703,567.83	871,084.00	80.77	167,516.17
07-00-310-607	15,713.96	165,701.70	198,690.00	83.40	32,988.30
Net OTHER REVENUE	82,720.42	869,269.53	1,069,774.00	81.26	200,504.47
NON-OPERATING					
07-00-320-108	15,259.93	935,117.10	500,000.00	187.02	(435,117.10)
07-00-320-110	2,732,340.45	(81,941.44)	0.00	100.00	81,941.44
07-00-320-111	(4,840.09)	(95,473.98)	0.00	100.00	95,473.98
07-00-320-112	0.00	20.00	0.00	100.00	(20.00)
Net NON-OPERATING	2,742,760.29	757,721.68	500,000.00	151.54	(257,721.68)

Fund 07 - POLICE PENSION FUND:

TOTAL REVENUES	2,825,480.71	1,626,991.21	1,569,774.00	103.64	(57,217.21)
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND					
NON-OPERATING	826.05	6,280.94	1,000.00	628.09	(5,280.94)
09-00-320-108					
INTEREST INCOME	826.05	6,280.94	1,000.00	628.09	(5,280.94)
Net NON-OPERATING					

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 5/6

3L NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/2019	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
-Fund 08 - WATER CAPITAL IMPROVEMENTS FUND						
19-00-330-102	TRANSFER FROM WATER	0.00	400,000.00	400,000.00	100.00	0.00
Net TRANSFERS IN		0.00	400,000.00	400,000.00	100.00	0.00
-Fund 09 - WATER CAPITAL IMPROVEMENTS FUND:						
	TOTAL REVENUES	826.05	406,280.94	401,000.00	101.32	(5,280.94)
	-Fund 10 - CAPITAL PROJECT FUND					
10-00-320-108	INTEREST INCOME	22.05	205.49	0.00	100.00	(205.49)
Net NON-OPERATING		22.05	205.49	0.00	100.00	(205.49)
-Fund 10 - CAPITAL PROJECT FUND:						
	TOTAL REVENUES	22.05	205.49	0.00	100.00	(205.49)
	-Fund 11 - DEBT SERVICE FUND					
11-00-320-108	INTEREST INCOME	0.00	5.32	0.00	100.00	(5.32)
Net NON-OPERATING		0.00	5.32	0.00	100.00	(5.32)
-Fund 11 - DEBT SERVICE FUND:						
	TOTAL REVENUES	0.00	5.32	0.00	100.00	(5.32)
	-Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &					
14-00-330-101	TRANSFER FROM GENERAL FUND	0.00	278,927.00	278,927.00	100.00	0.00
Net TRANSFERS IN	TRANSFER FROM WATER	0.00	46,601.00	46,601.00	100.00	0.00
11-00-330-101		0.00	325,528.00	325,528.00	100.00	0.00
11-00-330-102						
Net TRANSFERS IN						
-Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &						
	TOTAL REVENUES	0.00	325,533.32	325,528.00	100.00	(5.32)
	-Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &					
14-00-330-101	TRANSFER FROM GENERAL FUND	112,166.05	313,720.21	383,000.00	81.91	69,279.79
Net TRANSFERS IN		112,166.05	313,720.21	383,000.00	81.91	69,279.79

REVENUE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 6/6

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/2019	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION &:						
TOTAL REVENUES		112,166.05	313,720.21	383,000.00	81.91	69,279.79
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX OTHER TAXES 15-00-310-201 Net OTHER TAXES	BUSINESS DISTRICT SALES TAX TOWNE	62,903.24 62,903.24	414,808.26 414,808.26	450,000.00 450,000.00	92.18 92.18	35,191.74 35,191.74
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX:						
TOTAL REVENUES		62,903.24	414,808.26	450,000.00	92.18	35,191.74
TOTAL REVENUES - ALL FUNDS		4,345,822.49	14,976,976.68	15,745,201.00	95.12	768,224.32

EXPENDITURE REPORT FOR WILLOWBROOK

Page: 2/22

PERIOD ENDING 02/28/2019

ACTIVITY FOR
MONTH
02/28/192018-19
YTD BALANCE
02/28/2019APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND								
01-10-400-151	IMRF	5,535.96	33,582.88	35,064.00	95.78	1,481.12	70,128.00	36,545.12
01-10-400-161	SOCIAL SECURITY	2,790.74	12,453.87	12,522.00	99.46	68.13	25,044.00	12,590.13
01-10-400-171	SUI - UNEMPLOYMENT	2,47.23	171.96	204.00	84.29	32.04	408.00	236.04
01-10-455-101	SALARIES - MANAGEMENT STA	7,933.22	77,226.13	87,772.00	87.98	10,545.87	175,544.00	98,317.87
01-10-455-102	OVERTIME	811.31	5,603.57	5,000.00	112.07	(603.57)	10,000.00	4,396.43
01-10-455-105	ASSISTANT VILLAGE ADMINIST	0.00	33,591.49	0.00	100.00	(33,591.49)	0.00	(33,591.49)
01-10-455-106	ASST TO VILLAGE ADMINISTRA	0.00	23,837.23	68,752.00	34.67	44,914.77	137,504.00	113,666.77
01-10-455-107	ADMINISTRATIVE INTERN	0.00	0.00	11,232.00	0.00	11,232.00	22,464.00	22,464.00
01-10-455-126	SALARIES - CLERICAL	36,219.33	92,346.47	76,358.00	120.94	(15,988.47)	152,716.00	60,369.53
01-10-455-131	PERSONNEL RECRUITMENT	0.00	6,302.00	550.00	1,145.82	(5,752.00)	1,100.00	(5,202.00)
01-10-455-141	HEALTH/DENTAL/LIFE INSURAN	1,001.56	21,547.47	18,132.00	118.84	(3,415.47)	36,264.00	14,716.53
01-10-455-201	PHONE - TELEPHONES	868.11	13,402.32	22,751.00	58.91	9,348.68	45,502.00	32,099.68
01-10-455-266	CODIFY ORDINANCES	0.00	3,966.00	2,500.00	158.64	(1,466.00)	5,000.00	1,034.00
01-10-455-301	OFFICE SUPPLIES	181.21	4,599.73	10,000.00	46.00	5,400.27	20,000.00	15,400.27
01-10-455-302	PRINTING & PUBLISHING	895.00	3,084.25	3,000.00	102.81	(84.25)	6,000.00	2,915.75
01-10-455-303	FUEL/MILEAGE/MASH	128.95	898.69	2,000.00	44.93	1,101.31	4,000.00	3,101.31
01-10-455-304	SCHOOLS/CONFERENCE/TRA	55.00	1,480.92	4,500.00	32.91	3,019.08	9,000.00	7,519.08
01-10-455-305	STRATEGIC PLANNING	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-10-455-307	FEES/DUES/SUBSCRIPTIONS	53.95	12,016.28	12,728.00	94.41	711.72	25,456.00	13,439.72
01-10-455-311	POSTAGE & METER RENT	258.99	3,422.56	5,000.00	68.45	1,577.44	10,000.00	6,577.44
01-10-455-315	COPY SERVICE	871.96	6,747.52	7,440.00	90.69	692.48	14,880.00	8,132.48
01-10-455-355	COMMISSARY PROVISION	58.88	1,151.80	1,000.00	115.18	(151.80)	2,000.00	848.20
01-10-455-409	MAINTENANCE - EQUIPMENT	0.00	165.53	2,500.00	6.62	2,334.47	5,000.00	4,834.47
01-10-455-411	CASH - OVER OR SHORT	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-10-455-505	SETTLEMENT	0.00	(0.54)	0.00	100.00	0.54	0.00	0.54
01-10-455-520	GENERAL MANAGEMENT	0.00	1,032.00	0.00	100.00	(1,032.00)	0.00	(1,032.00)
		58,364.08	362,136.10	395,117.00	91.65	32,980.90	790,234.00	428,097.90
COMMUNITY RELATIONS								
01-10-475-365	PUBLIC RELATIONS	880.02	4,602.85	10,000.00	46.03	5,397.15	20,000.00	15,397.15
01-10-475-366	NEWSLETTER	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
01-10-475-367	CRISIS MANAGEMENT	40,586.15	267,261.63	0.00	100.00	(267,261.63)	0.00	(267,261.63)
01-10-475-370	MEALS-ON-WHEELS	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
01-10-475-372	SENIOR CITIZEN TAXI PROGRAM	0.00	625.00	1,500.00	41.67	875.00	3,000.00	2,375.00
	COMMUNITY RELATIONS	41,466.17	272,489.48	14,000.00	1,946.35	(258,489.48)	28,000.00	(244,489.48)
CAPITAL IMPROVEMENTS								
01-10-485-602	BUILDING IMPROVEMENTS	0.00	2,881.50	7,800.00	36.94	4,918.50	15,600.00	12,718.50
01-10-485-611	FURNITURE & OFFICE EQUIPME	0.00	0.00	2,500.00	0.00	2,500.00	5,000.00	5,000.00
01-10-485-642	PEG CHANNEL EQUIPMENT	0.00	10,143.00	0.00	100.00	(10,143.00)	0.00	(10,143.00)
	CAPITAL IMPROVEMENTS	0.00	13,024.50	10,300.00	126.45	(2,724.50)	20,600.00	7,575.50
DATA PROCESSING								
01-10-460-225	INTERNET/WEBSITE HOSTING	693.54	8,270.29	8,523.00	97.03	252.71	17,046.00	8,775.71
01-10-460-263	EDP LICENSES	0.00	71.91	0.00	100.00	(71.91)	0.00	(71.91)
01-10-460-267	DOCUMENT STORAGE/SCANNI	0.00	10,364.63	2,740.00	378.27	(7,624.63)	5,480.00	(4,884.63)
01-10-460-305	EDP PERSONNEL TRAINING	0.00	0.00	250.00	0.00	250.00	500.00	500.00
01-10-460-331	OPERATING SUPPLIES	0.00	50.44	500.00	10.09	449.56	1,000.00	949.56

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 02/28/2019

Page: 4/22

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND 01-15-510-401 GENERAL MANAGEMENT	OPERATING EQUIPMENT	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
		2,661.77	30,637.10	89,621.00	34.19	58,983.90	179,242.00	148,604.90
DATA PROCESSING 01-15-515-305 DATA PROCESSING	EDP PERSONNEL TRAINING	0.00	1,465.00	1,600.00	91.56	135.00	3,200.00	1,735.00
		0.00	1,465.00	1,600.00	91.56	135.00	3,200.00	1,735.00
ENGINEERING 01-15-520-229 01-15-520-245 01-15-520-246 01-15-520-254 01-15-520-257 01-15-520-258 ENGINEERING	RENT - MEETING ROOM FEES - ENGINEERING FEES - COURT REPORTER PLAN REVIEW - ENGINEER PLAN REVIEW - PLANNER PLAN REVIEW - TRAFFIC CONS	0.00 0.00 0.00 0.00 9,482.62 0.00	954.00 860.10 1,430.00 77,710.20 2,065.50 9,482.62	250.00 3,000.00 2,500.00 10,000.00 100,000.00 4,000.00	0.00 31.80 34.40 14.30 77.71 51.64	250.00 2,046.00 1,639.90 8,570.00 22,289.80 1,934.50	500.00 6,000.00 5,000.00 20,000.00 200,000.00 8,000.00	500.00 5,046.00 4,139.90 18,570.00 122,289.80 5,934.50
Total Dept 15 - PLANNING & ECONOMIC DEVELOPMEN		12,144.39	115,121.90	210,971.00	54.57	95,849.10	421,942.00	306,820.10
Dept 20 - PARKS & RECREATION								
CAPITAL IMPROVEMENTS 01-20-595-693 01-20-595-695 CAPITAL IMPROVEMENTS	COURT IMPROVEMENTS PARK IMPROVEMENTS - NEIGH	0.00 0.00 0.00	386.89 3,288.07 3,674.96	1,500.00 0.00 1,500.00	25.79 100.00 245.00	1,113.11 (3,288.07) (2,174.96)	3,000.00 0.00 3,000.00	2,613.11 (3,288.07) (674.96)
ADMINISTRATION 01-20-400-147 01-20-400-151 01-20-400-161 01-20-400-171 01-20-400-101 01-20-550-102 01-20-550-103 01-20-550-148 01-20-550-201 01-20-550-302 01-20-550-303 01-20-550-304 01-20-550-307 01-20-550-311 ADMINISTRATION	MEDICARE IMRF SOCIAL SECURITY SUI - UNEMPLOYMENT SALARIES - PERMANENT EMPL OVERTIME PART TIME - PROGRAM SUPER LIFE INSURANCE - COMMISSION EMERGENCY TELEPHONE LINE PRINTING & PUBLISHING FUEL/MILEAGE WASH SCHOOL/CONFERENCE/TRA FEES/DUES/SUBSCRIPTIONS POSTAGE & METER RENT ADMINISTRATION	35.15 265.52 150.29 11.52 2,170.98 0.00 252.94 74.48 0.00 0.00 0.00 0.00 0.00 2,960.86	543.89 4,950.34 2,575.73 61.66 27,483.57 155.07 2,079.08 1,257.23 0.00 4,428.50 0.00 0.00 0.00 45,415.49	502.00 4,572.00 2,145.00 87.00 34,597.00 0.00 0.00 1,056.00 100.00 12,425.00 0.00 250.00 325.00 2,500.00 58,834.00	108.34 108.28 120.08 70.87 79.44 100.00 100.00 119.06 100.00 35.64 0.00 0.00 0.00 77.19	(41.89) (378.34) (430.73) 25.34 7,113.43 (155.07) (2,079.08) (220.123) 100.00 7,996.50 250.00 325.00 619.58 13,418.51	1,004.00 9,144.00 4,290.00 174.00 69,194.00 0.00 0.00 2,112.00 200.00 24,850.00 500.00 650.00 550.00 5,000.00	460.11 4,193.66 1,714.27 112.34 41,710.43 (155.07) (2,079.08) 854.77 200.00 20,421.50 500.00 650.00 550.00 3,119.58 117,668.00
DATA PROCESSING 01-20-555-306 DATA PROCESSING	CONSULTING SERVICES	0.00 0.00	0.00 15,000.00	15,000.00 0.00	0.00 15,000.00	0.00 15,000.00	30,000.00 30,000.00	30,000.00 30,000.00

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 02/28/2019

Page: 5/22

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
Fund 01 -GENERAL FUND							
LANDSCAPING	PARK LANDSCAPE SUPPLIES	0.00	8,775.60	9,000.00	97.51	224.40	18,000.00
01-20-565-341	PARK LANDSCAPE MAINTENANCE SE	720.00	44,631.59	54,000.00	82.04	9,768.41	108,800.00
01-20-565-342	LANDSCAPING	720.00	53,407.19	63,400.00	84.24	9,992.81	126,800.00
MAINTENANCE							
01-20-570-102	OVERTIME	0.00	8,767.39	7,000.00	125.25	(1,767.39)	14,000.00
01-20-570-103	PART TIME - LABOR	0.00	373.73	1,500.00	24.92	1,126.27	3,000.00
01-20-570-228	MAINTENANCE - PARK BUILDIN	471.87	1,442.49	2,386.00	60.46	943.51	4,772.00
01-20-570-234	RENT - EQUIPMENT	0.00	153.00	250.00	61.20	97.00	500.00
01-20-570-235	NICOR GAS (825 MIDWAY)	460.78	1,613.16	1,200.00	134.43	(413.16)	2,400.00
01-20-570-250	SANITARY (825 MIDWAY)	4.26	16.69	100.00	16.69	83.31	200.00
01-20-570-278	SANITARY USER CHARGE - PAR	113.79	2,893.11	0.00	100.00	(2,893.11)	0.00
01-20-570-280	BALLFIELD MAINTENANCE/SUP	0.00	4,121.50	6,500.00	63.41	2,378.50	13,000.00
01-20-570-281	CONTRACTED MAINTENANCE	0.00	45,847.37	42,000.00	109.16	(3,847.37)	84,000.00
01-20-570-331	MAINTENANCE SUPPLIES	0.00	1,655.10	9,500.00	17.42	7,844.90	19,000.00
01-20-570-411	MAINTENANCE - EQUIPMENT	0.00	43,520.16	41,137.00	105.79	(2,383.16)	82,274.00
MAINTENANCE		1,050.70	110,403.70	111,573.00	98.95	1,169.30	223,146.00
SUMMER PROGRAM	SUMMER PROGRAM MATERIAL	0.00	3,861.87	8,820.00	43.79	4,958.13	17,640.00
01-20-575-119	SENIORS PROGRAM	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00
SUMMER PROGRAM		0.00	3,861.87	13,820.00	27.94	9,958.13	27,640.00
FALL PROGRAM	FALL PROGRAM MATERIALS & S	0.00	0.00	550.00	0.00	550.00	1,100.00
01-20-580-118	SENIORS PROGRAM	0.00	0.00	6,000.00	0.00	6,000.00	12,000.00
FALL PROGRAM		0.00	0.00	6,550.00	0.00	6,550.00	13,100.00
WINTER/SPECIAL PROGRAMS							
01-20-585-112	RECREATION INSTRUCTORS	0.00	0.00	500.00	0.00	500.00	1,000.00
01-20-585-121	WINTER PROGRAM MATERIALS	0.00	189.36	2,000.00	9.47	1,810.64	4,000.00
01-20-585-150	CHILDREN'S SPECIAL EVENTS -	0.00	2,129.33	1,800.00	118.30	(329.33)	3,600.00
01-20-585-151	FAMILY SPECIAL EVENT - WOME	0.00	1,658.00	1,630.00	101.72	(28.00)	3,260.00
01-20-585-152	FAMILY SPECIAL EVENT - TREE	0.00	2,058.80	1,400.00	147.06	(658.80)	2,800.00
01-20-585-153	FAMILY SPECIAL EVENT - BACK	0.00	200.00	1,500.00	13.33	1,300.00	3,000.00
01-20-585-154	FAMILY SPECIAL EVENT - RACE	250.00	9,386.90	9,525.00	98.55	138.10	19,050.00
01-20-585-155	CHILDREN'S HOLIDAY PARTY	0.00	3,100.93	4,500.00	68.91	1,399.07	9,000.00
01-20-585-156	SPECIAL EVENT - PARK OPENIN	0.00	5,715.04	10,000.00	57.15	4,284.96	20,000.00
01-20-585-517	SENIORS PROGRAM	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00
WINTER/SPECIAL PROGRAMS		250.00	24,438.36	37,855.00	64.56	13,416.64	75,710.00
SPRING PROGRAM							
01-20-586-112	RECREATION INSTRUCTORS - S	0.00	0.00	200.00	0.00	200.00	400.00
01-20-586-121	SPRING PROGRAM MATERIALS	0.00	73.23	200.00	36.62	126.77	400.00
SPRING PROGRAM		0.00	73.23	400.00	18.31	326.77	800.00

RECREATION INSTRUCTORS - S
SPRING PROGRAM MATERIALSAPPROP.
AVAIL.
APPROP.
AVAIL.

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 7/22

3L NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19		AVAILABLE BALANCE	APPROP. AVAIL.
				ORIGINAL BUDGET	% BDGT USED		
01 - GENERAL FUND				0.00	0.00	79,167.00	158,334.00
Dept 30 - POLICE DEPARTMENT				0.00	0.00	79,167.00	158,334.00
CAPITAL IMPROVEMENTS	NEW VEHICLES			0.00	0.00	79,167.00	158,334.00
CAPITAL IMPROVEMENTS				0.00	0.00	79,167.00	158,334.00
ADMINISTRATION							
21-30-400-147	MEDICARE	2,912.69	30,785.74	38,934.00	79.07	8,148.26	47,082.26
21-30-400-151	IMRF	1,531.00	22,402.66	27,180.00	82.42	4,777.34	31,957.34
21-30-400-161	SOCIAL SECURITY	783.38	9,924.31	13,169.00	75.36	3,244.69	16,413.69
21-30-400-171	SUI - UNEMPLOYMENT	544.31	1,742.68	1,914.00	91.05	171.32	2,085.32
21-30-630-101	SALARIES - PERMANENT EMPL	167,569.29	1,769,048.93	2,210,724.00	80.02	441,675.07	2,652,399.07
21-30-630-102	OVERTIME - SPECIAL DETAIL &	23,426.88	295,413.12	250,000.00	118.17	(45,413.12)	204,586.88
21-30-630-103	OVERTIME - SPECIAL DETAIL &	0.00	0.00	12,000.00	0.00	12,000.00	24,000.00
21-30-630-104	PART TIME - CLERICAL	0.00	2,669.57	20,000.00	13.35	17,330.43	40,000.00
21-30-630-106	ACREDITATION MANAGER	0.00	1,129.43	8,000.00	14.12	6,870.57	16,000.00
21-30-630-126	SALARIES - CLERICAL	12,059.84	149,992.26	175,396.00	85.52	25,403.74	350,792.00
21-30-630-127	OVERTIME - CLERICAL	157.13	3,338.61	9,000.00	37.10	5,661.39	18,000.00
21-30-630-131	PERSONNEL RECRUITMENT	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00
21-30-630-141	HEALTH/IDENT/LIFE INSURAN	28,659.34	290,025.76	385,450.00	75.24	95,424.24	770,900.00
21-30-630-155	POLICE PENSION	67,006.46	703,567.83	871,084.00	80.77	167,516.17	1,742,168.00
21-30-630-201	PHONE - TELEPHONES	1,802.54	16,185.79	27,000.00	59.95	10,814.21	54,000.00
21-30-630-202	ACCREDITATION	0.00	5,320.00	6,000.00	88.67	680.00	12,000.00
21-30-630-228	MAINTENANCE - BUILDINGS - H	471.88	1,442.51	2,386.00	60.46	943.49	4,772.00
21-30-630-235	NICOR GAS (7760 QUINCY)	429.65	2,505.60	2,500.00	100.22	(5.60)	5,000.00
21-30-630-238	FIAT	0.00	3,500.00	3,500.00	100.00	0.00	7,000.00
21-30-630-241	FEES - FIELD CHILDREN'S CENTER	0.00	(2,482.50)	12,000.00	(20.69)	14,482.50	24,000.00
21-30-630-242	FIRING RANGE	0.00	3,000.00	3,000.00	100.00	0.00	6,000.00
21-30-630-245	RED LIGHT - ADJUDICATOR	39.00	188.25	2,500.00	7.53	2,311.75	5,000.00
21-30-630-246	RED LIGHT - CAMERA FEES	0.00	2,662.00	6,000.00	44.37	3,338.00	12,000.00
21-30-630-247	RED LIGHT - COM ED	0.00	179,800.00	275,000.00	65.38	95,200.00	550,000.00
21-30-630-248	RED LIGHT - MISC FEE	141.66	1,372.31	2,000.00	68.62	627.69	4,000.00
21-30-630-249	SANITARY (7760 QUINCY)	15.00	17,500.50	22,000.00	79.55	4,499.50	44,000.00
21-30-630-250	OFFICE SUPPLIES	51.54	384.03	350.00	109.72	(34.03)	700.00
21-30-630-301	PRINTING & PUBLISHING	0.00	2,937.65	7,000.00	41.97	4,062.35	14,000.00
21-30-630-302	FUEL/MILEAGE/WASH	89.14	900.88	6,000.00	15.01	5,099.12	12,000.00
21-30-630-303	SCHOOLS/CONFERENCE/TRA	3,705.23	40,717.58	65,000.00	62.64	24,282.42	130,000.00
21-30-630-304	TUITION REIMBURSEMENT	955.22	17,660.95	30,207.00	58.47	12,546.05	60,414.00
21-30-630-305	FEES/DUES/SUBSCRIPTIONS	0.00	2,250.00	3,000.00	75.00	750.00	6,000.00
21-30-630-307	CADET PROGRAM	608.65	9,515.86	15,000.00	63.44	5,484.14	30,000.00
21-30-630-308	POSTAGE & METER RENT	0.00	2,068.27	4,000.00	51.71	1,931.73	8,000.00
21-30-630-311	COPY SERVICE	0.00	2,908.97	4,000.00	72.72	1,091.03	8,000.00
21-30-630-315	OPERATING EQUIPMENT	536.71	3,011.35	4,000.00	75.28	988.65	8,000.00
21-30-630-331	UNIFORMS	385.04	3,371.60	3,500.00	96.33	128.40	7,000.00
21-30-630-345	AMMUNITION	1,316.18	15,921.38	31,100.00	51.19	15,178.62	62,200.00
21-30-630-346	OPERATING EQUIPMENT	0.00	8,642.80	18,000.00	48.02	9,357.20	36,000.00
21-30-630-401	BODY CAMERAS	2,792.11	25,410.46	24,000.00	105.88	(1,410.46)	48,000.00
21-30-630-402	FURNITURE & OFFICE EQUIPM	0.00	0.00	33,846.00	0.00	33,846.00	67,692.00
21-30-630-405	MAINTENANCE - VEHICLES	0.00	3,623.00	6,000.00	60.38	2,377.00	12,000.00
21-30-630-409	MAINTENANCE - RADIO EQUIPM	2,943.92	32,446.89	70,000.00	46.35	37,553.11	140,000.00
21-30-630-421		0.00	7,234.20	15,250.00	47.44	8,015.80	30,500.00

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 02/28/2019

Page: 8/22

3L NUMBER	DESCRIPTION	ACTIVITY FOR		2018-19		% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
		MONTH	YTD BALANCE	ORIGINAL BUDGET					
Fund 01 - GENERAL FUND	ADMINISTRATION		320,933.79	3,690,041.23	4,728,490.00	78.04	1,038,446.77	9,456,980.00	5,766,938.77
DATA PROCESSING	EDP EQUIPMENT/ SOFTWARE	0.00	3,102.90	7,750.00	40.04	4,647.10	15,500.00	12,397.10	
J1-30-640-212	INTERNET/WEBSITE HOSTING	468.00	936.00	1,968.00	47.56	1,032.00	3,936.00	3,000.00	
J1-30-640-225	EDP LICENSES	10,000.00	25,709.85	28,405.00	90.51	2,695.15	56,810.00	31,100.15	
J1-30-640-263	DOCUMENT STORAGE/SCANNI	0.00	0.00	19,000.00	0.00	19,000.00	38,000.00	38,000.00	
J1-30-640-267	DATA PROCESSING	10,468.00	29,748.75	57,123.00	52.08	27,374.25	114,246.00	84,497.25	
RISK MANAGEMENT	SELF INSURANCE - DEDUCTIBL	0.00	1,964.87	20,000.00	9.82	18,035.13	40,000.00	38,035.13	
J1-30-645-273	RISK MANAGEMENT	0.00	1,964.87	20,000.00	9.82	18,035.13	40,000.00	38,035.13	
CONSTRUCTION	BUILDING CONSTR & REMODEL	0.00	16,393.32	6,460.00	253.77	(9,933.32)	12,920.00	(3,473.32)	
J1-30-635-288	CONSTRUCTION	0.00	16,393.32	6,460.00	253.77	(9,933.32)	12,920.00	(3,473.32)	
PATROL	ANIMAL CONTROL	185.00	310.00	800.00	38.75	490.00	1,600.00	1,290.00	
J1-30-650-268	K-9 PROGRAM	0.00	3,284.83	4,200.00	78.21	915.17	8,400.00	5,115.17	
J1-30-650-340	JAIL SUPPLIES	530.52	865.07	1,500.00	57.67	634.93	3,000.00	2,134.93	
J1-30-650-343	UNIFORMS	0.00	878.91	0.00	100.00	(878.91)	0.00	(878.91)	
J1-30-650-345	DRUG FORFEITURE EXP - STAT	0.00	317.00	33,293.00	0.95	32,976.00	66,586.00	66,269.00	
J1-30-650-348	PATROL	715.52	5,655.81	39,793.00	14.21	34,137.19	79,586.00	73,930.19	
INVESTIGATIVE	CONFIDENTIAL FUNDS	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00	
J1-30-655-339	INVESTIGATIVE	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00	
TRAFFIC SAFETY	PART TIME - CROSSING GUARD	474.79	3,823.61	5,300.00	72.14	1,476.39	10,600.00	6,776.39	
J1-30-660-105	TRAFFIC SAFETY	474.79	3,823.61	5,300.00	72.14	1,476.39	10,600.00	6,776.39	
ESDA COORDINATOR	SIREN MAINTENANCE	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
J1-30-665-263	ESDA COORDINATOR	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00	
CRIME PREVENTION	PRINTING & PUBLISHING	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00	2,000.00	
J1-30-670-302	COMMODITIES	0.00	4,080.05	5,000.00	81.60	919.95	10,000.00	5,919.95	
J1-30-670-331	CRIME PREVENTION	0.00	4,080.05	6,000.00	68.00	1,919.95	12,000.00	7,919.95	
ELECOMMUNICATIONS	RADIO DISPATCHING	0.00	288,482.10	289,421.00	99.68	938.90	578,842.00	290,359.90	
J1-30-675-235	TELECOMMUNICATIONS	0.00	288,482.10	289,421.00	99.68	938.90	578,842.00	290,359.90	

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 9/22

APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND		332,592.10	4,040,189.74	5,233,254.00	77.20	1,193,064.26	10,466,508.00	6,426,318.26
Total Dept 30 - POLICE DEPARTMENT								
Dept 35 - PUBLIC WORKS DEPARTMENT								
CAPITAL IMPROVEMENTS	STREET IMPROVEMENTS	0.00	16,892.55	30,000.00	56.31	13,107.45	60,000.00	43,107.45
CAPITAL IMPROVEMENTS		0.00	16,892.55	30,000.00	56.31	13,107.45	60,000.00	43,107.45
ADMINISTRATION								
01-35-400-147	MEDICARE	476.14	3,046.75	3,720.00	81.90	673.25	7,440.00	4,393.25
01-35-400-151	IMRF	3,945.69	28,306.68	33,394.00	84.77	5,087.32	66,788.00	38,481.32
01-35-400-161	SOCIAL SECURITY	2,035.74	11,445.22	14,486.00	79.01	3,040.78	28,972.00	17,526.78
01-35-400-171	SUI - UNEMPLOYMENT	110.71	283.02	170.00	166.48	(113.02)	340.00	56.98
01-35-710-101	SALARIES - PERMANENT EMPL	17,841.57	159,040.59	179,096.00	88.80	20,055.41	358,192.00	199,151.41
01-35-710-102	OVERTIME	12,501.13	22,093.88	22,500.00	98.20	406.12	45,000.00	22,906.12
01-35-710-103	PART TIME - LABOR	1,140.19	11,890.08	30,000.00	39.63	18,109.92	60,000.00	48,109.92
01-35-710-126	SALARIES - CLERICAL	1,919.85	20,328.94	24,957.00	81.46	4,628.06	49,914.00	29,585.06
01-35-710-141	HEALTH/DENTAL/LIFE INSURAN	3,694.35	34,199.26	37,071.00	92.25	2,871.74	74,142.00	39,942.74
01-35-710-201	TELEPHONES	147.09	1,760.98	2,500.00	70.44	739.02	5,000.00	3,239.02
01-35-710-301	OFFICE SUPPLIES	603.98	703.57	500.00	140.71	(203.57)	1,000.00	296.43
01-35-710-302	PRINTING & PUBLISHING	81.00	560.80	500.00	112.16	(60.80)	1,000.00	439.20
01-35-710-303	FUEL/MILEAGE/WASH	984.98	7,032.58	7,500.00	93.77	467.42	15,000.00	7,967.42
01-35-710-304	SCHOOLS/CONFERENCES/TRA	0.00	70.00	2,000.00	3.50	1,930.00	4,000.00	3,930.00
01-35-710-306	REIMB PERSONNEL EXPENSES	0.00	0.00	300.00	0.00	300.00	600.00	600.00
01-35-710-307	FEES/DUES/SUBSCRIPTIONS	99.00	99.00	300.00	33.00	201.00	600.00	501.00
01-35-710-311	POSTAGE & METER RENT	0.00	885.60	1,500.00	59.04	614.40	3,000.00	2,114.40
01-35-710-345	UNIFORMS	48.43	3,414.66	5,000.00	68.29	1,585.34	10,000.00	6,585.34
01-35-710-401	OPERATING SUPPLIES & EQUIP	0.00	1,437.62	3,500.00	41.07	2,062.38	7,000.00	5,562.38
01-35-710-405	FURNITURE & OFFICE EQUIPME	0.00	0.00	500.00	0.00	500.00	1,000.00	1,000.00
ADMINISTRATION		45,629.85	306,599.23	369,494.00	82.98	62,894.77	738,988.00	432,388.77
DATA PROCESSING	INTERNET/WEBSITE HOSTING	106.85	977.65	1,373.00	71.21	395.35	2,746.00	1,768.35
01-35-715-225	DATA PROCESSING	106.85	977.65	1,373.00	71.21	395.35	2,746.00	1,768.35
ENGINEERING	FEES - ENGINEERING	1,265.00	27,230.85	65,000.00	41.89	37,769.15	130,000.00	102,769.15
01-35-720-245	PLAN REVIEW - ENGINEER	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
01-35-720-254	ENGINEERING	1,265.00	27,230.85	66,500.00	40.95	39,269.15	133,000.00	105,769.15
BUILDINGS	MAINTENANCE - GARAGE	821.87	4,739.81	6,000.00	79.00	1,260.19	12,000.00	7,260.19
01-35-725-413	MAINTENANCE - SALT BINS	0.00	540.00	2,500.00	21.60	1,960.00	5,000.00	4,460.00
01-35-725-414	NICOR GAS	1,052.21	1,840.18	2,000.00	92.01	159.82	4,000.00	2,159.82
01-35-725-415	SANITARY USER CHARGE	12.85	94.57	100.00	94.57	5.43	200.00	105.43
01-35-725-417	MAINTENANCE - PW BUILDING	538.71	12,464.07	10,886.00	114.50	(1,578.07)	21,772.00	9,307.93
BUILDINGS		2,425.64	19,678.63	21,486.00	91.59	1,807.37	42,972.00	23,293.37

EXPENDITURE REPORT FOR WILLOWBROOK

Page: 11/22

PERIOD ENDING 02/28/2019

ACTIVITY FOR
MONTH
02/28/19
YTD BALANCE
02/28/2019

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	% BUDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 01 - GENERAL FUND						
Dept 40 - BUILDING & ZONING DEPARTMENT						
01-40-400-147	GENERAL MANAGEMENT	125.07	1,301.95	1,660.00	78.43	358.05
01-40-400-151	MEDICARE	1,080.25	13,080.52	16,870.00	77.54	3,789.48
01-40-400-161	IMRF	534.74	5,566.89	7,096.00	78.45	1,529.11
01-40-400-171	SOCIAL SECURITY	32.27	94.71	102.00	92.85	14,192.00
01-40-810-101	SUI - UNEMPLOYMENT	5,974.24	63,045.64	77,665.00	81.18	14,619.36
01-40-810-102	SALARIES - PERMANENT EMPL	1,266.21	12,232.10	15,000.00	81.55	2,767.90
01-40-810-126	OVERTIME	1,592.26	16,526.16	21,788.00	75.85	5,261.84
01-40-810-141	SALARIES - CLERICAL	1,838.43	19,472.57	29,983.00	64.95	10,510.43
01-40-810-201	HEALTH/DENTAL/LIFE INSURAN	93.55	466.60	1,000.00	46.66	533.40
01-40-810-301	TELEPHONES	89.50	2,289.86	1,000.00	228.98	(1,289.86)
01-40-810-302	OFFICE SUPPLIES	33.00	705.70	750.00	94.09	44.30
01-40-810-303	PRINTING & PUBLISHING	77.27	670.89	1,000.00	67.09	329.11
01-40-810-304	FUEL/MAIL/AGE/PUBLISH	574.00	1,119.00	1,100.00	111.90	(119.00)
01-40-810-307	SCHOOL/CONFERENCE/TRA	0.00	2,529.57	500.00	505.91	(2,029.57)
01-40-810-311	FEES/DUES/SUBSCRIPTIONS	0.00	261.48	400.00	65.37	138.52
01-40-810-345	POSTAGE & METER RENT	0.00	0.00	400.00	0.00	800.00
01-40-810-401	UNIFORMS	0.00	0.00	500.00	0.00	800.00
01-40-810-409	OPERATING EQUIPMENT	0.00	897.45	2,500.00	35.90	1,602.55
01-40-810-79	MAINTENANCE - VEHICLES	13,310.79	140,261.09	179,214.00	78.26	38,952.91
DATA PROCESSING						358,428.00
01-40-815-212	EDP EQUIPMENT/SOFTWARE	0.00	30.95	0.00	100.00	(30.95)
01-40-815-267	DOCUMENT STORAGE/SCANNI	0.00	0.00	9,100.00	0.00	18,200.00
01-40-815-305	EDP PERSONNEL TRAINING	0.00	1,450.00	2,600.00	55.77	1,150.00
01-40-815-306	CONSULTING SERVICES	0.00	23,773.75	20,000.00	118.87	(3,773.75)
DATA PROCESSING		0.00	25,254.70	31,700.00	79.67	6,445.30
ENGINEERING						63,400.00
01-40-820-245	FEES - ENGINEERING	0.00	4,231.78	3,500.00	120.91	(731.78)
01-40-820-246	FEES - DRAINAGE ENGINEER	2,794.29	13,174.07	10,000.00	131.74	(3,174.07)
01-40-820-247	REIMB EXP - ENGINEERING	0.00	0.00	500.00	0.00	500.00
01-40-820-254	PLAN REVIEW - ENGINEER	556.48	3,126.41	5,000.00	62.53	1,873.59
01-40-820-255	PLAN REVIEW - STRUCTURAL	978.50	5,689.50	5,000.00	113.79	(689.50)
01-40-820-258	PLAN REVIEW - BUILDING CODE	11,181.40	127,139.24	75,000.00	169.52	(52,139.24)
01-40-820-259	PLAN REVIEW - DRAINAGE ENGI	1,485.00	13,047.50	15,000.00	86.98	1,952.50
ENGINEERING		16,995.67	166,408.50	114,000.00	145.97	(52,408.50)
INSPECTION						228,000.00
01-40-830-109	PART TIME - INSPECTOR	2,457.00	35,733.91	40,000.00	89.33	4,266.09
01-40-830-115	PLUMBING INSPECTION	855.00	8,315.00	7,500.00	110.87	(815.00)
01-40-830-117	ELEVATOR INSPECTION	2,322.00	5,731.00	8,000.00	71.64	2,269.00
01-40-830-119	CODE ENFORCEMENT INSPECT	0.00	0.00	4,000.00	0.00	4,000.00
INSPECTION		5,634.00	49,779.91	59,500.00	83.66	9,720.09
Total Dept 40 - BUILDING & ZONING DEPARTMENT		35,940.46	381,704.20	384,414.00	99.30	2,709.80
						768,828.00
						387,123.80

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 12/22

ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
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TOTAL EXPENDITURES	769,546.35	7,795,435.34	9,332,731.00	83.53	1,537,295.66	18,665,462.00	10,870,026.66
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Fund 01 - GENERAL FUND

EXPENDITURE REPORT FOR WILLOWBROOK

PERIOD ENDING 02/28/2019

Page: 13/22

ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
3L NUMBER	DESCRIPTION				
fund 02 - WATER FUND					
Dept 50 - WATER DEPARTMENT					
3L CAPITAL IMPROVEMENTS	DISTRIBUTION SYSTEM REPLA	0.00	0.00	10,000.00	0.00
3L CAPITAL IMPROVEMENTS		0.00	0.00	10,000.00	0.00
ADMINISTRATION					
12-50-400-147	MEDICARE	299.14	2,870.09	3,352.00	481.91
12-50-400-151	IMRF	2,535.03	28,518.89	32,597.00	4,078.11
12-50-400-161	SOCIAL SECURITY	1,279.34	11,223.73	14,331.00	3,107.27
12-50-400-171	SUI - UNEMPLOYMENT	66.68	182.34	170.00	(12.34)
12-50-401-101	SALARIES - PERMANENT EMPL	15,682.08	139,196.28	156,189.00	89.12
12-50-401-102	OVERTIME	3,126.24	41,102.69	40,000.00	102.76
12-50-401-103	PART TIME - LABOR	260.62	1,713.63	10,000.00	17.14
12-50-401-126	SALARIES - CLERICAL	1,919.67	20,327.31	24,957.00	81.45
12-50-401-141	HEALTH/DENTAL/LIFE INSURAN	3,781.23	34,796.71	37,813.00	92.02
12-50-401-201	PHONE - TELEPHONES	523.06	5,285.35	7,500.00	70.47
12-50-401-239	FEES - VILLAGE ATTORNEY	0.00	0.00	1,000.00	0.00
12-50-401-301	OFFICE SUPPLIES	40.00	60.21	750.00	8.03
12-50-401-302	PRINTING & PUBLISHING	0.00	5,030.08	4,000.00	125.75
12-50-401-303	FUEL/MILEAGE/NASH	984.98	7,032.29	6,500.00	108.19
12-50-401-304	SCHOOLS CONFERENCE TRAV	0.00	599.00	1,500.00	39.93
12-50-401-306	REMB PERSONNEL EXPENSES	0.00	0.00	150.00	0.00
12-50-401-307	FEES DUES SUBSCRIPTIONS	21.45	616.70	500.00	123.34
12-50-401-311	POSTAGE & METER RENT	0.00	4,259.33	6,000.00	70.99
12-50-401-405	FURNITURE & OFFICE EQUIPME	0.00	0.00	500.00	0.00
ADMINISTRATION		30,519.52	302,814.63	347,809.00	87.06
OTHER				44,994.37	695,618.00
12-50-449-102	INTEREST EXPENSE	0.00	9,622.00	9,622.00	100.00
12-50-449-104	BOND PRINCIPAL EXPENSE	0.00	10,800.00	10,800.00	100.00
12-50-449-105	INTEREST EXPENSE - IEPA LOA	0.00	15,610.98	15,611.00	100.00
12-50-449-106	PRINCIPAL EXPENSE - IEPA LO	0.00	38,837.22	38,837.00	100.00
OTHER		0.00	74,870.20	74,870.00	100.00
DATA PROCESSING				(0.20)	149,740.00
12-50-417-212	EDP EQUIPMENT/ SOFTWARE	0.00	0.00	2,800.00	2,800.00
12-50-417-263	EDP LICENSES	138.00	2,330.00	7,641.00	30.49
12-50-417-305	EDP PERSONNEL TRAINING	0.00	0.00	1,300.00	0.00
DATA PROCESSING		138.00	2,330.00	11,741.00	19.84
ENGINEERING				9,411.00	23,482.00
12-50-405-245	FEES - ENGINEERING	0.00	0.00	2,500.00	2,500.00
ENGINEERING		0.00	0.00	10,000.00	10,000.00
RISK MANAGEMENT				5,000.00	5,000.00
12-50-415-273	SELF INSURANCE - DEDUCTBL	0.00	0.00	10,000.00	20,000.00
RISK MANAGEMENT				20,000.00	20,000.00

EXPENDITURE REPORT FOR WILLOWBROOK

INITIATIVE REPORT FOR WILLOW

PERIOD ENDING 02/28/2018

APPROPRIATE
AVAILABILITY

Page: 14/22

AVAIL	97,610.00	581,939.20
	00,000.00	400,000.00
	93,202.00	46,601.00
	90,812.00	1,028,540.20

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	% BDG	USED	AVAILABLE BALANCE
MONTH	11D BALANCE	02/28/2019			

97,610.00	581,939.20
000,000.00	400,000.00
93,202.00	46,601.00
90,812.00	<u>1,028,540.20</u>

24,000.00	13,065.48
1,000.00	1,000.00
1,000.00	2,000.00
2,000.00	3,000.00
3,000.00	5,000.00
5,000.00	115.00
1,000.00	1,000.00
1,000.00	1,000.00
58,000.00	2,112,798.48
95,000.00	2,133,129.15

3,000.00	318.50
3,000.00	3,000.00
2,000.00	(396.00)
10,000.00	(13,547.15)
18,000.00	(10,624.65)

18,000.00	10,857.25
50,000.00	107,942.79
5,000.00	4,263.68
1,500.00	1,421.00
1,000.00	1,000.00
50,000.00	(4,991.48)
25,500.00	<u>120,493.24</u>

5,000.00	4,734.51
30,000.00	30,000.00
3,000.00	3,000.00
5,000.00	5,000.00

43,000.00 42,734.51

3,848,097.62
86,152.00

TOTAL EXPENDITURES

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 15/22
APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
fund 03 - HOTEL/MOTEL TAX FUND								
Dept 53 - HOTEL/MOTEL								
03-53-435-303	WILLOWBROOK MOBILE PHONE	0.00	1,186.12	1,185.00	100.01	(0.12)	2,370.00	1,184.88
03-53-435-308	GRANT PILOT PROGRAM	0.00	0.00	5,000.00	0.00	5,000.00	10,000.00	10,000.00
03-53-435-316	LANDSCAPE BEAUTIFICATION	0.00	4,120.00	9,260.00	44.49	5,140.00	18,520.00	14,400.00
03-53-435-317	ADVERTISING - DCVB	40,076.40	40,076.40	75,000.00	53.44	34,923.60	150,000.00	109,923.60
03-53-435-318	ADVERTISING - VILLAGE	0.00	0.00	1,00	0.00	1.00	2.00	2.00
03-53-435-319	CHAMBER DIRECTORY	0.00	3,000.00	3,000.00	100.00	0.00	6,000.00	3,000.00
	COMMUNITY RELATIONS	40,076.40	48,381.52	93,446.00	51.77	45,064.48	186,892.00	138,510.48
ADMINISTRATION								
03-53-401-307	FEES DUES SUBSCRIPTIONS	5,000.00	9,300.00	12,000.00	77.50	2,700.00	24,000.00	14,700.00
03-53-401-311	POSTAGE & METER RENT	0.00	0.00	250.00	0.00	250.00	500.00	500.00
ADMINISTRATION		5,000.00	9,300.00	12,250.00	75.92	2,950.00	24,500.00	15,200.00
SPECIAL EVENTS								
03-53-436-378	WINE & DINE INTELLIGENTLY	0.00	0.00	2,000.00	0.00	2,000.00	4,000.00	4,000.00
03-53-436-379	SPECIAL PROMOTIONAL EVENT	0.00	2,500.00	2,500.00	100.00	0.00	5,000.00	2,500.00
SPECIAL EVENTS		0.00	2,500.00	4,500.00	55.56	2,000.00	9,000.00	6,500.00
Total Dept 53 - HOTEL/MOTEL		45,076.40	60,181.52	110,196.00	54.61	50,014.48	220,392.00	160,210.48
TOTAL EXPENDITURES								
		45,076.40	60,181.52	110,196.00	54.61	50,014.48	220,392.00	160,210.48

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 16/22

ACTIVITY FOR MONTH 02/28/19	DESCRIPTION	2018-19		% BUDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
		YTD BALANCE 02/28/2019	ORIGINAL BUDGET			
fund 04 - MOTOR FUEL TAX FUND						
Dept 56 - MOTOR FUEL TAX						
>APITAL IMPROVEMENTS						
>4-56-430-684 STREET MAINTENANCE CONTR		0.00	131,926.19	267,382.00	49.34	135,455.81
>APITAL IMPROVEMENTS		0.00	131,926.19	267,382.00	49.34	135,455.81
Total Dept 56 - MOTOR FUEL TAX		0.00	131,926.19	267,382.00	49.34	135,455.81
TOTAL EXPENDITURES		0.00	131,926.19	267,382.00	49.34	135,455.81
						534,764.00
						402,837.81

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
	Fund 06 - SSA ONE BOND & INTEREST FUND							
Dept 60 - SSA BOND								
OTHER								
06-60-550-401	BOND PRINCIPAL EXPENSE	0.00	160,000.00	160,000.00	100.00	0.00	320,000.00	160,000.00
06-60-550-402	BOND INTEREST EXPENSE	0.00	162,225.00	162,225.00	100.00	0.00	324,450.00	162,225.00
OTHER		0.00	322,225.00	322,225.00	100.00	0.00	644,450.00	322,225.00
	Total Dept 60 - SSA BOND	0.00	322,225.00	322,225.00	100.00	0.00	644,450.00	322,225.00
	TOTAL EXPENDITURES	0.00	322,225.00	322,225.00	100.00	0.00	644,450.00	322,225.00

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 18/22

ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP. AVAIL.
fund 07 - POLICE PENSION FUND					
Dept 62 ADMINISTRATION					
17-62-401-242	2,650.00	15,034.77	6,500.00	231.30	(8,534.77) (2,034.77)
17-62-401-243	0.00	9,890	500.00	183.78 (418.90) 81.10	
17-62-401-251	0.00	3,282.00	3,282.00	100.00 0.00	3,282.00
17-62-401-252	0.00	4,400.00	4,400.00	100.00 0.00	4,400.00
17-62-401-253	0.00	20,301.00	27,883.00	72.81 7,582.00	35,465.00
17-62-401-254	3,112.00	3,112.00	3,175.00	98.02 63.00	3,238.00
17-62-401-304	0.00	4,733.38	3,510.00	134.85 (1,223.38) 2,286.62	
17-62-401-307	0.00	795.00	819.00	97.07 24.00	843.00
17-62-401-531	0.00	4,096.96	4,461.00	91.84 364.04	4,825.04
17-62-401-543	0.00	7,996.80	7,500.00	106.62 (496.80) 15,000.00	7,003.20
ADMINISTRATION	5,762.00	64,670.81	62,030.00	104.26 (2,640.81) 124,060.00	59,389.19
PENSION BENEFITS					
17-62-401-581	106,518.03	1,042,625.06	1,255,661.00	83.03 213,035.94	2,511,322.00 1,468,696.94
17-62-401-582	0.00	3,209.37	38,512.00	8.33 35,302.63 77,024.00	73,814.63
17-62-401-583	5,897.52	58,211.60	70,007.00	83.15 11,795.40 140,014.00	81,802.40
17-62-401-584	6,007.61	11,046.25	0.00	100.00 (11,046.25) 0.00 (11,046.25)	
17-62-401-586	0.00	4,243.02	0.00	100.00 (4,243.02) 0.00 (4,243.02)	
ADMINISTRATION	118,423.16	1,119,335.30	1,364,180.00	82.05 244,844.70 2,728,360.00	1,609,024.70
Total Dept 62	124,185.16	1,184,006.11	1,426,210.00	83.02 242,203.89 2,852,420.00	1,668,413.89
TOTAL EXPENDITURES					
	124,185.16	1,184,006.11	1,426,210.00	83.02 242,203.89 2,852,420.00	1,668,413.89

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 19/22
APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND								
Dept 65 - WATER CAPITAL IMPROVEMENTS								
CAPITAL IMPROVEMENTS								
09-65-440-600	WATER SYSTEM IMPROVEMEN	0.00	31.19	6,315.00	0.49	6,283.81	12,630.00	12,598.81
09-65-440-602	MTU REPLACEMENT	0.00	0.00	1,500.00	0.00	1,500.00	3,000.00	3,000.00
09-65-440-606	DCU UPGRADE	0.00	8,400.00	8,400.00	100.00	0.00	16,800.00	8,400.00
CAPITAL IMPROVEMENTS		0.00	8,431.19	16,215.00	52.00	7,783.81	32,430.00	23,998.81
Total Dept 65 - WATER CAPITAL IMPROVEMENTS		0.00	8,431.19	16,215.00	52.00	7,783.81	32,430.00	23,998.81
 TOTAL EXPENDITURES								
		0.00	8,431.19	16,215.00	52.00	7,783.81	32,430.00	23,998.81

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 20/22

ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET		% BDGT USED	AVAILABLE BALANCE	APPROP. AVAIL.
		ACT. #	AMOUNT			
fund 11 - DEBT SERVICE FUND						
Dept 70 - DEBT SERVICE FUND						
)THER						
1-70-550-401		BOND PRINCIPAL EXPENSE	0.00	209,200.00	100.00	0.00
1-70-550-402		BOND INTEREST EXPENSE	0.00	116,328.00	100.00	0.00
)THER			0.00	325,528.00	325,528.00	0.00
Total Dept 70 - DEBT SERVICE FUND			0.00	325,528.00	325,528.00	0.00
TOTAL EXPENDITURES			0.00	325,528.00	325,528.00	0.00

EXPENDITURE REPORT FOR WILLOWBROOK
PERIOD ENDING 02/28/2019

Page: 21/22

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BUDGET USED	AVAILABLE BALANCE	APPROP. AVAIL.
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & LAND ACQUISITION/EXPANSION/RENOVATION							
Dept 75 - LAND ACQUISITION/EXPANSION/RENOVATION							
CAPITAL IMPROVEMENTS							
14-75-930-411 POLICE DEPT REMODEL (7760	0.00	868.50	0.00	100.00	(868.50)	0.00	(868.50)
14-75-930-412 CRC REMODEL (825 MIDWAY D	112,166.05	322,293.00	383,000.00	84.15	60,707.00	766,000.00	443,707.00
14-75-930-415 FACILITIES	0.00	2,000.00	0.00	100.00	(2,000.00)	0.00	(2,000.00)
CAPITAL IMPROVEMENTS	112,166.05	325,161.50	383,000.00	84.90	57,838.50	766,000.00	440,838.50
Total Dept 75 - LAND ACQUISITION/EXPANSION/RENOV	112,166.05	325,161.50	383,000.00	84.90	57,838.50	766,000.00	440,838.50
TOTAL EXPENDITURES							
	112,166.05	325,161.50	383,000.00	84.90	57,838.50	766,000.00	440,838.50

EXPENDITURE REPORT FOR WILLOWBROOK

Page: 22/22

PERIOD ENDING 02/28/2019

APPROP.
AVAIL.

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/19	YTD BALANCE 02/28/2019	2018-19 ORIGINAL BUDGET	% BDGT USED	AVAILABLE BALANCE	APPROP.	APPROP. AVAIL.
Dept 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX								
Dept 15 - PLANNING & ECONOMIC DEVELOPMENT								
CONTINGENCIES	LEGAL FEES	0.00	19,559.69	7,500.00	260.80	(12,059.69)	15,000.00	(4,559.69)
15-15-401-242	CONSULTANTS-DESIGN & OTHE	0.00	360.00	7,500.00	4.80	7,140.00	15,000.00	14,640.00
15-15-510-232		0.00	19,919.69	15,000.00	132.80	(4,919.69)	30,000.00	10,080.31
CONTINGENCIES								
ADMINISTRATION	SALES TAX REBATE- TOWN CE	0.00	0.00	900,000.00	0.00	900,000.00	1,800,000.00	1,800,000.00
15-15-455-513		0.00	0.00	900,000.00	0.00	900,000.00	1,800,000.00	1,800,000.00
ADMINISTRATION								
STREET MAINTENANCE	2,026.32	2,026.32	4,000.00	50.66	1,973.68	8,000.00	5,973.68	5,973.68
15-15-745-224	MAINT TRAFFIC SIGNALS	0.00	2,026.32	4,000.00	50.66	1,973.68	8,000.00	5,973.68
STREET MAINTENANCE								
Total Dept 15 - PLANNING & ECONOMIC DEVELOPMEN		0.00	21,946.01	919,000.00	2.39	897,053.99	1,838,000.00	1,816,053.99
TOTAL EXPENDITURES		0.00	21,946.01	919,000.00	2.39	897,053.99	1,838,000.00	1,816,053.99
TOTAL EXPENDITURES - ALL FUNDS		1,283,531.48	13,012,895.24	16,445,563.00	79.13	3,432,667.76	32,891,126.00	19,878,230.76

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: AN ORDINANCE PROVIDING FOR THE OFFICIAL ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS	AGENDA NO. 5e AGENDA DATE: <u>3/11/2019</u>
STAFF REVIEW: Ann Choi, Planning Consultant	SIGNATURE: 
LEGAL REVIEW: Tom Bastian, Village Attorney	SIGNATURE: <u>THOMAS BASTIAN TH</u>
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>
REVIEWED & APPROVED BY COMMITTEE: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) In accordance with 65 ILCS 5/11-13-19, the Village is required to publish its Zoning Map by March 31 st of each year if there have been any map amendments (i.e. re-zonings, subdivisions, annexations, and/or special use permits) during the preceding calendar year. The attached map has been prepared to reflect all changes through December 31, 2018.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) As in last year, the "Official Map" is black and white to minimize confusion. A color version will also be available and is useful when printing "quick reference" maps at the 11x17 size. Both the black and white and the color version will be available on the Village's website. Staff recommends approval of the attached ordinance.	
ACTION PROPOSED: Approval of the ordinance and direction to the Village Clerk to publish the map.	

ORDINANCE No. 19-O-_____

AN ORDINANCE PROVIDING FOR THE OFFICIAL ZONING MAP OF
THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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

SECTION ONE: That the Official Zoning District Map attached hereto as Exhibit "A" and by this reference incorporated herein be and the same is and shall be the Official Zoning Map for the Village of Willowbrook as provided for in 65 ILCS 5/11-13-19.

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

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

PASSED and APPROVED this 11th day of March, 2019.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

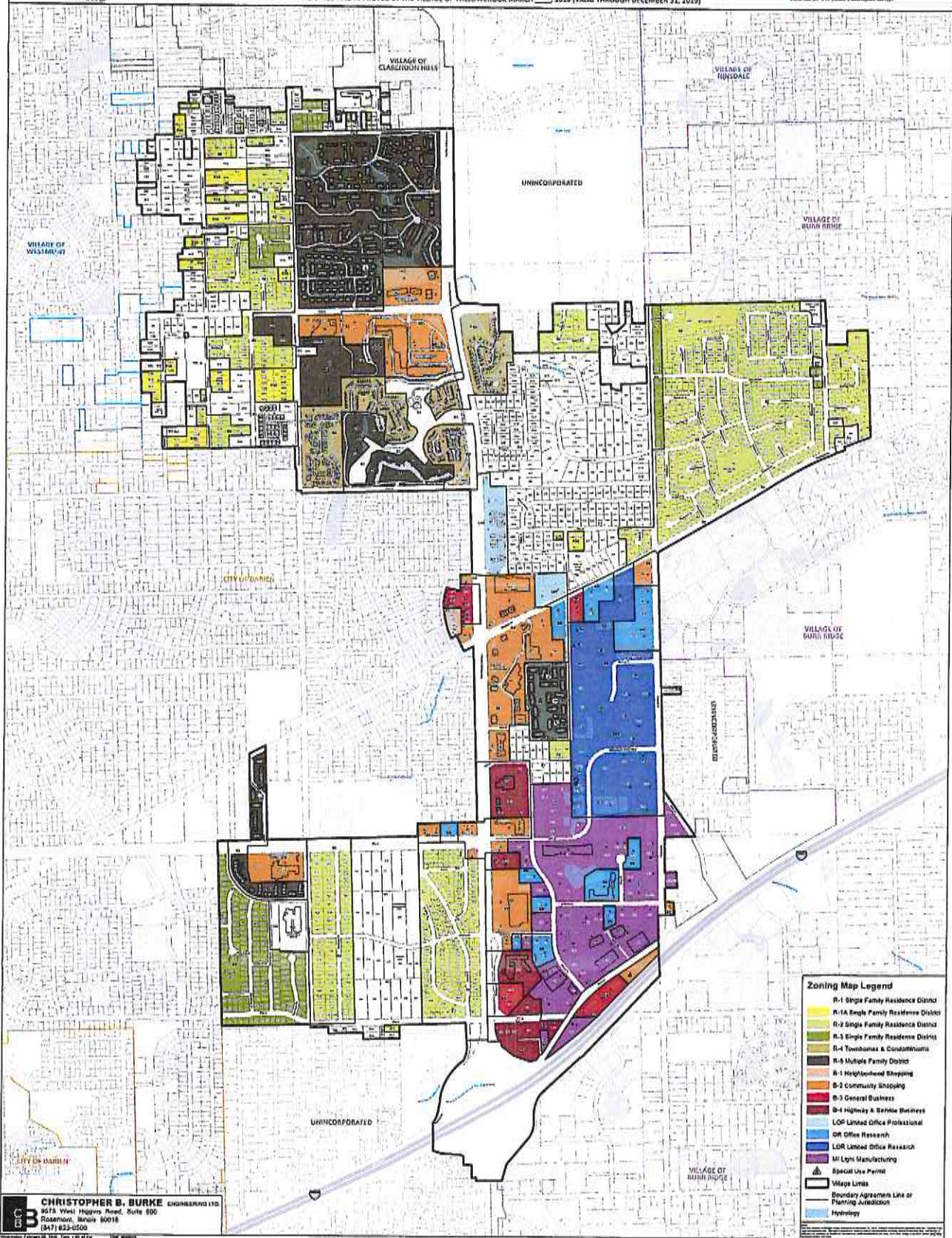
NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK ZONING MAP

ADOPTED AND APPROVED BY THE VILLAGE OF WILLOWBROOK MARCH 12, 2019 (VALID THROUGH DECEMBER 31, 2019)



CHRISTOPHER B. BURKE ENGINEERING LTD.
9515 West Higgins Road, Suite 600
Rosemont, Illinois 60016
(847) 823-0500

RECEIVED

FEB 14 2019

VILLAGE OF
WILLOWBROOK

FEB 14 2019
VILLAGE OF
WILLOWBROOK

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION APPOINTING AN AUTHORIZED AGENT TO THE ILLINOIS MUNICIPAL RETIREMENT FUND ("IMRF")	AGENDA NO. 5f AGENDA DATE: <u>3/11/19</u>
STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: 
LEGAL REVIEW: Thomas Bastian Village Attorney	SIGNATURE: <u>THOMAS BASTIAN TH.</u>
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: 
REVIEWED & APPROVED BY COMMITTEE:	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The Village of Willowbrook is required to appoint an Authorized Agent to the Illinois Municipal Retirement Fund ("IMRF"). The IMRF Authorized Agent holds specific duties pertaining to the management of Village IMRF members and serves as the designated point of contact for IMRF at the Village of Willowbrook. The appointment of the Authorized Agent is to be made by adoption of a Resolution by the Village Board.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.) Due to the pending retirement of Village Administrator Tim Halik, it is now necessary to appoint a new Authorized Agent. Staff would recommend that Director of Finance Carrie Dittman be appointed as the Authorized Agent to IMRF. In municipalities, it is typical that the human resources director, or in the event of no such position (as in smaller communities), that the finance director serve as the Authorized Agent. This was also the case for Willowbrook. However, in 2011 when the Village decided to outsource the position of finance director, Administrator Halik served as the IMRF Authorized Agent, and he continued those duties until now. Therefore, it is appropriate that at this time that Carrie be designated to serve as the IMRF Authorized Agent.	
ACTION PROPOSED: Adopt the attached resolution.	

RESOLUTION NO. 19-R-_____

A RESOLUTION APPOINTING AN AUTHORIZED AGENT
TO THE ILLINOIS MUNICIPAL RETIREMENT FUND ("IMRF")

WHEREAS, the Village of Willowbrook is a contributing member of the Illinois Municipal Retirement Fund ("IMRF"); and,

WHEREAS, it is necessary for each member of the IMRF to appoint an authorized agent to serve as the staff designee on behalf of the municipality.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, Du Page County, Illinois, as follows:

SECTION ONE: That Carrie Dittman, Director of Finance for the Village of Willowbrook, be appointed as the authorized agent to the IMRF and that she be delegated the powers and duties as specified for the appointment.

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

ADOPTED and APPROVED this 11th day of March, 2019.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

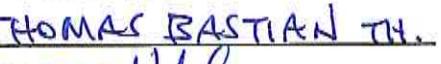
NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL TO CONDUCT BOTH AN ORGANIC BASED BLENDED AND AN ORGANIC/NATURAL TURF CARE PROGRAM FOR THE 2019/20 LAWN CARE SEASON – PURE PRAIRIE ORGANICS		AGENDA NO. 5g AGENDA DATE: 3/11/19
STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: 	
LEGAL REVIEW: Thomas Bastian, Village Attorney	SIGNATURE: 	
RECOMMENDED BY: Tim Halik, Village Administrator	SIGNATURE: 	
REVIEWED BY MUNICIPAL SERVICES COMMITTEE: YES <input checked="" type="checkbox"/> on March 11, 2019	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
REVIEWED & APPROVED BY PARKS & REC. COMMISSION: YES <input checked="" type="checkbox"/> on March 5, 2019	NO <input type="checkbox"/>	N/A <input type="checkbox"/>

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

In April of 2015, staff received concerns from a Village resident regarding the use of chemical herbicides, pesticides, and fertilizers within park properties. The resident lives adjacent to one of the Village parks and feels the frequencies of treatments were excessive resulting in overuse of the chemicals which can cause a health risk. He was invited to share the information that he referenced as part of a larger discussion on the issue at the May 11, 2015 regular meeting of the Municipal Services Committee. The resident did attend the meeting, shared relevant information on the topic and raised concerns including proper conditions for applications, frequency of applications, the propensity for lawn care companies to oversell their programs for profit, and the health risks to children and pets being exposed to lawn care chemicals. Although the Village had already entered into a contract with a lawn care provider for the 2015/16 season, the Committee directed staff to research this subject further and make recommendations to both the Municipal Services Committee and Park & Recreation Commission pertaining to more environmentally friendly methods to properly maintain turf areas in parks and Village right-of-ways in the future.

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

Prior Administrative Intern Tiffany Kolodziej was assigned the task of researching this topic further. Her research led to the consideration of organic lawn care treatment options and meetings with vendors that provide such treatments. On April 25, 2016, the Village Board accepted a proposal from Pure Prairie Organics, Joliet, to conduct both an organic based blended program and an organic/natural turf care program (at Borse Community Park) for Village owned properties in 2016. At the time the proposal was accepted, it was understood that the transition from a chemical-based program to an organic/blended type turf care program would likely extend past a single season.

On December 6, 2016, after the completion of the first transition season, the Parks & Recreation Commission discussed the program. It was noted at that time that no negative comments were received in reference to the results, and that there was no discernable difference between the chemically treated areas and the organically treated areas. Therefore, the recommendation was to continue the organic based turf care program, and the results will continue to be monitored. The vendor, Pure Prairie Organics, has provided a proposal for May 1, 2019 through April 30, 2020 for the amount of \$19,074, which represents no rate increase from last year's prices. Through negotiations, park staff was also able to secure an additional 5-visit organic/natural program site: Willow Pond Park, which will be included at no price increase.

ACTION PROPOSED: Adopt Resolution.

RESOLUTION NO. 19-R-_____

A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO
ACCEPT A PROPOSAL TO CONDUCT BOTH AN ORGANIC BASED
BLENDED AND AN ORGANIC/NATURAL TURF CARE PROGRAM FOR
THE 2019/20 LAWN CARE SEASON – PURE PRAIRIE ORGANICS

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook,
DuPage County, Illinois, that the Mayor and Village Clerk be and the same are hereby authorized
and directed to accept the proposal from Pure Prairie Organics to conduct both an organic based
blended and an organic/natural turf care program for the 2019/20 lawn care season for the
amount of \$19,074, as set forth in the proposal attached hereto as Exhibit "A" which is, by this
reference, expressly incorporated herein.

ADOPTED and APPROVED this 11th day of March, 2019

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

Exhibit "A"



2405 Essington Road #61
Joliet IL, 60435
630-777-2600
Chris Burisek

RECEIVED

FEB 11 2019

VILLAGE OF
WILLOWBROOK

We want to improve the soil season after season and year after year so we can move in the direction of less chemical fertilizers and less pesticides. We'll help create a healthier environment for everyone in and around the Village of Willowbrook.

Most of the Village Parks will be on our 5 visit Organic Based Blended Program.
EXCLUDING BORSE Memorial Community Park and Willow Pond- which will be on our 5 visit Organic/Natural Program.

(Early Spring, Late Spring, Summer, Early Fall and Late Fall)

Springr - Fall applications will be spaced apart about 5 weeks

Organic Based Blended Program for most parks will continue with:

*Organic Kelp (0-0-10), Compost Tea and Weed Control Mixture. Liquid Product
Low Odor Triplet SF, common liquid weed control will be used throughout the year

Applied by Perma Green (Spreader/Sprayer Machine)

*The Borse Memorial Community Park and Willow Pond will continue with our Organic/Natural Program getting our Blend of liquid Compost Tea and Liquid blend of Kelp, Humic Acids, Fulvic Acids and Amino Acids
Applied by Perma Green (Spreader/Sprayer Machine)--*

Roadside Rights of Way, Medians, and Specified Facilities will be on our 3 visit Organic Based Blended Program.

(Early Spring, Summer, and Early Fall)

Our visits will be timed with Mother Nature (rain and temperature) and when the weeds are most effectively controlled.

Organic Based Blended Program for Roadside Rights of Way, Medians, and Specified Facilities

Organic Kelp (0-0-10), Compost Tea and Weed Control Mixture. Liquid Product

**Low Odor Triplet SF, common liquid weed control will be used throughout the year (spot treatment)*

Applied by Perma Green (Spreader/Sprayer Machine and 200 gallon Lesco spray tanks and 300 ft hose sprayer

Proposed Cost: \$19,074.00

Pure Prairie Organics

Chris A Burisek

Date 1/29/19

Village of Willowbrook _____ Date / /



Our mixture is a natural composition of compost tea, organic acids, amino acids, fulvic acids, humic acids and kelp. This aids in soil composition and health, increasing microbial activity in the soil. Microbes consist of a variety of beneficial fungi and bacteria within the soil. Their balanced microbial activity breaks down organic and non-organic matter in the soil, to which their by-product acts as a natural nutrient. Mycorrhizal fungi aids in root health and development. They grow/live one step ahead of the root system. They create an environment for the roots to thrive and grow well.

Healthy, microbial activity increases the soil's natural ability to ward off undesirable pests such as grubs. One of the ideas behind organic/natural lawn care is to create a deep and extensive root system so that when and if grubs are present and they start feeding on and near the root system it is healthy enough to withstand some insect activity... similar to someone being very healthy with a strong immune system and being around someone that may be sick. If someone is healthy and has a strong immune system they may not get the "bug" that the other person has. That does not mean it can't be damaged by grubs... but it's less likely to be damaged similar to someone less likely to get sick from a "bug" carried by someone close to them.

Another idea behind organic/natural lawn care is to make the cell wall thicker than the typical chemically fed grass or trees/shrubs. If a cell wall (skin) is healthy and thick and certain insects (sod webworms in the lawn or Japanese Beetles in trees/shrubs) come to feed and they are trying to eat the grass blades or leaves of a tree/shrub but they are a bit thicker and crunchier they may go elsewhere to feed on a weaker food source. They'll be like "the heck with this... let's go someplace else". Similar to a person wanting a snack and picking a tasty salty easy to eat potato chip that's of no benefit to their body/health instead of a healthy homemade crunchy quinoa cracker full of good stuff.

Many times I relate the soil to our own bodies the importance of living a healthy lifestyle instead of just eating junk food and drinking energy drinks. If we take care of our bodies, eat well and sleep enough we are typically healthy overall... if we eat junk food, don't sleep a lot and are around people that are sick we may get sick too and feel run down. It's a very easy comparison to make and helps relate to organic/natural lawn care in a basic way. There are many complex things that go on in the soil and many factors that help create beautiful grass... but the stuff we use are a very important piece of the puzzle.

We have some lawns that we don't use pesticides in or on and when we visit these lawns for our next application we see few or no weeds there in the lawn... this is one of the ultimate goals of organic/natural lawn care. They just don't grow much in healthy thick lawns. This will be our long term goal for the areas within the Village if we are the ones servicing the grass. It does not just happen right away but in contrast the soil did not get damaged right away... it took years to damage and make it sterile so why not start now to improve, go green and use less pesticides?

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT – LANDSCAPE MAINTENANCE SERVICES – BETWEEN THE VILLAGE OF WILLOWBROOK AND HANSON LANDSCAPE

AGENDA NO.
5h
AGENDA DATE: 3/11/19
STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: T. Halik
LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TA
RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: T. Halik
REVIEWED BY MUNICIPAL SERVICES COMMITTEE: YES on March 11, 2019 NO N/A
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

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

Hanson Landscape was first awarded this maintenance contract for the FY 2018/19 season after they submitted the low bid during a competitive bidding process in the Spring of 2018. The contract price for the FY 2018/19 season was \$77,925.00.

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

Staff has contacted Hanson to discuss a one-year contract extension. Hanson has offered to renew the current contract for an additional year with no increase in price from last season. Therefore, the cost of the FY 2019/2020 season would remain \$77,925.00. This cost will also be offset by payments received from DuPage County for mowing of various county rights-of-ways.

This information has been shared with the members of the Municipal Services Committee on March 11, 2019. Staff recommends that the Village Board approve a one-year contract extension with Hanson Landscape with no increase in price.

The proposed FY 2019/20 Budget includes the following funding for this program:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>PROPOSED FY 2019/20 BUDGET</u>
Pub. Works	01-35-755-281	Rt. 83 Beautification	\$52,500
Parks & Rec.	01-20-570-281	Contracted Maintenance	\$46,000

ACTION PROPOSED:

Adopt the resolution.

RESOLUTION NO. 19-R-_____

A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT – LANDSCAPE MAINTENANCE SERVICES – BETWEEN THE VILLAGE OF WILLOWBROOK AND HANSON LANDSCAPE

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

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

SECTION ONE: That the competitive bidding process be waived and that the Mayor and Village Clerk be and the same are hereby authorized to execute an Agreement with Hanson Landscape, in substantially the same form attached hereto as Exhibit "A" and made a part hereof, for the purposes of Hanson Landscape providing landscape maintenance services to the Village of Willowbrook.

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

SECTION THREE: That this Resolution shall be in full force and effect from and after its adoption, approval and publication in pamphlet form as provided by law.

ADOPTED and APPROVED this 11th day of March, 2019.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

AGREEMENT

THIS AGREEMENT made and entered into this 11th day of March, 2019, by and between the Village of Willowbrook, a municipal corporation of the State of Illinois, and Hanson Landscape.

WITNESSETH:

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, provides in part that units of local government, including municipalities, may contract with individuals in any manner not prohibited by law or by ordinance.

WHEREAS, by Resolution 18-R-24, the Mayor and Village Clerk were authorized to execute, and did execute, a certain contract with Hanson Landscape for the purposes of providing landscape maintenance services to the Village of Willowbrook for the period from May 1, 2018, to April 30, 2019, a copy of which is attached hereto and incorporated herein as Exhibit "A" ("Contract"); and,

WHEREAS, the Village has determined it is in the best interests of the Village to extend the term of the Contract for one year, from May 1, 2019, to April 30, 2020, with the total cost not to exceed \$77,925.00, which represents a 0% increase in fees over the prior contract; and,

WHEREAS, Hanson Landscape has agreed to provide such services as set forth in the Contract for a cost amount not to exceed \$77,925.00 per year, as agreed to by a letter to the Village dated February 6, 2019, which is attached hereto and incorporated herein as Exhibit "B".

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants, conditions and agreements herein contained, the adequacy and sufficiency of which the parties hereto hereby acknowledge, the parties hereto agree as follows:

Section 1. Incorporation of Recitals. The preambles set forth hereinabove are incorporated herein as substantive provisions of this AGREEMENT as if fully set out in this Section 1.

Section 2. The Village and Hanson Landscape hereby extend the term of the Contract for the period from May 1, 2019, to April 30, 2020, with the cost amount not to exceed \$77,925.00.

Section 3. Notwithstanding anything to the contrary, Hanson Landscape hereby agrees to provide current insurance certificates and insurance coverage information for the period from May 1, 2019, to April 30, 2020, as otherwise described and set forth in the Contract.

Section 4. This AGREEMENT is executed in multiple counterparts, each of which shall be deemed to be and shall constitute one and the same instrument.

[The remainder of this page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the date first
above written.

VILLAGE OF WILLOWBROOK, an Illinois
municipal corporation,

By: _____
Mayor

ATTEST:

Village Clerk

Hanson Landscape

By: Chris Ayala
Its: Act Representative

ATTEST:

Rachel Jendrzejczyk



EXHIBIT "A" TO AGREEMENT

ATTACH FULLY EXECUTED COPY OF THE FOLLOWING:

**SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
LANDSCAPE MAINTENANCE SERVICES FOR VILLAGE PARKS & ROADSIDE RIGHTS OF WAY,
MEDIAN, AND SPECIFIED FACILITIES**

CONTRACT PERIOD: MAY 1, 2018 – APRIL 30, 2019

BIDDER: HANSON LANDSCAPE, P.O. BOX 307, BIG ROCK, IL 60511

APPROXIMATELY THIRTY-SIX (36) PAGES

**SPECIFICATIONS AND CONTRACT DOCUMENTS
for
LANDSCAPE MAINTENANCE SERVICES FOR PARKS, ROADSIDE RIGHTS OF
WAY, MEDIAN, AND SPECIFIED FACILITIES**

Required for Use By:

VILLAGE OF WILLOWBROOK
Willowbrook, Illinois 60527

CONTRACTOR'S CERTIFICATION - BID PROPOSAL - PAGE 16
** MUST BE EXECUTED AND NOTARIZED **
BIDS TO BE EXECUTED IN DUPLICATE
ALL SIGNATURES TO BE SWORN BEFORE A NOTARY PUBLIC
ALL INSURANCE REQUIREMENTS MUST BE MET

CONTRACT PERIOD: MAY 1, 2018 – APRIL 30, 2019

ACCOUNT NUMBER: _____

BID DEPOSIT: 5% of Bid Amount (See Page 4)
(*Certified Check, Bank Cashier's Check or Bid Bond*)

PERFORMANCE BOND(S) REQUIRED: Yes (See Page 4)

DRAWINGS: None

BID OPENING –
DATE/TIME/LOCATION: 10:00 AM CST April 9, 2018
WILLOWBROOK VILLAGE HALL
835 Midway Drive
Willowbrook, Illinois 60527

Issued by: Administration Department
Village of Willowbrook, Illinois
835 Midway Drive
Willowbrook, Illinois 60527
(630) 323-8215

Timothy J. Halik
Village Administrator

Carrie Dittman
Director of Finance

BID NOTICE

The Village of Willowbrook will be accepting sealed bids for the item(s) listed. Bids will be accepted at the Willowbrook Village Hall, 835 Midway Drive, Willowbrook, until at the time(s) shown below, at which time they will be opened and publicly read aloud.

Bid Item: **Landscape Maintenance Services for Parks, Roadside Rights of Way, Medians, and Specified Facilities**

Bid Opening: **10:00 AM CST April 9, 2018**

Specifications may be obtained at the Village Hall, weekdays, between 8:30 a.m. and 4:30 p.m. Questions may be directed to the Administration Department at (630) 323-8215.

In accordance with the law and the provisions of 820ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract.

The Village of Willowbrook reserves the right to reject any or all bids, to waive technicalities, and to accept any bid which is deemed to be in the best interest of the Village of Willowbrook.

The Village of Willowbrook, Illinois, does not discriminate on the basis of disability in the admission or access to, treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all Village of Willowbrook services, programs, and activities. The Village has a designated coordinator to facilitate compliance with the Americans with Disabilities Act of 1990 (ADA), as required by Section 35.107 of the U.S. Department of Justice regulation, and to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, as mandated by Section 8.5 of the U.S. Department of Housing and Urban Development regulations. For information, contact the Tim Halik, Village of Willowbrook, 835 Midway Drive, Willowbrook, Illinois, 60527; (630) 323-8215, TDD (630)920-2259.

Upon request, this information can be made available in large print, audiotape, and/or computer disk.

I. GENERAL CONDITIONS

A. DEFINITIONS

The following words and phrases, as used herein, shall have the meaning ascribed to them, as follows:

A. BIDDER shall mean:

Hanson Landscape

Po Box 307

Big Rock, IL 60511

B. VILLAGE shall mean the Village of Willowbrook, DuPage County, Illinois, an Illinois Municipal Corporation.

B. PREPARATION AND SUBMISSION OF PROPOSAL

The Bidder must submit his/her proposal in duplicate on the forms furnished by the Village of Willowbrook. All blank spaces on the proposal form must be filled in if applicable. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership or a duly authorized officer, attested to by the Corporate Secretary, of a Corporation. The proposal is contained in these documents and must remain attached thereto when submitted. All signatures and spaces are to be completed in ink or typewritten, where applicable. Prices/costs shall be in United States dollars. Incorrect completion, execution or submission of bids shall be sufficient grounds for rejection of a bid. The following documents shall be executed at the time of submission of a bid:

Contractor's Certification Bid Proposal - Page #16
BID PROPOSAL PAGE

ALL PROPOSALS SHALL BE SUBMITTED IN SEALED ENVELOPES CARRYING THE FOLLOWING INFORMATION ON THE FACE:

BIDDER'S NAME, ADDRESS, SUBJECT MATTER OF BID, DESIGNATED DATE OF BID OPENING AND HOUR DESIGNATED FOR BID OPENING.

C. WITHDRAWAL OF PROPOSAL

Bidders may withdraw their bids at any time prior to the time specified in the Bid Notice as the closing time for the receipt of bids. However, no bid shall be withdrawn or cancelled for a period of forty-five (45) calendar days after said advertised closing time for the receipt of bids, nor shall the successful bid be withdrawn, cancelled, or modified after having been accepted by the Village.

D. SUBMISSION OF ALTERNATE BIDS

Bidder may submit alternate bids provided that:

1. Cash bid proposals meet Village Specifications and are submitted separately.
2. The Village shall not consider an alternate bid which fails to meet specifications.

E. BID DEPOSIT

When required on Page 1 of these Specifications, all bids shall be accompanied by a bid deposit in the amount specified. Bid deposits shall be in the form of a certified check, a bank cashier's check drawn on a responsible bank doing business in the United States and shall be made payable to the Village of Willowbrook, or bid bond.

The bid deposit of all except the three lowest bidders on each contract will be returned within twenty (20) calendar days after the opening of the bids. The remaining bid deposits on each contract will be returned, with the exception of the accepted Bidder, after the contract is awarded. The bid deposit of the accepted Bidder will be returned after acceptance by the Village of satisfactory performance bond where such bond is required or completion of contract where no performance bond is required.

F. SECURITY FOR PERFORMANCE

When required on Page 1 of these Specifications, the successful Bidder or Bidders shall, within thirteen (13) calendar days after acceptance of the bid by the Village, furnish a performance bond in the full amount of the contract, in a form acceptable to the Village.

In the event that the successful Bidder(s) fails to furnish the performance bond within thirteen (13) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said bond.

G. EQUIVALENT PRODUCTS

In cases where a specified item is identified by a manufacturer's name, trade name or other reference, it is understood that the Bidder proposes to furnish the item as identified. If the Bidder proposes to furnish an "equal" item, the proposed "equal" item must be so indicated in the bid proposal. The Village shall be the sole determiner of the equalness of the substitute offered.

H. BASIS OF AWARD

The Village reserves the right to accept or reject any and all bids, in whole or in part, and to waive technicalities.

I. ACCEPTANCE OF BID

The Village shall make its determination with respect to bids within forty-five (45) days, or within sixty (60) days where approval by other agencies is required, from the date of opening of bids. Should the Village fail to act within the times herein specified, all bids shall be rendered null and void.

J. CATALOGS

Each Bidder shall submit catalogs, descriptive literature and detailed drawings, fully detailing features, designs, construction, appointments, finishes and the like, in order to fully describe the material or work proposed to be furnished.

K. DELIVERY

All materials shipped to the Village of Willowbrook must be shipped F.O.B. freight prepaid, designated location Willowbrook, Illinois. The materials must then be delivered where directed, and unloaded by the successful Bidder, or his/her agent. All deliveries shall be deemed to be "inside delivery". Truck deliveries shall be accepted before 2:30 p.m. on weekdays only. No deliveries shall be accepted on Saturdays, Sundays or holidays. The quantity of material delivered by truck shall be ascertained from a weight certificate issued by a duly licensed public weight-master. In the case of delivery by rail, weight will be ascertained from bill of lading from originating line, but the Village reserves the right to re-weigh at the nearest available railroad scale.

L. GUARANTEES AND WARRANTIES

All guarantees and warranties required shall be furnished by the successful Bidder and shall be delivered to the Village before the final payment voucher is issued.

M. SUBLetting OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS

No contract awarded by the Village of Willowbrook shall be assigned, in whole or in part, or any part of the same sub-contracted without the written consent of the Village Administrator. In no case shall such consent relieve the successful Bidder from his/her obligations or change the terms of the contract.

Any and all subcontractors shall be bound by contract to the same terms as the successful Bidder. Prior to commencing any work, subcontractors must place on file with the Village a certificate of insurance as outlined under "insurance".

The successful Bidder shall not transfer or assign any contract funds or claims due or to become due without the written approval of the Village Administrator having first been obtained.

N. COMPETENCY OF BIDDER

No bid shall be accepted from, or contract awarded to, any person, firm or corporation that is in arrears or is in default to the Village of Willowbrook upon any debt contract, or other obligation or who has failed to perform faithfully any previous contract with the Village.

The Bidder, if required, must present within forty-eight (48) hours evidence satisfactory to the Village of performance ability, possession of necessary facilities, equipment, pecuniary resources and adequate insurance to comply with the terms of these specifications and contract documents. The Village hereby reserves the right to reject any bid submitted by a Bidder who, in the sole and exclusive discretion of the Village, cannot completely perform the services or deliver the goods specified in these specifications.

O. COMPLIANCE WITH OSHA STANDARDS, THE AMERICANS WITH DISABILITIES ACT, VILLAGE ORDINANCES AND STATE LAWS

The equipment supplied to the Village of Willowbrook must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused. Bidder may be required at his/her expense to provide training to Village employees in the operation of equipment and its maintenance at the convenience of the Village.

Each contracting agency shall ensure that every contract to which it is a party shall comply with all relevant aspects of the Americans with Disabilities Act.

The Bidder will strictly comply with all ordinances of the Village of Willowbrook, the laws of the State of Illinois and United States Government.

P. SPECIAL HANDLING

Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the successful Bidder will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for first aid.

Q. MATERIAL INSPECTION AND RESPONSIBILITY

The Village shall have a right to inspect any material to be used in carrying out this contract. The Village does not assume any responsibility for the availability of any materials and equipment required under this contract.

R. TOXIC SUBSTANCES

Successful Bidder shall notify the Village of, and provide, material safety data sheets for all substances used or supplied in connection with this contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

Materials, components, or completed work not complying therewith, may be rejected by the Village and shall be replaced by the successful Bidder at no cost to the Village. Any materials or components rejected shall be removed within a reasonable time from the premises of the Village at the expense of the successful Bidder.

S. PRICE REDUCTIONS

If at any time after a contract is awarded the successful Bidder(s) makes a general price reduction in the comparable price of any material covered by the contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to the contract for the duration of the contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For the purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to successful Bidder's customers generally, or (2) in the successful Bidder's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this contract. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The successful Bidder shall invoice the Village at such reduced prices indicating on the invoice that the reduction is pursuant to the "price reduction" provision of this contract. The successful Bidder, in addition, shall within ten (10) days of any general price reduction, notify the Village Administrator of such reduction by letter. Failure to do so may result in termination of the contract.

T. TERMINATION OF CONTRACT

1. The Village may, by written notice of default to the successful Bidder, terminate the whole or part of this contract in any one of the following circumstances:
 - a) If the successful Bidder fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or fails to

provide the supplies or to perform the service at the exact price accepted by the Village (and any charges for contract changes mutually agreed to by the Village and the successful Bidder); or

- b) If the successful Bidder fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms, and in either of these two circumstances does not cure such failure within such period of time as the Village Administrator may direct in writing.
- c) If it is determined that successful Bidder knowingly falsified information provided to the Village.
- d) If it is determined that successful Bidder offered substantial gifts or gratuities to a Village official, employee, or agent whether in their official capacity or not.
- e) Any order is entered in any proceeding against the successful Bidder decreeing the dissolution of the successful Bidder and such order remains in effect for sixty (60) days.
- f) The successful Bidder shall apply to any tribunal for the appointment of a trustee or receiver of any part of the assets of the successful Bidder, or commence any proceedings relating to the successful Bidder under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or other liquidation law of any jurisdiction, or any such application shall be filed, or any such proceedings shall be commenced, against the successful Bidder, and the successful Bidder indicates its approval, consent or acquiescence, or an order shall be entered appointing such trustee or receiver or adjudicating the successful Bidder bankrupt or insolvent, or approving the petition in any such proceeding, and such order remains in effect for sixty (60) days.
- g) In the event the Village terminates this contract in whole or in part as provided in Paragraph (A) of this clause, the Village may procure, upon such terms in such manner as the Village Administrator may deem appropriate, supplies or services similar to those so terminated, and the successful Bidder shall be liable to the Village for any excess costs for such similar supplies or service, provided that the successful Bidder shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

U. EQUAL EMPLOYMENT OPPORTUNITY

Each contracting agency shall ensure every contract to which it is a party shall contain the following clause.

EQUAL EMPLOYMENT OPPORTUNITY

In the event of the contractor's non-compliance with the provisions of this equal employment opportunity clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of the Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin, or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from the military service; and further that it will examine all job classifications to determine if minority persons or women are under utilized and will take appropriate affirmative action to rectify any such under utilization.
2. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the department's rules and regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not under utilized.
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations.

If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such act and rules and regulations, the contractor will promptly so notify the department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

5. That it will submit reports as required by the department's rules and regulations, furnish all relevant information as may from time to time be requested by the department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's rules and regulations.
6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's rules and regulations.
7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

SUBCONTRACTS

Each public subcontractor shall in turn include the equal employment opportunity clause set forth within these rules and regulations in each of its subcontracts under which any portion of the contract obligations are undertaken or assumed, said inclusion to be either verbatim or by reference so that the provisions of the clause will be binding upon such subcontractors.

CONTRACTS OR SUBCONTRACTS WITH RELIGIOUS ENTITIES

The requirements of the equal employment clause set forth above with respect to non-discrimination because of religion shall not apply to a religious corporation, association, educational institution or society with respect to the employment of individuals of a particular religion for the carrying on by such corporation, association, educational institution or society of its activities.

V. INSURANCE SPECIFICATIONS ("Insurance Section")

1. The successful Bidder shall not commence work under the contract until all insurance required herein and such insurance has been approved by both the Village of Willowbrook and the County of DuPage.
2. The successful Bidder shall maintain limits no less than:

<u>TYPE OF INSURANCE</u>	<u>MINIMUM INSURANCE COVERAGE</u>
Commercial (Comprehensive) General Liability <div style="border: 1px solid black; padding: 5px; display: inline-block;"><ul style="list-style-type: none">1. Comprehensive Form2. Premises Operations3. Explosion & Collapse Hazard4. Underground Hazard5. Products/Completed Operations Hazard6. Contractual Liability Coverage Included7. Broad Form Property Damage</div>	Insurance with a limit of not less than three million dollars (\$3,000,000) total; including limits of not less than two million dollars (\$2,000,000) per occurrence and one million dollars (\$1,000,000) excess liability in the annual aggregate injury/property damage.
Worker's Compensation Insurance	In the statutory amounts
Employer's Liability Insurance	In an amount not less than one million dollars (\$1,000,000) each accident/injury and one million dollars (\$1,000,000) each employee/disease.
Commercial (Comprehensive) Automobile Liability Insurance	With minimum limits of at least one million (\$1,000,000) dollars Combined Single Limit (Each Accident).

The coverage limits required for **Commercial (Comprehensive) General Liability** and **Commercial (Comprehensive) Automobile Liability Insurance** may be satisfied through a combination of primary and excess coverage. No work is allowed to commence until all of the insurance coverage(s) required under this insurance section have been obtained. Satisfactory evidence of contractors; insurance including endorsements shall be provided prior to the

commencement of any work. In addition, DuPage County shall be named as a third-party beneficiary of the insurance requirements provided for in this insurance section.

The insurance required to be purchased and maintained shall be provided by an insurance company acceptable to both the Village and County of DuPage, and licensed to do business in the State of Illinois; and shall include at least the specific coverage and be written for not less than the limits of the liability specified herein or required by law or regulation whichever is greater; and shall be so endorsed that the coverage afforded will not be canceled or materially changed until at least sixty (60) days prior written notice has been given to both the Village and County of DuPage except for cancellation due to non-payment of premium for which at least fifteen (15) days prior written notice (five days allowed for mailing time) has been given to both the Village and County of DuPage. If the insurance required is satisfied through a combination of primary and excess coverage, said excess/umbrella liability policy shall include in the "Who is Insured" pages of the excess/umbrella policy wording such as "Any other person or organization you have agreed in a written contract to provide additional insurance" or wording to that effect. A copy of said section of the excess/umbrella liability policy shall be provided upon request by the Village and/or County of DuPage.

The Commercial (Comprehensive) General Liability and Commercial (Comprehensive) Automobile Liability Insurance shall name the Village, the County of DuPage, its officers, and employees as additional insured parties. The Certificate of Insurance/endorsements shall state: "The Village of Willowbrook, the County of DuPage, its officers, and employees are named as additional insured(s) as defined in the Commercial (Comprehensive) General Liability and Commercial (Comprehensive) Automobile Liability Insurance policies with respect to claims arising from the contractor's performance under this contract. The Endorsements must also be provided naming both the Village and County of DuPage c/o DuPage County Division of Transportation, 421 N. County Farm Road, Wheaton, IL 60187, as an additional insured. This additional insured is to be on a primary and non-contributory basis."

Coverage shall be at least as broad as (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured on a form at least as broad as the attached sample endorsement including ISO Additional Insured Endorsement (Exhibit A); (2) if requested, Owners and Contractors Protective Liability policy with the Village named as insured; (3) Insurance Services Office Business Auto Liability form number CA 0001, Symbol 01 "Any Auto"; and (4) Workers Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

3. In the event of accidents of any kind, the successful Bidder shall furnish the Village with copies of all reports of such accidents at the same time that the reports are forwarded to any other interested parties.
4. Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the Village, its officials, agents, employees, and volunteers; or the successful Bidder shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

W. INSURANCE POLICY(S) ENDORSEMENT

SHALL BE PROVIDED PRIOR TO THE COMMENCEMENT OF WORK.

VILLAGE OF WILLOWBROOK ("The Village")

Attention: Administration Department

835 Midway Drive

Willowbrook, Illinois 60527

COUNTY OF DuPAGE ("The County")

Attention: DuPage County Division of Transportation

421 N. County Farm Road

Wheaton, IL 60187

1. POLICY INFORMATION.

- A. Insurance Company Crum Halstead
- B. Policy Number 07124166
- C. Policy Term: (From) 1/1/2018 (To) 1/1/2019
- D. Endorsement Effective Date _____
- E. Named Insured Hanson Landscape
- F. Address of Named Insured Po Box 307 Big Rock, IL 60511
- G. Limit of Liability Any One Occurrence/
Aggregate \$ 2,000,000.00
- H. Deductible or Self-Insured Retention (Nil unless otherwise specified)
\$ _____

2. VERIFICATION OF COVERAGE

When required on Page 1 of these Specifications, the successful Bidder or Bidders shall, **within fourteen (14) calendar days** after acceptance of the bid by the Village, furnish both the Village and the County of DuPage with certificates of insurance naming the Village, its officials, agents, employees and volunteers as additional insureds, and with original endorsements affecting coverage required. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

In the event that the successful Bidder(s) fails to furnish the insurance coverage within fourteen (14) calendar days after acceptance of the bid by the Village, then the bid deposit of the successful Bidder shall be retained by the Village as liquidated damages and not as a penalty, it being agreed by the successful Bidder that said sum is a fair estimate of the amount of damages that said Village will sustain due to the successful Bidder's failure to furnish said insurance.

The attached Additional Insured Endorsement (Exhibit A) shall be provided to the insurer for their use in providing coverage to the additional insured. Other additional insured endorsements may be utilized, if they provide a scope of coverage at least as broad as the coverage stated on the attached endorsement (Exhibit A). The Village reserves the right to request full certified copies of the insurance policies and endorsements.

3. POLICY AMENDMENTS

Each policy shall contain, or be endorsed to contain, the following provisions:

A. INSURED.

(COMMERCIAL (COMPREHENSIVE) GENERAL LIABILITY AND COMMERCIAL (COMPREHENSIVE) AUTOMOBILE LIABILITY INSURANCE) The Village, County of DuPage, its officials, agents, employees, and volunteers are to be included as additional insureds with regard to liability and defense of claims arising from: (a) activities performed by or on behalf of the successful Bidder, (b) products and completed operations of the successful Bidder, (c) premises owned, leased or used by the successful Bidder, and (d) automobiles owned, leased, hired or borrowed by the successful Bidder. The coverage shall contain no special limitations on the scope of protection afforded to the Village or County of DuPage, its officials, agents, employees, and volunteers.

B. CONTRIBUTION NOT REQUIRED.

(COMMERCIAL (COMPREHENSIVE) GENERAL LIABILITY AND COMMERCIAL (COMPREHENSIVE) AUTOMOBILE LIABILITY INSURANCE) The insurance afforded by the policy shall be primary insurance as respects the Village, County of DuPage, its officials, agents, employees, and volunteers; or stand in an unbroken chain of coverage excess of the successful Bidder's scheduled underlying primary coverage. In either event, any other insurance or self-insurance maintained by the Village or DuPage County, its officials, agents, employees, and volunteers shall be excess of this insurance and shall not contribute with it.

C. SEVERABILITY OF INTEREST.

(COMMERCIAL (COMPREHENSIVE) GENERAL LIABILITY AND COMMERCIAL (COMPREHENSIVE) AUTOMOBILE LIABILITY INSURANCE) The insurance afforded by the policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respect to the Company's limit of liability.

D. SUBCONTRACTORS. (ALL COVERAGES)

The successful Bidder shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated in these General Conditions.

E. PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS. (COMMERCIAL (COMPREHENSIVE) GENERAL LIABILITY AND COMMERCIAL (COMPREHENSIVE) AUTOMOBILE LIABILITY INSURANCE) Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the Village, County of DuPage, its officials, agents, employees, and volunteers.

F. CANCELLATION NOTICE. (ALL COVERAGES)

The insurance coverage afforded will not be canceled or materially changed until at least sixty (60) days prior written notice has been given to both the Village and County of DuPage except for cancellation due to non-payment of premium for which at least fifteen (15) days prior written notice (five days allowed for mailing time) has been given to both the Village and County of DuPage. Such notice shall be addressed as shown in the heading of the endorsement.

G. SUBROGATION (WORKERS COMPENSATION AND EMPLOYER'S LIABILITY)

The insurer shall agree to waive all rights of subrogation against the Village, County of DuPage, its officials, agents, employees, and volunteers for losses arising from work performed by the successful Bidder for the Village.

H. ACCEPTABILITY OF INSURERS. (ALL COVERAGES)

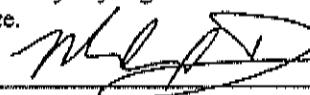
The insurance required to be purchased and maintained shall be provided by an insurance company acceptable to both the Village and County of DuPage and licensed to do business in the State of Illinois.

I. ASSUMPTION OF LIABILITY. (ALL COVERAGES)

The successful Bidder assumes liability for all injury to or death of any person or persons including employees of the successful Bidder, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in anyway arising out of any work performed pursuant to the contract.

4. SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER.

I, Michael Davis (print/type name), warrant, and by my signature hereon do so certify, that the required coverage is in place.

Signature of: 

Authorized Representative (Original signature required on endorsement furnished to the Village).

Title: Account Executive

Organization: West Bend Mutual Insurance Company

Address: 1900 South 18th Avenue, West Bend, WI 53095

Phone: 815-786-2105 Fax: 815-786-2512

X. INDEMNITY HOLD HARMLESS PROVISION

To the fullest extent permitted by law, the successful Bidder hereby agrees to defend, indemnify and hold harmless the Village, County of DuPage its officials, agents, employees, and volunteers, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the Village, its officials, agents, employees, and volunteers; arising in whole or in part or in consequence of the performance of the work by the successful Bidder, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its officials, agents, employees, and volunteers, and the successful Bidder shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village, its officials, agents, employees, and volunteers, in any such action, the successful Bidder shall, at its own expense, satisfy and discharge same.

The successful Bidder expressly understands and agrees that any performance bond or insurance policies required by the contract, or otherwise provided by the successful Bidder, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents, employees, and volunteers, as herein provided.

The successful Bidder further agrees that to the extent that money is due the successful Bidder by virtue of the contract, an amount of said money as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

ADDITIONAL INSURED ENDORSEMENT - EXHIBIT "A"

Name of Insurer: Crum Halstead

Name of Insured: Hanson Landscape

Policy Number: 07124166

Policy Period: 1/1/2018 to 1/1/2019

Endorsement Effective Date: _____

This endorsement modifies coverage provided under the following:

Commercial General Liability Coverage Part

Name of Individuals or Organization:

WHO IS AN INSURED section of the policy / coverage document is amended to include as an insured, the individuals or organization shown above, but only with respect to liability "arising out of your work".

For purposes of this endorsement, "arising out of your work" shall mean:

1. Liability the Additional Insured may incur resulting from the actions of a contractor it hires.
2. Liability the Additional Insured may incur for negligence in the supervision of the Named Insured Contractors work.
3. Liability the Additional Insured may incur for failure to maintain safe worksite conditions.
4. Liability the Additional Insured may incur due to joint negligence of the Named Insured Contractor and the Additional Insured.

[EXHIBIT A IRMA - Section 4:06, Page 13]

CONTRACTOR'S CERTIFICATION - BID PROPOSAL

Hanson Landscape Install and Design, as part of its bid on a
(Name of Contractor)

contract for Landscape Maintenance Service to The Village of Willowbrook, Illinois, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4.

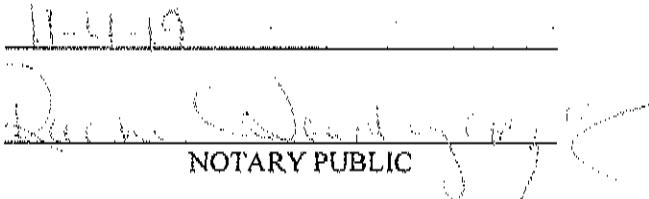
By: 
Authorized Agent of Contractor

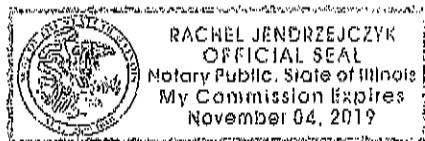
SUBSCRIBED AND SWORN BEFORE ME

This 5th day of

April, 2018

MY COMMISSION EXPIRES:

11-04-19

NOTARY PUBLIC



CONTRACT – *Page One of Two*

1. This agreement, made and entered into this 5th day of April 2018, between the Village of Willowbrook, acting by and through its Mayor and Board of Trustees and _____
2. That for and in consideration of the payments and agreements mentioned in the Specifications and Contract Document attached hereto, Hanson Landscape agrees with the Village of Willowbrook at his/her own proper cost and expense to furnish the equipment, material, labor, supplies and/or services as provided therein in full compliance with all of the terms of such specifications and contract documents attached hereto.
3. It is understood and agreed that the specifications and contract documents hereto attached, prepared by the Village of Willowbrook, are all essential documents of this contract and are a part hereof.
4. In witness whereof, the said parties have executed these presents on the date above mentioned.

(Village Seal)

Attest:

By: Lloyd A. Hanson

Village Clerk



VILLAGE OF WILLOWBROOK

By: Terri H. Hulse

Village Administrator

IF A CORPORATION

(Corporate Seal)

CORPORATE NAME

Attest:

Hanson Landscape

By: _____

By: _____

Secretary

President

SUBSCRIBED AND SWORN BEFORE ME

This 5th day of April 2018.

MY COMMISSION EXPIRES: 11-4-19

Rachel Jendrzejczyk

NOTARY PUBLIC



CONTRACT - *Page Two of Two*

IF A PARTNERSHIP

(Seal) _____

(Seal) _____

(Seal) _____

(Seal) _____

PARTNERS DOING BUSINESS UNDER THE NAME OF

SUBSCRIBED AND SWORN BEFORE ME

This _____ day of _____, 20_____.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

IF AN INDIVIDUAL

(Seal)

SUBSCRIBED AND SWORN BEFORE ME

This _____ day of _____, 20_____.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

II. ADDITIONAL REQUIREMENTS FOR PUBLIC WORKS PROJECTS

A. INTENT

It is the intent of these specifications and contract that a complete working improvement be constructed. All necessary work and materials shall be included; whether specifically called for or implied.

B. LOCATION OF UTILITIES

The successful Bidder shall contact the Village of Willowbrook Department of Municipal Services at least seventy-two (72) hours before beginning work. Where required, electric, gas, telephone and cable utilities must be located in the field prior to construction. The Village bears no responsibility for damage done to existing utilities during construction.

C. TRAFFIC CONTROL AND PROTECTION

Traffic control and protection - the successful Bidder's manner of prosecuting the work or revisions in the phasing of operations may require temporary traffic control devices to be installed. In such cases, all but not limited to, signs, signals, markings, traffic codes, barricades, warning lights, flagmen and other traffic control devices must conform with all provisions of the appropriate standards. The Village shall be the sole judge as to the acceptability of placement and maintenance of the traffic control devices prescribed in the appropriate standards. Said temporary traffic control devices shall be considered incidental to the contract and no compensation will be allowed.

D. EXAMINATION OF SITE

The successful Bidder shall carefully examine the site and become familiar with the conditions under which he/she will have to execute the work required under this contract. Failure to do so will in no way relieve the successful Bidder of his/her responsibility under this contract.

E. ADDITIONAL WORK

The Village reserves the right to order additional work during the course of construction. Prior to commencing any additional work, the successful Bidder shall submit his/her charges for performing the work and shall not proceed until the Village has approved the charges.

F. PREVAILING WAGES

In accordance with the law and the provisions of 820 ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract. Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above mentioned act and shall prepare any and all bids in strict compliance therewith. Copies of the prevailing rate of wages for this Village are on file in the office of the Village Clerk of the Village of Willowbrook.

G. PROTECTION OF EXISTING FACILITIES

Existing facilities, including grounds, structures, landscaping, and so forth, shall be protected by the successful Bidder. Any damage to existing facilities shall be reported to the Village and shall be repaired promptly by the successful Bidder when ordered to do so by the Village. All repairs of damage to existing facilities shall be made to the satisfaction of the Village. Failure to repair damage shall be just cause for withholding payment for work that becomes due.

H. BIDDER'S RESPONSIBILITY

The successful Bidder shall be responsible for constructing the improvements in accordance with the specifications. The successful Bidder shall have available on the job site at all times during construction, a complete set of specifications with all revisions thereto. The successful Bidder shall employ only workmen skilled in their trade and shall furnish full-time supervision of all construction. An English-speaking superintendent shall be at the site whenever construction is in progress. The superintendent shall have authority to receive and carry out instructions from the Village. The lack of a competent superintendent on the site during construction shall be just cause for the Village to order the work to cease.

I. SITE CONDITION AND CLEAN-UP

The successful Bidder shall store materials and equipment where directed by the Village and shall move same, if and when it becomes necessary at his/her own expense.

The successful Bidder shall have control over his/her employees' parking of automobiles on the site and shall provide portable toilet facilities and receptacles for depositing waste paper and garbage. The successful Bidder shall keep the site neat and shall clean up any debris when directed to do so by the Village. Upon completion of the improvement, the site shall be left in a condition acceptable to the Village. Failure to keep the site neat, or clean-up debris when directed to do so shall be just cause for withholding payment due the successful Bidder and final acceptance will not be made until the site is in a condition acceptable to the Village.

J. TRESPASS ON LAND

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

K. COPIES OF DRAWINGS AND SPECIFICATIONS

The Village shall furnish to the Bidder, without charge, three (3) sets of specifications for that portion of the work to be performed by the Bidder. If the Bidder desires additional copies of the specifications, they may be secured from the Village at Bidder's expense.

L. PROTECTION OF PUBLIC

The Bidder shall erect and maintain sufficient signs, barricades, lights and fences and shall employ competent flagmen and watchmen to warn and guard the public against the hazards created by the construction of the work. The Bidder shall not allow hazardous conditions to remain without affording adequate protection to the public. If, in the opinion of the Village, a hazardous condition exists and the Bidder fails to correct the condition, or to protect the public, the Village may order the necessary precautions to

safeguard the public, the cost of which will be deducted from payments due the Bidder. Flagrant disregard for the safety of the public shall constitute just reason for the Village to order cessation of work.

M. GUARANTEE

All work and materials furnished under this contract shall be guaranteed by the Bidder against defects, failure, improper performance and non-compliance with the contract documents for a period of one (1) year after completion and acceptance of the work under this contract. During the guarantee period, the Bidder shall repair and replace, at his/her own expense, when so ordered by the Village, all work that develops defects whether these defects may be inherent in the functioning of the piece of operating equipment, materials furnished or workmanship performed. Any equipment or material that is repaired or replaced shall have the guarantee period extended one (1) year from the date of the last repair or replacement.

N. PAYMENT

Final payment will be made when the work is accepted by the Village. The Bidder shall submit final waivers-of-lien covering all labor, material, equipment, services and so forth, prior to receiving final payments.

O. ACCEPTANCE

The work shall not be accepted by the Village until the Village has determined that all work is complete and in accordance with the specifications.

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III. TERMS AND CONDITIONS OF THE SPECIFIC PROJECT

A. EXAMINATION OF SITE

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

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

B. MEETING BEFORE WORK BEGINS

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

C. DAMAGE TO PUBLIC OR PRIVATE PROPERTY

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

D. PREVAILING WAGES

In accordance with the law and the provisions of 820 ILCS 130/0.01 et seq., entitled "an Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city or any public body or any political subdivision or by any one under contract for public works", not less than the prevailing rate of wages shall be paid to all laborers, workmen and mechanics performing work under this contract. Prospective Bidders shall thoroughly familiarize themselves with the provisions of the above-mentioned act and shall prepare any and all bids in strict compliance therewith. Copies of the prevailing rate of wages for this Village are on file in the office of the Village Clerk of the Village of Willowbrook

E. SUBLetting CONTRACT

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

F. DEFAULT

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

G. SAFETY

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

H. WORKMANSHIP

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

I. PENALTY FOR NON-COMPLETION

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

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

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

J. SUPERVISION AND TRAINING

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

K. WORKING HOURS

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

L. TRESPASS ON LAND

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

M. COSTS

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

N. TRAFFIC CONTROL

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

O. PROTECTION OF EXISTING FACILITIES

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

P. ACCESSIBILITY OF CONTRACTOR

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

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

Q. REFERENCES

A reference list (attached) must also be submitted with the bid documents. The references must be municipal accounts or accounts similar in size but shall include at least one (1) municipal client at a minimum.

R. BILLING & PAYMENT

Payment shall be made in eight (8) equal payments, once all work has been completed in a satisfactory manner and the specifications stated herein have been met, for the following months: May, June, July, August, September, October, November, and April following receipt of an invoice from the Contractor for the month in question.

S. RENEWAL AND EXTENSION

This Contract shall be in full force and effect from May 1, 2018 to and including April 30, 2019. At the sole discretion of the Village, this contract may be extended for an additional twelve (12) month period under the same terms and conditions.

T. SPECIFIC CONDITIONS FOR LANDSCAPE MAINTENANCE TRASH AND DEBRIS

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

U. EQUIPMENT CONDITION

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

V. FUEL/OILING

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

W. FINAL APPEARANCE

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

Y. ADDITIONS OR DELETIONS

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

Z. OPTIONAL WORK

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

AA. REPORT OF WORK PERFORMED AND SCHEDULED

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

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

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

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

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

Mowing equipment shall be set at $2\frac{1}{4}$ " at all times. Community Park game fields should be cut to a height of 2" when fields are in use. In all mowed areas included in this contract, care should be taken to lower the height of the cut so as not to put the turf under stress.

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

1. Village Parks

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

Grass should be mowed as provided in these specifications with the additional specification for game fields at Borse Memorial Community Park (defined as the softball fields and soccer field with an approximate area of 6.18 acres). Those game fields should be cut to a height of 2" when fields are in use (April through October),

but taking care during times of extreme heat and/or lack of rain. It should be noted that this entire area is equipped with an underground sprinkler system and that care must be used to prevent damage to that system. Estimated acreage areas included for mowing and trimming are as follows:

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

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

(* includes both parkways on Rogers Farm Rd.)

Total: 39.2 acres

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

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

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

63rd Street (Total: 4.42 acres):

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

75th Street (Total: 8.51 acres):

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

Madison Street (Total: 7.44 acres):

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

Plainfield Road (Total: 3.23 acres):

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

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

Illinois Route 83 (Kingery Hwy.):

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

3. Specified Facilities (Grand Total: 3.87 acres)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

General Trimming

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

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

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

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

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

optimum moisture in the soil to produce good penetration. Penetration of the soil shall be a minimum of three inches.

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

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

Total: 34.80 acres

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

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

Village Hall 0.5 acres

DD. PLANTING BED MAINTENANCE

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

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

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

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

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

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

EE. REQUIREMENTS FOR ALTERNATE BIDS

1. Additional Mowing

Specifications for any additional mowing selected by the Village shall be the same as those specifications for the contracted mowing.

2. Additional Aeration

Specifications for any additional aeration selected by the Village shall be the same as those specifications for the contracted aeration.

3. Tree Ring Maintenance

Tree rings trees that are selected by the Village shall be spaded. As part of this work tilled dirt and grass must be removed and properly disposed of and not incorporated in plant beds and mulch rings. Dirt and grass found in the tree rings shall be removed the same day by the Contractor.

4. Tree Fertilization

Trees that are selected by the Village for fertilization. Contractor specify product and method of Fertilization in the bid form

Village of Willowbrook

LANDSCAPE SERVICES SPECIFICATIONS BID FORM – PAGE 1 OF 2

Bidder, in submitting this proposal, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto for the prices as specified below. This proposal shall remain in force and full effect for a twelve (12) month period, from May 1, 2018 through April 30, 2018.

Mowing and Trimming

A.	Parks (Section III-BB-1)	\$ <u>29,000.00</u>
B.	Roadside Rights of Way, Medians, and Specified Facilities (Section III-B-2)	\$ <u>36,000.00</u>

Aeration

A.	Parks (Section III-CC-1)	\$ <u>3,900.00</u>
B.	Roadside Rights of Way, Medians and Specified Facilities - Village Hall only (Section III-CC-2)	\$ <u>1,800.00</u>

Planting Bed Maintenance

A.	Parks (Section III- DD-1)	\$ <u>3,825.00</u>
B.	Roadside Rights of Way, Medians, and Specified Facilities (Section III-DD-2)	\$ <u>3,400.00</u>

TOTAL -- Mowing/Trimming, Aeration, Planting Bed Maintenance (Sections BB, CC and DD) \$ 77,925.00

Alternate #1 - Tree Ring Maintenance- Parks, Roadside Rights of Way, Medians and Other Facilities - Per Tree Unit Price \$ 55.00

Alternate #2 - Additional Mowing – Per Acre/ Per Occurrence Unit Price \$ 675.00

Alternate #3 - Tree Fertilization - Per Tree Unit Price - Parks, Roadside Rights of Way, Medians and Other Facilities \$ 80.00

Village of Willowbrook

LANDSCAPE SERVICES SPECIFICATIONS BID FORM – PAGE 2 of 2 (CONTRACT EXTENTION)

Rates for services listed for 2018/19 contract period will not increase more than 5 % for the 2019/20 contract period. At its sole discretion, the Village of Willowbrook may extend the contract for a one-year term beginning on May 1, 2019 and concluding April 30, 2020.

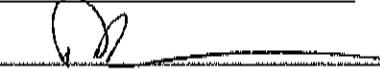
Also, as noted in the Additions or Deletions section, the Contractor shall provide a list of hourly manpower and equipment rates used to calculate the proposal prices for this section of the contract. Attach list marked as "Contractor's Exhibit" and write "attached" in the following blank: _____

Company: Hanson Landscape

Address: PO Box 307

Big Rock IL 60511

Telephone No. 630-556-4120 Fax No. 630-556-4124

Signature: 

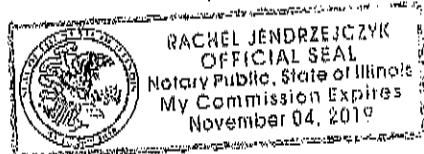
Name and Title: (Please Print) Dustin Hanson, President

Date: _____

Subscribed and sworn before me this 5th day of April, 2018

MY COMMISSION EXPIRES: 11-4-2019


NOTARY PUBLIC



REFERENCES

The Contractor must list at least four (4) references, including at least one (1) municipality, listing the firm name, address, telephone number and contact person, for whom the Contractor has supplied landscaping services similar to those provided in these specifications, for a period no less than six (6) months.

Company Name: Marquette Management
Address: 175 South Highpoint Dr Romeoville, IL 60446
Phone # / Fax #: 630-588-6114
Contact Person: Kent Renklenhoff
Dates of Service (from – to): 2010 to current

Company Name: Edgemark Asset Management
Address: 2215 York Road
Phone # / Fax #: 630-472-1010
Contact Person: Rich Robey
Dates of Service (from – to): 2014 to current

Company Name: Amli Residential
Address: 141 West Jackson Blvd Chicago, IL 60604
Phone # / Fax #: 312-283-4923
Contact Person: Carly Stevenson
Dates of Service (from – to): 2013 to current

Company Name: Marquette Management
Address: 175 South Highpoint Dr Romeoville, IL 60446
Phone # / Fax #: 847-588-6148
Contact Person: Jim Cunningham
Dates of Service (from – to): 2010 to current

CONTRACTOR'S EXHIBIT – ADDITIONS OR DELETIONS

LABOR RATES

EQUIPMENT RATES

Tim Halik

From: Laura Swartz <laura@hansonlandscape.com>
Sent: Wednesday, February 06, 2019 11:34 AM
To: Tim Halik
Subject: RE: Willowbrook - 2019 Landscape Maintenance Services Contract

Hi Tim-

I'm sorry it has taken so long for me to get back to you. Our office has been busy with all the snow that we have gotten. I spoke to Chris and there will be no increase in the price for the 2019 season. Please let me know if there is anything you will need from us to move forward with using our services for 2019.

Thank you,

Laura Swartz
P: 630-556-4120
F: 630-556-4124



Hanson Landscape
P.O. Box 307
Big Rock, IL 60511

From: Tim Halik <thalik@willowbrook.il.us>
Sent: Monday, January 21, 2019 11:31 AM
To: Laura Swartz <laura@hansonlandscape.com>
Cc: Andrew Passero <apassero@willowbrook.il.us>; Joseph Coons <jcoons@willowbrook.il.us>
Subject: Willowbrook - 2019 Landscape Maintenance Services Contract

Laura -

In the coming weeks, we will be working on our 2019 maintenance contracts, which includes our landscape maintenance service contract. Attached is a copy of the Board resolution awarding Hanson Landscape the contract for Fiscal Year 2018/19, which ends on April 30, 2019.

At the Village Board's discretion, the contract may be renewed with the current vendor for an additional year. The bid Hanson submitted in April 2018 indicated that, if the contract were to be renewed, the rate for services for the 2019/20 contract period would not increase more than 5%.

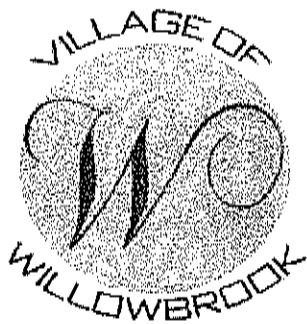
The Village is satisfied with the work that Hanson has performed this past season, and we believe you have been responsive to our concerns in completing the work. Therefore, the Village would be willing to extend the current contract if you were agreeable to an extension and dependent on any rate increase amount you make seek for the coming year.

Please let me know whether you are interested in keeping the contract for another year, and if so, whether you would seek a rate increase for FY 2019/20.

Thank you.

Tim Halik
Village Administrator
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

Office (direct): 630.920.2261
Fax: 630.323.0787
E-mail: thalik@willowbrook.il.us
Web: www.willowbrookil.org



VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A MOTION TO APPROVE APPLICATION FOR A LICENSE TO HOLD A RAFFLE – WILLOWBROOK/BURR RIDGE CHAMBER OF COMMERCE

AGENDA NO.**5i****AGENDA DATE:** 03/11/19**STAFF REVIEW:** Christine Mardegan, Executive Secretary**SIGNATURE:** Christine Mardegan**LEGAL REVIEW:** Thomas Bastian, Village Attorney**SIGNATURE:** THOMAS BASTIAN TH.**RECOMMENDED BY:** Tim Halik, Village Administrator**SIGNATURE:** TH**REVIEWED & APPROVED BY COMMITTEE:** YES NO N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The Willowbrook/Burr Ridge Chamber of Commerce submitted an application to hold a raffle at their fundraising event that occasionally is held at their monthly Chamber meetings. This year, one event will be held at Ashton Place, 341 W. 75th Street; and one event will be held at Buffalo Wild Wings, 7111 S. Kingery Highway.

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

This is the eighth application for this organization.

ACTION PROPOSED: Approve Application to hold a Raffle.



**2019 OFFICERS
AND BOARD
OF DIRECTORS**

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Brad Kmetz
Kmetz Financial Group

VICE PRESIDENT
Mike Quinn
Republic Bank

SECRETARY
Kyle Weizel
Farmers Insurance

TREASURER
Mia Verc
Monarch Financial
Group

January 7, 2019

**WILLOWBROOK/BURR RIDGE
CHAMBER OF COMMERCE AND INDUSTRY**
8300 South Madison Street, Burr Ridge, Illinois 60527
Tel 630.654.0909 Fax 630.654.0922
www.wbbrchamber.org

BOARD MEMBERS:
John Adolf
Adolf Funeral Home &
Cremation Services, Ltd.

Glen Batson
Batson Chiropractic

Michelle D'Andrea
Crown Plaza Chicago
SW-Burr Ridge

Diane Konicek
Unique Balloon
Decorating

Denise Marchelli
Mutual of Omaha

Dave Ricordali
County Line
Properties

Mike Schultz
Turtle Wax, Inc.

Michael Simmons
Bullseye Clearing
Service, Inc.

Cathie Stuart
Events by Cathie

Deb Jackson
Sterling Engineering

Mr. Timothy Halik, Village Administrator
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

Dear Tim:

The Willowbrook Burr Ridge Chamber of Commerce and Industry occasionally holds raffles, i.e. split the pot, at our business meeting luncheons and at different events throughout the year. In that we often have our meetings and different events within the Village of Willowbrook, we would like to request consideration of a Village of Willowbrook raffle license that would encompass the entire 2019 calendar year. Enclosed please find a completed Raffle License Application.

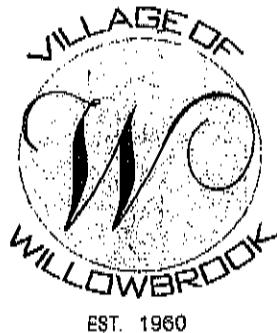
Thank you for your consideration of our request. As usual we are grateful for the continuing cooperation between the local businesses and the Village of Willowbrook. Please do not hesitate to call us with any questions.

Respectfully submitted,

A handwritten signature in black ink that appears to read "B. Kmetz".

Brad Kmetz, President

mp



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5594

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

APPLICATION FOR LICENSE TO HOLD A RAFFLE

Mayor

Frank A. Trilla

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

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Name	Address	Age
Brad Kmetz	Kmetz Financial Group	President
Mike Quinn	Republic Bank	VP
Mia Vera	Monarch Accounting	Treas
Kyle Wetzel	Farmers Insurance	Secy
Date of incorporation, if corporation: 1984		
Date of formation of organization: 1982		
Object for which organization or corporation was formed: Chamber of Commerce		

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

Ashton Place June 5, 2019
Buffalo Wild Wings July 10, 2019

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

Above

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

Above

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

Yes: _____ No: _____

If yes, explain: _____

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

Split the Pot Raffle
Various Donated Items

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

\$1,000.00

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

1 for \$5.00 3 for \$10.00 7 for \$20.00

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

Yes: _____ No: X _____

If yes, state reasons: _____

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

Yes

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

Yes

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

Signature:

Date

Bd/KK
11/16/10