

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 25, 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 - March 11, 2019 (APPROVE)
  - c. Warrants - \$260,161.52 (APPROVE)
  - d. Resolution - A Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code to Appropriate \$302,348 of Motor Fuel Tax Funds for the Maintenance of Streets in 2019 (ADOPT)
  - e. Resolution - A Resolution Accepting and Authorizing the Mayor and Village Clerk to Execute a Proposal to Provide Seasonal Container Plantings for Fiscal Year 2019/20 - Hinsdale Nurseries (ADOPT)
  - f. Motion - Motion to Approve - Community Resource Center/Village Council Chambers Renovation Project: Payout #4 - Partial Payment, L.J. Morse Construction Company (PASS)
  - g. Motion - Board Authorization for Staff to Process Current Delinquent Water Bills in Accordance with Past Practices (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, MARCH 11, 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, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal and Paul Oggerino.

ABSENT: Village Clerk Leroy Hansen.

Also present were Village Attorney Thomas Bastian, Village Administrator Timothy Halik, Superintendent of Public Works Joseph Coons and Deputy Clerk Christine Mardegan.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Christine Mardegan to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

A resident spoke about truck usage on Midway drive and Route 83, inquiring about signage on the truck route. Mayor Trilla asked Superintendent of Public Works Joseph Coons to comment on the issue. Superintendent of Public Works Joseph Coons stated there are signs located on Midway Drive both at the east side entrance at Clarendon Hills Road and the west side entrance at Kingery Highway. Mr. Coons will verify that both the signs are still up. The resident also commented on her neighbor's sidewalk, claiming that it was icy due to the winter weather. Village Administrator Timothy Halik assured the resident that public works personnel would check the sidewalk at the location and take appropriate measures if it was determined that a hazard exists.

5. OMNIBUS VOTE AGENDA

a. Waive Reading of Minutes (APPROVE)

- b. Minutes - Regular Board Meeting - February 25, 2019
- 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 the Illinois Municipal Retirement Fund ("IMRF") (ADOPT)
- g. Resolution - 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)

Mayor Trilla asked the Board if there were any items to be removed from the Omnibus Vote Agenda. Trustee Kelly requested that Item 5b be removed from the agenda to discuss and vote on separately.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to approve the Omnibus Vote Agenda not including Item 5b.

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

MOTION DECLARED CARRIED

Mayor Trilla then asked Trustee Kelly to discuss Item 5b, which he had asked be removed from the Omnibus Vote Agenda. Trustee Kelly

advised that the draft minutes did not accurately reflect his statements made during committee reports. Trustee Kelly provided suggested language changes to the second paragraph of the Committee Reports section.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to approve Item 5b as corrected by Trustee Kelly and Trustee Davi.

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

NEW BUSINESS

6. Mayor Trilla stated that there was no new business during tonight's meeting.

PRIOR BUSINESS

7. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino stated that there will be an additional fundraiser for "Getting together for Gaddis" at Experity Functional Strength Fitness located at 7960 Madison in Burr Ridge. Experity is having a bean bag tournament on Friday, March 15, 2019 to benefit the Gaddis foundation. Further information can be found on the "Getting together for Gaddis" website.

8. ATTORNEY'S REPORT

Attorney Bastian stated that Sterigenics filed a lawsuit in federal court to lift the Seal Order; with that said, our office was bombarded with a number of discovery requests including the production of documents and deposition requests. All discovery is

stayed at this point pending the court's ruling on the motion to dismiss the lawsuit.

Trustee Mistele asked, "Is there a scheduled hearing on the Seal Order?" Attorney Bastian responded, "I am not certain but I believe the next hearing is April 9, 2019."

9. CLERK'S REPORT

Deputy Clerk Mardegan had no report.

10. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

11. MAYOR'S REPORT

Mayor Trilla reported that he had a meeting with Congressman Sean Casten on Monday to discuss issues in Washington and issues related to the Village of Willowbrook.

12. CLOSED SESSION

Mayor Trilla stated that there is no need for 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 6:43 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

\_\_\_\_\_, 2019.

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Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

## W A R R A N T S

March 25, 2019

GENERAL CORPORATE FUND	-----	\$100,636.45
WATER FUND	-----	159,385.07
POLICE PENSION FUND	-----	140.00
<b>TOTAL WARRANTS</b>	<b>-----</b>	<b>\$260,161.52</b>

 Carrie Dittman, Director of Finance

## APPROVED:

Frank A. Trilla, Mayor

03/20/2019 04:20 PM

User: JKufrin  
DB: WillowbrookCHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWSBROOK  
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
03/19/2019	APCH	93820	NICOR GAS	NICOR GAS (825 MIDWAY)	570-235	20	356.98
03/26/2019	APCH	93821	ARAMARK UNIFORMS SERVICES	UNIFORMS	710-345	35	90.99
03/26/2019	APCH	93822	ARROWHEAD SCIENTIFIC INC	OPERATING SUPPLIES	630-331	30	135.86
03/26/2019	APCH	93824	B & E AUTO REPAIR & TOWING	MAINTENANCE - VEHICLES	630-409	30	113.92
				MAINTENANCE - VEHICLES	630-409	30	33.00
				MAINTENANCE - VEHICLES	630-409	30	404.00
				MAINTENANCE - VEHICLES	630-409	30	87.40
				MAINTENANCE - VEHICLES	630-409	30	56.95
				MAINTENANCE - VEHICLES	630-409	30	29.95
				MAINTENANCE - VEHICLES	630-409	30	56.95
				MAINTENANCE - VEHICLES	630-409	30	57.03
				CHECK APCHK 93824 TOTAL FOR FUND 01:			839.20
03/26/2019	APCH	93825	BLACK GOLD SEPTIC	MAINTENANCE - GARAGE	725-413	35	350.00
03/26/2019	APCH	93826	BURR RIDGE PARK DISTRICT	PRINTING & PUBLISHING	550-302	20	7,500.00
				PRINTING & PUBLISHING	550-302	20	7,500.00
				CHECK APCHK 93826 TOTAL FOR FUND 01:			15,000.00
03/26/2019	APCH	93827*#	CALL ONE INC	PHONE - TELEPHONES	455-201	10	817.51
				PHONE - TELEPHONES	630-201	30	674.53
				CHECK APCHK 93827 TOTAL FOR FUND 01:			1,492.04
03/26/2019	APCH	93828	CHOICE OFFICE EQUIP & SUPPLIES INC	COPY SERVICE	455-315	10	389.31
03/26/2019	APCH	93829	CHRISTINE MARDEGAN	FUEL/MILEAGE/WASH	455-303	10	20.88
03/26/2019	APCH	93830	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	466-228	10	2,847.87
03/26/2019	APCH	93831*#	COMED	RED LIGHT - COM ED	630-248	30	38.75
				RED LIGHT - COM ED	630-248	30	49.67
				RED LIGHT - COM ED	630-248	30	48.58
				ENERGY - STREET LIGHTS	745-207	35	425.23
				ENERGY - STREET LIGHTS	745-207	35	45.38

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				CHECK APCHK 93831 TOTAL FOR FUND 01:			607.61
03/26/2019	APCH	93832	DETROIT SALT COMPANY LLC	OPERATING SUPPLIES	755-331	35	3,123.15
				OPERATING SUPPLIES	755-331	35	1,776.18
				OPERATING SUPPLIES	755-331	35	4,707.89
				CHECK APCHK 93832 TOTAL FOR FUND 01:			9,607.22
03/26/2019	APCH	93833#	DISCOVERY BENEFITS SIMPLIFY	EMP DED PAY - FSA FEE	210-221	00	42.90
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	7.10
				CHECK APCHK 93833 TOTAL FOR FUND 01:			50.00
03/26/2019	APCH	93834#	DUPAGE COUNTY PUBLIC WORKS	SANITARY (635 MIDWAY)	466-251	10	23.84
				SANITARY USER CHARGE - PARKS	570-278	20	3.94
				SANITARY USER CHARGE - PARKS	570-278	20	3.94
				SANITARY (7760 QUINCY)	630-250	30	23.84
				SANITARY USER CHARGE	725-417	35	19.86
				CHECK APCHK 93834 TOTAL FOR FUND 01:			75.42
03/26/2019	APCH	93835	DUPAGE COUNTY RECORDER	FEES/DUES/SUBSCRIPTIONS	455-307	10	44.50
03/26/2019	APCH	93836	DUPAGE MATERIALS COMPANY, LLC	STREET & ROW MAINTENANCE	750-328	35	140.00
				STREET & ROW MAINTENANCE	750-328	35	140.00
				CHECK APCHK 93836 TOTAL FOR FUND 01:			280.00
03/26/2019	APCH	93838	FLEETPRIDE TRUCK & TRAILER PARTS	MAINTENANCE - VEHICLES	735-409	35	33.62
03/26/2019	APCH	93839	FOREST AWARDS & ENGRAVING	OFFICE SUPPLIES	410-301	05	12.00
03/26/2019	APCH	93840*#	H AND R CONSTRUCTION INC.	SNOW REMOVAL CONTRACT	740-287	35	775.00
03/26/2019	APCH	93841*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE - VEHICLES	735-409	35	11.00
				MAINTENANCE - EQUIPMENT	735-411	35	2.90
				MAINTENANCE - EQUIPMENT	735-411	35	34.24
				CHECK APCHK 93841 TOTAL FOR FUND 01:			48.14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 01 GENERAL FUND</b>							
03/26/2019	APCH	93842#	HP PRODUCTS	BUILDING MAINTENANCE SUPPLIES	466-351	10	48.96
				BUILDING MAINTENANCE SUPPLIES	466-351	10	48.98
				OPERATING SUPPLIES	630-331	30	48.98
				CHECK APCHK 93842 TOTAL FOR FUND 01:			146.92
03/26/2019	APCH	93843	HR SIMPLIFIED	HEALTH/DENTAL/LIFE INSURANCE	455-141	10	100.00
03/26/2019	APCH	93846	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	325.00
03/26/2019	APCH	93847	KLEIN, THORPE & JENKINS, LTD.	FEES - SPECIAL ATTORNEY	470-241	10	200.00
03/26/2019	APCH	93848#	KONICA MINOLTA BUSINESS SOLUTION	COPY SERVICE	455-315	10	176.60
				COPY SERVICE	630-315	30	278.88
				COPY SERVICE	630-315	30	100.45
				CHECK APCHK 93848 TOTAL FOR FUND 01:			555.93
03/26/2019	APCH	93849	LOGSDON OFFICE SUPPLY	OFFICE SUPPLIES	455-301	10	117.26
03/26/2019	APCH	93850	LORI RINELLA	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	23.90
03/26/2019	APCH	93851	LUCY FRAISER TOXICOLOGY CONSULTI	CRISIS MANAGEMENT	475-367	10	4,493.23
03/26/2019	APCH	93852	MAILFINANCE	POSTAGE & METER RENT	455-311	10	408.24
03/26/2019	APCH	93853	MIDCO	FURNITURE & OFFICE EQUIPMENT	710-405	35	1,438.86
				MAINTENANCE - TELEPHONE EQUIPMENT	710-421	35	2,337.00
				CHECK APCHK 93853 TOTAL FOR FUND 01:			3,775.86
03/26/2019	APCH	93855	MOTOROLA SOLUTIONS INC	MAINTENANCE - RADIO EQUIPMENT	630-421	30	1,476.80
03/26/2019	APCH	93856	MUNICIPAL CLERKS OF DUPAGE CNTY	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	30.00
03/26/2019	APCH	93857	NICOR GAS	NICOR GAS	725-415	35	807.32
03/26/2019	APCH	93858	ORKIN EXTERMINATING	MAINTENANCE - BUILDING	466-228	10	95.67
03/26/2019	APCH	93859	PCS INTERNATIONAL	IT - CONSULTING SERVICES	615-306	25	12,500.00
03/26/2019	APCH	93860	PIRTEK - SOUTH HOLAND INC	MAINTENANCE - VEHICLES	735-409	35	397.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 01 GENERAL FUND</b>							
03/26/2019	APCH	93861	PLAQUES PLUS, INC.	FAMILY SPECIAL EVENT - RACE	585-154	20	397.50
03/26/2019	APCH	93862#	RAGS ELECTRIC, INC	MAINTENANCE - BUILDING	466-228	10	954.00
				MAINTENANCE - BUILDING	466-228	10	332.50
				MAINTENANCE - BUILDING	466-228	10	211.00
				MAINTENANCE - BUILDING	466-228	10	1,132.50
				MAINTENANCE - BUILDING	466-228	10	1,630.00
				CONTRACTED MAINTENANCE	570-281	20	332.50
				MAINTENANCE - STREET LIGHTS	745-223	35	268.50
				CHECK APCHK 93862 TOTAL FOR FUND 01:			4,861.00
03/26/2019	APCH	93863	RATHS, RATHS & JOHNSON, INC.	PLAN REVIEW - STRUCTURAL	820-255	40	582.00
03/26/2019	APCH	93864	RAY O'HERRON CO., INC.	UNIFORMS	630-345	30	1,262.97
				UNIFORMS	630-345	30	41.00
				CHECK APCHK 93864 TOTAL FOR FUND 01:			1,303.97
03/26/2019	APCH	93865	ROBERT SCHALLER	OPERATING EQUIPMENT	630-401	30	140.38
03/26/2019	APCH	93866	RUSH TRUCK CENTER -CHICAGO	MAINTENANCE - VEHICLES	735-409	35	632.09
03/26/2019	APCH	93867	SAFETY KLEEN	MAINTENANCE - VEHICLES	735-409	35	377.69
03/26/2019	APCH	93868#	SATELLITE PHONE STORE	PHONE - TELEPHONES	455-201	10	65.76
				PHONE - TELEPHONES	630-201	30	65.76
				CHECK APCHK 93868 TOTAL FOR FUND 01:			131.52
03/26/2019	APCH	93869	SERAFIN & ASSOCIATES INC	CRISIS MANAGEMENT	475-367	10	5,000.00
03/26/2019	APCH	93870#	STAPLES	OFFICE SUPPLIES	455-301	10	196.34
				COMMISSARY PROVISION	455-355	10	36.30
				OFFICE SUPPLIES	710-301	35	1.49
				CHECK APCHK 93870 TOTAL FOR FUND 01:			234.13
03/26/2019	APCH	93871	SUBURBAN DOOR CHECK & LOCK SERVI	OPERATING EQUIPMENT	630-401	30	46.80

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Fund: 01 GENERAL FUND							
03/26/2019	APCH	93873	T.P.I.	PLAN REVIEW - BUILDING CODE - REIMB.	820-258	40	2,963.10
				PLAN REVIEW - BUILDING CODE - REIMB.	820-258	40	6,947.75
				PART TIME - INSPECTOR	830-109	40	3,528.00
				PLUMBING INSPECTION - REIMB.	830-115	40	1,050.00
				CHECK APCHK 93873 TOTAL FOR FUND 01:			14,488.85
03/26/2019	APCH	93874*	TEMPERATURE ENGINEERNG INC	MAINTENANCE - BUILDING	466-228	10	314.75
				BUILDING CONSTR & REMODEL	635-288	30	9,750.00
				CHECK APCHK 93874 TOTAL FOR FUND 01:			10,064.75
03/26/2019	APCH	93875	THE EAGLE UNIFORM CO	UNIFORMS	630-345	30	143.00
				UNIFORMS	630-345	30	245.00
				CHECK APCHK 93875 TOTAL FOR FUND 01:			388.00
03/26/2019	APCH	93876	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION - REIMB.	830-117	40	516.00
				ELEVATOR INSPECTION - REIMB.	830-117	40	100.00
				CHECK APCHK 93876 TOTAL FOR FUND 01:			616.00
03/26/2019	APCH	93878	TREE TOWNS IMAGING & COLOR GRAPH	PRINTING & PUBLISHING - REIMB.	810-302	40	36.76
03/26/2019	APCH	93881*#	VERIZON WIRELESS	PHONE - TELEPHONES	410-201	05	56.10
				PHONE - TELEPHONES	455-201	10	22.03
				PHONE - TELEPHONES	630-201	30	970.46
				TELEPHONES	710-201	35	190.59
				TELEPHONES	810-201	40	93.55
				CHECK APCHK 93881 TOTAL FOR FUND 01:			1,332.73
03/26/2019	APCH	93882	WAREHOUSE DIRECT	OFFICE SUPPLIES	630-301	30	51.59
				OFFICE SUPPLIES	630-301	30	31.65
				CHECK APCHK 93882 TOTAL FOR FUND 01:			83.44
03/26/2019	APCH	93883	WESTERN FIRST AID & SAFETY	BUILDING MAINTENANCE SUPPLIES	466-351	10	49.81
03/26/2019	APCH	93884	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - VEHICLES	735-409	35	61.50

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				MAINTENANCE - VEHICLES	735-409	35	123.31
				MAINTENANCE - VEHICLES	735-409	35	51.84
				MAINTENANCE - VEHICLES	735-409	35	7.50
				MAINTENANCE - VEHICLES	735-409	35	14.37
				MAINTENANCE - VEHICLES	735-409	35	24.48
				MAINTENANCE - VEHICLES	735-409	35	94.08
				MAINTENANCE - VEHICLES	735-409	35	48.87
				MAINTENANCE - VEHICLES	735-409	35	(48.35)
				CHECK APCHK 93884 TOTAL FOR FUND 01:			377.60
03/26/2019	APCH	93885	WILD GOOSE CHASE INC	CONTRACTED MAINTENANCE	570-281	20	. 960.00
03/26/2019	APCH	93886	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	630-409	30	21.44
				Total for fund 01 GENERAL FUND			100,636.45

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
03/26/2019	APCH	120 (E)	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	117,033.54
03/26/2019	APCH	93823	ASSOCIATED TECHNICAL SERV. LTD.	LEAK SURVEYS	430-276	50	743.75
				LEAK SURVEYS	430-276	50	835.00
				LEAK SURVEYS	430-276	50	735.00
				CHECK APCHK 93823 TOTAL FOR FUND 02:			2,313.75
03/26/2019	APCH	93827*#	CALL ONE INC	PHONE - TELEPHONES	401-201	50	237.66
03/26/2019	APCH	93831*#	COMED	ENERGY - ELECTRIC PUMP	420-206	50	1,363.80
				ENERGY - ELECTRIC PUMP	420-206	50	1,221.70
				CHECK APCHK 93831 TOTAL FOR FUND 02:			2,585.50
03/26/2019	APCH	93837	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	90.00
03/26/2019	APCH	93840*#	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,125.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	6,100.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	1,500.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,250.00
				CHECK APCHK 93840 TOTAL FOR FUND 02:			14,975.00
03/26/2019	APCH	93841*#	HOME DEPOT CREDIT SERVICES	WELLHOUSE REPAIRS & MAINTENANCE - L.R	425-473	50	58.94
				WELLHOUSE REPAIRS & MAINTENANCE - L.R	425-473	50	279.79
				CHECK APCHK 93841 TOTAL FOR FUND 02:			338.73
03/26/2019	APCH	93845	ILLINOIS SECTION AWWA	SCHOOLS CONFERENCE TRAVEL	401-304	50	72.00
03/26/2019	APCH	93854	MIDWEST CHLORINATING & TESTING I	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,975.00
03/26/2019	APCH	93872	SUNSET SEWER & WATER	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	10,292.40
03/26/2019	APCH	93877	TRAFFIC CONTROL & PROTECTIONS	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	1,745.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	196.80
				CHECK APCHK 93877 TOTAL FOR FUND 02:			1,941.80

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<b>Fund: 02 WATER FUND</b>							
03/26/2019	APCH	93879	TRI-COUNTY PLUMBING INC	REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	425-485	50	89.70
03/26/2019	APCH	93880	UNDERGROUND PIPE & VALVE, CO.	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	3,249.40
03/26/2019	APCH	93881*#	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	190.59
<b>Total for fund 02 WATER FUND</b>							<b>159,385.07</b>

03/20/2019 04:20 PM

User: JKufrin

DB: Willowbrook

## CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK

CHECK DATE FROM 03/13/2019 - 03/26/2019

Page 9/9

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 07 POLICE PENSION FUND							
03/26/2019	APCH	93844	IL GOVERNMENT FINANCE OFFICERS	SCHOOLS CONFERENCE TRAVEL	401-304	62	140.00
Total for fund 07 POLICE PENSION FUND 140.00							
TOTAL - ALL FUNDS 260,161.52							

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

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

VILLAGE OF WILLOWBROOK

BOARD MEETING  
AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY  
UNDER THE ILLINOIS HIGHWAY CODE TO APPROPRIATE \$302,348 OF MOTOR  
FUEL TAX FUNDS FOR THE MAINTENANCE OF STREETS IN 2019

AGENDA NO.

5d

AGENDA DATE:

3/25/19

STAFF REVIEW: Tim Halik, Village Administrator SIGNATURE: \_\_\_\_\_

LEGAL REVIEW: Thomas Bastian, Village Attorney SIGNATURE: \_\_\_\_\_

RECOMMENDED BY: Tim Halik, Village Administrator SIGNATURE: \_\_\_\_\_

REVIEWED & APPROVED BY COMMITTEE: YES  NO  N/A

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

Annually, the Mayor and Board of Trustees are required to adopt a resolution authorizing the anticipated expenditure of Motor Fuel Tax (MFT) funds. The resolution, which merely identifies the amount of funds that are estimated to be used in this calendar year, is then sent to IDOT as part of the Village's annual MFT Program. The FY 2019/20 Budget includes an anticipated \$265,448 maximum expenditure of Motor Fuel Tax Funds for this upcoming construction season plus \$36,900 still billable from the 2018 program, for a total of \$302,348.

FUND	PROGRAM NO.	DESCRIPTION	2019/20 EXPENDITURE AMOUNT
MFT	04-56-430-684	Street Maintenance Contract	\$265,448

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

The FY 2019/20 budgeted expenditure amount includes road work located primarily within the Waterford Subdivision, along with patching and replacement of worn pavement markings in various other areas throughout the remainder of town.

Staff recommends that the Mayor and Board of Trustees authorize the Mayor and Village Clerk to adopt the attached resolution allowing for the expenditure of up to \$265,448 from the Village's Motor Fuel Tax Fund in calendar year 2019.

ACTION PROPOSED:

Adopt Resolution.

RESOLUTION NO. 19-R-\_\_\_\_\_

A RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY  
MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE TO APPROPRIATE \$302,348  
OF MOTOR FUEL TAX FUNDS FOR THE MAINTENANCE OF STREETS IN 2019

---

**BE IT RESOLVED**, by the Mayor and Board of Trustees of the Village of Willowbrook, that there is hereby appropriated the sum of \$302,348 of Motor Fuel Tax Funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code, from January 1, 2019 to December 31, 2019.

**BE IT FURTHER RESOLVED**, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this Resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

**BE IT FURTHER RESOLVED**, that the Clerk shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

**BE IT FURTHER RESOLVED**, that the Clerk shall immediately transmit two certified copies of this Resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

ADOPTED and APPROVED this 25<sup>th</sup> day of March, 2019.

APPROVED:

---

Mayor

ATTEST:

---

Village Clerk

ROLL CALL VOTE:

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

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

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

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



**Illinois Department  
of Transportation**

**Resolution for Maintenance of  
Streets and Highways by Municipality  
Under the Illinois Highway Code**

BE IT RESOLVED, by the Mayor and Board of Trustees of the  
(Council or President and Board of Trustees)  
Village Willowbrook, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \$302,348.00 of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2019  
(Date)  
to December 31, 2019  
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

---

I, Leroy Hansen Clerk in and for the Village  
(City, Town or Village)  
of Willowbrook, County of DuPage

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the Mayor and Board of Trustees at a meeting on March 25, 2019  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 25th day of March, 2019.

(SEAL) \_\_\_\_\_ Village \_\_\_\_\_ Clerk  
(City, Town or Village)

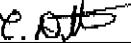
Approved

\_\_\_\_\_  
Date  
Department of Transportation

\_\_\_\_\_  
Regional Engineer

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

<b>ITEM TITLE:</b> RESOLUTION ACCEPTING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A PROPOSAL TO PROVIDE SEASONAL CONTAINER PLANTINGS FOR FISCAL YEAR 2019/20 - HINSDALE NURSERIES	<b>AGENDA NO.</b> 5e <b>AGENDA DATE:</b> 03/25/2019
<b>STAFF REVIEW:</b> Carrie Dittman, Director of Finance	<b>SIGNATURE:</b> 
<b>LEGAL REVIEW:</b> Thomas Bastian, Village Attorney	<b>SIGNATURE:</b> _____
<b>RECOMMENDED BY:</b> Timothy Halik, Village Administrator	<b>SIGNATURE:</b> _____
<b>REVIEWED &amp; APPROVED BY COMMITTEE:</b> YES <input checked="" type="checkbox"/> 1/23/2019 NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
<b>ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)</b>	
On January 23, 2019, the Hotel/Motel Tax Advisory Committee met and discussed the budget of the Village's Hotel/Motel Tax Fund for the upcoming fiscal year 2019/20. The hotel/motel tax revenues are restricted to be spent on items that attract overnight visitors to the Village. The Village previously purchased two urn-style containers to be placed at each hotel which would contain a seasonal planting to increase curb appeal and promote a pleasant environment for visitors to the Village. Hinsdale Nurseries has provided planting changeouts for the spring, summer, fall and winter seasons for the last two years. The Committee was in favor of continuing to allocate hotel/motel tax funds to cover this cost.	
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)</b>	
The Village requested a proposal from Hinsdale Nurseries to pick up the urns, plant them with seasonal flowers and return them to each hotel. The attached proposal from Hinsdale Nurseries, which will provide a three-season planting changeout (Summer, Fall and Winter), is \$7,080.00. Spring 2020 prices are not yet available.	
<b>ACTION PROPOSED:</b> ADOPT THE RESOLUTION	

RESOLUTION NO. 19-R-\_\_\_\_\_

A RESOLUTION ACCEPTING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A PROPOSAL TO PROVIDE SEASONAL CONTAINER PLANTINGS FOR FISCAL YEAR 2019/20 – HINSDALE NURSERIES

---

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the proposal submitted by Hinsdale Nurseries to provide seasonal container plantings for fiscal year 2019/20 in the not to exceed amount of \$7,080.00 as set forth in the proposal, attached hereto as Exhibit "A", is hereby accepted.

BE IT FURTHER RESOLVED that the Mayor and Village Clerk be and the same are hereby authorized and directed to execute said proposal attached hereto as Exhibit "A" which is, by this reference, expressly incorporated herein.

ADOPTED and APPROVED this 25<sup>th</sup> day of March, 2019

APPROVED:

---

Mayor

ATTEST:

---

Village Clerk

ROLL CALL VOTE:

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

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

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

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

# HINSDALE NURSERIES

INCORPORATED

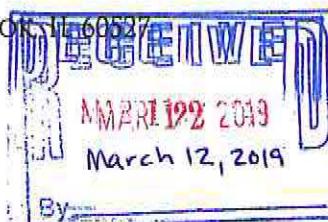
HINSDALE OFFICE • 7200 S. MADISON, WILLOWBROOK IL 60527  
(630) 323-1411 • FAX (630) 323-0918

Proposal Page 1

Remittance Copy

Date: 1/25/2019  
Type: Maintenance  
Order No: 2004622  
Contact: Sandy Just  
Phone: 630-323-1411  
sjust@hinsdalenurseries.com

Client Phone: 630-323-8215



Client: Deliver To / Job Site: Special Instructions:

WILLOWBROOK VILLAGE OF  
7760 QUINCY ST.  
WILLOWBROOK IL 60527

Exhibit "A"

Date Placed	Job/PO Number	Payment Terms	Tax Authority	Required On	Deliver Via
01/25/2019		Net 20 Days	Use tax	01/25/2019	Pick Up

Qty	UoM	Product	Unit Price	Extended Amt	Tx	ND	WR
-----	-----	---------	------------	--------------	----	----	----

We propose to furnish, deliver, install, and warrant per our plans and specifications the following:

**LA QUINTA**

2	Ea	SUMMER CONTAINER MEDIUM
2	Ea	FALL CONTAINER MEDIUM
2	Ea	WINTER CONTAINER MEDIUM

Sub-Total: \$2360.00

**ECONO LODGE**

2	Ea	SUMMER CONTAINER MEDIUM
2	Ea	FALL CONTAINER MEDIUM
2	Ea	WINTER CONTAINER MEDIUM

Sub-Total: \$2360.00

**RED ROOF INN**

2	Ea	SUMMER CONTAINER MEDIUM
2	Ea	FALL CONTAINER MEDIUM
2	Ea	WINTER CONTAINER MEDIUM

Sub-Total: \$2360.00

Products Amt	\$7,080.00
Sub-Total	\$7,080.00
Sales Tax	\$0.00
Invoice Total	\$7,080.00

# HINSDALE NURSERIES

INCORPORATED

HINSDALE OFFICE • 7200 S. MADISON, WILLOWBROOK, IL 60527  
(630) 323-1411 • FAX (630) 323-0918

Client Phone: 630-323-8215

Proposal Page 2

## Remittance Copy

Date: 1/25/2019  
Type: Maintenance  
Order No: 2004622  
Contact: Sandy Just  
Phone: 630-323-1411  
sjust@hinsdalenurseries.com

**Client:** WILLOWBROOK VILLAGE OF  
7760 QUINCY ST.  
WILLOWBROOK IL 60527

## Special Instructions:

Date Placed	Job/PO Number	Payment Terms	Tax Authority	Required On	Deliver Via
01/25/2019		Net 20 Days	Use Tax	01/25/2019	Pick Up

Respectfully submitted:  
Hinsdale Nurseries, Inc.

*Sandy Just* 01/25/2019

Sales Representative Date

Client Date

Accept: The above prices and specifications are hereby accepted.

Hinsdale Nurseries, Inc. is authorized to do the work as specified. Payment will be made as outlined herein.

Terms: 30% deposit is required with authorization to schedule work. Balance of contract will be invoiced and due upon completion.

A 1.5% per month finance charge will be added on all amounts unpaid after 30 days from date of invoice.

## IMPORTANT INFORMATION REGARDING UNDERGROUND WIRES, PIPES, AND OTHER UNFORSEEN STRUCTURES.

Hinsdale Nurseries, Inc. shall not be held liable for damage associated with any underground wire, pipe, hose, sprinkler head, or other unmarked/unforeseen structure. Unless an existing underground entity is accurately marked in its entirety in the project location in question, all repairs will be the responsibility of the homeowner. HNI will repair or reimburse for any damage from any negligent act or accident for entities that are found to be accurately marked prior to work being started.

# VILLAGE OF WILLOWBROOK

## BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

MOTION TO APPROVE – COMMUNITY RESOURCE CENTER/VILLAGE COUNCIL CHAMBERS RENOVATION PROJECT: PAYOUT #4 – PARTIAL PAYMENT, L.J. MORSE CONSTRUCTION COMPANY

AGENDA NO. 5f

AGENDA DATE: 3/25/19

**STAFF REVIEW:** Tim Halik, Village Administrator

SIGNATURE: \_\_\_\_\_

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

SIGNATURE: \_\_\_\_\_

**RECOMMENDED BY:** Tim Halik, Village Administrator

SIGNATURE: \_\_\_\_\_

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

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

At its regular meeting on October 8, 2018, the Village Board awarded a construction contract in the amount of \$353,500 to L.J. Morse Construction Company to complete Phase I of the renovation of the Community Resource Center/Council Chambers building located at 825 Midway Drive. Construction work began on October 22, 2018 and, since that time, various work has occurred including the demolition of the prior mansard roof and exterior stone veneer, construction of new building façade including metal panels, the new TPO roof is completed, the top coping installed, new stone veneer installed, and the placement of the roof-top HVAC mechanical units are complete.

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

Given the completion of this work, we have received a request from the general contractor for partial payment for work completed to date. The request was forwarded to the Architect of Record to review, and he has approved the request. We would recommend approval of a partial payout in the amount of \$3,706.20. Partial waivers of lien from the general contractor, trailing waivers from sub-contractors, and copies of certified payroll accounting for the current time period will be obtained prior to the release of the payment check. Trailing waivers of lien for this work, from sub-contractors, will be obtained on the next payout request. A complete copy of the Application and Certification for Payment for Payment #4 – Partial Payment Request is attached. This payout also includes the acceptance of two (2) project change orders:

CO #002 – Replace four (4) existing and old exterior electrical outlets and two (2) hose bibs - \$797.90

CO #003 – Install aluminum flashing to conceal storefront fastening system - \$3,320.10

Staff would recommend that the Mayor and Board of Trustees authorize Payout #4 – Partial Payment to L.J. Morse Construction Company in the amount of \$3,706.20. The authorized payment amount would be expended from the following fund:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>UNEXPENDED</u>
L.A.F.E.R.	14-75-930-412	CRC Remodel	\$72,706.95

**ACTION PROPOSED:** Approve motion.

RECEIVED

MAR 19 2019

VILLAGE OF  
WILLOWSBROOK

## Application and Certificate for Payment

To Owner: Village of Willowbrook  
835 Midway Drive  
Willowbrook, IL 60527Project: Willowbrook Board/CommunityCtr  
835 Midway Drive  
Willowbrook, IL 60527Application No: 4  
Period To: 3/31/2019  
Contract For: General ConstructionFrom Contractor: L.J. Morse Construction Co.  
128 S. Broadway  
Aurora, IL 60505

Via Architect:

Contract Date: 10/11/2018  
Project Nos:

## CONTRACTOR'S APPLICATION FOR PAYMENT

1) ORIGINAL CONTRACT SUM.....	\$353,500.00
2) Net change by Change Orders.....	\$4,118.00
3) CONTRACT SUM TO DATE .....	\$357,618.00
4) TOTAL COMPLETED & STORED TO DATE.....	\$348,888.00
5) Retainage:	
a. Completed Work .....	\$34,888.80
b. Stored Material.....	\$0.00
Total Retainage.....	\$34,888.80
6) Total Earned less Retainage .....	\$313,999.20
7) Less Previous Certificates for Payment.....	\$310,293.00
8) CURRENT PAYMENT DUE.....	\$3,706.20
9) Balance to Finish, including Retainage.....	\$43,618.80

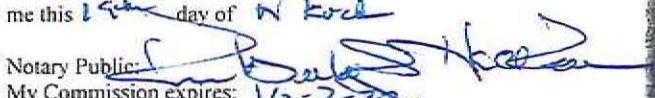
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:   
State of: Illinois

Date: 3-19-19

County of: Will

Subscribed and sworn to before  
me this 19th day of MarchNotary Public:   
My Commission expires: 10-22-2020

## ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED ..... \$ \_\_\_\_\_

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

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	3,320.10	0.00
Total approved this Month	797.90	0.00
<b>TOTALS</b>	<b>4,118.00</b>	<b>0.00</b>
NET CHANGES by Change Order	4,118.00	

## CONTINUATION SHEET

## AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, Containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No: 4  
 Application Date: 3/19/2019  
 Period To: 3/31/2019  
 Architect's Project No:

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	BALANCE	RETAINAGE
			PREVIOUS	THIS PERIOD					
1	General Conditions/LJM	16,646.00	16,646.00	0.00	0.00	16,646.00	100	0.00	1,664.00
2	Demolition/LJM	25,200.00	25,200.00	0.00	0.00	25,200.00	100	0.00	2,520.00
3	Masonry/Piazza	58,000.00	58,000.00	0.00	0.00	58,000.00	100	0.00	5,800.00
4	Brick Staining/Nawkaw	8,730.00	0.00	0.00	0.00	0.00	0	8,730.00	0.00
5	Steel/Hillstone	5,665.00	5,665.00	0.00	0.00	5,665.00	100	0.00	566.50
6	Carpentry/LJM	26,030.00	26,030.00	0.00	0.00	26,030.00	100	0.00	2,603.00
7	Composite Panels/Langlois	41,500.00	41,500.00	0.00	0.00	41,500.00	100	0.00	4,150.00
8	Roofing/Langlois	70,500.00	70,500.00	0.00	0.00	70,500.00	100	0.00	7,050.00
9	Exterior framing and Gypsum/LJM	17,960.00	17,960.00	0.00	0.00	17,960.00	100	0.00	1,796.00
10	Plumbing/Hall & One	1,874.00	1,874.00	0.00	0.00	1,874.00	100	0.00	187.40
11	HVAC/RJ O'Neil	38,000.00	38,000.00	0.00	0.00	38,000.00	100	0.00	3,800.00
12	Electrical/Design	19,000.00	19,000.00	0.00	0.00	19,000.00	100	0.00	1,900.00
13	Bonds	3,500.00	3,500.00	0.00	0.00	3,500.00	100	0.00	350.00
14	OH/P	20,895.00	20,895.00	0.00	0.00	20,895.00	100	0.00	2,089.50

**CONTINUATION SHEET**

AIA DOCUMENT G703

ATA Document G702, **APPLICATION AND CERTIFICATE FOR PAYMENT**,  
Containing Contractor's signed Certification, is attached.  
In tabulations below, amounts are stated to the nearest dollar.  
Use Column 1 on Contracts where variable retainage for line items may apply.

Application No: 4  
Application Date: 3/19/2019  
Period To: 3/31/2019  
Architect's Project No:

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS	TOTAL	%	BALANCE	RETAINAGE
			PREVIOUS	THIS PERIOD					
15	CE #1 Replace Flashing	0.00	0.00	0.00	0.00	0.00	***	0.00	0.00
16	CE #2 Exterior outlets & plumbing	797.90	0.00	797.90	0.00	797.90	100	0.00	79.79
17	CE #3 Metal Plate Changes	3,320.10	0.00	3,320.10	0.00	3,320.10	100	0.00	332.01



L.J. MORSE  
CONSTRUCTION

LJ Morse Construction Company  
128 S Broadway  
Aurora, Illinois 60505-4203  
Phone: 630 896 2696  
Fax: 630 896 2697

RECEIVED

MAR - 8 2019

VILLAGE OF  
WILLOWBROOK

PCO #002

Project: 0828-18 - Willowbrook Board & Community Center  
825 Midway Drive  
Willowbrook, Illinois 60527-5549

## Prime Contract Potential Change Order #002: Exterior outlets and plumbing

TO:	Village of Willowbrook 835 Midway Drive Willowbrook Illinois, 60527-5549	FROM:	L.J. Morse Construction Company 128 S Broadway Avenue Aurora Illinois, 60505
PCO NUMBER/REVISION:	002 / 0	CONTRACT:	1 - General Construction
REQUEST RECEIVED FROM:	Simon Batistich (N. Batistich Architects)	CREATED BY:	Ryan Morse (LJ Morse Construction Company)
STATUS:	Pending - In Review	CREATED DATE:	11/19/2018
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	1 days	PAID IN FULL:	No
		TOTAL AMOUNT:	\$797.90

POTENTIAL CHANGE ORDER TITLE: Exterior outlets and plumbing

CHANGE REASON: Existing Condition

**POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)**

Exterior outlets and plumbing

Replace existing (4) exterior outlets and (2) hose bib locations in new masonry areas. Items to be stubbed into interior only, to be hooked up during future interior renovations, as discussed onsite.

**ATTACHMENTS:**

LJ Morse proposal for FPHB.docx, Morse\_WillowbrookBdRm\_GFslubs.pdf

#	Cost Code	Description	Type	Amount
1	15-100 - Plumbing	Half Plumbing	Commitment	\$275.00
2	16-100 - Electrical	Design Electric	Commitment	\$470.00
				Subtotal: \$745.00
				LJM SUB OHP: 5.00% Applies to Commitment. \$37.25
				LJM OHP: 10.00% Applies to Labor, Equipment, Materials, Owner Cost, Professional Services, and Other. \$0.00
				Bonds: 2.00% Applies to all line item types. \$15.65
				Grand Total: \$797.90

Simon Batistich (N. Batistich Architects)  
16W475 S Frontage Rd  
Burr Ridge Illinois 60527

Village of Willowbrook  
835 Midway Drive  
Willowbrook Illinois 60527-5549

L.J. Morse Construction Company  
128 S Broadway Avenue  
Aurora Illinois 60505

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



L.J. MORSE

LJ Morse Construction Company  
128 S Broadway  
Aurora, Illinois 60505-4203  
Phone: 630 896 2696  
Fax: 630 896 2697

RECEIVED

MAR - 8 2019

VILLAGE OF  
WILLOWBROOK

PCO #003

Project: 0828-18 - Willowbrook Board & Community Center  
825 Midway Drive  
Willowbrook, Illinois 60527-5549

## Prime Contract Potential Change Order #003: Metal Panel Changes

TO:	Village of Willowbrook 835 Midway Drive Willowbrook Illinois, 60527-5549	FROM:	L.J. Morse Construction Company 128 S Broadway Avenue Aurora Illinois, 60505
PCO NUMBER/REVISION:	003 / 0	CONTRACT:	1 - General Construction
REQUEST RECEIVED FROM:	Simon Batistich (N. Batistich Architects)	CREATED BY:	Ryan Morse (LJ Morse Construction Company)
STATUS:	Pending - In Review	CREATED DATE:	12/18/2018
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$3,320.10

POTENTIAL CHANGE ORDER TITLE: Metal Panel Changes

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Metal Panel Changes

Furnish and install pre-finished aluminum flashing, detail attached, at window head to conceal storefront fastening system.

## ATTACHMENTS:

[DOC516.pdf](#) [DOC526.pdf](#)

#	Cost Code	Description	Type	Amount
1	07-400 - Roofing and Siding Panels	Langlois- Metal Panels	Commitment	\$3,100.00
			Subtotal:	\$3,100.00
		LJM SUB OH/P: 6.00% Applies to Commitment.		\$155.00
		LJM OH/P: 10.00% Applies to Labor, Equipment, Materials, Owner Cost, Professional Services, and Other.		\$0.00
		Bonds: 2.00% Applies to all line item types.		\$65.10
		Grand Total:		\$3,320.10

Simon Batistich (N. Batistich Architects)  
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Village of Willowbrook  
835 Midway Drive  
Willowbrook Illinois 60527-5549

L.J. Morse Construction Company  
128 S Broadway Avenue  
Aurora Illinois 60505

SIGNATURE

DATE

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DATE

SIGNATURE

DATE