

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, FEBRUARY 24, 2020, 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 10, 2020 (APPROVE)
 - c. Warrants - \$302,435.34 (APPROVE)
 - d. Motion - A Motion for Board Authorization for Staff to Process Current Delinquent Water Bills in Accordance with Past Practices (PASS)
 - e. Motion - A Motion to Approve an Application to Hold a Raffle on March 7, 2020 for the West Suburban Symphony (PASS)

NEW BUSINESS

6. RECEIVE - A Presentation to Recognize the Officer of the Year for the Willowbrook Police Department (RECEIVE)
7. RECEIVE - A Presentation to Recognize the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award (RECEIVE)

PRIOR BUSINESS

8. TRUSTEE REPORTS
9. ATTORNEY'S REPORT

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Village Board Agenda
February 24, 2020

10. CLERK'S REPORT
11. ADMINISTRATOR'S REPORT
12. MAYOR'S REPORT
13. CLOSED SESSION
- Litigation - Pending or Imminent 5 ILCS 120/2 (c) (11)
14. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 10, 2020 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:33 p.m. by Village Clerk Leroy R. Hansen.

2. ROLL CALL

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

ABSENT: Mayor Frank A. Trilla.

Also present were Village Attorney Thomas Bastian, Village Administrator Brian Pabst, Director of Finance Carrie Dittman, Chief Robert Schaller, Assistant Village Administrator Michael Mertens, Deputy Chief Lauren Kaspar, Building Official Roy Giuntoli and Superintendent of Public Works Joe Coons.

A QUORUM WAS DECLARED

3. MOTION TO APPROVE - A MOTION TO APPOINT TRUSTEE MICHAEL MISTELE AS TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

Village Clerk Hansen advised that a motion was necessary to appoint Trustee Michael Mistele as Temporary Chairman at tonight's meeting.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to appoint Trustee Mistele as Temporary Chairman.

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

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Board of Police Commissioners Secretary Thomas Sailer to lead everyone in saying the Pledge of Allegiance.

5. VISITORS' BUSINESS

None.

6. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - January 27, 2020 (APPROVE)
- c. Warrants - \$441,555.90 (APPROVE)
- d. Monthly Financial Report - January 2020 (APPROVE)
- e. Motion - A Motion for Board Authorization for the Village Administrator to Process a Letter for the Reduction of the Letter of Credit for the Willows Center PUD Off-Site Route 83 Improvements from \$2,161,717.69 to \$1,080,859.00 (PASS)
- f. Resolution - A Resolution to Endorse the Legislative Action Program (LAP) of the DuPage Mayors and Managers - Resolution No. 20-R-10 (ADOPT)
- g. Ordinance - An Ordinance Abating the Taxes Heretofore Levied for the Year 2019 to Pay the Principal and Interest on the \$4,930,000 General Obligation Bonds (Alternate Revenue Source), Series 2015 of the Village of Willowbrook, DuPage County, Illinois - Ordinance No. 20-O-04 (PASS)
- h. Resolution - A Resolution Retaining the Law Firm of Thompson Coburn LLP and To Approve and Authorize the Mayor and Village Clerk to Execute a Legal Services Agreement with Thompson Coburn LLP Resolution - No. 20-R-11 (ADOPT)

Temporary Chairman Mistele asked the Board if there were any items to be removed from the Omnibus Vote Agenda.

Trustee Davi asked, "What is the reason for 6h on the Omnibus Vote Agenda?"

Attorney Bastian responded that Renee Cipriano has started with a new firm. Ms. Cipriano has worked with the Village during all the Sterigenics issues. The Village would benefit by continuing the relationship with Ms. Cipriano for the legal counsel consistency should additional issues arise related to the Sterigenics subject.

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

7. Ordinance - An Ordinance Amending Section 3-12-5 Entitled "Classifications", of Chapter 12 Entitled "Liquor", of Title 3 Entitled "Business" of the Village Code of Ordinances of the Village of Willowbrook, DuPage County, Illinois (PASS)

Attorney Bastian reminded the Board that this item was tabled from the last meeting due to lack of dram shop insurance and proof of ownership/lease agreement. The documents have been turned in and they are complainant with the Village's requirements.

MOTION: Made by Trustee Oggerino and seconded by Trustee Neal to adopt Resolution No. 20-O-05 as presented.

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

MOTION DECLARED CARRIED

8. Resolution - A Resolution Authorizing the Board of Police Commissioners (BOPC) of the Village of Willowbrook to Effect the Original Appointment of One (1) Candidate to Fill a Vacancy in the Rank of Patrol Officer Within the Village Police Department (ADOPT)

Due to a patrol officer resigning from the police department, effective January 27, 2020, a vacancy has been created within the police department.

Our current police department composition ordinance (Section 5-1-1 of the Village Code of Ordinances) establishes the following as far as number and rank of positions within the police department:

Chief of Police -1
Deputy Chief of Police -1
Sergeants - 3
Patrol Officers - 18
TOTAL: 23 sworn officers

Currently the total number of sworn officers is 21.

Temporary Chairman Mistele stated that the Police Department should have two (2) more officers.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution No. 20-R-12 as presented.

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

MOTION DECLARED CARRIED

9. Resolution - A Resolution Waiving the Multiple Proposal Process and Approving and Authorizing the Execution of an Agreement With Administrative Consulting Specialists, Inc. at a Cost Not-To-Exceed \$9,500.00 (ADOPT)

Chief Schaller explained that Administrative Consulting Specialists assists in grant writing and works with a number of municipalities. Funding for the first year of the agreement would be cost neutral to the Village should the Village be awarded a grant. Funding would be fulfilled from DEA forfeiture funds and overweight truck fines.

MOTION: Made by Trustee Oggerino and seconded by Trustee Neal to adopt Resolution No. 20-R-13 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - A Motion to Reject All Proposals Related to the FY 2019/2020 Fire Hydrant Painting Program (PASS)

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to Reject All Proposals for the Fire Hydrant Painting Program as presented.

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

MOTION DECLARED CARRIED

11. TRUSTEE REPORTS

Trustee Neal explained that the award for the Police Officer of the Year will be given out on the February 24th, 2020 at the Village Board Meeting.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund thanked Joe Coons and Carrie Dittman for all their work. Everyone at the Village Hall is dedicated and hard working.

Trustee Davi had no report.

Trustee Oggerino had no report.

12. ATTORNEY'S REPORT

Attorney Bastian had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

15. MAYOR'S REPORT

Mayor Trilla was not present.

16. CLOSED SESSION

- a. Personnel: Collective Bargaining 5 ILCS 120/2 (c)(2)

ADJOURN INTO CLOSED SESSION

MOTION: Made by Trustee Mistele and seconded by Trustee Neal to adjourn into Closed Session at the hour of 6:52 p.m.

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

MOTION DECLARED CARRIED

17. ADJOURNMENT

MOTION: Made by Trustee Neal and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 7:19 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

February 24, 2020.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

WARRANTS

February 24, 2020

GENERAL CORPORATE FUND	-----	\$168,577.77
WATER FUND	-----	\$130,670.57
POLICE PENSION FUND	-----	\$3,187.00
TOTAL WARRANTS	-----	\$302,435.34

Carrie Dittman, Director of Finance

C.D.

APPROVED:
Frank A. Trilla, Mayor

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 02/12/2020 - 02/25/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/25/2020	APCH	95300*	ACCESS ONE, INC.	PHONE - TELEPHONES	455-201	10	421.94
				PHONE - TELEPHONES	455-201	10	299.34
				INTERNET/WEBSITE HOSTING	460-225	10	400.00
				PHONE - TELEPHONES	455-201	20	91.48
				PHONE - TELEPHONES	455-201	20	91.48
				PHONE - TELEPHONES	630-201	30	898.03
				INTERNET/WEBSITE HOSTING	640-225	30	400.00
				TELEPHONES	710-201	35	91.48
				CHECK APCHK 95300 TOTAL FOR FUND 01:			2,693.75
02/25/2020	APCH	95301	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	22,475.00
				RED LIGHT - MISC FEE	630-249	30	2,455.90
				CHECK APCHK 95301 TOTAL FOR FUND 01:			24,930.90
02/25/2020	APCH	95302	BURR RIDGE PARK DISTRICT	CONSULTING SERVICES	555-306	20	15,000.00
				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 APCHK 95302 TOTAL FOR FUND 01:			31,000.00
02/25/2020	APCH	95303	CALLAHAN PLUMBING & IRRIGATION	MAINTENANCE - BUILDING	630-228	30	18,350.00
02/25/2020	APCH	95304	CAPERS	EDP LICENSES	640-263	30	5,000.00
02/25/2020	APCH	95305	CHICAGO SUN-TIMES, INC	PRINTING, PUBLISHING & TRANSCRIPTION	455-302	10	55.00
02/25/2020	APCH	95306	CHICAGO TRIBUNE	PRINTING & PUBLISHING	810-302	40	91.17
02/25/2020	APCH	95307	CHRISTINE MARDEGAN	FUEL/MILEAGE/WASH	455-303	10	16.79
02/25/2020	APCH	95308#	CHRISTOPHER B. BURKE	FEES - ENGINEERING-REIMB	520-245	15	440.00
				FEES - ENGINEERING	520-245	15	440.00
				FEES - ENGINEERING	520-245	15	47.50
				FEES - ENGINEERING	720-245	35	2,124.25
				FEES - ENGINEERING	720-245	35	222.50
				FEES - ENGINEERING	720-245	35	7,249.75
				FEES - ENGINEERING	720-245	35	1,614.24
				FEES - ENGINEERING	720-245	35	220.00
				PLAN REVIEW - ENGINEER	720-254	35	563.95
				STREET IMPROVEMENTS	765-685	35	330.00
				FEES - ENGINEERING	820-245	40	563.95
				FEES - ENGINEERING	820-245	40	550.00

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 CHECK DATE FROM 02/12/2020 - 02/25/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/25/2020	APCH	95309	CINTAS CORPORATION NO 2	FEES - ENGINEERING	820-245	40	357.15
				PLAN REVIEW - CIVIL ENGINEER	820-254	40	110.00
				CHECK APCHK 95308 TOTAL FOR FUND 01:			14,833.29
02/25/2020	APCH	95310	CITY WIDE OF ILLINOIS	MAINTENANCE - PW BUILDING	725-418	35	74.66
02/25/2020	APCH	95311	CODE ENFORCEMENT REPRESENTATIVES	MAINTENANCE - PW BUILDING	725-418	35	179.20
				MAINTENANCE - PW BUILDING	725-418	35	88.92
				CHECK APCHK 95310 TOTAL FOR FUND 01:			268.12
02/25/2020	APCH	95312*	COMED	ENERGY/COMED (835 MIDWAY)	830-119	40	1,741.25
				RED LIGHT - COM ED	466-240	10	550.88
				RED LIGHT - COM ED	630-248	30	43.93
				RED LIGHT - COM ED	630-248	30	45.54
				RED LIGHT - COM ED	630-248	30	34.38
				ENERGY - STREET LIGHTS	745-207	35	51.34
				ENERGY - STREET LIGHTS	745-207	35	499.86
				CHECK APCHK 95312 TOTAL FOR FUND 01:			1,225.93
02/25/2020	APCH	95313	COMPASS MINERALS AMERICA	SALT	755-331	35	17,604.11
02/25/2020	APCH	95314#	DISCOVERY BENEFITS SIMPLIFY	EMP DED PAY - FSA FEE	210-221	00	49.92
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	0.08
				CHECK APCHK 95314 TOTAL FOR FUND 01:			50.00
02/25/2020	APCH	95315	FBI-LEEDA INC	FEES/DUES/SUBSCRIPTIONS	630-307	30	50.00
02/25/2020	APCH	95316	FSS TECHNOLOGIES LLC	MAINTENANCE - BUILDING	630-228	30	337.50
02/25/2020	APCH	95318	HR SIMPLIFIED	HEALTH/DENTAL/LIFE INSURANCE	455-141	10	100.00
02/25/2020	APCH	95319	I.R.M.A.	INSURANCE - IRMA	480-272	10	850.00
02/25/2020	APCH	95320	ILLINOIS DEPT. OF TRANSPORTATION	STREET & ROW MAINTENANCE	750-328	35	1,582.90
02/25/2020	APCH	95321	INT ASSOC OF CHIEFS OF POLICE IN	FEES/DUES/SUBSCRIPTIONS	630-307	30	190.00
02/25/2020	APCH	95322	KANE, MCKENNA & ASSOCIATES, INC.	CONSULTING	455-306	10	1,550.00
02/25/2020	APCH	95323	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	325.00
02/25/2020	APCH	95324#	KONICA MINOLTA BUSINESS SOLUTION	COPY SERVICE	630-315	30	368.59
				COPY SERVICE	630-315	30	56.79
				COPY SERVICE	810-315	40	234.71

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CHECK DATE FROM 02/12/2020 - 02/25/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/25/2020	APCH	95325	LAFORCE INC	CHECK APCHK 95324 TOTAL FOR FUND 01:			660.09
				OPERATING EQUIPMENT	630-401	30	23.00
02/25/2020	APCH	95326	LAW OFFICES STORINO RAMELLO&DURK	FEES - VILLAGE ATTORNEY	470-239	10	8,698.10
				FEES - LABOR COUNSEL	470-242	10	2,279.90
				CRISIS MANAGEMENT	475-367	10	399.00
				CHECK APCHK 95326 TOTAL FOR FUND 01:			11,377.00
02/25/2020	APCH	95327	LORI RINELLA	FUEL/MILEAGE/WASH	630-303	30	21.28
02/25/2020	APCH	95329	MIDCO	FEES/DUES/SUBSCRIPTIONS	630-307	30	468.00
02/25/2020	APCH	95330	NANCY TURVILLE	FUEL/MILEAGE/WASH	630-303	30	18.98
				FUEL/MILEAGE/WASH	630-303	30	23.56
				FUEL/MILEAGE/WASH	630-303	30	23.56
				OPERATING EQUIPMENT	630-401	30	186.96
				CHECK APCHK 95330 TOTAL FOR FUND 01:			253.06
02/25/2020	APCH	95331	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANCE	210-213	00	80.00
02/25/2020	APCH	95332	NEW MILLENNIUM PRODUCTS, INC.	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	500.00
02/25/2020	APCH	95333*#	PETTY CASH C/O CAROLINE DITTMAN	FEES/DUES/SUBSCRIPTIONS-MARDEGAN	455-307	10	2.00
				COMMISSARY PROVISIONS-COONS	455-355	10	12.27
				SCHOOLS/CONFERENCES/TRAVEL-ROSAL	630-304	30	18.00
				SCHOOLS/CONFERENCES/TRAVEL-POLFLIET	630-304	30	15.00
				OPERATING SUPPLIES-SCHMITZ	630-331	30	20.00
				OPERATING EQUIPMENT-SCHMITZ	630-401	30	50.09
				JAIL SUPPLIES-SCHALLER	650-343	30	50.00
				VEHICLES - NEW & OTHER- AJ	765-625	35	8.00
				CHECK APCHK 95333 TOTAL FOR FUND 01:			175.36
02/25/2020	APCH	95334	PIONEER PRESS	FEES/DUES/SUBSCRIPTIONS	630-307	30	65.00
02/25/2020	APCH	95335	PIRTEK - SOUTH HOLAND INC	MAINTENANCE - VEHICLES	735-409	35	383.33
02/25/2020	APCH	95336#	RAGS ELECTRIC, INC	MAINTENANCE - BUILDING	466-228	10	1,215.00
				MAINTENANCE - STREET LIGHTS - REIMB	745-223	35	6,208.66
				MAINTENANCE - STREET LIGHTS	745-223	35	569.43
				CHECK APCHK 95336 TOTAL FOR FUND 01:			7,993.09
02/25/2020	APCH	95337	RATHS, RATHS & JOHNSON, INC.	PLAN REVIEW - STRUCTURAL REIMB	820-255	40	535.48

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/25/2020	APCH	95338	RAY O'HERRON CO., INC.	OPERATING EQUIPMENT	630-401	30	710.30
02/25/2020	APCH	95339	REGIONAL TRUCK EQUIPMENT CO	MAINTENANCE - VEHICLES	735-409	35	41.18
02/25/2020	APCH	95340	SBOC	SCHOOLS/CONFERENCES/TRAVEL	810-304	40	500.00
02/25/2020	APCH	95341#	STAPLES	OFFICE SUPPLIES	455-301	10	24.03
				COMMISSARY PROVISION	455-355	10	55.05
				OFFICE SUPPLIES	610-301	25	25.29
				OFFICE SUPPLIES	810-301	40	7.28
				CHECK APCHK 95341 TOTAL FOR FUND 01:			111.65
02/25/2020	APCH	95342	T.P.I.	PLAN REVIEW - BUILDING CODE	820-258	40	5,032.02
				PLAN REVIEW - BUILDING CODE	820-258	40	10,694.50
				PART TIME - INSPECTOR	830-109	40	1,617.00
				PLUMBING INSPECTION	830-115	40	800.00
				CHECK APCHK 95342 TOTAL FOR FUND 01:			18,143.52
02/25/2020	APCH	95343*#	TAMELING GRADING	STREET & ROW MAINTENANCE	750-328	35	540.00
02/25/2020	APCH	95344	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION-REIMB	830-117	40	344.00
				ELEVATOR INSPECTION-REIMB	830-117	40	100.00
				CHECK APCHK 95344 TOTAL FOR FUND 01:			444.00
02/25/2020	APCH	95345	THOMSON REUTERS - WEST	FEES/DUES/SUBSCRIPTIONS	630-307	30	173.43
02/25/2020	APCH	95346	TRAFFIC CONTROL & PROTECTIONS	ROAD SIGNS	755-333	35	195.00
				ROAD SIGNS	755-333	35	58.35
				ROAD SIGNS	755-333	35	72.75
				CHECK APCHK 95346 TOTAL FOR FUND 01:			326.10
02/25/2020	APCH	95347	U.S. POSTMASTER	POSTAGE & METER RENT	455-311	10	240.00
02/25/2020	APCH	95348*#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	48.90
				OFFICE SUPPLIES	455-301	10	34.05
				OFFICE SUPPLIES	455-301	10	9.18
				OFFICE SUPPLIES	455-301	10	21.38
				COMMISSARY PROVISION	455-355	10	25.94
				COMMISSARY PROVISION	455-355	10	34.86
				OFFICE SUPPLIES	630-301	30	549.89
				OFFICE SUPPLIES	630-301	30	119.94

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 02/12/2020 - 02/25/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/25/2020	APCH	95349	WEST SIDE TRACTOR SALES	OFFICE SUPPLIES	630-301	30	11.76
02/25/2020	APCH	95350	WESTERN FIRST AID & SAFETY	OPERATING EQUIPMENT	630-401	30	34.49
				CHECK APCHK 95348 TOTAL FOR FUND 01:			890.39
02/25/2020	APCH	95351#	WESTOWN AUTO SUPPLY COMPANY	FURNITURE & OFFICE EQUIPMENT	710-405	35	118.52
02/25/2020	APCH	95351#	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - PW BUILDING	725-418	35	30.84
				CHECK APCHK 95351 TOTAL FOR FUND 01:			652.78
02/25/2020	APCH	95352	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	735-409	35	364.69
02/25/2020	APCH	95352	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	810-409	40	288.09
				CHECK APCHK 95352 TOTAL FOR FUND 01:			200.00
				Total for fund 01 GENERAL FUND			168,577.77

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 02/12/2020 - 02/25/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
02/25/2020	APCH	160(E)	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	124,448.80
02/25/2020	APCH	95300*#	ACCESS ONE, INC.	PHONE - TELEPHONES	401-201	50	91.48
				PHONE - TELEPHONES	401-201	50	91.61
				CHECK APCHK 95300 TOTAL FOR FUND 02:			183.09
02/25/2020	APCH	95312*#	COMED	ENERGY - ELECTRIC PUMP	420-206	50	1,278.41
02/25/2020	APCH	95317	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,600.00
02/25/2020	APCH	95333*#	PETTY CASH C/O CAROLINE DITTMAN	SCHOOLS CONFERENCE TRAVEL-COONS	401-304	50	40.00
				SCHOOLS CONFERENCE TRAVEL-COONS	401-304	50	60.00
				VEHICLES - NEW & OTHER-AJ	440-626	50	8.00
				CHECK APCHK 95333 TOTAL FOR FUND 02:			108.00
02/25/2020	APCH	95343*#	TAMELING GRADING	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	630.00
02/25/2020	APCH	95348*#	WAREHOUSE DIRECT	OFFICE SUPPLIES	401-301	50	422.27
				Total for fund 02 WATER FUND			130,670.57

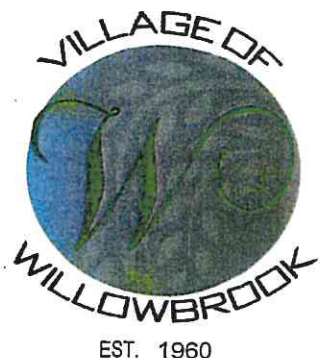
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Fund: 07 POLICE PENSION FUND

Total for fund 07 POLICE PENSION FUND	3,187.00
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TOTAL - ALL FUNDS

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



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

January 29, 2020

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Brian Pabst

Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman

DQ WILLOWBROOK

C/O: STEVE TROHA

7528 CLARENDON HILLS RD
WILLOWBROOK, IL 60527

Re: Account [REDACTED]

PIN #: [REDACTED]

Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 552.77. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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

You may pay your bill online by visiting www.willowbrookil.org and select "Pay A Bill." You will need your account number and PIN as listed above. A convenience fee will apply.

If you have any questions concerning your water bill, please contact the billing office at 630-920-2238. If you wish to arrange a hearing before the Mayor and Board of Trustees to contest the termination of your water service, please contact the Village Deputy Clerk at 630-920-2234 or in writing to 835 Midway Dr., Willowbrook, IL 60527 no later than five (5) days prior to the scheduled termination date.

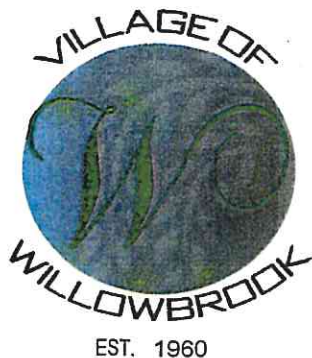
If you do not satisfy the bill or contact one of the options listed above, your water service will be automatically terminated.

Sincerely,

Village of Willowbrook



Proud Member of the
Illinois Route 66 Scenic Byway



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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

January 29, 2020

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

**Village
Administrator**

Brian Pabst

Chief of Police

Robert Schaller

**Director of
Finance**

Carrie Dittman

JOJO JAPANESE STEAK HOUSE
7409 KINGERY HWY
WILLOWBROOK, IL 60527

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 432.17. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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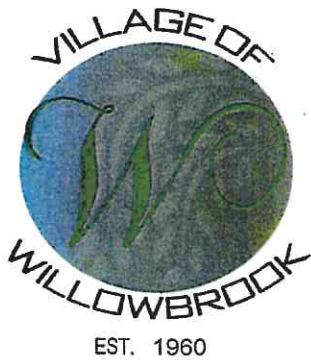
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Sincerely,

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Chief of Police

Robert Schaller

**Director of
Finance**

Carrie Dittman

KERRY PIPER RESTAURANT
7900 JOLIET RD
WILLOWBROOK, IL 60527-5626

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 383.99. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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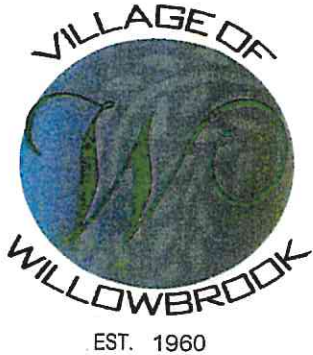
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Sincerely,

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Chief of Police

Robert Schaller

**Director of
Finance**

Carrie Dittman

PAK MAIL

7223 KINGERY HWY
WILLOWBROOK, IL 60527

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 168.60. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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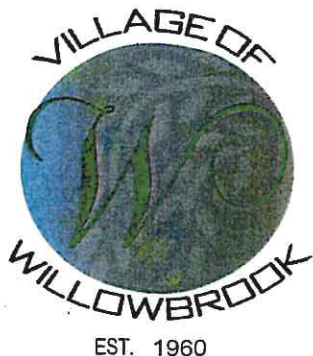
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Sincerely,

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January 29, 2020

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Brian Pabst

Chief of Police

Robert Schaller

**Director of
Finance**

Carrie Dittman

DEERING, SEAN
21 PORTWINE RD
WILLOWBROOK, IL 60527-2225

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 174.99. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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

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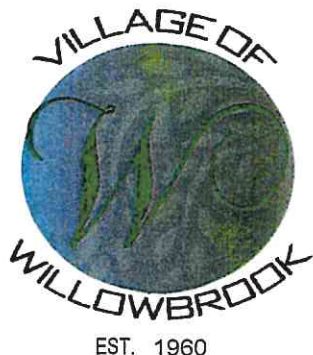
If you do not satisfy the bill or contact one of the options listed above, your water service will be automatically terminated.

Sincerely,

Village of Willowbrook



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Willowbrook

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Robert Schaller

**Director of
Finance**

Carrie Dittman

MALUTAN, VASILE
6201 BENTLEY AVE
WILLOWBROOK, IL 60527

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 248.75. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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

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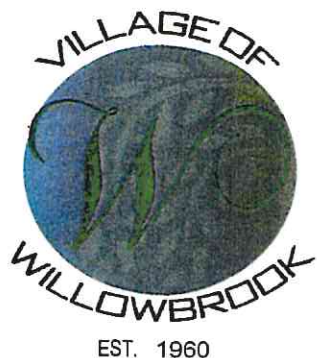
If you do not satisfy the bill or contact one of the options listed above, your water service will be automatically terminated.

Sincerely,

Village of Willowbrook



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January 29, 2020

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Robert Schaller

**Director of
Finance**

Carrie Dittman

NAHOULI, MAYA
114 59TH ST
WILLOWBROOK, IL 60527

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 181.14. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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If you have any questions concerning your water bill, please contact the billing office at 630-920-2238. If you wish to arrange a hearing before the Mayor and Board of Trustees to contest the termination of your water service, please contact the Village Deputy Clerk at 630-920-2234 or in writing to 835 Midway Dr., Willowbrook, IL 60527 no later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact one of the options listed above, your water service will be automatically terminated.

Sincerely,

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Willowbrook

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January 29, 2020

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Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman

NGUMI, LYNETTE & PAUL
6128 WILLOWOOD LN
WILLOWBROOK, IL 60527-3963

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 411.00. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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Sincerely,

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January 29, 2020

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Paul Oggerino

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Administrator**

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Chief of Police

Robert Schaller

**Director of
Finance**

Carrie Dittman

SAHLAS, KATHERINE
24 WINDWARD CIR
WILLOWBROOK, IL 60527-2228

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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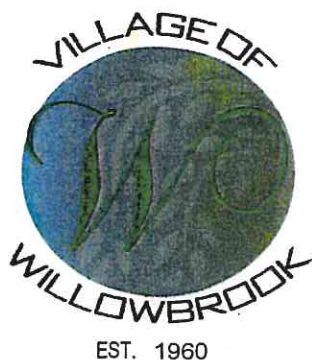
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Sincerely,

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Chief of Police

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**Director of
Finance**

Carrie Dittman

VAYALIL, JACOB
351 WILLOWOOD LN
WILLOWBROOK, IL 60527-3900

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 427.77. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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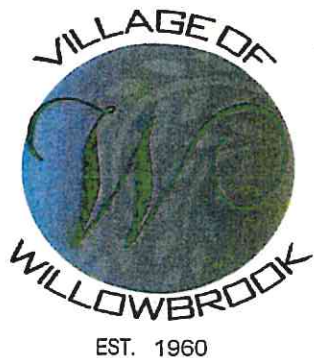
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Robert Schaller

**Director of
Finance**

Carrie Dittman

WEGNER, JOHN F.
321 60TH CT
WILLOWBROOK, IL 60527-1905

Re: Account [REDACTED]
PIN #: [REDACTED]
Delinquent Water Bill

Dear Owner/Resident/Tenant,

Please be advised that your water bill is now delinquent in the amount of \$ 306.90. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before February 21, 2020, will result in the immediate termination of your water service.

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Sincerely,

Village of Willowbrook



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VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

A Motion to Approve an Application to Hold a Raffle on March 7, 2020 for the West Suburban Symphony

AGENDA NO.

5e

AGENDA DATE:

02/24/20

STAFF REVIEW: Mike Mertens, Assistant Village Administrator

SIGNATURE: M. Mertens

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: T. Bastian /mr

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: B. Pabst /mr

REVIEWED & APPROVED BY COMMITTEE:

YES ☐

NO ☐

N/A ☒

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

The West Suburban Symphony has applied for a license to hold a Raffle. The West Suburban Symphony organization was formed as a corporation on January 27, 1993. The organization was formed to delight their audiences with affordable musical experiences.

The raffle is to be held on March 7, 2020 at the Ashton Place, 341 75th Street, Willowbrook, Illinois 60527.

STAFF RECOMMENDATION

Staff recommends approving the raffle license for the West Suburban Symphony to be held on March 7, 2020.

ACTION PROPOSED: Pass the Motion.



Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5594

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

Mayor

Frank A. Trilla

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



Proud Member of the
Illinois Route 66 Scenic Byway

APPLICATION FOR LICENSE TO HOLD A RAFFLE

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.

Name	Address	Age
West Suburban Symphony	P. O. Box 565	73

Date of incorporation, if corporation: Jan 27, 1993

Date of formation of organization: August, 1947

Object for which organization or corporation was formed: To delight our audience with with affordable musical experiences

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, 341 75th Street, Willowbrook

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

March 7, 2020

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

Ashton Place, 341 75th Street, Willowbrook

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: No

If yes, explain: _____

6. The aggregate retail value of all prizes or merchandise awarded by the licensee in a single raffle.
\$625
7. The maximum retail value of each prize awarded by the licensee in a single raffle.
\$25
8. The maximum price which may be charged for each raffle chance issued or sold.
\$25
9. Has a previous license issued by any state or subdivision thereof or by the Federal government ever been revoked:
Yes: _____ No: No
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.
I affirm
11. Affirm that the applicant will not allow gambling devices or gambling on the premises where the drawing will be held.
I affirm
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 2/18/20

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

RECEIVE – A PRESENTATION TO RECOGNIZE THE OFFICER OF THE YEAR FOR THE WILLOWBROOK POLICE DEPARTMENT.

AGENDA NO. **6**

AGENDA DATE: 02/24/2020

STAFF REVIEW: Robert Schaller, Chief of Police

SIGNATURE: R. Schaller /mm

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: T. Bastian /mm

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: B. Pabst /mm

REVIEWED & APPROVED BY PSC: YES ☐ NO ☐ N/A ☐

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

On July 8, 2019 the Public Safety Committee approved establishing an annual awards program in which recipients would be recognized annually at a Village Board meeting for the Officer of the Year along with, any letters of recognition, employment, meritorious service, or other awards given to officers during the prior year to be formally recognized.

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

To be awarded this honor, an officer should be an outstanding police officer who has had an excellent work record over the past year, including good self-initiated field activity, arrests, citations, contacts, etc. This honor shall be awarded to the officer who has made the most significant contribution to the Willowbrook Police Department throughout the year, and who, through their dedication and consistent high quality of work, is admired by his/her peers. The officer should also exhibit stellar professionalism, compassion, and understanding during their interactions with offenders and the community.

Selection process the following procedure will -be utilized to select the Officer of the Year:

- a. Only one (1) Officer of the Year may be selected.
- b. Each January all officers will be requested to nominate one of their peers in an anonymous ballot style voting. The officer receiving the most nominations will be the recipient of the Officer of the Year Award.
- c. In the event of a tie, the Willowbrook Public Safety Committee will be asked to provide the tie breaking vote

ACTION PROPOSED:

Receive the Presentation.

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

Receive - A Presentation to Recognize the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award

AGENDA NO. 7

AGENDA DATE:
02/24/20

STAFF REVIEW: Mike Mertens, Assistant Village Administrator SIGNATURE: M. Mertens

LEGAL REVIEW: Tom Bastian, Village Attorney SIGNATURE: T. Bastian

RECOMMENDED BY: Brian Pabst, Village Administrator SIGNATURE: B. Pabst

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

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

The Government Finance Officers Association (GFOA) has announced that the Village of Willowbrook has received the GFOA's Distinguished Budget Presentation Award for its FY 2019/2020 Budget. This is the 18th consecutive year the Village has received this award.

The award represents a significant achievement for the Village. It reflects the commitment of the Village Board and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the Village had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- A policy document,
- A financial plan,
- An operational guide and,
- A communication device.

Budgets documents must be rated "proficient" in all four categories, and in fourteen mandatory criteria within those categories, to receive the award.

STAFF RECOMMENDATION

Congratulations to the Village Board for their commitment and specifically to Carrie Dittman, our Finance Director, on her knowledge, hard work and thoroughness in receiving this award.

ACTION PROPOSED: Receive the Presentation.



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION
to

**Carrie Dittman, Director of Finance
Village of Willowbrook, Illinois**

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Christopher P. Morrell

Date **January 22, 2020**

