

## 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, APRIL 10, 2023 AT 6:30 P.M., AT THE COMMUNITY RESOURCE CENTER (CRC), 825 MIDWAY DRIVE, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

THE VILLAGE WILL BE OFFERING A ZOOM WEBINAR FOR THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO ATTEND BY VIDEO OR AUDIO IF DESIRED. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.

THE PUBLIC CAN UTILIZE THE FOLLOWING CALL-IN NUMBER:

Dial-in Phone Number: 312-626-6799

Meeting ID: 890 8551 7515

Written Public Comments Can Be Submitted By 6:15 P.M. on April 10, 2023, to [aarteaga@willowbrook.il.us](mailto:aarteaga@willowbrook.il.us)

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' BUSINESS - Public Comment is Limited to Three Minutes Per Person
5. PUBLIC HEARINGS:
  - a. [Budget Fiscal Year 2023/2024](#)
6. OMNIBUS VOTE AGENDA:
  - a. Waive Reading of Minutes (Approve)
  - b. [Minutes - Board of Trustees Regular Meeting March 27, 2023](#) (APPROVE)
  - c. [Minutes - Board of Trustees Special Meeting - Budget Workshop #3 - March 16, 2023](#) (APPROVE)
  - d. [Warrants \\$344,751.18](#)
  - e. RESOLUTIONS - SEASPAR
    - i. [RESOLUTION NO. \\_\\_\\_\\_\\_ - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE SUBMISSION OF A REQUEST TO BECOME A MEMBER OF THE SOUTHEAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION \("SEASPAR"\) \(ADOPT\)](#)

- ii. RESOLUTION NO. \_\_\_\_\_ - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING PARTIAL REIMBURSEMENT FOR NON-RESIDENT GATEWAY RECREATION PROGRAM FEES (ADOPT)
- f. PROCLAMATION - ARBOR DAY 2023
- g. ORDINANCE NO. - \_\_\_\_\_ AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS (PASS)

NEW BUSINESS

- 7. ORDINANCE NO. \_\_\_\_\_ - SUPPLEMENTAL APPROPRIATION ORDINANCE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023 (PASS)
- 8. MOTION - MOTION TO APPROVE THE 2023-2024 BUDGET (PASS)
- 9. ORDINANCE NO. \_\_\_\_\_ - AN ORDINANCE GRANTING CERTAIN VARIATIONS FROM THE VILLAGE OF WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE AND GRANTING APPROVAL OF A PRELIMINARY PLAT OF SUBDIVISION - 6031-6037 BENTLEY AVENUE - BENTLEY WOODS SUBDIVISION (PASS)

PRIOR BUSINESS

- 10. TRUSTEE REPORTS
- 11. ATTORNEY'S REPORT
- 12. CLERK'S REPORT
- 13. ADMINISTRATOR'S REPORT
- 14. MAYOR'S REPORT
- 15. EXECUTIVE SESSION
- 16. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 27, 2023, AT 6:30 P.M. AT THE COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

THE VILLAGE WILL BE OFFERING A ZOOM WEBINAR FOR THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO ATTEND BY VIDEO OR AUDIO IF DESIRED. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.

1. CALL TO ORDER

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

2. ROLL CALL

Those physically present at roll call were, Village Clerk Deborah Hahn, Mayor Frank Trilla, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Gayle Neal, Greg Ruffolo, Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Parks and Recreation Dustin Kleefisch, Chief Robert Schaller, Deputy Chief Lauren Kaspar, and Deputy Clerk Christine Mardegan.

ABSENT: Trustee Michael Mistele, Director of Community Development Michael Krol, Deputy Chief Benjamin Kadolph, and Public Works Foreman AJ Passero.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

Mayor Trilla asked for a moment of silence in tribute at the passing of Western Springs Village President Alice Gallagher.

4. VISITORS' BUSINESS

Present at the meeting, Ms. Donalynne Nipperus, a resident of Midway Drive in Willowbrook, expressed her concern regarding the pickleball court location proposed for the Midway Park project. She requested a meeting with the Mayor and Director Kleefisch and other concerned residents. After seeing the project renderings, her main concerns are the restrooms being so close to her home and the noise level that will be caused from the pickleball court. She wondered if any studies had been done on noise levels from pickleball courts, and the distance the sound travels.

Mayor Trilla acknowledged Ms. Nipperus' comments and advised that additional options were being investigated.

Mr. Patrick Baudhuin, a resident of Willowbrook who lives east of Borse Park, stated that he is opposed to the planned expansions at Midway and

Borse Parks. Some of his concern is for safety issues with the placement of the parking lot and street in close proximity to the children's splash pad and playground. Eleanor Place is a well-traveled street. He also questioned why a pickleball court would be placed in between two residential properties.

Mayor Trilla commented that the children's splash pad will be fenced in. One of reasons for the parking lot placement was that it would be easier for the parents if it is closer to the splash pad.

A third resident, who did not wish to be named or identified by address, spoke. I am a resident near Midway Park, and I met with Dustin [Director Kleefisch] in February when I provided my opposition to the rendering and plans for many of the same reasons as Ms. Nipperus. The main objection is, as pickleball is a known noise pollutant, the placement less than 50 feet from a home is unjustifiable.

Another concern of this resident is the safety issues raised with traffic and parking issues that will occur due to adding more amenities to the parks. The Village staff working with this project have been unable to reassure him that the additional parking will be sufficient.

He did not feel there was much communication about this project. Most of the residents that he had talked with did not know this was happening. Dustin [Director Kleefisch] did speak with me but he felt this was too late, occurring after the renderings were created and paid for. He wished the communication had taken place earlier, before the renderings were completed, so that he might have provided additional feedback.

He also noted that Midway Park is overwhelmed with water. There are clearly some infrastructure issues with the storm water drainage; the back area, where wiffle ball fields are to be located, is always wet. Although he has spoken with Novotny [the engineering firm], the answers and solutions presented have been unsatisfactory.

Mayor Trilla responded that we have reached out to residents and the information was posted on the Village website. We are glad you are here tonight, and we have taken your objections to heart. We are exploring a myriad of other options based on your feedback. Regarding the stormwater issues, the entire lot will be reengineered to address the drainage. As a reminder, this is a 3-year project, and we are just at the beginning; things can change. We appreciate all of your comments.

Resident Mr. Larry Conklin took the podium. I have sent several letters over the 36 years I have lived in the Village, and we have many great things in the Village of Willowbrook. In reviewing Mayor Trilla's election materials, I noticed that the Village has received a AAA bond rating for your entire time in office, which is excellent. My concern is that I have been seeing a municipal tax on my ComEd bill, phone bill,

and probably cell phone bills as well. Since we have all these new businesses, I challenge the Board to abolish the [utility] taxes. Please consider my request. Another question I have is why do we have an eight or nine percent sales tax?

Administrator Halloran stated that the Village collects a one percent sales tax and one percent home rule tax. The balance of the sales taxes being charged are state and county taxes.

Mayor Trilla added that these types of taxes help offset the lack of property taxes. The only property tax collected by Willowbrook is approximately \$13.00 per \$100,000 of a home's assessed value for providing accessible recreation facilities.

Mr. Conklin also asked whether Willowbrook provided a "safe zone" for in person online sales transactions, similar to Burr Ridge. Chief Schaller indicated that, although there is no designated spot for these types of transactions, residents are free to use any of the parking spaces in front of the police department for buyers and sellers to meet.

The next speaker, Mr. Tom Cameli, stated he is an attorney and has been contacted by a number of homeowners with their concerns. The main object of the complaints I've been hearing is that the residents feel the Board does not realize the direct impact their decisions will have on the homes of these residents and on the local streets. These are legitimate concerns.

I have not read the plans, but with all the new parking spots being added that seems to be a lot of potential traffic in the neighborhood. I want to ensure that the residents are being heard. It sounds like they are going to be. I have encouraged each resident to contact you and to get involved. I can't imagine a Board that would want to do something that would so directly affect the residents without considering those peoples' concerns.

From the comments I have received, it seems like the preference is for "passive recreation", especially for the property between the homes. "Passive recreation", examples like walking path, hiking path or a bicycle path, that would not change the natural landscape of the parks, and without upsetting the homes that are directly affected. No one would want a pickleball court within fifty feet from their house. Thank you for listening to the people and me, and to let you know I have encouraged the residents to come to you with their concerns.

Mayor Trilla thanked all the speakers for their input and participation.

#### 5. OMNIBUS VOTE AGENDA:

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

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Board of Trustees Regular Meeting March 13, 2023 (APPROVE)
- c. Minutes - Board of Trustees Special Meeting - Committee of the Whole - March 13, 2023 (APPROVE)
- d. Minutes - Board of Trustees Special Meeting - Budget Workshop #2 Revised February 15, 2023 (APPROVE)
- e. Warrants \$582,203.87
- f. ORDINANCE NO. 23-O-07- AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- g. MOTION - A MOTION TO APPROVE LORA FLORI, VILLAGE OF WILLOWBROOK CFO AS PRINCIPAL AUTHORITY ON ALL VILLAGE ILLINOIS FUNDS BANK ACCOUNTS, AND AUTHORIZING VILLAGE STAFF TO EXECUTE ALL NECESSARY CHANGE OF INFORMATION FORMS, WITH THE ILLINOIS TREASURER'S OFFICE, REMOVING AND REPLACING BRIAN PABST WITH LORA FLORI. (PASS)
- h. POSTPONEMENT TO THE 4/10/23 VILLAGE BOARD OF TRUSTEES AGENDA - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE SUBMISSION OF A REQUEST TO BECOME A MEMBER OF THE SOUTHEAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION ("SEASPAR")

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 6. RESOLUTION NO. 23-R-14 - A RESOLUTION APPROVING THE PROPOSAL, AWARDING A CONTRACT AND AUTHORIZING THE MAYOR TO EXECUTE, ON BEHALF OF THE VILLAGE, AN AGREEMENT WITH GALLAGHER BASSETT SERVICES, INC. TO PROVIDE SAFETY PROGRAM SERVICES TO THE VILLAGE OF WILLOWBROOK (ADOPT)

Mr. Arteaga shared that this agenda item is for the execution of a contract with Gallagher Bassett to provide safety program services to the Village. This will provide training for Public Works, with additional staff training for anti-discrimination and sexual harassment in the workplace, or other state-mandated training. The original RFP

was on January 13, Village staff released REP #012 for Safety Program Services. Bids for this RFP were due by February 8. Staff received bids from two firms, Gallagher Bassett Services and Hygieneering, Inc.

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to adopt Resolution 23-R-14 as presented.

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

MOTION DECLARED CARRIED

7. ORDINANCE NO. 23-O-08 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH PARVIN-CLAUSS SIGN COMPANY FOR THE FABRICATION AND INSTALLATION OF ONE (1) VILLAGE MONUMENT SIGN AND THREE (3) ALUMINUM POST AND PANEL SIGNS AT AN ESTIMATED TOTAL COST NOT TO EXCEED \$23,559.00. (PASS)

Village Administrator Halloran reported that we are asking the Board to approve three directional signs on the municipal campus and one additional park sign at Borse Park. Some of the residents are getting lost and they are unsure of which is the correct entry way for each building. We want to help people and make them more comfortable when they are coming to the Village locations.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to pass Ordinance 23-O-08 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. TRUSTEE REPORTS

Trustee Neal commented regarding all the public comments that have come in this evening that each one of us [the Trustees] is taking your complaints, concerns, and statements seriously. We are discussing it and listening to you.

After the meeting, we may not be able to discuss this further with you, not because we don't care, we do, but rather a further, separate or private discussion may in violation of the [Illinois] Open Meetings Act. I do care and I am in your neighborhood, working for improvements. I was one of the people that was instrumental in getting the flashing speed sign installed. We do hear you and your comments will be taken into consideration.

Trustee Ruffolo echoed Trustee Neal comments and stated we are all listening and trying to do the best thing for this municipality.

Trustee Mistele was not present.

Trustee Berglund addressed the residents and stated to everyone here we are listening, and we are taking this all into consideration. Your information is greatly appreciated.

Trustee Davi thanked Trustee Neal for her comments and thanked the visitors noting that we all appreciate seeing you all here tonight.

You are our Village; we all live here. We have the same concerns as you do. We have had two major events in the Village we all remember, the first was the gun range and, secondly, the Sterigenics fiasco. Residents came out strong, and we listened to you and fought for you. We want to do what is best for our Village. That's why our Village is doing so well, and I am very proud of it.

Trustee Astrella thanked the residents for coming and said we do hear you. I am right in the area, and I am with you. I even spoke with some residents over the weekend, and I hear you.

9. ATTORNEY'S REPORT

Attorney Durkin had no report.

10. CLERK'S REPORT

Clerk Hahn had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halloran had no report.

12. MAYOR'S REPORT

Mayor Trilla told the residents that he appreciated the input and asked the residents to continue to stay in touch with us. Watch for information and updates in your water bills and on the website. There will be another meeting in May to discuss this further. I hope to see you at that meeting.

13. EXECUTIVE SESSION

There was no need for an Executive Session this evening.

14. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Neal to adjourn the Regular Meeting at the hour of 7:09 p.m.

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Village Board Minutes  
March 27, 2023

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

MOTION DECLARED CARRIED  
PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2023.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK FOR BUDGET WORKSHOP #3 WAS HELD ON THURSDAY, MARCH 16, 2023, AT 5:30 P.M. AT THE WILLOWBROOK COMMUNITY RESOURCE CENTER (CRC), 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

THE VILLAGE WILL BE OFFERING A ZOOM WEBINAR FOR THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO ATTEND BY VIDEO OR AUDIO IF DESIRED. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.

***Note: Minutes created from meeting agenda, Clerk's notes, and PowerPoint presentation, due to distortion of audio recording.***

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Mayor Frank A. Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Clerk Deborah Hahn, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Sean Halloran, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Deputy Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, and Public Works Foreman AJ Passero.

Present via conference call was Deputy Chief Lauren Kaspar.

Absent: Chief Robert Schaller, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, and Deputy Clerk Christine Mardegan

Also present was Mr. Brian Pabst, representing the WEDP (Willowbrook Economic Development Partnership).

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Mr. Pabst to lead the pledge of allegiance.

4. VISITORS' BUSINESS

None presented and no written comments were received.

Mr. Brian Pabst was introduced to provide a review of the Village's economic development plan. Mr. Pabst indicated that they have been looking at the economies of the Village and other local communities and the retail and business/office space available. There is a large amount of space available, with no one entity to blame. The available local retail space is trending upward, so the goal is to beat the price per square foot of surrounding communities to encourage development in Willowbrook.

The WEDP (Willowbrook Economic Development Partnership) is implementing a program, Fill Our Space, to attract new business to Willowbrook. The

program aims to boost economic development, create job opportunities, and revitalize the local community.

To achieve this, Mr. Pabst outlined a 6-step strategic plan:

1. Targeted Outreach
2. Incentives
3. Marketing and Promotion
4. Network and Partnership
5. Business Support
6. Community Engagement

He assured the Board that there were not industrial incentives currently included in the strategy or plan. He also indicated that a website for the WEDP was in production and that they were currently working with brokers and sharing information.

As Mr. Pabst concluded his presentation, Trustee Davi raised question regarding the impact of COVID on local retail. Mr. Pabst admitted the Village was hurt by a decrease in sales tax revenues, but not by a lot.

Trustee Berglund asked if he was aware of any rumors of Target closing. Mr. Pabst indicated that although he was not aware of anything, you never know for sure. He recommended tracking Target's sales tax revenues. Trustee Berglund also asked about the space previously occupied by the Juicy-O restaurant. Mr. Pabst noted that there was nothing currently, but that the space was small and commercial loans are currently running at a high interest rate which makes the space less attractive.

There were additional questions regarding specific retail space. Trustee Neal noted that retail is in for a rough patch and suggested, rather than focus on or default to locating retail businesses, that we be flexible in the types of business we encourage or solicit.

Mr. Pabst concluded his presentation and thanked the Board for their time.

#### 5. DISCUSSION - BUDGET WORKSHOP #3

##### a. 2022-2023 Budget Update

Administrator Halloran began his update with the details of the last Budget workshop.

##### b. General Fund Update

In the General fund, there is a decrease of \$230,000 in expenditures due to a delay in the planned band shell portion of the Borse Park renovation project with no change in the revenue amount for the General Fund.

c. Proposed Water Fund

The Water Fund expenditures are \$122,360 lower, with a surplus of \$194,013; the largest in three years. A surplus of \$272,685 for fiscal year 23/24 is anticipated.

Although the water rate structure is improving the surplus, the DuPage Water Commission is considering a 4% increase in price. Trustee Neal noted that the Water Commission does not always share information. Staff will continue monitoring the situation and work to lower expenditures and increase the capital reserve. Trustee Mistele questioned the effect of unknown expenses. Administrator Halloran indicated that although the current fund balance is \$2 million, it will drop some, but, in the coming 2-3 years, will increase.

d. Proposed Motor Fuel Tax Fund Update

After posting deficits in 2021/2022, this year's balance will be higher. The bond money has helped this position with a projected balance of \$40,000. Expenses in this fund are decreasing with no major projects scheduled in the upcoming fiscal year; only winter salt purchases and the 2-year road resurfacing project.

e. Proposed Business District Fund Update

The Business District fund is currently at \$2.7 million. The proposed balance for fiscal year 2023/2024 is \$3.1 million.

Administrator Halloran touched on the General Obligation Fund, noting that Bond A is a \$9 million revenue source with expenditures of \$55,000 for the current fiscal year, increasing to \$2.5 million for fiscal year 2023/2024, leaving the balance at \$6.3 million. Bond B, with expenditures of \$170,000 for 2022/2023, has a balance of \$830,000. For 2023/2024, expenditures are estimated at \$330,000, leaving a balance of \$500,000.

After concluding his presentation, Administrator Halloran asked for questions and comments. Trustee Davi wondered if the Village would run out of money. Administrator Halloran indicated that with the past water rate plan, the Fund would have had less money. However, with the new water rate plan, the Fund balance will increase.

In conclusion, Administrator Halloran advised the Board that the Public Hearing for the FY 2023/2024 Budget would be on April 10, 2023.

Mayor Trilla offered his congratulations to the staff and thanked them for their hard work.

6. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to adjourn the Regular Meeting at the hour of 6:11 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2023.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

## W A R R A N T S

April 10, 2023

GENERAL CORPORATE FUND	-----	\$ 177,911.24
WATER FUND	-----	\$ 133,402.81
RT 83/PLAINFIELD RD BUSINESS DIST TAX	-----	\$ 331.63
17 SERIES 2022 BOND	-----	\$ 33,105.50
TOTAL WARRANTS	-----	\$ 344,751.18

Lora Flori, Director of Finance

## APPROVED:

Frank A. Trilla, Mayor

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
04/10/2023		APCH	100000	CLARKE ENVIRONMENTAL	MOSQUITO ABATEMENT	760-259	35	6,612.50
04/10/2023		APCH	100001	COMCAST CABLE	FEES/DUES/SUBSCRIPTIONS	630-307	30	235.71
04/10/2023		APCH	100002#	COMED	ENERGY/COMED (835 MIDWAY) ENERGY - STREET LIGHTS MAINTENANCE - TRAFFIC SIGNALS MAINTENANCE - TRAFFIC SIGNALS MAINTENANCE - TRAFFIC SIGNALS MAINTENANCE - TRAFFIC SIGNALS	466-240 745-207 745-224 745-224 745-224 745-224	10 35 35 35 35 35	54.84 1,155.77 3,310.52 1,077.54 1,438.68 230.27
					CHECK APCHK 100002 TOTAL FOR FUND 01:			7,267.62
04/10/2023		APCH	100004	COMPASS HOSPITALITY	ACTIVE ADULT PROGRAM	590-517	20	2,700.00
04/10/2023		APCH	100005	DARREN BIGGS	UNIFORMS	630-345	30	900.00
04/10/2023		APCH	100007#	DUPAGE COUNTY PUBLIC WORKS	SANITARY (835 MIDWAY) SANITARY (825 MIDWAY) SANITARY (825 MIDWAY) SANITARY (825 MIDWAY) SANITARY (7760 QUINCY)	466-251 570-250 570-250 570-250 630-250	10 20 20 20 30	25.72 5.00 5.00 5.00 144.86
					CHECK APCHK 100007 TOTAL FOR FUND 01:			185.58
04/10/2023		APCH	100009*#	GOVERNMENT INSURANCE NETWORK	EMP DED PAY- INSURANCE LIFE INSURANCE - ELECTED OFFICIALS LIFE INSURANCE - COMMISSIONERS HEALTH/DENTAL/LIFE INSURANCE LIFE INSURANCE - PLAN COMMISSION HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE HEALTH/DENTAL/LIFE INSURANCE	210-204 410-141 435-148 455-141 510-340 550-141 630-141 710-141 810-141	00 05 07 10 15 20 30 35 40	12,112.71 76.30 28.00 5,306.03 93.10 843.50 39,697.14 3,851.88 5,880.54
					CHECK APCHK 100009 TOTAL FOR FUND 01:			67,889.20
04/10/2023		APCH	100010	HAYES MECHANICAL	MAINTENANCE - BUILDING	630-228	30	1,202.28
04/10/2023		APCH	100011	HEARTLAND BUSINESS SYSTEMS, LLC	PHONE - TELEPHONE	455-201	20	225.00
04/10/2023		APCH	100014	ILLINOIS DEPT. OF TRANSPORTATION	MAINTENANCE - TRAFFIC SIGNALS	745-224	35	901.92

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
04/10/2023		APCH	100015	INT ASSOC OF CHIEFS OF POLICE IN	FEES/DUES/SUBSCRIPTIONS	630-307	30	875.00
04/10/2023		APCH	100016	JODY WEGRZYNSKI	OFFICE SUPPLIES	455-301	10	33.00
04/10/2023		APCH	100018#	KONICA MINOLTA BUSINESS SOLUTION	COPY SERVICE	455-315	10	150.00
					COPY SERVICE	630-315	30	150.00
					COPY SERVICE	630-315	30	150.00
					COPY SERVICE	810-315	40	150.00
					CHECK APCHK 100018 TOTAL FOR FUND 01:			600.00
04/10/2023		APCH	100019	LAW ENFORCEMENT RECORDS MNGRS IL	FEES/DUES/SUBSCRIPTIONS	630-307	30	80.00
04/10/2023		APCH	100020	LEONARD B CANNATA	FEES - FIELD COURT ATTORNEY	630-241	30	1,188.00
04/10/2023		APCH	100023#	MULTISYSTEM MANAGEMENT COMPANY	MAINTENANCE - BUILDING	466-228	10	1,222.50
					MAINTENANCE - EQUIPMENT	570-411	20	640.00
					MAINTENANCE - BUILDING	630-228	30	1,222.50
					CHECK APCHK 100023 TOTAL FOR FUND 01:			3,085.00
04/10/2023		APCH	100024	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANCE	210-213	00	96.00
04/10/2023		APCH	100025	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANCE	210-213	00	640.00
04/10/2023		APCH	100026	NICHOLAS CLEDON	UNIFORMS	630-345	30	498.30
04/10/2023		APCH	100027#	NICOR GAS	NICOR GAS (835 MIDWAY)	466-236	10	431.64
					NICOR GAS (825 MIDWAY)	570-235	20	278.34
					NICOR GAS (7760 QUINCY)	630-235	30	644.78
					NICOR GAS	725-415	35	699.57
					CHECK APCHK 100027 TOTAL FOR FUND 01:			2,054.33
04/10/2023		APCH	100028	NORTH EAST MULTI REGIONAL TRNG.	FEES/DUES/SUBSCRIPTIONS	630-307	30	2,565.00
04/10/2023		APCH	100029	OCCUPATIONAL HEALTH CENTERS	EXAMS - PHYSICAL	440-543	07	47.00
04/10/2023		APCH	100030	ORBIS SOLUTIONS	CONSULTING SERVICES - IT	460-306	10	6,729.67
04/10/2023		APCH	100031	ORKIN EXTERMINATING	FEES/DUES/SUBSCRIPTIONS	630-307	30	110.99
04/10/2023		APCH	100032	PARVIN-CLAUSS SIGN CO	CONTINGENCIES	490-799	10	8,492.00
					CONTINGENCIES	490-799	10	3,287.50
					CHECK APCHK 100032 TOTAL FOR FUND 01:			11,779.50
04/10/2023		APCH	100033	PETER MILETIC	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	300.00

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
					SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	300.00
					CHECK APCHK 100033 TOTAL FOR FUND 01:			600.00
04/10/2023	APCH	100034	RAGS ELECTRIC, INC		MAINTENANCE	725-410	35	415.00
					MAINTENANCE	725-410	35	734.12
					MAINTENANCE	725-410	35	826.89
					CHECK APCHK 100034 TOTAL FOR FUND 01:			1,976.01
04/10/2023	APCH	100035	RAY O'HERRON CO., INC.		OPERATING EQUIPMENT	630-401	30	25.08
04/10/2023	APCH	100036	READY REFRESH		WELLNESS	480-276	10	317.98
04/10/2023	APCH	100037	ROBERT MEDLICOTT		RED LIGHT FINES	310-503	00	100.00
04/10/2023	APCH	100038	ROBERT SCHALLER		FEES/DUES/SUBSCRIPTIONS	630-307	30	149.90
04/10/2023	APCH	100039#	SIGNS NOW		OFFICE SUPPLIES	610-301	25	41.50
					OFFICE SUPPLIES	630-301	30	41.50
					CHECK APCHK 100039 TOTAL FOR FUND 01:			83.00
04/10/2023	APCH	100041*#	TAMELING INDUSTRIES		MAINTENANCE - BUILDING	466-228	10	334.89
					MAINTENANCE - BUILDING	466-228	10	72.00
					CHECK APCHK 100041 TOTAL FOR FUND 01:			406.89
04/10/2023	APCH	100042	THOMAS J BRESCIA		FEES - FIELD COURT ATTORNEY	630-241	30	2,025.00
04/10/2023	APCH	100043	TRAFFIC CONTROL & PROTECTIONS		ROAD SIGNS	755-333	35	114.45
04/10/2023	APCH	100044	TRANSUNION RISK AND ALTERNATIVE		FEES/DUES/SUBSCRIPTIONS	630-307	30	75.00
04/10/2023	APCH	100046	UNDERGROUND PIPE & VALVE, CO.		STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	500.00
					STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	400.00
					CHECK APCHK 100046 TOTAL FOR FUND 01:			900.00
04/10/2023	APCH	100047#	WESTERN FIRST AID & SAFETY		MAINTENANCE - BUILDING	466-228	10	80.02
					OPERATING EQUIPMENT	630-401	30	97.57
					CHECK APCHK 100047 TOTAL FOR FUND 01:			177.59
04/10/2023	APCH	100048	WILLOWBROOK FORD INC.		MAINTENANCE - VEHICLES	630-409	30	2,306.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
04/10/2023	APCH	100050	ZOLTAN BAKSAY	SPECIAL EVENTS	585-523	20	160.00
04/10/2023	APCH	100051	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	22,475.00
				RED LIGHT - MISC FEE	630-249	30	3,349.50
				CHECK APCHK 100051 TOTAL FOR FUND 01:			25,824.50
04/10/2023	APCH	308 (E) #	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	455-301	10	396.67
				WELLNESS	480-276	10	362.09
				OPERATING EQUIPMENT	630-401	30	494.63
				OFFICE SUPPLIES	710-301	35	463.74
				CHECK APCHK 308 (E) TOTAL FOR FUND 01:			1,717.13
04/10/2023	APCH	99986	ALAN F. FRIEDMAN, PHD	FEES/DUES/SUBSCRIPTIONS	630-307	30	1,875.00
04/10/2023	APCH	99988	ARTISTIC ENGRAVING	OPERATING EQUIPMENT	630-401	30	153.42
				OPERATING EQUIPMENT	630-401	30	662.16
				CHECK APCHK 99988 TOTAL FOR FUND 01:			815.58
04/10/2023	APCH	99990	AT & T MOBILITY II LLC	PHONE - TELEPHONES	630-201	30	1,640.88
04/10/2023	APCH	99991	AVID ZEELAND	ACTIVE ADULT PROGRAM	590-517	20	10,280.00
04/10/2023	APCH	99992	BESTWAY CHARTER TRANSPORTATION,	ACTIVE ADULT PROGRAM	590-517	20	3,500.00
04/10/2023	APCH	99994	BLAKE HUNTLEY	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	350.00
04/10/2023	APCH	99995	BUCKEYE POWER SALES CO INC	MAINTENANCE - BUILDING	466-228	10	388.61
04/10/2023	APCH	99996	CASE LOTS, INC	MAINTENANCE - BUILDING	466-228	10	179.90
04/10/2023	APCH	99997#	CHICAGO SUN-TIMES, INC	PRINTING & PUBLISHING	610-302	25	152.00

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND								
					PRINTING & PUBLISHING	810-302	40	556.80
					CHECK APCHK 99997 TOTAL FOR FUND 01:			708.80
04/10/2023	APCH	99998*#	CHRISTOPHER B. BURKE		ENGINEERING SERVICES	820-262	40	184.04
					ENGINEERING SERVICES	820-262	40	659.00
					CHECK APCHK 99998 TOTAL FOR FUND 01:			843.04
04/10/2023	APCH	99999	CITI CARDS		ACTIVE ADULT PROGRAM	590-517	20	1,868.40
					Total for fund 01 GENERAL FUND			177,911.24

Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND								
04/10/2023		APCH	100003	COMMERCIAL TIRE SERVICE, INC	VEHICLE MAINTENANCE	401-350	50	1,483.92
04/10/2023		APCH	100008	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	150.00
04/10/2023		APCH	100009*#	GOVERNMENT INSURANCE NETWORK	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	994.88
					HEALTH/DENTAL/LIFE INSURANCE	401-141	50	4,707.86
					CHECK APCHK 100009 TOTAL FOR FUND 02:			5,702.74
04/10/2023		APCH	100012	HINSDALE NURSERIES, INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	715.00
04/10/2023		APCH	100017	K FIVE CONSTRUCTION	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	560.00
04/10/2023		APCH	100021	METROPOLITAN INDUSTRIES INC	EDP LICENSES	417-263	50	138.00
04/10/2023		APCH	100022	MID AMERICAN WATER	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	426.50
04/10/2023		APCH	100040	TAMELING GRADING	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	6,359.68
04/10/2023		APCH	100041*#	TAMELING INDUSTRIES	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	20.66
					MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	54.90
					CHECK APCHK 100041 TOTAL FOR FUND 02:			75.56
04/10/2023		APCH	100045	ULINE	OFFICE SUPPLIES	401-301	50	844.00
04/10/2023		APCH	309 (E)	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	115,545.08
04/10/2023		APCH	99985	1ST AYD CORPORATION	OFFICE SUPPLIES	401-301	50	137.33
04/10/2023		APCH	99989	ASSOCIATED TECHNICAL SERV. LTD.	LEAK SURVEYS	430-276	50	840.00
04/10/2023		APCH	99993	BLACK GOLD SEPTIC	WELLHOUSE REPAIRS & MAIN - WB EXEC PL	425-474	50	425.00
					Total for fund 02 WATER FUND			133,402.81

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK  
CHECK DATE FROM 03/29/2023 - 04/12/2023

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 15 RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX								
04/10/2023		APCH	100009*#	GOVERNMENT INSURANCE NETWORK	HEALTH/DENTAL/LIFE INSURANCE	455-141	15	331.63
					Total for fund 15 RT 83/PLAINFIELD RD BUSINESS			331.63

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DB: Willowbrook

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CHECK DATE FROM 03/29/2023 - 04/12/2023

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Check	Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 17 SERIES 2022 BOND								
04/10/2023		APCH	99998*#	CHRISTOPHER B. BURKE	EXECUTIVE DRIVE PROJECT	540-427	85	33,105.50
					Total for fund 17 SERIES 2022 BOND			33,105.50
				TOTAL - ALL FUNDS				344,751.18

'\*' - 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

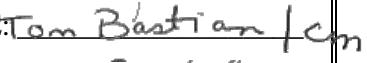
**ITEM TITLE:**

A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE SUBMISSION OF A REQUEST TO BECOME A MEMBER OF THE SOUTHEAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION (“SEASPAR”)

**AGENDA NO.** 6.e.i**AGENDA DATE:** 4/10/2023

**STAFF REVIEW:** Dustin Kleefisch, Director of Parks & Recreation SIGNATURE: 

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

SIGNATURE: 

**RECOMMENDED BY:** Sean Halloran, Village Administrator

SIGNATURE: 

**PURPOSE AND ACTION REQUESTED:**

This item received positive feedback at the December 12, 2022 Village Board meeting and the March 14<sup>th</sup> Committee of the Whole meeting.

After the January 23rd meeting, the Board asked staff to speak with families impacted by this decision. Staff spoke with families one-on-one to learn more about their specific situations and have a group discussion about the subject. After meeting with families who participate in special recreation services, most wanted to pursue becoming a SEASPAR member.

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

**BACKGROUND:** At the Village Board Meeting on December 12<sup>th</sup>, 2022, a presentation was given about the current special recreation association arrangement that the Village has been in, and an alternative organization (SEASPAR) was presented as an option to provide services for the Village. After discussion, the Village Board voted to approve the resolution for the Village of Willowbrook to join the South East Association for Special Parks and Recreation (SEASPAR). After the Village Board passed the resolution, it was brought to the SEASPAR Board of Directors for approval.

On January 17<sup>th</sup>, 2023, the Board of Directors for SEASPAR unanimously voted to accept the Village of Willowbrook as a new member entity of SEASPAR. As a result, the Village Board must approve and accept the terms and conditions of the Joint Agreement for SEASPAR. This Joint Agreement is the binding document between the member entities and SEASPAR and outlines the member entities in the agreement, organization function, officers, meetings and rules of order, committees, administrative function, assessments, termination of membership, amendment, and dissolution.

This Joint Agreement needs to be approved and accepted by the Village Board to officially acknowledge the terms of the agreement and enable SEASPAR to update the document with the Village of Willowbrook as an official member.

There have been one-on-one group conversations, and discussions at Board Meetings about this decision. After taking all the information and input from the families affected by this decision, SEASPAR is the preferred provider of services for our residents. The transition from Gateway to SEASPAR will also be an eighteen-month process, so there will be some lead and preparation time before the transition is made.

Director Kleefisch will serve as the representative on the Board of Directors for SEASPAR and will discuss relevant topics and interests from SEASPAR with the Village Board. In addition, Director Kleefisch will be the point person for abiding by the agreement terms and articulating and communicating on matters regarding SEASPAR that may impact the Village of Willowbrook.

**RECOMMENDATION:** Staff's recommendation is for the acceptance and approval of the SEASPAR Joint Agreement terms.

**ACTION PROPOSED:** Adopt the Resolution.

**SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION**

**RESOLUTION #2023-01**

**A RESOLUTION OF BOARD OF DIRECTORS OF SOUTH EAST ASSOCIATION FOR  
SPECIAL PARKS AND RECREATION ADMITTING THE VILLAGE OF WILLOWBROOK TO  
MEMBERSHIP OF SEASPAR**

**WHEREAS**, the Board of Trustees of the Village of Willowbrook has passed a Resolution expressing its intent to become a participating member in the "Joint Agreement for South East Association for Special Parks And Recreation," (SEASPAR) as amended; and

**WHEREAS**, Par. I of the said Joint Agreement provides that other park districts and municipalities may be admitted from time to time to membership as a participant under the terms and provisions of said Joint Agreement, with such conditions as may be specified by the Board of Directors of SEASPAR; and

**WHEREAS**, this Board of Directors is in accord that the Village of Willowbrook become a participating entity of SEASPAR,

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND THE BOARD OF  
DIRECTORS OF THE SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND  
RECREATION:**

**Section 1:** That this Board of Directors hereby admits the Village of Willowbrook in SEASPAR, as member entity and signatory to the said Joint Agreement, effective June 1, 2024, conditioned as follows:

- A. That prior to June 1, 2024, the proper officials of said Village, and the President and Secretary of SEASPAR, shall jointly execute duplicate originals of an agreement whereby said Village is admitted as a member entity of SEASPAR and whereby said Village agrees to accept the terms of said Joint Agreement.
- B. That said Village's contribution of funds to SEASPAR's remaining 2023 fiscal year, June 1, 2024 – December 31, 2024, shall be 7/12<sup>th</sup> or 58% of approved levy rate by the SEASPAR Board to be paid in accord with Par. IV of said Joint Agreement, and that assessments thereafter be in accordance with Par. IV of said Joint Agreement.

**Section 2:** That this Board of Directors officially welcomes the Village of Willowbrook as a participating entity in SEASPAR.

**PASSED** this 17<sup>th</sup> day of January, 2023 pursuant to a roll call vote as follows:

Ayes: 11

Nays: 0

Absent: 1

  
Bill McAdam, President  
SEASPAR

**RESOLUTION NO. 23-R-\_\_\_\_\_**

**A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND  
AUTHORIZING THE SUBMISSION OF A REQUEST TO BECOME A MEMBER OF  
THE SOUTHEAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION  
("SEASPAR")**

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**WHEREAS**, the Southeast Association for Special Parks and Recreation ("SEASPAR") is an intergovernmental special recreation association organized under the Illinois Municipal Code and the Illinois Park District Code; and

**WHEREAS**, the Village of Willowbrook desires to become a member of SEASPAR; and

**WHEREAS**, SEASPAR has adopted a Joint Agreement which defines the terms and conditions of membership; and

**WHEREAS**, the Village of Willowbrook previously submitted a request to become a member of SEASPAR and, on January 17, 2023, SEASPAR accepted the Village as a new member; and

**WHEREAS**, the corporate authorities of the Village of Willowbrook desire to approve the SEASPAR Joint Agreement.

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

**SECTION 1:** Recitals. The above-stated recitals are incorporated into this Section 1 as if fully set forth herein.

**SECTION 2:** A certain Joint Agreement for SEASPAR, a copy of which is attached hereto as Exhibit "A", be and are hereby approved.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**SECTION 3:** This Resolution shall take effect upon its passage and approval in the manner provided by law.

PASSED and APPROVED by the Mayor and Board of Trustees of the Village of Willowbrook this 10<sup>th</sup> day of April, 2023 by a ROLL CALL VOTE as follows:

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

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

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

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

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

**EXHIBIT “A”**

**JOINT AGREEMENT FOR SOUTHEAST  
ASSOCIATION FOR SPECIAL PARKS AND RECREATION**

**JOINT AGREEMENT  
FOR  
SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION**

Articles of agreement between certain Park Districts and Municipalities duly and properly organized and operating pursuant to the provisions of "The Park District Code" and "The Illinois Municipal Code."

WHEREAS:

- A. The Park Districts and Municipalities party to this agreement (hereinafter called "Entity") desire to provide recreational programs for people with disabilities within their community and to share the expense of such programs on a cooperative basis; and
- B. Entities are authorized to enter into this agreement by Section 8-10b of the Park District Code and Sec. 11-95-14 of the Illinois Municipal Code and all laws amendatory thereof and supplementary thereto and by Article VII Section 10 of the 1970 Constitution of the State of Illinois.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

I. Name

This organization shall be known as the South East Association for Special Parks And Recreation, hereinafter referred to as "SEASPAR" or as the "Association." The member Entities which are parties to this Agreement are as follows:

Village of Brookfield	Community Park District of LaGrange Park
Clarendon Hills Park District	Lemont Park District
Darien Park District	Lisle Park District
Downers Grove Park District	Village of Western Springs
Village of Indian Head Park	Westmont Park District
Park District of LaGrange	Village of Willowbrook (effective 6/1/2024)
	Woodridge Park District

Other Park Districts and Municipalities may be admitted from time to time to membership in this Association with such conditions as specified by a two-thirds (2/3) majority of the Board of Directors of the Association.

## II. PURPOSE

The purpose of this Association shall be to provide for the establishment, maintenance, and management of joint recreational programs and inclusion services for people with disabilities of all the participating park districts and municipalities. Programs and services shall also include accessibility requirements for compliance with the Americans with Disabilities Act (A.D.A.) as interpreted or amended from time to time.

## III. ORGANIZATION AND FUNCTION

### A. Board of Directors

The Association shall be governed by a Board of Directors which shall consist of one member appointed from each participating Entity. Each Entity may also appoint one alternate to attend meetings and participate in the meetings, but each entity will only cast one vote on each question. Each Director shall serve on the Board until his or her member community appoints another Director.

1. The Board of Directors (hereinafter called “Board”) shall establish all major policies and changes of the Association and shall approve all budgets, expenditures, and master plans of the Association.
2. Regular meetings of the Board shall be held in accordance with a written schedule. Special meetings of the Board may be called by the President whenever he/she shall deem necessary, and shall be called by the Secretary at the request of any four Board members. Not less than three days written notice shall be given each Board member of the time, place, and purpose of such special meeting. Upon entering the special meeting, each Board member will sign an affidavit to indicate that he/she is in attendance at such special meeting. All meetings of the Board shall be called and conducted in accordance with the additional requirements of the *Illinois Open Meetings Act, 5 ILCS 120/1 et seq.*

3. A quorum for all meetings shall not be less than 51% of the designated members of the Board. Each designated member appointed by each Entity shall have one vote.
4. An affirmative vote of an absolute majority of the members of the Board present at a duly called meeting at which a quorum is present shall be required for Board action, unless otherwise herein stated.
5. An affirmative vote of two-thirds of the members of the Board shall be required for the following propositions before the same will be deemed passed:
  - a. Annual Association levy request and budget
  - b. Master plan for physical facilities
  - c. Involuntary removal
  - d. Selection of the Executive Director
  - e. Acceptance of new member entities
  - f. Long term leases in excess of one year
  - f. Amendments to this agreement
6. The Board, within the provisions of the budget, shall be authorized to determine the number of staff and such other persons necessary to the operation of programs for the disabled which are conducted by the Association.
7. The Board may request that each Entity provide recreation facility space. A member shall attempt to make its recreational areas, equipment, and transportation facilities available to SEASPAR on a no-charge cooperative basis, taking into account the needs, demands and prior programming of both the Member and SEASPAR. Charges may be made when SEASPAR's use of facilities causes extraordinary expense to the member: e.g., property damage, additional staff cost, or facility rental. Revenue producing facility space may be provided to SEASPAR on a no cost or reduced cost basis, as determined cooperatively between each member and SEASPAR. Likewise, SEASPAR will attempt to provide its facility space and vehicles for use by members to further their services, taking into account the needs, demands and programming schedules of SEASPAR.

8. The Board shall approve all contracts and leases that are entered into by the Association which involve expenditures exceeding the statutory limit. Approval of all contracts shall be in accordance with State statutes applicable to the member Entities. Other contracts and leases below the statutory limit can be entered into by the Executive Director as long as the amount of the annual expenditure is within the line item budget and does not obligate the Association beyond that which has been authorized and/or approved by the Board.
9. No Board member shall be authorized to create any financial liability on behalf of the Board unless it shall first be approved by the Board.

## B. Officers

The Board shall elect annually from its membership a President, Vice President, and Secretary to serve for a period of one year, or until such time as the successor is duly elected.

1. The President shall be the executive officer of the Board. It shall be the President's duty to preside at all meetings when present; to sign papers authorized by the Board; to see that all resolutions of the Board are enforced, and that all orders of the Board are faithfully executed; and to exercise general supervision of all appointed officers and employees, and over the business and property of the Association, all subject, however, to the direction, ratification, and approval of the Board members.
2. The Vice President, in the absence of the President, or in the event of the President's refusal or inability to act, shall be vested with the powers and perform the duties of the President.
3. The Secretary shall have the custody of all books and papers pertaining to the office, shall attest to all instruments requiring such action when authorized by resolution or vote of the Board, and shall cause all resolutions and other actions requiring publication to be duly published. The Secretary shall attend all meetings of the Board and keep a full and true record of its proceedings. A recording secretary may be appointed by the President to assist the Secretary.

4. The Treasurer shall be appointed by the President with the approval of the majority of the Board. The treasurer shall oversee the financial practices of the Association and attend all Board meetings.
5. Additional Duties of Officers – In addition to the duties hereinbefore specified, each officer shall perform such other duties as may be required by law or by the resolutions of the Board.
6. Elections and Appointments of Officers – All officers shall be chosen by the Board members at the annual meeting hereinafter provided for, and at such other times as a vacancy occurs. Vacancies may be filled at any regular or special meeting of the Board, and in case of the temporary absence or inability of any officer to act as such, the Board may fill his/her office pro tempore.

#### C. Meetings and Rules of Order

1. Annual Meeting – The annual meeting of the SEASPAR Board shall be held in conjunction with the regular Board meeting in January each year.
2. Place of Meetings – The meetings of the Board shall be held at such place as may from time to time be determined by the Board.
3. Order of Business – The order of business at all meetings of the Board shall be as follows: Call to Order, Roll Call, Open Forum and Correspondence, Consent Agenda (including minutes of past meetings, financial reports, and payment of bills), Recreation Report, Director's Report, Unfinished Business, New Business, and Adjournment.
4. Ordinances and reports to be in Writing – All ordinances and resolutions shall be in writing; orders and reports shall be entered upon the journal of the proceedings.
5. Vote – Manner of – The yeas and nays shall be taken by roll call for the passage of all propositions to create any liability or for the expenditure or appropriation of money, and in all cases at the request of any Board member, and shall be entered upon the journal of the proceedings.
6. Roll Call and Veto – Upon taking the roll call to vote on a question before the Board, the Recording Secretary shall call the names of the Board

members commencing with the member who made the motion and continuing from that point as the President chooses for them to be called. Roll call taken for attendance purposes shall be called by alphabetical order of the respective member Entities. There shall be no power of veto in the President of the Board, but said President shall be entitled to vote on all questions before the Board.

7. Rules of Order – The President shall decide all questions of order, and in cases where the rules are not applicable the Board shall be governed according to Robert's Rules of Order.
8. Addressing the Meeting – Members of the Board discussing a question shall address the President and no member shall be deemed to have the floor until recognized by the President.
9. Reconsideration of Votes – No vote of the Board shall be reconsidered or rescinded at a special meeting unless at such special meeting there shall be present as many Board members as when such vote was taken.

#### D. Committees

The President may appoint committees and task forces from time to time as deemed desirable by the President.

#### E. Administrative Functions

1. The Board of Directors may, at its discretion, designate a member Entity which consents to such designation to act as administrative agency for SEASPAR, or may enter into written agreements with one or more member Entities as necessary or useful to carry out certain administrative functions of the Association, such as health benefits.
2. If no member Entity is designated to act as administrative agency, SEASPAR, through its Executive Director, shall be responsible to carry out administrative functions of the Association.
3. An annual independent audit of SEASPAR shall be prepared and submitted to each member Entity.
4. The fiscal year of the Association shall be January 1 – December 31.

F. The Executive Director

1. SEASPAR shall be managed by its Executive Director in accordance with the Articles of Agreement and all duly adopted policies of the SEASPAR Board. The Director may exercise all powers of the Association as directed by the SEASPAR Board, and do all such lawful acts and things as are not prohibited by statute, acting in the best interest of SEASPAR.
2. The Director shall be selected by a 2/3 majority vote of the SEASPAR Board and shall be directly responsible to the Board.
3. The scope and the limits of the Director's duties, responsibilities, and authority with respect to all agency operations, shall be defined by the Board and established Board policies and designated in the Executive Director's job description.

G. Illinois Municipal Retirement Fund

1. SEASPAR shall be subject to Article 5 of the Pension Code, and all eligible employees and officials shall be entitled to participate in the Illinois Municipal Retirement Fund effective June 1, 2010.

IV. ASSESSMENTS

Each member Entity shall be liable for and pay to the Association an annual amount of the total cost of operating the Association, based on the following formula: The total assessed valuation of each member Entity shall be added together to determine the total assessed valuation for the Association, using for this purpose the current assessed valuation. The total amount to be raised by taxation shall be divided by the total assessed valuation calculated to yield an estimated rate. This rate shall be applied to the assessed valuation of each Entity separately to determine the amount of money to be contributed by each Entity, not to exceed the statutory limit. All monies will be held in a separate fund and accounted for to the Association.

Each member Entity shall submit payment within ten days after each tax disbursement for the Entity's share of operating the Association.

In the event a member does not levy taxes to pay their assessment, the payment schedule is one-half the amount due in the first month of the Association's fiscal year and the second half due in the seventh month of the Association's fiscal year.

Assessments shall be calculated and certified to member entities by November 1 of each year or as approved by the majority of the SEASPAR Board.

## **V. TERMINATION OF MEMBERSHIP**

### **A. Voluntary Withdrawal**

A member Entity may withdraw from SEASPAR by sending a "Notification of Intent to Withdraw." Such notice shall be deemed delivered to the Association if personally delivered to the Executive Director of the Association or mailed by U.S. registered mail, return-receipt requested, to the offices of the Association in a properly stamped and addressed envelope. Such mail delivery shall be deemed received by the Association on the second day after deposit of the same in a proper U.S. Mail receptacle. Such notice must be received on or before first day of May, 20 months prior to the effective date. The effective withdrawal date shall be the final day (December 31) of the following fiscal year.

Any liability of that member Entity shall cease at the effective withdrawal date, except for long term debt incurred prior to the date of Notification of Intent to Withdraw and as yet unpaid.

Participants from the withdrawing entity may continue in programs at the resident rate for the remainder of the season in which the final termination date occurs.

### **B. Involuntary Removal**

If any member Entity continues to refuse to provide use of facilities for the Association, or fails to make any payments as and when provided by Article IV of

this Association, or breaks any provision of the Agreement, such offending Entity may be removed from membership in the Association and under this Agreement, as follows:

1. Upon approval of the majority of the Board, a written notice shall be forwarded to the offending Entity specifying in detail the items which the Board deems sufficient cause to justify removal of such offending Entity from the Association.
2. The notification shall specify the period of time in which such items are to be corrected or appropriate corrective steps are to be taken.
3. Should the offending Entity fail to take steps to the satisfaction of the Board within a time period established by the Board – as is a reasonable period of time in which such items are to be corrected or appropriate corrective steps are taken. The Board shall schedule a hearing at its next regular meeting to determine whether the member should be removed.
4. At least ten days written notice of the time and place of such hearing shall be given to the offending Entity, by certified mail, addressed to such Entity's main office and the residence address of its presiding officer.
5. The offending Entity shall be permitted to appear and to submit reasons why it should not be removed from membership.
6. A two-thirds vote of the Board membership shall be required to terminate the membership of an Entity. This vote must be ratified by a two-thirds vote of Member Entities.
7. Removal from membership hereunder shall not relieve the offending Entity of obligations incurred during participation and such removal shall become effective as provided in the resolution of expulsion.
8. Participants from the terminated Entity may continue in programs at the resident rate for the remainder of the season in which the final termination date occurs.

### C. Forfeiture of Assets Upon Withdrawal

Upon withdrawal of a member Entity from the Association and Joint Agreement, whether voluntary or involuntary in nature, all claim or interest of such withdrawing member Entity to the assets of the Association shall be wholly forfeited to the Association.

## VI. AMENDMENT

This Agreement may be amended by the adoption of a Resolution approving any proposed amendment(s) ratified by two-thirds of the governing bodies of the Member Entities after approval of such proposed amendment by a vote of two-thirds of the membership of the Board. An Amendment may not be initiated and voted upon at the same meeting.

## EFFECTIVE DATE AND TERM OF AGREEMENT

This Agreement is a continuation of the initial Joint Agreement first entered into by the initial member park districts in 1976 and extended thereafter for successive three-year terms to May 31, 1988. From and after May 31, 1988, this Joint Agreement shall automatically be in force so long as at least two of the member Entities shall continue as members of such Agreement, and no action by member Entities to renew or extend this Agreement shall be required to effect its continuation.

## VII. DISSOLUTION

In the event of the Board of Directors acting under this Joint Agreement shall unanimously vote to dissolve the Association, the assets of the Association shall be distributed to some other entity operating and organized under applicable Illinois law that provides similar service as this Association or, alternatively, such assets may be divided between the member entities in accordance with an equitable formula as determined by a 2/3 vote of the Board of Directors. In no event, however, shall any such distribution of assets be made until all of the debts and liabilities of the Association shall be first paid, satisfied, and discharged, or adequate provision otherwise made therefor.

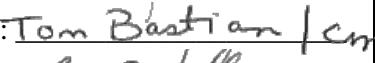
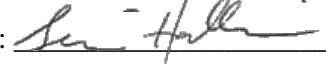
*January 2023*

## VILLAGE OF WILLOWBROOK

### BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

A RESOLUTION OF THE VILLAGE OF WILLOWBROOK  
APPROVING AND AUTHORIZING PARTIAL REIMBURSEMENT  
FOR NON-RESIDENT GATEWAY RECREATION PROGRAM FEES

**AGENDA NO. 6.e.ii.****AGENDA DATE:** 4-10-2023**STAFF REVIEW:** Dustin Kleefisch, Director of Parks & RecreationSIGNATURE: **LEGAL REVIEW:** Tom Bastian, Village AttorneySIGNATURE: **RECOMMENDED BY:** Sean Halloran, Village AdministratorSIGNATURE: **REVIEWED & APPROVED BY A COMMITTEE:** YES  NO  N/A **ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)**

**PREVIOUS DISCUSSION:** At the March 13<sup>th</sup> Committee of the Whole meeting, the Board of Trustees was presented with information about Gateway Special Recreation Association and SEASPAR [South East Association for Special Parks And Recreation]. After speaking to residents individually and in a group setting, Village staff asked the Gateway participants to discuss their concerns with the Board on March 13<sup>th</sup>. The majority of the families are interested in moving forward with becoming members of SEASPAR, however there were a few that still wanted to participate in Gateway activities. By the Village leaving Gateway SRA as a member entity and becoming members of SEASPAR, those residents would have an increased fee for participating in programs as they would be classified now as non-residents.

Mayor Trilla proposed that the Village of Willowbrook reimburse the affected residents for the difference between the resident fee and the non-resident fee for their participation in Gateway programs. For example, if a resident fee is \$100 for a program and a non-resident fee is \$150, the Village would reimburse the resident the \$50 difference. Mayor Trilla proposed that this resolution be in effect through the end of his current term of office in 2025.

**DISCUSSION UPDATE:** This resolution, if adopted, would provide an opportunity for residents to choose between Gateway SRA and SEASPAR programs for their child(ren) to participate in. After discussion and conversation with the interested families, this action will provide them with more services and options to fit their specific circumstances and the needs of their individual child(ren). Each family and situation have drastic needs that now, with this structure, they will have more options than ever to choose from for activities for their child(ren). Essentially, they will have the 400+ programs at SEASPAR and the 150+ programs at Gateway available to participate in.

**RECOMMENDATIONS:** Staff's recommendation is for the acceptance and approval for reimbursement to residents of the Village of Willowbrook for the special recreation programs at Gateway SRA for the difference in fees charged for resident versus non-resident participation.

**ACTION PROPOSED:**

Adopt the Resolution

**RESOLUTION NO. 23-R-\_\_\_\_\_**

**A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND  
AUTHORIZING PARTIAL REIMBURSEMENT FOR NON-RESIDENT GATEWAY  
RECREATION PROGRAM FEES**

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**WHEREAS**, the Village of Willowbrook (the “Village”) is currently a member of the Gateway Special Recreation Association (“Gateway”); and

**WHEREAS**, the Village has determined it is in the best interest of the Village to sever its affiliation with Gateway and enter into a participation agreement with the South East Association for Special Parks and Recreation (“SEASPAR”); and

**WHEREAS**, by partnering with SEASPAR, Village residents and their families will have more options as to the number of programs in which to participate, approximately 450 SEASPAR programs and 150 Gateway programs; and

**WHEREAS**, at such time as the Village partners with SEASPAR and terminates its Gateway partnership, those Village residents currently enrolled in Gateway programs and wishing to remain in Gateway programs and will be required to pay increased Gateway non-resident fees for such programs; and

**WHEREAS**, the Village has determined that is fair, reasonable and in the best interest of those currently enrolled Village residents, who wish to remain enrolled in Gateway programs, to pay the difference in the Gateway resident rate and the increased Gateway non-resident rate for a period of time up to May 1, 2025.

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

**SECTION 1:** Commencing upon the date that Village residents currently enrolled in Gateway programs are charged “non-resident” Gateway fees, the Village of Willowbrook shall reimburse those

residents, in an amount equal to the difference between Gateway resident recreation program enrollment fees and Gateway non-resident recreation program enrollment fees, upon submission to the Village of proof of payment of the Gateway non-resident fees.

**SECTION 2:** In order to qualify for Gateway non-resident fee reimbursement, residents of the Village must be currently enrolled in Gateway Programs.

**SECTION 3:** The provisions of this Resolution as and for Gateway non-resident recreation fee reimbursement shall remain in effect until May 1, 2025 at which time this Gateway fee reimbursement program shall terminate, unless earlier terminated by action of the corporate authorities of the Village of Willowbrook.

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

PASSED and APPROVED by the Mayor and Board of Trustees of the Village of Willowbrook this 10<sup>th</sup> day of April, 2023 by a ROLL CALL VOTE as follows:

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

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

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

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

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

# Village of Willowbrook Proclamation

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource providing us countless critical products; and

**WHEREAS**, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal; and

**WHEREAS**, the Village of Willowbrook has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting practices.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois that we hereby recognize April 28, 2023 to be “ARBOR DAY” in the Village of Willowbrook, and urge all citizens to support all efforts to protect our trees and natural woodlands and to support our Village’s forestry program; and further, to plant trees to enhance our environment and preserve the well-being of our present and future generations.

**Read and Proclaimed this 10<sup>th</sup> day of April, 2023.**

Attest:

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Mayor

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Village Clerk

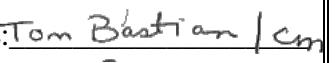
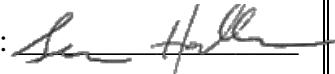
# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLES:**

AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS

**AGENDA NO. 6.g.****AGENDA DATE: 04/10/2023****STAFF REVIEW:** Alex Arteaga, Asst. to the Village Administrator SIGNATURE: **LEGAL REVIEW:** Tom Bastian, Village AttorneySIGNATURE: **RECOMMENDED BY:** Sean Halloran, Village AdministratorSIGNATURE: **REVIEWED & APPROVED BY COMMITTEE:**YES  NO  N/A **BACKGROUND/DISCUSSION**

The Village of Willowbrook became a Home Rule Municipality through public referendum in April 2019. As such, the Village of Willowbrook is now annually allocated an amount of private activity bond volume cap, pursuant to Federal Tax Reform Act of 1986, as amended, and the Illinois Private Activity Bond Allocation Act. The Village can utilize the volume cap itself any time during the calendar year 2023 or transfer it to another municipality, generally for value.

Section 146 of the Internal Revenue Code of 1986, as amended, provides that the Village has volume cap equal to \$120 per resident of the Village in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds ( $\$120 * 9,127 = \$1,095,240.00$ ).

The Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 *et seq.* (State Bar Ed. 2016), as supplemented and amended, provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government.

Private activity bonds (PABs or federally tax-exempt conduit infrastructure bonds) enable the following types of charities and 501(c)(3) organizations to finance their capital infrastructure projects at generally lower interest rates and longer maturities – and to create long-term economic value for communities throughout Illinois:

- Hospitals and health systems;
- Schools – research universities, colleges, charter schools and others;
- Museums and cultural institutions; and
- Organizations that provide housing for seniors, students and working people

**STAFF RECOMMENDATION**

The Village attorney recommends the Village to reserve all of its volume cap allocation for calendar year 2023 to be applied toward the issuance of private activity bonds, as provided in this Ordinance, or to be transferred, as permitted by this Ordinance.

In order to reserve the Village's volume cap allocation, the attached ordinance must be passed and approved prior to May 1, 2023. Additionally, a notice of reservation of the volume cap must be provided to the Governor's Office no later than May 10, 2023.

**ACTION PROPOSED:** Pass the Ordinance.

LAW OFFICES

**STORINO, RAMELLO & DURKIN**

9501 WEST DEVON AVENUE  
ROSEMONT, ILLINOIS 60018

DONALD J. STORINO  
MICHAEL K. DURKIN  
RICHARD J. RAMELLO  
NICHOLAS S. PEPPERS  
THOMAS M. BASTIAN  
MELISSA M. WOLF  
ANDREW Y. ACKER  
JAMES E. MACHOLL  
BRIAN W. BAUGH  
ANTHONY J. CASALE  
PETER A. PACIONE  
MATTHEW G. HOLMES  
MICHAEL R. DURKIN  
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ADAM R. DURKIN

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JOSEPH G. KUSPER  
BRYAN J. BERRY  
ANN M. WILLIAMS  
LEONARD P. DIORIO  
RICHARD F. PELLEGRINO  
DONALD J. STORINO II  
BRIAN R. KUSPER  
MARK R. STEPHENS

OF COUNSEL

IN REPLY REFER TO FILE NO.

March 24, 2023

Mr. Sean Halloran  
Village Administrator  
Village of Willowbrook  
835 Midway Drive  
Willowbrook, Illinois 60527

RE: YEAR 2023 HOME RULE PRIVATE ACTIVITY BOND  
VOLUME CAP ALLOCATION

Dear Sean:

Enclosed is an Ordinance reserving the Village's Year 2023 Home Rule Private Activity Bond Volume Cap Allocation. In order to reserve the Village's volume cap allocation, this Ordinance must be passed and approved prior to May 1<sup>st</sup>. Once reserved, the Village can utilize the volume cap itself any time during the calendar year 2023 or transfer it to another municipality, generally for value.

Notice of reservation of the volume cap must be provided to the Governor's Office not later than May 10, 2023. The Notice shall be in the form of a Report of Allocation Granted by Home-Rule Units (the "Notice") with a certified copy of the ordinance attached. We have enclosed a Notice for your use. The Notice (with a certified copy of the ordinance attached) must be submitted in both: (1) hard copy; and (2) electronic format (Adobe Acrobat "PDF").

The hard copy shall be submitted to:

Governor's Office of Management and Budget  
Capital Markets Unit – Volume Cap Submission  
555 West Monroe Street – Suite 1500 – S-GOMB  
Chicago, Illinois 60661  
Attn: Sophia Ronis

**STORINO, RAMELLO & DURKIN**

Mr. Sean Halloran  
March 24, 2023  
Page 2

The electronic copy shall be submitted to: [Omb.volumecaprequest2023@illinois.gov](mailto:Omb.volumecaprequest2023@illinois.gov).

Please indicate the (i) name, (ii) status of your organization (Home Rule, Non-Home Rule or State Agency) and (iii) type of submission (either a "Report" or a "Request") in the "SUBJECT" line of your submission e-mail.

Please include the following information for a primary and secondary contact person in the body of each electronic submission (e-mail): Name, Title, Department/Division, Phone Number, and Email Address.

The primary and secondary contact shall be a public official or a direct employee of the Village whom the Governor's Office or GOMB can directly contact regarding the submission. The primary or secondary contact should not be the Village's bond counsel, financial advisor, underwriter or any other intermediary. Submission(s) shall be deemed incomplete unless this contact information is provided.

If you would like assistance in filing the required Notice or have questions or comments, please feel free to contact our office.

Sincerely,

STORINO, RAMELLO & DURKIN



Brian W. Baugh

BWB:jac  
Enclosure



# Village of WILLOWBROOK

April 10, 2023

## **Mayor**

Frank A. Trilla

Office of the Governor

Governor's Office of Management and Budget

Debt Management Unit – Volume Cap Submission

555 West Monroe Street – Suite 1500 – S-GOMB

Chicago, Illinois 60661

Attn: Sophia Ronis

## **Village Clerk**

Deborah Hahn

## **Village Trustees**

Mark L. Astrella

Sue Berglund

Umberto Davi

Michael Mistele

Gayle Neal

Gregory Ruffolo

ATTENTION: Debt Management Unit

Re: Issuer: Village of Willowbrook, a Home Rule Unit

Total 2023 Volume Cap Allocation: \$1,095,240.00

Volume Cap allocations granted, transferred, or reserved by Issuer ordinance prior to May 1, 2023:

1. Principal Amount of Issue: \$1,095,240.00

Bond Description: Private Activity Bonds

Reallocation/Transfer: Year 2023 Private Activity Bond issuance authority is reserved to the Village of Willowbrook

Total Allocation Reserved: \$1,095,240.00

A certified copy of the previously approved reservation ordinance is enclosed. If you have any questions or require further information, please contact me.

Sincerely,

Village of Willowbrook

---

Sean Halloran  
Village Administrator  
(630) 323-8215



Proud Member of the  
Illinois Route 66 Scenic Byway

**ORDINANCE NO. 23 – O - \_\_\_\_\_**

**AN ORDINANCE RESERVING AND AUTHORIZING THE  
TRANSFER OF VOLUME CAP IN CONNECTION WITH  
PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS**

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**WHEREAS**, the Village of Willowbrook, DuPage County (the “*Village*”), is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

**WHEREAS**, Section 146 of the Internal Revenue Code of 1986, as amended (the “*Code*”), provides that the Village has volume cap equal to \$120.00 per resident of the Village in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

**WHEREAS**, the Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 *et seq.* (State Bar Ed. 2018), as supplemented and amended (the “*Act*”), provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

**WHEREAS**, it is now deemed necessary and desirable by the Village to reserve all of its volume cap allocation for calendar year 2023 to be applied toward the issuance of private activity bonds (the “*Bonds*”), as provided in this Ordinance, or to be transferred, as permitted by this Ordinance;

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

**SECTION ONE.** That, pursuant to Section 146 of the Code and the Act, the entire volume cap of the Village for calendar year 2023 is hereby reserved by the Village, which may issue the Bonds using such volume cap, or without any further action required on the part of the corporate authorities of the Village, may transfer such volume cap to a home rule unit of

government, non-home rule unit of government, the State of Illinois or any agency thereof for the issuance of private activity bonds by such governmental entity, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of the Bonds or authorization of the transfer of such volume cap for use in the issuance of such other bonds; *provided*, that any such transfer shall be evidenced by a written instrument executed by the Mayor, Village Administrator, Assistant Village Administrator or Finance Director or any other proper officer or employee of the Village.

**SECTION TWO.** That the Village shall maintain a written record of this Ordinance in its records during the term that the Bonds or any other such bonds to which such volume cap is allocated remain outstanding.

**SECTION THREE.** That the Mayor, Village Clerk, Village Administrator, Assistant Village Administrator, Finance Director and all other proper officers, officials, agents and employees of the Village are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance and to comply with the provisions of the Act with respect to transfers of volume cap.

**SECTION FOUR.** That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases and provisions of this Ordinance.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**SECTION FIVE.** That all ordinances, resolutions or orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded; and that this Ordinance shall be in full force and effect upon its adoption and approval.

PASSED and APPROVED this 10<sup>th</sup> day of April, 2023.

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

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

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

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

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn,  
Village Clerk

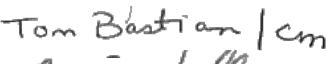
# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLES:**

SUPPLEMENTAL APPROPRIATION ORDINANCE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023

**AGENDA NO. 7****AGENDA DATE: 04/10/2023****STAFF REVIEW:** Lora Flori, Chief Financial OfficerSIGNATURE: **LEGAL REVIEW:** Tom Bastian, Village AttorneySIGNATURE: **RECOMMENDED BY:** Sean Halloran, Village AdministratorSIGNATURE: **REVIEWED & APPROVED BY COMMITTEE:**YES  NO  N/A **BACKGROUND/DISCUSSION**

On April 11, 2022, the Village Board of Trustees adopted the Village of Willowbrook's annual budget for Fiscal Year 2022/2023. On April 11, 2022, the Village Board of Trustees also adopted Ordinance No. 22-O-17 providing for the issuance of taxable/tax-exempt General Obligation Bonds not to exceed \$10.0 million for the purpose of financing the cost of certain capital projects in the Village and certain economic development initiatives of the Village.

On June 8, 2022, the Village issued \$8,920,000 General Obligation Bonds, Series 2022A and \$1,020,000 Taxable General Obligation Bonds, Series 2022B. The bond proceeds; bond issue costs; contingencies; debt service payments of principal and interest, and any costs incurred for the Executive Drive project are to be recorded in Fiscal Year 2022/2023. Due to the timing of the adoption of Ordinance No. 22-O-17, the Village did not include the related bond revenues and expenses in its Fiscal Year 2022/2023 adopted budget.

2022-2023 General Fund Adopted Budget		Total Fund Performance	
		2021-2022 Estimate	2022-2023 Proposed Budget
(Deficit)/Surplus, as approved		\$ 3,543,619	\$ 510,198
Amendments to Budget	Acc't No.		
Village Administrator Office			
Debt Service Payments:			
G.O. Bonds, Series 2022A	01-10-900-113		(520,453)
G.O. Bonds, Series 2022B	01-10-900-115		(194,198)
Capital Projects Fund			
Capital Fund Bond Proceeds:			
G.O. Bonds, Series 2022A @ Par	17-85-320-104		8,920,000
G.O. Bonds, Series 2022A Premium	17-85-320-106		225,182
G.O. Bonds, Series 2022B @ Par	17-80-320-104		1,020,000
Costs of Issuance:			
G.O. Bonds, Series 2022A	17-85-550-404		(142,011)
G.O. Bonds, Series 2022B	17-80-550-404		(16,239)
Contingencies:			
G.O. Bonds, Series 2022A	17-85-490-799		(3,171)
G.O. Bonds, Series 2022B	17-80-490-799		(3,761)
Project Expenses:			
Executive Drive Project	17-85-540-427		(46,581)
(Deficit)/Surplus, as amended		\$ 3,543,619	\$ 9,748,966

**STAFF RECOMMENDATION:**

Staff recommends passing the ordinance to amend the 2022/2023 adopted budget.

**ACTION PROPOSED:** Pass the Ordinance.

**ORDINANCE NO. 23-O-\_\_\_\_\_**

**SUPPLEMENTAL APPROPRIATION ORDINANCE  
OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING MAY 1, 2022  
AND ENDING APRIL 30, 2023**

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**WHEREAS**, the Village of Willowbrook (the “Village”) has determined that additional Village funds exist which were not previously appropriated; and

**WHEREAS**, it is in the best interest of the Village to provide for a supplemental appropriation of those funds in accordance with Section 8-2-9 of the Illinois Municipal Code, as amended.

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

**SECTION 1: Additional Revenue and Expenses.** That the Village finds it has the following unappropriated revenues and the following sums, or so much thereof as may be authorized by law, be and the same are hereby appropriated to pay the additional expenses and liabilities of the Village of Willowbrook, DuPage County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023:

<b><u>Source of Funds</u></b>	<b><u>Amount:</u></b>
Capital Fund 17 (Account #17-85-320-104)	\$8,920,000
Capital Fund 17 (Account #17-85-320-106)	\$ 225,182
Capital Fund 17 (Account #17-80-320-104)	\$1,020,000

**SECTION 2: Supplemental Appropriation.** That the following Supplemental Appropriations are hereby made:

**Fund 01 – General Fund**

Account Number	Account Description	Supplemental Appropriation
01-10-900-113	Transfer to Series 2022A Tax	\$520,453
01-10-900-115	Transfer to Series 2022B	\$194,198

**Fund 17 – Capital Fund**

Account Number	Account Description	Supplemental Appropriation
17-85-550-404	Bond Issuance Costs	\$142,011
17-80-550-404	Bond Issuance Costs	\$16,239
17-85-490-799	Contingencies	\$3,171
17-80-490-799	Contingencies	\$3,761
17-85-540-427	Executive Drive Project	\$46,851

**SECTION 3:** A certified copy of this Ordinance shall be filed with the DuPage County Clerk within thirty (30) days of passage and approval by the Mayor and Board of Trustees of the Village of Willowbrook.

**SECTION 4:** All ordinances or resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

**SECTION 5.** This Ordinance shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

**PASSED** and **APPROVED** this 10<sup>th</sup> day of April, 2023 by a ROLL CALL VOTE as follows:

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

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

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

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

APPROVED:

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Frank A. Trilla, Mayor

ATTEST:

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Deborah A. Hahn, Village Clerk

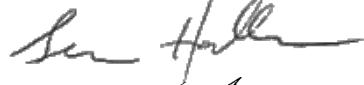
## VILLAGE OF WILLOWBROOK

### BOARD MEETING

#### AGENDA ITEM - HISTORY/COMMENTARY

**ITEM TITLE:**

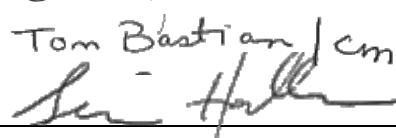
MOTION TO APPROVE THE 2023-2024 BUDGET

**AGENDA NO. 8****AGENDA DATE:** 4/10/2023**STAFF REVIEW:** Sean Halloran, Village Administrator

Alex Arteaga, Assistant Village Administrator



Lora Flori, Chief Financial Officer

**LEGAL REVIEW:** Tom Bastian, Village Attorney**RECOMMENDED BY:** Sean Halloran, Village Administrator**ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC)**

Over the past three months, the Village Board of Trustees and Village staff have worked to develop the fiscal year 2023-2024 annual budget. The Village Board and Village staff held three public workshops, as noted below, to discuss the operating funds and the five-year Capital Improvement Program (CIP).

- January 5, 2023 – Budget Workshop #1
  - 2022 - 2023 Budget Update
  - 2023 - 2028 Capital Improvement Program
- February 15, 2023 – Budget Workshop #2
  - 2021 - 2022 General Fund Update
  - 2023 - 2024 Proposed General Fund
- March 16, 2023 – Budget Workshop #3
  - a. 2022 - 2023 General Fund Update
  - b. Water Fund
  - c. Motor Fuel Tax Fund
  - d. Final Review of Proposed CIP, General Fund, Water Fund, and Business District Fund

**DISCUSSION**

The Village continues to maintain its stable financial position, as evidenced below:

- Bond rating remains at the highest bond rating possible.
- Required reserve levels, as defined by Village policy, maintained.
- Continued commitment to future financial planning and investment in critical Village.
- Continued commitment to appropriately fund employee pension benefits.

The 2023 - 2024 budget maintains current levels of quality service for major government functions; invests in infrastructure; upgrades park facilities and; maintains continued efforts to balance the budgets and adopt conservative revenue and expense estimates.

## 2023-2024 GENERAL FUND SUMMARY:

<b>REVENUE</b>			
	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
TAXES	\$12,682,588	\$12,315,724	(\$366,864)
INTERGOVERNMENTAL	\$520,900	\$225,000	(\$295,900)
LICENSES AND PERMITS	\$409,912	\$527,058	\$117,146
FINES	\$1,071,310	\$967,460	(\$103,851)
CHARGES FOR SERVICES	\$398,737	\$449,304	\$50,567
MISCELLANEOUS	\$254,409	\$193,000	(\$61,409)
INTEREST INCOME	\$219,930	\$118,653	(\$101,276)
<b>TOTAL REVENUE</b>	<b>\$15,557,786</b>	<b>\$14,796,199</b>	(\$761,587)

<b>EXPENDITURES</b>			
	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
Village Administrator's Office* (VAO)	\$2,366,924	\$2,816,536	\$449,612
Community Development	\$492,644	\$587,320	\$94,676
Parks and Recreation	\$699,872	\$799,045	\$99,173
Police	\$5,775,172	\$6,368,186	\$593,014
Public Works	\$1,629,427	\$1,163,119	(\$466,308)
<b>TOTAL OPERATING COSTS</b>	<b>\$10,964,039</b>	<b>\$11,734,206</b>	\$770,167
Capital Improvement Program	\$3,503,806	\$2,609,100	(\$894,706)
<b>TOTAL EXPENDITURES</b>	<b>\$14,467,845</b>	<b>\$14,343,306</b>	(\$124,539)

	<b>Total Fund Performance</b>	
	2022-2023 Estimate	2023-2024 Proposed Budget
(Deficit)/Surplus	\$1,089,941	\$452,893

\*The VAO consists of Board of Trustees, Board of Police Commissioners, Administration, Finance, and Parks, and Recreation

## **2023-2024 General Fund Highlights:**

The General Fund budget balances with budgeted revenues of **\$14,796,199** and operating expenditures of **\$11,734,206**, with projected total expenditures to be **\$14,343,306**, resulting in a positive net performance amount of **\$452,893** for the year. The revenues highlighting the projected decrease of approximately \$762,000 are as follows:

### ***Revenue:***

- **State Income Tax:** Total state income tax revenue is projected to be \$1,431,580 for the current fiscal year 2022–2023, outperforming the budget by \$185,644. State income tax revenue for fiscal year 2023–2024 is expected to be at fiscal year 2021–2022 actual of approximately \$1.2 million, which is a decrease of \$212,428, or 14.8%, from the current fiscal year 2022-2023 projection.
- **Hotel/Motel Tax:** Hotel/motel tax revenue is projected to be \$403,607 for the current fiscal year 2022–2023, nearly doubling the budget of \$208,007. The projection for fiscal year 2023–2024 of \$343,066 is in line with fiscal year 2021-2022 actual hotel/motel tax revenue of \$325,539. The fiscal year 2023-2024 projection represents a decrease of \$60,541, or 15%, from the current fiscal year 2022-2023 estimate.
- **Home Rule Sales Tax:** Total projected home rule sales tax for fiscal year 2023–2024 of \$2,880,028 represents a decrease of \$58,776, or 2.0%, from the current fiscal year 2022–2023 projection.
- **Municipal Sales Tax:** Total projected municipal sales tax for fiscal year 2023-2024 of \$5,341,891 represents a decrease of \$53,958, or 1.0%, from the current fiscal year 2022 – 2023 projection.

## **CAPITAL IMPROVEMENT PROGRAM**

The 2023-2024 summary for the Capital Improvement Program includes the following projects:

### **Road and Sidewalk Infrastructure**

- Gower Sidewalk – expansion of sidewalk from Cherry Tree to Sheridan Drive - \$75,000
- Executive Drive – stormwater improvements - \$2,500,000

### **Village Equipment**

- Parks & Recreation Message Boards - \$8,500
- Ballistic Shield Replacement - \$6,800
- Evidence Room Server - \$15,000
- Adams Street LED Streetlights - \$85,000
- New Department Issued Handguns - \$100,000
- New Squad Vehicles (Ford Interceptors) - \$136,000
- 67<sup>th</sup> St. Traffic Signals - \$200,000

### **Village Facilities**

- Midway Park Upgrade - \$1,800,000
- Borse Park Improvements - \$1,100,000
- Creekside Park Improvements - \$150,000
- Police Training Room Signage - \$12,000
- Police Department Parking Lot Seal Coating - \$6,800

## The five-year Capital Improvement Program

	2022-2023 Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Budget
<b>Sources</b>					
Grants	\$1,106,300	\$844,998	\$0	\$0	\$0
Motor Fuel Tax	\$520,000	\$400,000	\$350,000	\$250,000	\$350,000
Rebuild Illinois Bond	\$250,000	\$0	\$250,000	\$0	\$0
Transfer from Water Fund	\$650,000	\$0	\$570,000	\$444,000	\$1,858,000
Transfer from General Fund	\$3,857,900	\$3,626,500	\$3,752,000	\$1,967,000	\$725,000
<i>Tax Increment Financing*</i>	\$0	\$0	\$0	\$250,000	\$4,650,000
<b>Total Sources/Revenue</b>	<b>\$6,384,200</b>	<b>\$4,871,498</b>	<b>\$4,922,000</b>	<b>\$2,911,000</b>	<b>\$7,583,000</b>
<b>Uses</b>					
Design	\$170,000	\$205,000	\$100,000	\$85,000	\$85,000
Road and Sidewalk Infrastructure	\$1,128,500	\$1,483,749	\$600,000	\$650,000	\$900,000
Village Equipment	\$726,700	\$466,500	\$192,000	\$376,000	\$90,000
Village Facilities	\$3,709,000	\$2,455,000	\$2,055,000	\$1,200,000	\$0
Water Infrastructure	\$650,000	\$0	\$1,975,000	\$600,000	\$6,508,000
<b>Total Uses/Expenditures</b>	<b>\$6,384,200</b>	<b>\$4,610,249</b>	<b>\$4,922,000</b>	<b>\$2,911,000</b>	<b>\$7,583,000</b>

## WATER FUND SUMMARY FOR THE 2023-2024 FISCAL YEAR

In June 2021, the Board of Trustees approved an agreement with Christopher Burke Engineering to perform a Water Rate Study. The need for the study was due to the Village not having raised water rates since January 1, 2015, as the fund balance decreased and the capital maintenance costs increased. Over the past five years, the revenue generated has been sufficient to cover the operating costs while maintaining an appropriate fund balance. The Water Rate Study was completed in 2022, and the water rate structure was changed in 2023. Operating costs have leveled off at approximately \$3.3 million, while no capital expenditures are expected to be incurred in the current fiscal year 2022-2023 and fiscal year 2023-2024.

WATER FUND EXPENDITURES				
	2021-2022 Actual	2022-2023 Budget	2022-2023 Estimate	2023-2024 Projection
Personnel	\$356,841	\$647,892	\$675,614	\$730,475
Contractual	\$2,927,403	\$2,436,860	\$2,286,679	\$2,278,991
Commodities	\$86,995	\$107,600	\$106,200	\$108,324
Capital Maintenance Debt Service	\$740,539	\$196,659	\$196,659	\$176,159
<b>TOTAL OPERATING COSTS</b>	<b>\$4,111,778</b>	<b>\$3,389,011</b>	<b>\$3,265,152</b>	<b>\$3,293,949</b>

Capital Improvement Program	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$4,111,778</b>	<b>\$3,389,011</b>	<b>\$3,265,152</b>	<b>\$3,293,949</b>

WATER FUND REVENUES				
	2021-2022 Actual	2022-2023 Budget	2022-2023 Estimate	2023-2024 Projection
TAXES	\$3,274,777	\$3,238,768	\$3,460,665	\$3,566,638
Sales and Fees	\$46,896			
<b>TOTAL WATER FUND REVENUES</b>	<b>\$3,321,673</b>	<b>\$3,238,768</b>	<b>\$3,460,665</b>	<b>\$3,566,638</b>

TOTAL FUND PERFORMANCE				
	2021-2022 Actual	2022-2023 Budget	2022-2023 Estimate	2023-2024 Projection
(Deficit)/Surplus	(\$790,105)	(\$150,243)	\$195,513	\$272,689

**RECOMMENDATION:**

Staff is recommending that the Board pass the motion to approve the annual budget for the Village of Willowbrook for the fiscal year commencing May 1, 2023 ending April 30, 2024.

**ACTION PROPOSED:** Pass the Motion



Village of  
**WILLOWBROOK**

**ANNUAL  
BUDGET**

**2023/2024**



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## General Fund Summary

<b>REVENUES</b>					
	2021-22 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Taxes	\$11,975,830	\$11,727,787	\$12,682,588	\$12,315,724	-\$366,864
Intergovernmental	\$142,652	\$1,308,749	\$520,900	\$225,000	-\$295,900
Licenses And Permits	\$562,129	\$585,500	\$409,912	\$527,058	\$117,146
Fines	\$1,091,482	\$1,045,376	\$1,071,310	\$967,460	-\$103,851
Charges For Services	\$145,782	\$530,698	\$398,737	\$449,304	\$50,567
Miscellaneous	\$465,253	\$32,500	\$254,409	\$193,000	-\$61,409
Interest Income	\$7,800	\$8,000	\$219,930	\$118,653	-\$101,276
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$14,390,928</b>	<b>\$15,238,610</b>	<b>\$15,557,786</b>	<b>\$14,796,199</b>	<b>-\$761,587</b>
<b>EXPENDITURES</b>					
	2021-22 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Village Administrator's Office (VAO) *	\$1,778,520	\$1,878,792	\$2,366,924	\$2,816,536	\$449,612
Community Development	\$599,178	\$849,203	\$492,644	\$587,320	\$94,676
Parks and Recreation	\$551,966	\$649,050	\$699,872	\$799,045	\$99,173
Police	\$5,890,053	\$6,001,023	\$5,775,172	\$6,368,186	\$593,014
Public Works	\$1,773,707	\$1,492,444	\$1,629,427	\$1,163,119	-\$466,308
Capital Improvement Program	\$669,805	\$3,857,900	\$3,503,806	\$2,609,100	-\$894,706
<b>TOTAL OPERATING</b>	<b>\$10,593,424</b>	<b>\$10,870,512</b>	<b>\$10,964,039</b>	<b>\$11,734,206</b>	<b>\$770,167</b>
<b>TOTAL EXPENDITURES</b>	<b>\$11,263,229</b>	<b>\$14,728,412</b>	<b>\$14,467,845</b>	<b>\$14,343,306</b>	<b>-\$125,539</b>

\*Includes Board of Trustees, Board of Police Commissioners, Administration, and Finance



## Five-Year General Fund Summary

<b>REVENUES</b>					
	2023-2024 Proposed Budget	2024-2025 Projection	2025-2026 Projection	2026-2027 Projection	2027-2028 Projection
Taxes	\$12,315,724	\$12,500,460	\$12,687,967	\$12,878,286	\$13,071,460
Intergovernmental	\$225,000	\$50,000	\$50,000	\$0	\$0
Licenses And Permits	\$527,058	\$537,599	\$548,351	\$559,318	\$570,504
Fines	\$967,460	\$986,809	\$1,006,545	\$1,026,676	\$1,047,210
Charges For Services	\$449,304	\$458,290	\$467,456	\$476,805	\$486,341
Miscellaneous	\$193,000	\$196,860	\$200,797	\$204,813	\$208,909
Interest Income	\$118,653	\$55,000	\$35,000	\$25,000	\$15,000
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$14,796,199</b>	<b>\$14,785,018</b>	<b>\$14,996,116</b>	<b>\$15,170,898</b>	<b>\$15,399,425</b>
<b>EXPENDITURES</b>					
	2023-2024 Proposed Budget	2024-2025 Projection	2025-2026 Projection	2026-2027 Projection	2027-2028 Projection
Village Administrator's Office (VAO) *	\$2,816,536	\$2,901,032	\$2,988,063	\$3,077,705	\$3,200,813
Community Development	\$587,320	\$610,813	\$635,245	\$660,655	\$687,081
Parks & Recreation	\$799,045	\$831,007	\$864,247	\$898,817	\$934,770
Police	\$6,368,186	\$6,622,913	\$6,887,830	\$7,163,343	\$7,449,876
Public Works	\$1,163,119	\$1,209,643	\$1,258,029	\$1,308,350	\$1,360,684
Capital Improvement Program	\$2,609,100	\$2,097,000	\$2,230,000	\$712,000	\$712,000
<b>TOTAL OPERATING</b>	<b>\$11,734,206</b>	<b>\$12,175,408</b>	<b>\$12,633,414</b>	<b>\$13,108,870</b>	<b>\$13,633,224</b>
<b>TOTAL EXPENDITURES</b>	<b>\$14,343,306</b>	<b>\$14,272,408</b>	<b>\$2,988,063</b>	<b>\$13,820,870</b>	<b>\$14,345,224</b>
Deficit/Surplus	\$452,893	\$512,610	\$132,702	\$1,350,028	\$1,054,201
Project Fund Balance	\$5,386,710	\$5,739,002	\$5,611,635	\$7,035,065	\$6,953,191

\*Includes Board of Trustees, Board of Police Commissioners, Administration, and Finance



## General Fund Revenue Detail

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>TAXES</b>					
Property Tax Levy - SRA	\$75,615	\$75,611	\$75,611	\$75,611	\$0
Property Tax Levy - Road And Bridge	\$122,958	\$117,995	\$117,995	\$117,995	\$0
Home Rule Sales Tax-1%	\$2,820,612	\$2,750,000	\$2,938,804	\$2,880,028	-\$58,776
Municipal Sales Tax	\$5,119,363	\$5,188,317	\$5,395,850	\$5,341,891	-\$53,958
Illinois Income Tax	\$1,285,866	\$1,245,936	\$1,431,580	\$1,219,152	-\$212,428
Utility Tax	\$870,877	\$809,289	\$894,559	\$912,450	\$17,891
Places Of Eating Tax	\$619,882	\$650,982	\$648,420	\$641,936	-\$6,484
Local Gas Tax	\$274,413	\$277,080	\$264,551	\$261,905	-\$2,646
Amusement Tax	\$72,130	\$60,462	\$66,374	\$66,374	\$0
Replacement Tax	\$3,849	\$2,071	\$5,191	\$2,092	-\$3,099
Water Tax	\$163,816	\$166,856	\$178,424	\$183,777	\$5,353
Water Tax - Unincorporated		\$181	\$201	\$183	-\$18
Hotel/Motel Tax	\$326,539	\$208,007	\$403,607	\$343,066	-\$60,541
Self-Storage Facility Tax	\$219,910	\$175,000	\$261,421	\$269,264	\$7,843
<b>TOTAL TAXES</b>	<b>\$11,975,830</b>	<b>\$11,727,787</b>	<b>\$12,682,588</b>	<b>\$12,315,724</b>	<b>-\$366,864</b>
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>INTERGOVERNMENTAL</b>					
Federal/State Grants	\$140,053	\$1,308,749	\$510,612	\$225,000	-\$285,612
Drug Forfeiture - State	\$2,599				\$0
Drug Forfeiture - Federal			\$10,287		-\$10,287
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$142,652</b>	<b>\$1,308,749</b>	<b>\$520,900</b>	<b>\$225,000</b>	<b>-\$295,900</b>
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>LICENSES &amp; PERMITS</b>					
Liquor Licenses	\$52,975	\$65,000	\$72,339	\$90,424	\$18,085
Business Licenses	\$94,734	\$102,500	\$96,633	\$95,683	-\$950
Video Gaming Licenses	\$11,750	\$9,750	\$13,125	\$16,406	\$3,281
Vending Machine Licenses	\$1,608	\$2,250	\$1,464	\$1,830	\$366
Scavenger Licenses	\$7,000	\$7,000	\$7,000	\$7,000	\$0
Building Permits	\$382,328	\$385,000	\$210,884	\$302,725	\$91,841



	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
Sign Permits	\$9,669	\$12,000	\$5,307	\$10,441	\$5,133
Other Permits	\$0	\$0	\$75	\$17	-\$58
County Bmp Fee	\$0	\$0		\$0	\$0
Special Hauling Permits (Oxcart)	\$2,065	\$2,000	\$3,085	\$2,532	-\$553
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$562,129</b>	<b>\$585,500</b>	<b>\$409,912</b>	<b>\$527,058</b>	<b>\$117,146</b>
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>FINES</b>					
Circuit Court Fines	\$125,233	\$95,606	\$78,520	\$78,918	\$398
Traffic Fines	\$78,490	\$48,573	\$36,791	\$28,941	-\$7,849
Red Light Fines	\$879,985	\$800,000	\$950,000	\$850,000	-\$100,000
Dui Fines	\$2,100	\$3,118	\$3,000	\$3,078	\$78
Overweight Truck Fines	\$5,674	\$8,080	\$3,000	\$6,522	\$3,522
<b>TOTAL FINES</b>	<b>\$1,091,482</b>	<b>\$955,377</b>	<b>\$1,071,310</b>	<b>\$967,460</b>	<b>-\$103,851</b>
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>CHARGES FOR SERVICES</b>					
Planning Application Fees	\$2,600	\$12,905	\$9,100	\$13,463	\$4,363
Public Hearing Fees	\$2,800	\$18,208	\$2,550	\$13,025	\$10,475
Planning Review Fees		\$333	\$500	\$250	-\$250
Annexation Fees			\$500	\$500	\$0
Accident Report Copies	\$3,015	\$2,500	\$2,292	\$2,541	\$249
Video Gaming Terminal Income	\$95,980	\$90,000	\$164,020	\$100,477	-\$63,543
Elevator Inspection Fees	\$10,500	\$16,208	\$10,500	\$14,925	\$4,425
Burglar Alarm Fees	\$300	\$5,435	\$500	\$2,475	\$1,975
Copies – Ordinances & Maps		\$0	\$0	\$0	\$0
NSF Fee	\$0	(\$8)	\$0	\$0	\$0
Park & Rec Contribution	\$0	\$1,900	\$0	\$0	\$0
Park Permit Fees	\$3,320	\$2,101	\$455	\$1,648	\$1,193
Summer Recreation Fees	\$4,395	\$2,633	\$1,870	\$300,000	\$298,130
Special Events	\$12,363	\$262,110	\$200,000	\$0	-\$200,000
Burr Ridge / Willowbrook Baseball Reimbursement	\$5,900	\$5,987	\$5,900	\$0	-\$5,900



	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
Holiday Contribution	\$4,400	\$2,575	\$550	\$0	-\$550
Spring Recreation Fees	\$210	\$0	\$0	\$0	\$0
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$145,782</b>	<b>\$422,887</b>	<b>\$398,737</b>	<b>\$449,304</b>	<b>\$50,567</b>
<b>MISCELLANEOUS</b>					
Reimbursements – IRMA	\$116,791	\$0	\$659	\$0	-\$659
Reimbursements – Police Training	\$8,239	\$0	\$2,378	\$0	-\$2,378
Sale – Fixed Assets		\$0	\$15,431	\$0	-\$15,431
Reimbursements – Tree Planting	\$500	\$0	\$700	\$0	-\$700
Reimbursements – Red Light Energy	\$671	\$0	\$0	\$0	\$0
Reimbursements – Brush Pickup	\$0	\$0	\$0	\$0	\$0
Other Receipts	\$102,302	\$7,500	\$47,353	\$0	-\$47,353
Reimbursements – Parks & Rec Memorial Program			\$598	\$0	-\$598
Reimbursements – Police Special Detail	\$10,698	\$5,500	\$6,242	\$5,500	-\$742
Reimbursements – Public Works Other	\$5,965	\$5,500	\$0	\$7,500	\$7,500
Donation		\$0	\$0	\$0	\$0
Other Grants	\$12,040	\$0	\$0	\$0	\$0
Nicor Gas Annual Payment	\$18,178	\$14,000	\$25,216	\$25,000	-\$216
Cable Franchise Fees	\$189,870	\$197,810	\$155,832	\$155,000	-\$832
Administrative Reimbursement	\$0	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS</b>	<b>\$465,253</b>	<b>\$230,310</b>	<b>\$254,409</b>	<b>\$193,000</b>	<b>-\$61,409</b>
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>INTEREST INCOME</b>					
Interest Income	\$7,800	\$8,000	\$219,930	\$118,653	-\$101,277
<b>TOTAL INTEREST INCOME</b>	<b>\$7,800</b>	<b>\$8,000</b>	<b>\$219,930</b>	<b>\$118,653</b>	<b>-\$101,277</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$14,390,928</b>	<b>\$15,238,610</b>	<b>\$15,557,786</b>	<b>\$14,796,199</b>	<b>-\$761,588</b>



## Elected Officials – Board of Trustees

*(Board of Trustees and Board of Police Commissioners)*

### Board of Trustees

#### Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$76,993	\$71,580	\$73,048	\$73,048	\$0
Contractual	\$6,339	\$4,930	\$6,199	\$6,600	\$401
Commodities	\$200	\$450	\$200	\$200	\$0
Capital Maintenance	\$7,340	Moved to CIP			—
<b>TOTAL</b>	<b>\$90,872</b>	<b>\$76,960</b>	<b>\$79,447</b>	<b>\$79,848</b>	<b>\$401</b>





## Board of Trustees

### Line-Item Detail

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries					\$0
	Part-Time Salaries	\$70,600	\$65,508	\$65,508	\$65,508	\$0
	Overtime Salaries					\$0
	FICA Payments	\$5,482	\$5,182	\$6,650	\$6,650	\$0
	Health Insurance					\$0
	Life Insurance	\$911	\$890	\$890	\$890	\$0
<b>TOTAL PERSONNEL</b>		<b>\$76,993</b>	<b>\$71,580</b>	<b>\$73,048</b>	<b>\$73,048</b>	<b>\$0</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-05-410-307	Fees / Dues / Subscriptions	\$3,229	\$2,400	\$4,000	\$4,000	\$0
01-05-410-303	Fuel / Mileage / Wash		\$200	\$100	\$100	\$0
01-05-410-201	Phone	\$315	\$571	\$500	\$500	\$0
01-05-410-302	Printing & Publishing	\$53	\$72	\$0	\$0	\$0
01-05-420-365	Public Relations	\$41	\$88	\$0	\$0	\$0
01-05-410-304	Training	\$2,701	\$1,599	\$1,599	\$2,000	\$401
01-05-410-305	Strategic Planning		\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTUAL</b>		<b>\$6,339</b>	<b>\$4,930</b>	<b>\$6,199</b>	<b>\$6,600</b>	<b>\$401</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-05-410-301	Office Supplies	\$200	\$450	\$200	\$200	\$0
<b>TOTAL COMMODITIES</b>		<b>\$200</b>	<b>\$450</b>	<b>\$200</b>	<b>\$200</b>	<b>\$0</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CAPITAL MAINTENANCE</b>						
01-05-417-212	EDP Equipment	\$7,340				\$0
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$7,340</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## Board of Trustees

### Line-Item Description

The Village Board is the governing body of the Village, enacting ordinances, managing the finances of the Village, levying taxes, setting the policy for the Village services and procedures, and bearing the responsibility for all municipal governmental functions. The Village Board consists of one Mayor, six Village trustees, and one Village Clerk who are elected for staggered four-year terms.

#### Personnel

<b>Part-Time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$65,508	\$65,508	\$65,508

Accounts for salary expenses related to the Mayor, (6) Trustees, and the Deputy Liquor Control Commissioner.

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$4,681	\$6,650	\$6,650

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Salaries.

<b>Life Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$890	\$890	\$890

Accounts for a portion of the Life Insurance coverage for members of the Board of Trustees.

#### Contractual

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,400	\$4,000	\$4,000

Accounts for Village Board of Trustee participation in various organizations. These organizational memberships provide services such as professional development, and useful information related to the profession.

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$200	\$100	\$100

Accounts for reimbursements related to fuel for members of the Village Board.

<b>Phone</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$499	\$500	\$500

Accounts for telephone services for elected officials.

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$90	\$0	\$0

Accounts for informational material and handouts for the Board of Trustees.

**Contractual (cont'd)**

<b>Public Relations</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$86	\$0	\$0

Accounts for public relations related to unplanned emergencies.

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,433	\$1,599	\$2,000

Accounts for the Board of Trustees participation in various trainings related to professional development.

**Commodities**

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$450	\$200	\$200

Accounts for office supplies and reimbursement related to elected officials.



## Elected Officials – Board of Police Commissioners

*(Board of Trustees and **Board of Police Commissioners**)*

### Board of Police Commissioners

#### Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$221	\$304	\$304	\$304	\$0
Contractual	\$12,966	\$24,375	\$21,375	\$23,375	\$2,000
Commodities	\$0	\$100	\$100	\$100	\$0
Capital Maintenance					\$0
<b>TOTAL</b>	<b>\$13,187</b>	<b>\$24,779</b>	<b>\$21,779</b>	<b>\$23,779</b>	<b>\$2,000</b>





## Board of Police Commissioners

### Line-Item Detail

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries					\$0
	Part-Time Salaries					\$0
	Overtime Salaries					\$0
	FICA Payments	\$15	\$76	\$76	\$76	\$0
	Health Insurance					\$0
	Life Insurance	\$206	\$228	\$228	\$228	\$0
<b>TOTAL PERSONNEL</b>		<b>\$221</b>	<b>\$304</b>	<b>\$304</b>	<b>\$304</b>	<b>\$0</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Budget and Estimate
<b>CONTRACTUAL</b>						
01-07-440-543	Exams	\$12,243	\$16,500	\$16,500	\$16,500	\$0
01-07-435-239	BOPC Attorney	\$0	\$5,000	\$3,000	\$5,000	\$2,000
01-07-435-307	Fees/Dues/ Subscriptions	\$375	\$375	\$375	\$375	\$0
01-07-435-311	Postage & Meter Rent	\$0	\$0			\$0
01-07-435-302	Printing & Publishing	\$348	\$1,500	\$1,000	\$1,000	\$0
01-07-435-304	Training	\$0	\$1,000	\$500	\$500	\$0
<b>TOTAL CONTRACTUAL</b>		<b>\$12,966</b>	<b>\$24,375</b>	<b>\$21,375</b>	<b>\$23,375</b>	<b>\$2,000</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Budget and Estimate
<b>COMMODITIES</b>						
01-05-410-301	Office Supplies	\$0	\$100	\$100	\$100	\$0
<b>TOTAL COMMODITIES</b>		<b>\$0</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$0</b>



## Board of Police Commissioners

### Line-Item Description

The Board of Police Commissioners (BOPC) conducts disciplinary hearings or appeals of disciplinary action in the Police Departments. The Board of Police Commissioners shall not make any original or promotional appointments in the Police Department to fill vacancies therein until it has received a written resolution from the Board of Trustees. The BOPC is established through Illinois State Statutes, the Illinois Municipal Code, and the Willowbrook Municipal Code.

#### Personnel

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$76.00	\$76.00	\$76.00

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Salaries.

<b>Life Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$76.00	\$76.00	\$76.00

Accounts for a portion of the Life Insurance coverage for members of the Board of Police Commissioners.

#### Contractual

<b>Exams</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$16,500	\$16,500	\$16,500

Accounts for exams for the hiring of new Police Officers, i.e., physical, psychological, polygraph, and written.

<b>Description</b>	<b>2023-2024 Budget</b>
Exams - Physical	\$2,000
Exams - Polygraph	\$1,500
Exams - Psychological	\$3,000
Exams - Written	\$10,000

<b>BOPC Attorney</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$3,000	\$5,000

Accounts for legal services related to the Board of Police Commissioners.

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$375	\$375	\$375

Accounts for essential fees and subscriptions for the Board of Police Commissioners.

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$1,000	\$1,000

Accounts for legal services related to the Board of Police Commissioners.



**Contractual (cont'd)**

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,000	\$500	\$500

Accounts for annual training for the Board of Police Commissioners.

**Commodities**

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$100	\$100	\$100

Accounts for routine office supplies.



## Village Administrator's Office – Administration

(Administration and Finance)

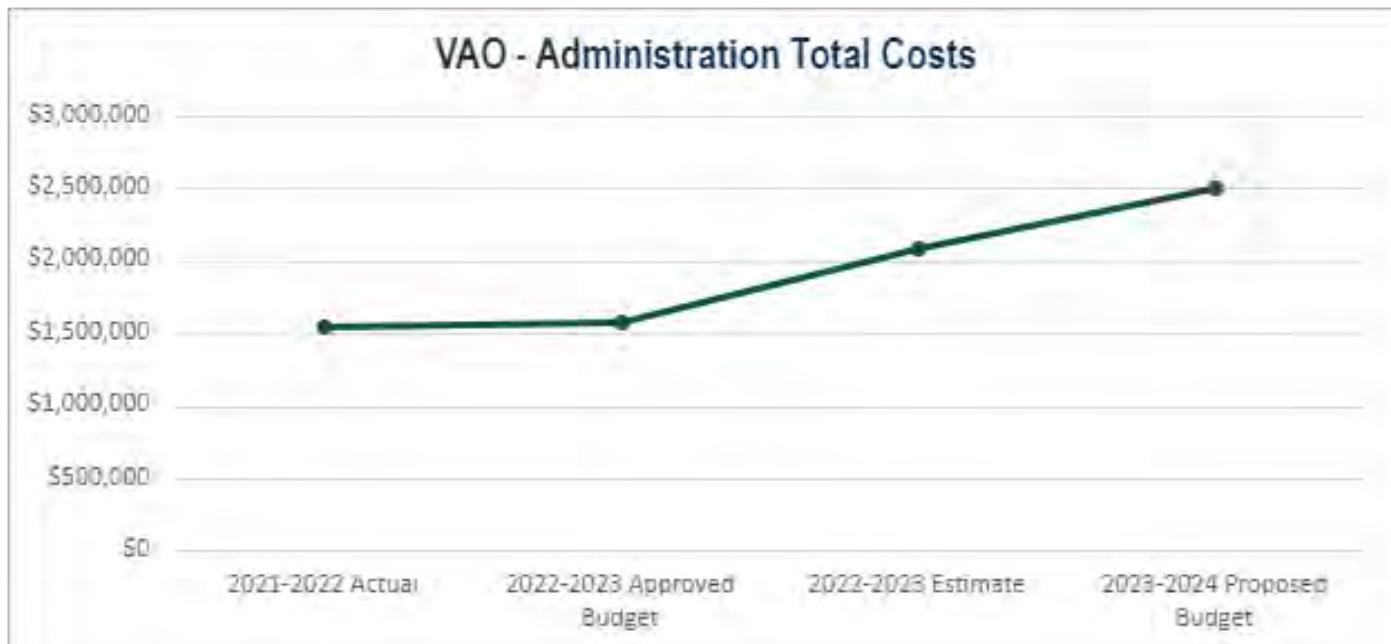




## Village Administrator's Office – Administration

### Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$560,507	\$528,367	\$653,967	\$825,483	\$171,516
Contractual	\$1,387,405	\$1,030,716	\$1,398,730	\$1,679,140	\$280,410
Commodities	\$9,237	\$11,000	\$10,000	\$9,000	-\$1,000
Capital Maintenance	\$49,786	\$15,000	\$25,280	\$0	-\$25,280
Other (Hotel/Motel/Audit)	-\$460,769	\$0	\$0		\$0
<b>TOTAL</b>	<b>\$1,546,166</b>	<b>\$1,585,083</b>	<b>\$2,087,977</b>	<b>\$2,513,623</b>	<b>\$425,646</b>





**Village Administrator's Office – Administration**

**Line-Item Detail**

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$387,774	\$368,543	\$487,675	\$534,523	\$46,848
	Part-Time Salaries					\$0
	Overtime Salaries	\$4,423	\$2,500	\$2,500	\$2,500	\$0
	FICA Payments	\$28,054	\$25,825	\$23,859	\$42,956	\$19,097
	IMRF Payments	\$92,076	\$74,883	\$92,254	\$104,052	\$11,798
	Insurance	\$48,180	\$56,615	\$47,679	\$141,452	\$93,773
<b>TOTAL PERSONNEL</b>		<b>\$560,507</b>	<b>\$528,366</b>	<b>\$653,967</b>	<b>\$825,483</b>	<b>\$171,516</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-10-471-253	Administrative Services	\$36,799	\$95,000	\$16,417	\$0	-\$16,417
01-10-485-602	Building Improvements	\$693	\$15,000	\$10,000	\$5,000	-\$5,000
01-10-455-355	Commissary Provision	\$2,383	\$10,000	\$3,000	\$5,000	\$2,000
01-10-490-799	Contingencies	\$86,997	\$25,000	\$95,000	\$75,000	-\$20,000
01-10-455-315	Copy Service	\$5,751	\$2,400	\$2,200	\$3,600	\$1,400
01-10-460-267	Document Storage/Scanning	\$30,400	\$20,000	\$20,000	\$3,000	-\$17,000
01-10-460-212	EDP Equipment / Software	\$22,608	\$0	\$7,000	\$5,000	-\$2,000
01-10-460-263	EDP Licenses	\$30,064	\$16,748	\$15,000	\$16,500	\$1,500
01-10-466-240	Energy / ComEd	\$3,724	\$3,000	\$3,000	\$3,000	\$0
01-10-455-307	Fees / Dues / Subscription	\$11,336	\$11,189	\$15,000	\$10,000	-\$5,000
01-10-455-303	Fuel / Mileage / Wash	\$796	\$750	\$750	\$750	\$0
01-10-460-306	Information Technology Services	\$55,270	\$65,000	\$125,000	\$85,200	-\$39,800
01-10-460-225	Internet/Website Hosting	\$15,311	\$15,022	\$11,500	\$37,000	\$25,500
01-10-480-272	Insurance –IRMA	\$246,510	\$140,060	\$18,831	\$0	-\$18,831



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-10-466-293	Landscape - Village Hall	\$104	\$0	\$0	\$1,500	\$1,500
01-10-455-266	Legal Services	\$202,342	\$165,000	\$193,000	\$181,600	-\$11,400
01-10-466-228	Maintenance	\$72,856	\$45,000	\$75,000	\$75,000	\$0
01-10-466-236	Nicor Gas	\$3,019	\$1,500	\$1,987	\$3,000	\$1,013
01-10-455-131	Personnel Recruitment	\$4,269	\$1,250	\$1,500	\$1,500	\$0
01-10-455-311	Postage & Meter Rent	\$3,278	\$3,333	\$3,500	\$5,000	\$1,500
01-10-455-302	Printing & Publishing	\$15,596	\$2,500	\$2,500	\$5,500	\$3,000
01-10-475-365	Public Relations	\$5,214	\$10,000	\$2,500	\$2,500	\$0
01-10-466-251	Sanitary	\$730	\$650	\$730	\$750	\$20
01-10-455-304	Training	\$2,290	\$10,075	\$0	\$7,500	\$7,500
01-10-480-273	Self-Insurance – Deductible	\$20,000	\$6,000	\$15,000	\$15,000	\$0
01-10-455-306	Special Projects	\$97,563	\$50,000	\$75,000	\$115,000	\$40,000
01-10-455-305	Strategic Planning	\$0	\$0		\$0	\$0
01-10-455-201	Telephones	\$17,684	\$17,500	\$17,500	\$17,500	\$0
01-10-900-112	Transfer To Debt Service - 2015	\$280,739	\$280,739	\$280,739	\$280,739	\$0
NEW	Transfer to Debt Service - 2022A			\$195,000	\$346,096	\$151,096
NEW	Transfer to Debt Service - 2022B				\$363,905	\$363,905
01-10-630-305	Tuition Reimbursement		\$3,000		\$3,000	\$3,000
01-10-485-642	Village Hall/Parks and Recreation Signage	\$113,079	\$80,000	\$191,576	\$0	-\$191,576
01-10-480-276	Wellness	\$0	\$15,000	\$500	\$5,000	\$4,500
<b>TOTAL CONTRACTUAL</b>		<b>\$1,387,405</b>	<b>\$1,110,716</b>	<b>\$1,398,730</b>	<b>\$1,679,140</b>	<b>\$280,410</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-10-455-301	Office Supplies	\$7,909	\$5,500	\$3,500	\$5,500	\$2,000
01-10-466-351	Building Maintenance Supplies	\$1,328	\$5,500	\$6,500	\$3,500	-\$3,000
<b>TOTAL COMMODITIES</b>		<b>\$9,237</b>	<b>\$11,000</b>	<b>\$10,000</b>	<b>\$9,000</b>	<b>-\$1,000</b>



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CAPITAL MAINTENANCE</b>						
01-10-900-114	Transfer To LAFER	\$47,927	\$0			\$0
01-10-485-611	Furniture & Office Equipment	\$1,859	\$12,000	\$25,280		-\$25,280
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$49,786</b>	<b>\$12,000</b>	<b>\$25,280</b>	<b>\$0</b>	<b>-\$25,280</b>
<b>OTHER (HOTEL/MOTEL)</b>						
01-53-436-317	Advertising	\$0	Moved to VAO			\$0
01-53-435-319	Chamber Directory	\$0	Moved to VAO			\$0
01-53-436-379	Special Promotional Events	\$0	Moved to VAO			\$0
<b>TOTAL OTHER (HOTEL/MOTEL)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## Village Administrator's Office – Administration

### Line-Item Description

The Village Administrator's Office (VAO) is responsible for the management of daily operations within the Village. The department provides overall coordination of municipal functions while operating two divisions, Administration and Finance. The Department includes the Village Administrator, appointed by the Board of Trustees, who is the Chief Administrative Office of the Village of Willowbrook and is responsible for implementing policies established by the Village Board. All Village departments are under the administrative authority of the Village Administrator.

#### Personnel

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$368,543	\$487,675	\$534,523

Accounts for the salary expense for staff within the Village Administrator's Office.

<b>Salary Allocation</b>			
<b>Position</b>	<b>General Fund</b>	<b>Water Fund</b>	<b>Business Improvement Fund</b>
Village Administrator	80%	15%	5%
Assistant to the Village Administrator	80%	15%	5%
Executive Assistant / Deputy Clerk	100%	–	–
Administrative Assistant	100%	–	–
Administrative Services Coordinator	100%	–	–
Administrative Analyst	100%	–	–
Customer Service Representative	80%	15%	5%
Part-Time Customer Service Representative	80%	15%	5%
Administrative Intern	80%	15%	5%

<b>Part-Time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$0	\$0

The Village Administrator's Office - Administration has no part-time employees.

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,500	\$2,500	\$2,500

Accounts for overtime costs of non-exempt employees working at Village Board meetings.

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,825	\$23,859	\$42,956

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%) payments for salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$74,883	\$92,254	\$104,052

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions.



### **Personnel (cont'd)**

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$56,615	\$47,679	\$141,452

Accounts for a portion of the insurance coverage for all full-time Village Administrator's Office personnel.

### **Contractual**

<b>Administrative Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$92,672	\$16,418	\$0

This item was included in the 2022-2023 budget but will not be used in the 2023-2024 budget due to the hiring of the outsourced administrative employee. The line item accounted for (1) an administrative employee from an outsourced agency who assists staff with board packets, budget preparation, training preparation, special projects, and daily administrative tasks for an estimated \$55,000.

<b>Building Improvements</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$10,000	\$5,000

Accounts for unplanned building improvements within Village Hall.

<b>Commissary Provision</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$10,000	\$3,000	\$5,000

Accounts for coffee and food expenses for budget workshops, joint meetings, and certain special events.

<b>Contingencies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$95,000	\$75,000

Accounts for the reserve established for unforeseen expenses (i.e., Sterigenics).

<b>Copy Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,400	\$2,200	\$3,600

Accounts for copy services with the Village Administrator's Office.

<b>Document Storage / Scanning</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$20,000	\$20,000	\$3,000

Accounts for document scanning services for the Village Administrator's Office.

<b>EDP Licenses</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$16,748	\$15,000	\$16,500

Accounts for the following software licenses:

<b>Software</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Annual Costs</b>
Datto	12 (months)	\$775	\$9,300
Duo	12 (months)	\$60	\$720
Zoom (User Costs (1 user)	12 (months)	\$14.99	\$179.88
Zoom Annual Fee	1	\$40	\$40
Adobe License	12 (months)	\$15.93	\$191.16
Microsoft User License	12 (months)	\$489.67	\$5,876



### **Contractual (cont'd)**

<b>Energy / ComEd</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,000	\$3,000	\$3,000

Accounts for electricity at Village Hall. Staff projects the annual budget based on a three-year average.

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$11,138	\$15,000	\$10,000

Accounts for the Village Administrator's Office participation in various organizations. These organizational memberships provide training, professional development, and useful information.

<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total Cost</b>
Illinois Municipal League	1	\$1,000	\$1,000
Localgovnews.org	1	\$1,900	\$1,900
Capitol Fax Online Newsletter	1	\$500	\$500
Crain's	1	\$169	\$169
International City / County Management Association (Administrator)	1	\$1,072	\$1,072
International City / County Management Association (Asst to Admin)	1	\$200	\$200
Illinois City / County Management Association (Administrator)	1	\$358.75	\$358.75
Illinois City / County Management Association (Asst to Admin)	1	\$128.75	\$128.75
Illinois and National Public Employer Labor Relations Association	1	\$230	\$230
Society for Human Resources Management	1	\$244	\$244
PublicSalary.com	1	\$720	\$720
Daily Herald	1	\$144	\$144
Other	1	\$3,000	\$3,000

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$750	\$750	\$750

Accounts for fuel for an administrative vehicle in the Village Administrator's Office. Staff projects the annual budget based on a four-year average.

<b>Information Technology Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$65,000	\$125,000	\$85,200

Information technology (IT) functions are supported through contracted services. The primary IT contract is with Orbis Solutions, with on-site technical resources during business hours and hours of emergency support.

<b>Internet / Website Hosting</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,022	\$11,500	\$37,000

Accounts for monthly internet services provided by Comcast and annual website hosting with Civic Plus.



### **Contractual (cont'd)**

<b>Insurance – IRMA</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$140,060	\$18,831	\$0

Accounts for the annual premium for insurance services with IRMA. The 2023 IRMA premium was paid through the Village's IRMA credit balance. This line-item is distributed through the following fund allocation:

General Fund	Water Fund
60%	40%

Staff from Lauterbach and Amen recommended to the Village to defer payment based on the high reserves that were shown over the past three audits.

<b>Legal Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$165,000	\$193,000	\$181,000

Accounts for legal services with Storino, Ramello, and Durkin for labor counsel and Village Attorney representation.

Description	Cost
Village Attorney	\$171,600
Labor Counsel	\$10,000

<b>Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$45,000	\$75,000	\$75,000

Accounts for routine maintenance costs of Village-owned facilities, including custodial services, HVAC preventative maintenance, elevator preventive maintenance, pest control

<b>Nicor Gas</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$1,987	\$3,000

Accounts for the cost of natural gas to heat Village Hall. The 2023-2024 budget is based on a three-year average.

<b>Personnel Recruitment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,250	\$1,500	\$1,500

Accounts for recruitment/selection services, pre-employment physicals, background checks, and advertising materials.

<b>Postage &amp; Meter</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,333	\$3,500	\$5,000

Accounts for the postage costs for routine outgoing mail and shipping Village-wide, bulk mailing for event notifications, and mailing courtesy reminder notices.



**Contractual (cont'd)**

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,500	\$2,500	\$5,500

Accounts for printing and mailing postcards to employees announcing annual open enrollment for benefits. This account also includes the printing and framing of maps in Village Hall.

<b>Public Relations</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$10,000	\$2,500	\$2,500

Accounts for annual advertising expenses with the Willowbrook Ice Arena.

<b>Sanitary</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$650	\$730	\$750

Accounts for sewer maintenance charges with DuPage County.

<b>Self-Insurance – Deductible</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,000	\$15,000	\$15,000

Accounts for the annual deductible through IRMA. The fund allocation is identical to the IRMA insurance premium with a 60% General Fund allocation and a 40% Water Fund allocation.

<b>Special Projects</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$50,000	\$75,000	\$115,000

This line item accounts for staff-identified special projects. Below are the special projects for the Village Administrator's Office.

<b>Project</b>	<b>Cost</b>
Zoning Code Update	\$35,000
Comprehensive Plan Update	\$80,000

<b>Telephone</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$17,500	\$17,500	\$17,500

Accounts for monthly services with Access One.

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$10,075	\$0	\$7,500

Accounts for employee development and professional development in specific areas. The training is imperative for employee development while increasing overall services to the organization and residents.

	Qty,	Unit Training Cost	Subtotal Training Cost	Unit Travel Cost	Subtotal Travel Cost	Total Travel & Training Cost
ILCMA Winter Conference	1	\$225	\$225	-	-	\$225
ILCMA Summer Conference	1	\$240	\$240	-	-	\$240
Local Trainings & Seminars	4	\$500	\$2,000	-	-	\$2,000
Employment Law Seminar – IPELRA	4	\$200	\$800	-	-	\$800



### Contractual (cont'd)

<b>Transfer to Debt Service</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$280,739	\$475,739	\$990,740

Accounts for annual costs related to the 2015, 2022A, and 2022B bonds approved by the Board of Trustees.

<b>Project</b>	<b>Cost</b>
TRANSFER TO DEBT SERVICE - 2015	\$280,739
TRANSFER TO DEBT SERVICE - 2022A	\$346,096
TRANSFER TO DEBT SERVICE - 2022B	\$363,905

<b>Tuition Reimbursement</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,000	\$0	\$3,000

Accounts for the Village's tuition reimbursement program which is outlined in the Personnel Manual. The budgeted amount is based on the historic utilization of this program.

<b>Village Hall Signage</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$191,576	\$0

Accounts for the completion of Village Hall and Parks signage.

<b>Wellness</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$500	\$5,000

Accounts for quarterly and monthly employee wellness meetings and activities.

### Commodities

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,500	\$3,500	\$5,500

Accounts for the office supplies in Village Hall. This account includes misc. supplies for daily operations (pens, pencils, folders, binders, flash drives, coffee, etc.).

<b>Building Maintenance Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,500	\$6,500	\$3,500

Accounts for supplies of maintenance of Village Hall.

### Capital Maintenance

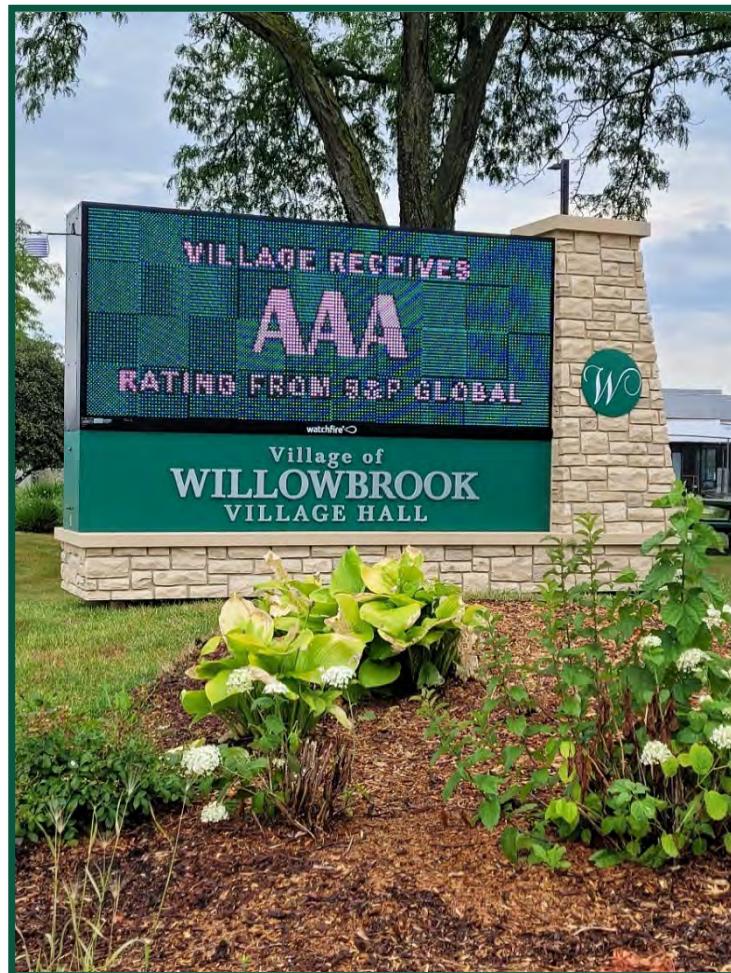
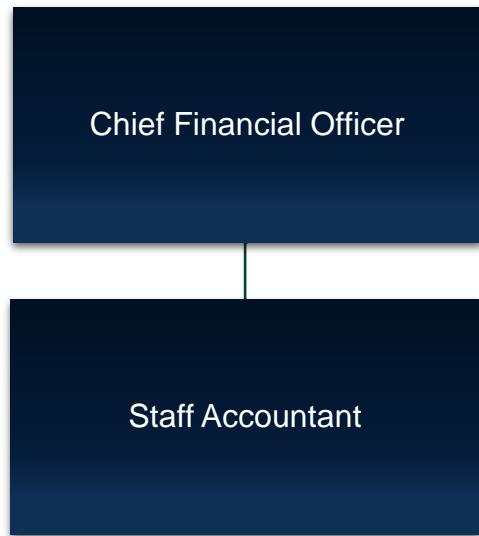
<b>Furniture &amp; Office Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$25,280	\$0

Accounts for furniture replacements throughout the fiscal year.



## Village Administrator's Office – Finance

*(Administration and **Finance**)*





**Village Administrator's Office – Finance**  
**Summary Costs**

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$394,770	\$0	\$0	\$0	\$0
Contractual	\$150,012	\$191,970	\$177,720	\$199,286	\$21,566
Commodities	\$379	\$0	\$0	\$0	\$0
Capital Maintenance					\$0
<b>TOTAL</b>	<b>\$545,161</b>	<b>\$191,970</b>	<b>\$177,720</b>	<b>\$199,286</b>	<b>\$21,566</b>





**Village Administrator's Office – Finance**

**Line-Item Detail**

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$305,781	\$0			\$0
	Part-Time Salaries	\$0	\$0			\$0
	Overtime Salaries	\$0	\$0			\$0
	Longevity Pay	\$0	\$0			\$0
	Auto Allowance	\$0	\$0			\$0
	FICA Payments	\$14,956	\$0			\$0
	IMRF Payments	\$35,098	\$0			\$0
	Insurance	\$38,935	\$0			\$0
<b>TOTAL PERSONNEL</b>		<b>\$394,770</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-25-620-251	Audit Services	\$27,130	\$31,000	\$30,000	\$31,200	\$1,200
01-25-615-267	Document Storage / Scanning	\$0	\$3,500	\$3,000	\$3,000	\$0
01-25-615-212	EDP Equipment / Software	\$1,661	\$0			\$0
01-25-615-263	EDP Licenses	\$12,392	\$12,400	\$0	\$12,780	\$12,780
01-25-610-307	Fees / Dues / Subscriptions	\$2,558	\$350	\$0	\$350	\$350
01-25-620-252	Outsourced Services – Financial Services	\$103,804	\$144,720	\$144,720	\$151,956	\$7,236
01-25-610-303	Fuel / Mileage / Wash	\$0	\$0	\$0	\$0	\$0
01-25-615-306	IT-Consulting Services	\$1,397	\$0	\$0	\$0	\$0
01-25-610-311	Postage & Meter Rent	\$35	\$0	\$0	\$0	\$0
01-25-610-302	Printing & Publishing	\$900	\$0	\$0	\$0	\$0
01-25-610-304	Training	\$135	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTUAL</b>		<b>\$150,012</b>	<b>\$191,970</b>	<b>\$177,720</b>	<b>\$199,286</b>	<b>\$21,566</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-25-610-301	Office Supplies	\$379	\$0	\$0	\$0	\$0
<b>TOTAL COMMODITIES</b>		<b>\$379</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## Village Administrator's Office – Finance

### Line-Item Description

The Finance division is located in the Village Administrator's Office (VAO) and is responsible for the management of payroll, accounts payable, annual budget preparation, assistance with the annual audit, and daily finance tasks for the Village. The Finance Division reports to the Village Administrator, who is the Chief Administrative Office of the Village of Willowbrook and is responsible for implementing policies established by the Village Board.

#### **Personnel**

There are no personnel expenses in Finance division.

#### **Contractual**

<b>Audit Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$31,000	\$30,000	\$31,000

Audit services were competitively bid in 2021 and a five one-year contract was entered into with Sikich, LLP.

<b>Document Storage / Scanning</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,500	\$3,000	\$3,000

Accounts for document scanning services for financial documents. The increase in this line item is related to the document scanning project.

<b>EDP Licenses</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$12,400	\$12	\$12,780

Accounts for the annual BS&A financial software costs.

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$350	\$0	\$350

Accounts for the Government Financial Officers Association's annual dues.

<b>Financial Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$144,720	\$144,720	\$151,956

The Village Board entered into a three-year contract with Lauterbach & Amen for daily financial operations for the Village. The fund allocation is broken down below:

<b>General Fund</b>	<b>Water Fund</b>
60%	40%



## Community Development

Community Development  
Director

Deputy Director of  
Community  
Development

Village Planner

Community  
Development Secretary

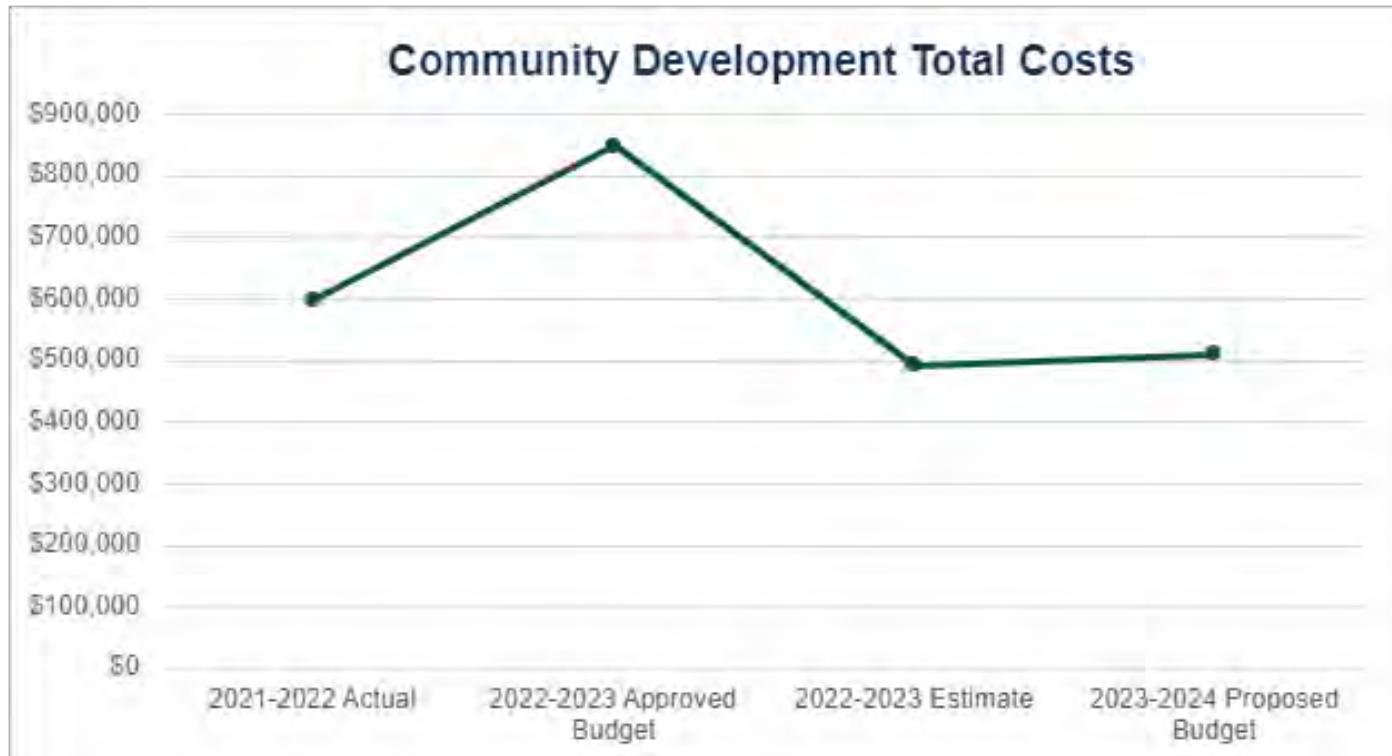
Building Plan Review /  
Inspections





## Community Development Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$264,157	\$341,332	\$289,059	\$331,364	\$42,306
Contractual	\$334,232	\$506,472	\$202,185	\$178,480	-\$23,705
Commodities	\$790	\$1,400	\$1,401	\$1,500	\$99
Capital Maintenance					\$0
<b>TOTAL</b>	<b>\$599,179</b>	<b>\$849,204</b>	<b>\$492,644</b>	<b>\$511,344</b>	<b>\$18,700</b>





## Community Development

### Line-Item Detail

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$183,192	\$229,600	\$194,000	\$227,248	\$33,248
	Part-Time Salaries		\$0			\$0
	Overtime Salaries	\$2,066	\$2,000	\$450	\$1,540	\$1,090
	FICA Payments	\$14,950	\$18,406	\$15,683	\$18,379	\$2,696
	IMRF Payments	\$33,365	\$52,314	\$42,558	\$49,875	\$7,317
	Insurance	\$30,584	\$39,010	\$36,368	\$34,322	-\$2,046
<b>TOTAL PERSONNEL</b>		<b>\$264,157</b>	<b>\$341,332</b>	<b>\$289,059</b>	<b>\$331,364</b>	<b>\$42,305</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-40-810-315	Copy Service	\$5,642	\$2,400	\$1,000	\$2,400	\$1,400
01-40-815-267	Document Storage / Scanning	\$0	\$25,000	\$20,000	\$10,000	-\$10,000
01-40-815-263	EDP Licenses / Equipment	\$7,158	\$0		\$0	\$0
01-15-515-305	EDP Personnel Training	\$1,000	\$0	\$500	\$0	-\$500
01-15-520-246	Court Reporting Services	\$1,797	\$3,355	\$2,500	\$3,000	\$500
01-40-810-307	Fees / Dues / Subscriptions	\$395	\$1,534	\$1,100	\$2,000	\$900
01-40-810-303	Fuel / Mileage / Wash	\$615	\$544	\$153	\$225	\$72
01-40-820-260	Building, Plan Review & Inspection Services	\$160,006	\$175,000	\$82,000	\$75,050	-\$6,950
01-40-830-119	Code Enforcement Services	\$4,725	\$6,500	\$6,782	\$15,000	\$8,218
01-40-820-262	Engineering Services	\$43,137	\$45,000	\$27,845	\$44,750	\$16,905
01-40-830-117	Elevator Inspection Services	\$4,124	\$4,625	\$3,279	\$5,000	\$1,721
01-40-810-409	Vehicle Maintenance Services	\$570	\$1,661	\$0	\$0	\$0
01-15-520-257	Municipal Planning Services	\$96,362	\$125,000	\$0	\$0	\$0



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-40-820-263	Traffic Engineering Services	\$3,160	\$7,500	\$546	\$7,500	\$6,954
01-40-810-311	Postage & Meter Rent	\$2,204	\$1,670		\$0	\$0
01-40-810-302	Printing & Publishing	\$2,379	\$2,652	\$2,800	\$3,300	\$500
01-40-810-305	Special Projects		\$100,000		\$0	\$0
01-40-810-304	Training	\$50	\$2,500	\$750	\$6,500	\$5,750
01-40-810-201	Telephones	\$561	\$1,107	\$2,680	\$3,355	\$675
01-40-810-345	Uniforms	\$347	\$424	\$250	\$400	\$150
<b>TOTAL CONTRACTUAL</b>		<b>\$334,232</b>	<b>\$506,472</b>	<b>\$152,185</b>	<b>\$178,480</b>	<b>\$26,295</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-40-810-301	Office Supplies	\$790	\$1,400	\$1,400	\$1,500	\$100
<b>TOTAL COMMODITIES</b>		<b>\$790</b>	<b>\$1,400</b>	<b>\$1,400</b>	<b>\$1,500</b>	<b>\$100</b>



## Community Development

### Line-Item Description

The Community Development Department was created in the 2022-2023 fiscal year reporting to the Village Administrator's Office. This Department combines the Planning and Economic Development Department with the Building and Zoning Department. Staff from Community Development provides various development, building, and engineering-related services including economic development, land use planning, building permits, building, and engineering plan review and inspections.

#### **Personnel**

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$229,600	\$194,000	\$227,248

Accounts for the salary expense for staff within the Community Development Department.

<b>Salary Allocation</b>		
<b>Position</b>	<b>General Fund</b>	<b>Business Improvement Fund</b>
Director of Community Development	80%	20%
Assistant Director of Community Development	80%	20%
Permit Technician	80%	20%

<b>Part-Time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$0	\$0

Community Development has no part-time employees.

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,000	\$450	\$1,540

Accounts for overtime costs of non-exempt employees performing building inspections and attending monthly Plan Commission and Village Board meetings.

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$18,406	\$15,683	\$18,379

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$52,315	\$42,558	\$49,875

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions. The 2022-2023 employer rate is 20.76% of IMRF wages, which includes salaries and OT wages.

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$39,010	\$36,368	\$34,322

Accounts for a portion of the insurance coverage for all full-time Community Development personnel.

#### **Contractual**

<b>Copy Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,400	\$1,000	\$2,400

Accounts for copy services for the Community Development Department.



**Contractual (cont'd)**

<b>Court Reporter Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,121	\$2,400	\$3,000

Accounts for the cost of court reporting services as needed for Plan Commission meetings.

<b>Document Storage / Scanning</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$20,000	\$10,000

Accounts for document scanning services for the Community Development Department. The increase in this line item is related to the document scanning project.

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,534	\$1,100	\$2,000

Accounts for the Community Development department participation in various organizations. These organizational memberships provide services such as training, professional development, and useful information.

<b>Description</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
American Planning Association / American Institute of Certified Planners	1	\$616	\$616
American Planning Association / Illinois Planning Association	1	\$50	\$50
Daily Herald Online Subscription	1	\$150	\$150
Crain's Business Magazine	1	\$99	\$99
International Code Council	1	\$145	\$145
Suburban Building Officials Counsel	1	\$100	\$100

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$532	\$153	\$225

Accounts for fuel for one Community Development vehicle. Staff projects the annual budget based on a three-year average.

<b>Building, Plan Review &amp; Inspection Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$175,000	\$132,000	\$75,050

Accounts for the outsourced building professional services under the SAFEbuilt contract to perform the services are in the table below. The Village began using SAFEbuilt for these services in 2021.

<b>Description</b>	<b>Total Cost</b>
Building Plan Review	\$36,800
Building and Mechanical Inspections	\$30,050
Plumbing Inspections	\$8,200

<b>Code Enforcement Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,500	\$6,782	\$15,000

Accounts for the outsourced professional services with Karyn Byrne for Code Enforcement Services.



**Contractual (cont'd)**

<b>Engineering Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$45,000	\$27,845	\$60,050

Accounts for the outsourced engineering services under the several engineering firms highlighted in the table below:

<b>Vendor</b>	<b>Services</b>	<b>2023-2024 Budget</b>
Novotny Engineering	Engineering Plan Review & Inspection	\$17,900
Christopher B. Burke Engineering	Stormwater / Drainage Review & Inspection	\$26,850
Raths, Raths & Johnson	Structural Plan Review & Inspection	\$15,300

<b>Elevator Inspection Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,500	\$546	\$7,500

Accounts for the outsourced elevator inspection services. The 2023-2024 budget is based on a three-year average.

<b>Traffic Engineering Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,500	\$546	\$7,500

Accounts for the outsourced traffic engineering services with James J. Benes Associates. The Village utilizes a traffic engineer to review Village-wide traffic calming concerns (i.e. speeding, intersection control, traffic regulatory signage, parking regulations, sight distance evaluations.) Studies and analysis are needed to address residents' traffic concerns.

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,500	\$750	\$6,500

Accounts for employee development and professional development in specific areas. The training is imperative for employee development while increasing overall services to the organization and residents.

	Qty.	Unit Training Cost	Subtotal Training Cost	Unit Travel Cost	Subtotal Travel Cost	Total Travel and Training Cost
Suburban Building Official Conference	12	\$50	\$600	\$0	\$0	\$600
State American Planning Association	1	\$510	\$510	\$0	\$0	\$510
Department Training Project Management Training	4	\$1,000	\$4,000	\$0	\$0	\$4,000

<b>Uniforms</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$424	\$250	\$400

Accounts for polos, half zips, and safety vests that are distributed to staff each year. Staff projects the annual budget based on a three-year average.

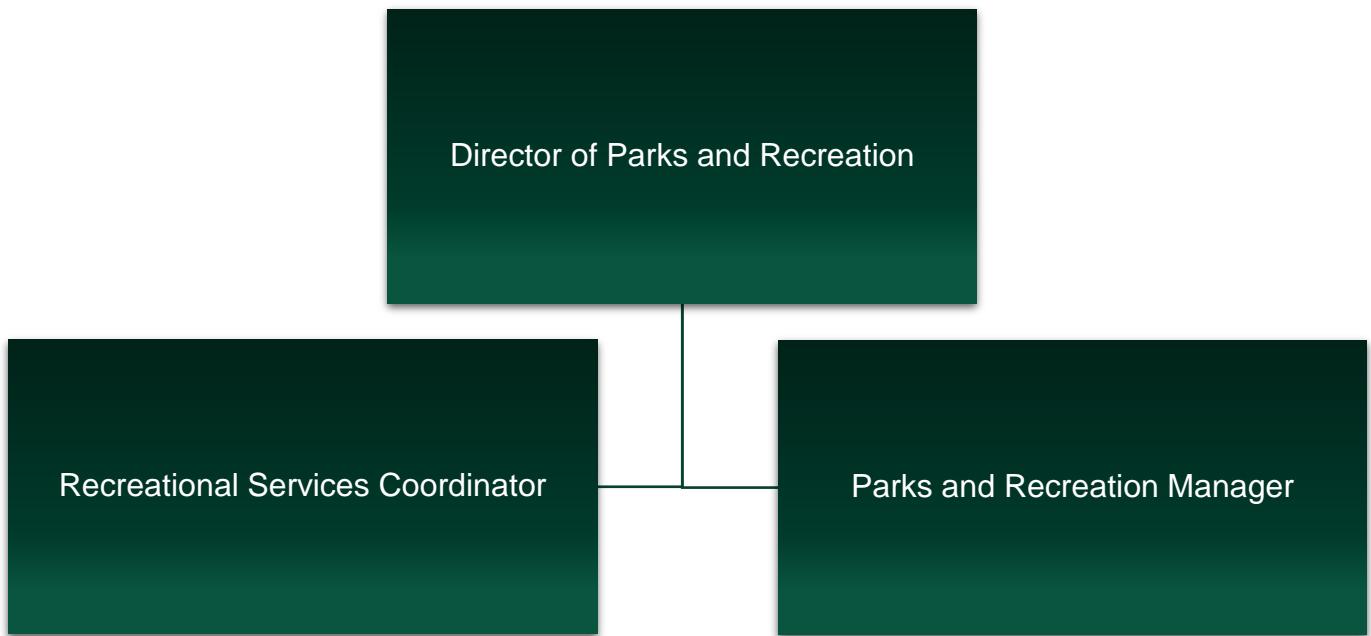
**Commodities**

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,400	\$1,401	\$1,500

Accounts for the office supplies in Community Development. This account includes misc. supplies for day-to-day operations (pens, pencils, folders, binders, flash drives, coffee, etc.).



## Parks & Recreation

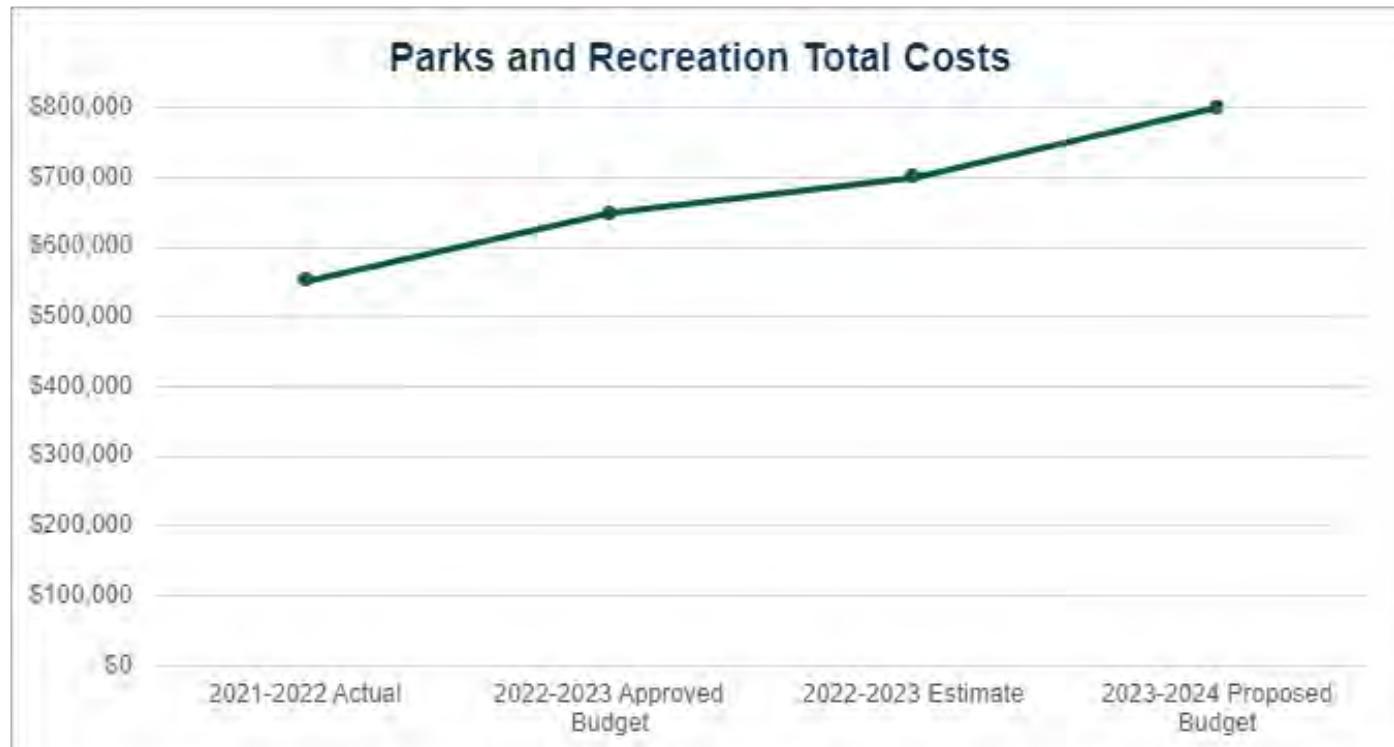




## **Parks & Recreation**

### **Summary Costs**

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$114,785	\$131,909	\$261,826	\$317,242	\$55,408
Contractual	\$349,894	\$505,641	\$430,446	\$473,803	\$43,357
Commodities	\$4,614	\$11,500	\$7,600	\$8,000	\$400
Capital Maintenance	\$82,674	Moved to CIP			\$0
<b>TOTAL</b>	<b>\$551,967</b>	<b>\$649,050</b>	<b>\$699,872</b>	<b>\$799,045</b>	<b>\$99,165</b>





## **Parks & Recreation**

### **Line-Item Detail**

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$47,206	\$57,750	\$170,000	\$232,271	\$62,271
	Part-Time Salaries	\$34,604	\$32,744	\$34,900	\$0	-\$34,900
	Overtime Salaries	\$8,306	\$7,500	\$5,300	\$5,500	\$200
	FICA Payments	\$7,686	\$6,923	\$15,000	\$17,769	\$2,769
	IMRF Payments	\$16,983	\$18,786	\$28,420	\$48,219	\$19,799
	Health Insurance	\$0	\$7,500	\$7,500	\$13,320	\$5,820
	Life Insurance	\$0	\$706	\$706	\$163	-\$543
<b>TOTAL PERSONNEL</b>		<b>\$114,785</b>	<b>\$131,909</b>	<b>\$261,826</b>	<b>\$317,242</b>	<b>\$55,416</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-20-590-517	Active Adult Program	\$18	\$205,895	\$196,800	\$249,050	\$52,250
01-20-590-519	ADA Park Maintenance	\$1,000	\$3,000	\$4,425	\$3,000	-\$1,425
01-20-590-520	ADA Recreation Accommodations	\$275	\$275	\$275	\$0	-\$275
01-20-570-280	Ballfield Maintenance	\$8,665	\$15,000	\$15,000	\$12,000	-\$3,000
01-20-585-522	Community Events	\$0	\$23,000	\$5,000	\$50,000	\$45,000
01-20-555-212	EDP Equipment / Software	\$213	\$25,000	\$18,325	\$5,200	-\$13,125
01-20-555-263	EDP Licenses	\$45	\$480	\$480	\$480	\$0
01-20-510-303	Fuel / Mileage / Wash		\$750	\$750	\$750	\$0
01-20-565-342	Landscape Maintenance Services	\$239,562	\$144,000	\$94,300	\$80,000	-\$14,300
01-20-570-411	Maintenance	\$3,864	\$20,000	\$20,000	\$12,000	-\$8,000
01-20-570-235	Nicor Gas (825 Midway)	\$0	\$2,000	\$0	\$2,000	\$2,000
01-20-550-311	Postage & Meter Rent	\$3	\$200	\$200	\$300	\$100
01-20-550-302	Printing & Publishing	\$5,161	\$17,400	\$11,000	\$18,000	\$7,000
01-20-555-306	Program Hosting Services (BRPD)	\$22,755	\$0	\$0	\$0	\$0
01-20-570-250	Sanitary (825 Midway)	\$146	\$230	\$180	\$180	\$0
01-20-585-523	Special Events	\$26,610	\$6,900	\$23,000	\$0	-\$23,000



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-20-590-518	Special Recreation Assoc Program Dues	\$39,343	\$39,311	\$39,311	\$39,343	\$32
01-20-455-201	Telephones	\$2,234	\$2,200	\$1,400	\$1,500	\$100
<b>TOTAL CONTRACTUAL</b>		<b>\$349,894</b>	<b>\$505,641</b>	<b>\$430,446</b>	<b>\$473,803</b>	<b>\$43,357</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-20-550-301	Office/General Program Supplies	\$2,573	\$1,500	\$1,200	\$1,500	\$300
01-20-565-341	Park Landscape Supplies	\$0	\$6,500	\$6,400	\$6,500	\$100
01-20-570-331	Maintenance Supplies	\$2,041	\$3,500	\$0		\$0
<b>TOTAL COMMODITIES</b>		<b>\$4,614</b>	<b>\$11,500</b>	<b>\$7,600</b>	<b>\$8,000</b>	<b>\$400</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CAPITAL MAINTENANCE</b>						
01-20-590-521	ADA Park Improvements	\$0		\$0		\$0
01-20-595-695	Park Improvements - Neighborhood Park	\$82,674		\$0		\$0
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$82,674</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## **Parks and Recreation**

### **Line-Item Description**

The Parks and Recreation division reports to the Village Administrator's Office and is responsible for the management of the parks, recreational and leisure activities, marketing and social media promotion for the department, and all community special events within the Village. The division consists of two full-time employees, Director of Parks and Recreation and the Recreational Services Coordinator, and one part-time employee, the Parks and Recreation Manager.

#### **Personnel**

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$57,750	\$170,000	\$232,271

Accounts for the salary expense for full-time staff within Parks and Recreation Division.

<b>Part-time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$32,744	\$34,900	\$0

Accounts for the salary expense for part-time employees with Parks and Recreation Division.

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,500	\$5,300	\$5,500

Accounts for overtime costs of non-exempt employees performing work-related services for Special Events and Community Events.

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,923	\$15,000	\$17,769

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$18,786	\$28,420	\$48,219

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions.

<b>Health Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,500	\$7,500	\$13,320

Accounts for a portion of the health insurance coverage for full-time employees.

<b>Life Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$706	\$706	\$163

Accounts for a portion of the life insurance coverage for full-time employees.



**Contractual**

<b>Active Adult Program</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$205,895	\$146,000	\$249,050

Accounts for programs that were previously managed by the Burr Ridge Park District. Since December 2021, the Village has started to manage the senior program and renamed it the Active Adult Program.

1)	Event	Description	Quantity	Unit Costs	Total Costs	
	<b>Cards/Games</b>	Games played by Seniors daily in CRC	12	\$330	\$3,960	
			Quantity	Unit Revenue	Total Revenue	
			12	\$330	\$3,960	
	TOTAL				Surplus/Deficit	
					\$0	

Cards/Games Breakdown			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Games, Coffee, cups, napkins, plates, sugar, and cream	\$330	\$1 per person	\$330

2)	Event	Description	Quantity	Unit Costs	Total Costs	
	<b>Presentations</b>	25 guest minimum at \$15 per person with coffee & snacks	8	\$375	\$3,000	
			Quantity	Unit Revenue	Total Revenue	
			8	\$550	\$4,400	
	TOTAL				Surplus/Deficit	
					\$1,400	

Presentations			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Speaker	\$300	Sponsor	\$300
Snacks	\$75	Income (\$10 per person with an estimate of 25 people)	\$250



3)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>Bingo – Village of Willowbrook</b>	Prizes & snack 10 games	10	\$330	\$3,300	
		Quantity	Unit Revenue	Total Revenue	
		10	\$550	\$5,500	
<b>TOTAL</b>			Surplus/Deficit		
				\$2,200	

Bingo – Willowbrook			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Prizes / snacks	\$330	Sponsor	\$150
		Income (Based on a \$10 per person charge with an estimate of 40 people)	\$400

4)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>Casino</b>	Entertainment Special	6	\$1,190	\$7,140	
		Quantity	Unit Revenue	Total Revenue	
		6	\$1,350	\$8,100	
<b>TOTAL</b>			Surplus/Deficit		
				\$960	

Casino			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus	\$950	Income (Based on a \$45 per person charge with an estimate of 30 people)	\$1,350
Coupon	\$90		
Snack	\$150		



5)

Event	Description	Quantity	Unit Costs	Total Costs
<b>Social Basic</b>	Food / Entertainment Special	8	\$1,420	\$11,360
		Quantity	Unit Revenue	Total Revenue
		8	\$1,650	\$13,200
			Surplus/Deficit	
TOTAL				\$1,840

Social Basic			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Food	\$1,000	Income (Based on a \$35 per person charge with an estimate of 40 people)	\$1,400
Entertainer	\$300	Sponsor	\$250
Special	\$120		

6)

Event	Description	Quantity	Unit Costs	Total Costs
<b>Social Holiday</b>	Food / Entertainer / Special	1	\$4500	\$4,500
		Quantity	Unit Revenue	Total Revenue
		1	\$5,500	\$5,500
			Surplus/Deficit	
TOTAL				\$1,000

Social Holiday			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Food	\$5,000	Sponsor	\$500
Entertainer	\$400	Income (Based on a \$50 per person charge with an estimate of 100 people)	\$5,000
Special	\$500		



7)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>Theater</b>	Bus / Theater / Snack (Based on 40 people)	6	\$5,100	\$30,600	
		Quantity	Unit Revenue	Total Revenue	
		6	\$6,080	\$36,480	
TOTAL			Surplus/Deficit		
				\$5,880	

Theater			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus	\$800	Income (\$152 a ticket)	\$6,080
Theater Expense	\$4,000		
Snack	\$200		
Escort Ticket	\$100		

8)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>One Day Tour Basic</b>	Bus / snack / experience / Lunch (Based on 30 people)	11	\$3,540	\$38,940	
		Quantity	Unit Revenue	Total Revenue	
		11	\$4,050	\$44,550	
TOTAL			Surplus/Deficit		
				\$5,610	

One Day Tour Basic			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus 6-8hrs	\$840	Income (\$135 per person)	\$4,050
Snack	\$150		
Experience	\$900		
Lunch	\$1,650		



9)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>One Day Tour Extended</b>	Bus / Snack / Experience / Lunch (30 people)	9	\$4,350	\$39,150	
		Quantity	Unit Revenue	Total Revenue	
		9	\$5,250	\$47,250	
TOTAL			Surplus/Deficit		
				\$8,100	

One Day Tour Extended			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus 8+ hours	\$1,200	Income (\$175 per person)	\$5,250
Snack	\$150		
Experience #1 (\$20 per person)	\$600		
Lunch (\$45 per person)	\$1,350		
Experience #2 (\$35 per person)	\$1,050		

10)

Event	Description	Quantity	Unit Costs	Total Costs	
<b>2-4 Day Long Trips</b>	Bus / Hotel / 4-8 Experiences / Lunches / Dinners / Special	5	\$20,700	\$103,500	
		Quantity	Unit Revenue	Total Revenue	
		5	\$25,875	\$129,375	
TOTAL			Surplus/Deficit		
				\$25,875	

2-4 Day Long Trips			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus \$1,000+ a day	\$5,500	Income (\$1,035 per person)	\$25,875
Hotel \$200 a night	\$1,000	25 person minimum	
Driver and Escort room \$200 special cost	\$1,000		
Lunches. If we do a lunch, we do dinner on own	\$3,600		
Dinner. If included, we do lunch on own	\$8,400		
Experiences \$300 x 2 days	\$600		
Snack	\$600		



Event	Description	Quantity	Unit Costs	Total Costs
11) <b>Travel Agent Trips</b>		4	\$900	\$3,600
		Quantity	Unit Revenue	Total Revenue
		4	\$6,000	\$24,000
TOTAL			Surplus/Deficit	\$20,400

Travel Agent Trips			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Goodie Bags	\$200	Income	\$6,000
Contingencies	\$500		
Insurance	\$200		

<b>ADA Park Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,000	\$4,425	\$3,000

Accounts for maintenance of Village parks with respect to ADA compliance

<b>ADA Recreation Accommodations</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$275	\$0	\$0

Accounts for one-on-one program aides or other projects that require assistance for residents through the Gateway Special Recreation Association.

<b>Ballfield Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$15,000	\$12,000

Accounts for the maintenance of Village parks, such as striping of ball fields, field paint, field grading, and ball field mix.



**Contractual (cont'd)**

<b>Community Events</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$23,000	\$5,000	\$50,000

Accounts for annual community-wide events and the inclusion of Special Events. In previous budgets, staff separated out special events, but is now recommending for both line items to be condensed into the Community Events line item for 2023-2024.

Event	Description	Date	Costs	Revenue	Surplus/Deficit
Light up the Night	Social event for families	TBD	\$25,000	\$6,500	(\$18,500)

Light Up the Night			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Bus, Horse, and Carriage	\$1,395	Signup	\$1,000
Entertainers	\$3,315	Sponsorship	\$5,500
Decorations	\$4,400		
Giveaways	\$550		
Drone show contractor	\$15,000		

*Special Event Overtime - \$1,800 for Public Works and Police – this will be accounted for in Public Works and Police Overtime budgets*

**Special Events**

Accounts for routine special events within the Village. Village staff consolidated several accounts to encompass all special events for the 2022-2023 fiscal year.

1)	Event	Description	Date	Costs	Revenue	Surplus/Deficit
	Fishing Derby	Family gathering	June 17,2023	\$500	\$500	–

Fishing Derby			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Breakfast (based on \$5 per person with an estimate of 50 people)	\$250	Sponsor Possibility	\$250
Supplies, bait, hooks...	\$100	Income	\$250
Prizes Tacklebox / Fishing poles	\$150		



**Contractual (cont'd)**

Event	Description	Date	Costs	Revenue	Surplus/Deficit
2) Movie Night	Family gathering	July 15, 2023	\$2,500	\$0	(\$2,500)

Movie Night			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Rental equipment	\$1,350	Sponsorship	\$0
Popcorn	\$100		
Entertainers	\$500		
Movie Rights	\$500		

Event	Description	Date	Costs	Revenue	Surplus/Deficit
3) National Night Out	Back to School event	Aug. 1, 2023	\$500	–	(\$500)

National Night Out			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
National Night Out	\$500		

Event	Description	Date	Costs	Revenue	Surplus/Deficit
4) Gower Halloween	Children's event	Oct. 27, 2023	\$1,000	–	(\$1,000)

Gower Halloween			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Taffy Apples – based on a cost of \$1.00 per child and an estimate of 2,250 kids	\$1,000	–	–

Event	Description	Date	Costs	Revenue	Surplus/Deficit
5) Trunk or Treat	Trick or Treat function	TBD	\$800	–	(\$800)

Trunk or Treat			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Candy	\$500	–	–
Decorations	\$300	–	–



**Contractual (cont'd)**

	Event	Description	Date	Costs	Revenue	Surplus/Deficit
6)	Pancake Breakfast	Co-op Kiwanis	TBD	\$500	–	(\$500)

Pancake Breakfast			
Expenses		Revenues	
Description	Unit Costs	Description	Unit Revenue
Entertainer (face painter)	\$500	–	–

	Event	Description	Date	Costs	Revenue	Surplus/Deficit
7)	Flap Jacks and Flannels	Co-op Kiwanis	TBD	\$500	–	(\$500)

Flap Jacks and Flannels			
Expenses		Revenues	
Description	Unit Costs	Description	Unit Revenues
Entertainers	\$500	–	–

	Event	Description	Date	Costs	Revenue	Surplus/Deficit
8)	Easter Egg Hunt	Children's giveaway	TBD	\$1,000	\$500	(\$500)

Easter Egg Hunt			
Expenses		Revenue	
Description	Unit Costs	Description	Unit Revenue
Candy	\$700	Sponsorship	\$500
Bunny	\$150		
Eggs	\$150		

<b>EDP Equipment / Software</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$18,325	\$5,200

Accounts for the potential sign-up software for parks and recreational activities.

<b>EDP Licenses</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$480	\$480	\$480

Accounts for annual zoom licenses.



### Contractual (cont'd)

<b>Landscape Maintenance Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$144,000	\$94,300	\$80,000

Accounts for a landscape contracting services with Semmer Landscaping. The amount allocated to Parks is based on the amount of acreage serviced by the contractor. The remaining amount is allocated within Public Works.

<b>Description</b>	<b>Cost</b>
Grass mowing contract split	\$80,000

<b>Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$20,000	\$20,000	\$12,000

Accounts for maintenance services related to equipment, electrical services, and overall Park facilities.

<b>Nicor Gas</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,000	\$0	\$2,000

Accounts for the cost of natural gas to heat the Community Resource Center.

<b>Postage &amp; Meter</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$200	\$200	\$300

Accounts for the postage costs for routine outgoing mail and shipping Village-wide, bulk mailing for event notifications and mailing courtesy reminder notices.

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$17,400	\$11,000	\$18,000

Accounts for printing and mailing the quarterly newsletter of the SCOOP and the bi-annual program guide that was previously produced by the Burr Ridge Park District.

<b>Sanitary</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$230	\$180	\$180

Accounts for sewer maintenance charges with DuPage County.

<b>Special Events</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,900	23,000	\$0

Staff is consolidating this account into the Community Event account for the 2023-24 budget.

<b>Special Recreation Program Dues</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$39,311	\$39,311	\$40,000

Accounts for annual dues to the Gateway Special Recreation Association.

<b>Telephones</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,200	\$1,400	\$1,500

Accounts for monthly services through Access One. Staff projects the annual budget based on a three-year average.

**Commodities**

Office/General Program	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
<b>Supplies</b>	\$1,500	\$1,200	\$1,500

Accounts for the office supplies used by the Parks and Recreation Division. This account consists of office supplies (pens, staples, etc.), coffee, and copy paper.

Park Landscape	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
<b>Supplies</b>	\$6,400	\$6,400	\$6,500

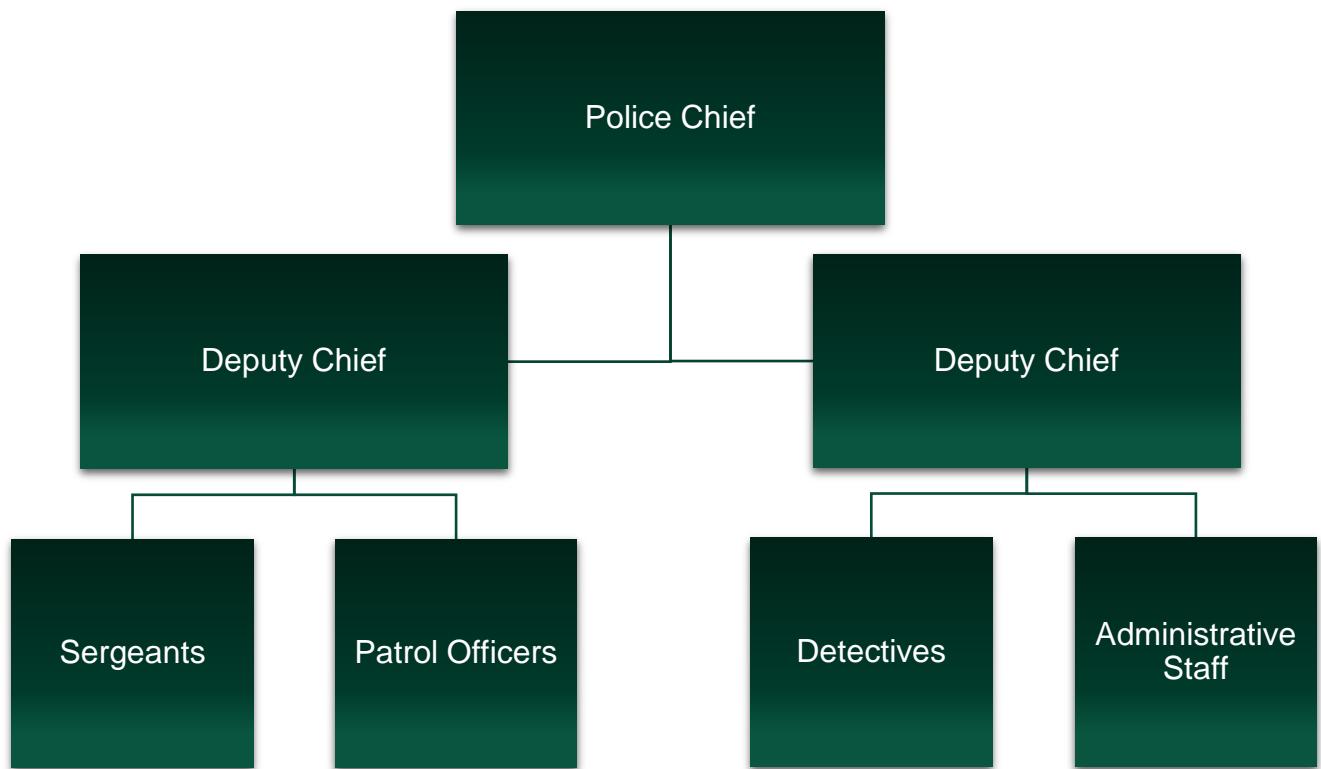
Accounts for landscaping supplies related to maintenance at Parks within the Village.

Maintenance Supplies	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$0	\$0

Accounts for supplies needed for janitorial services, electrical repair and building maintenance services for the Parks and Recreation Division.



## Police

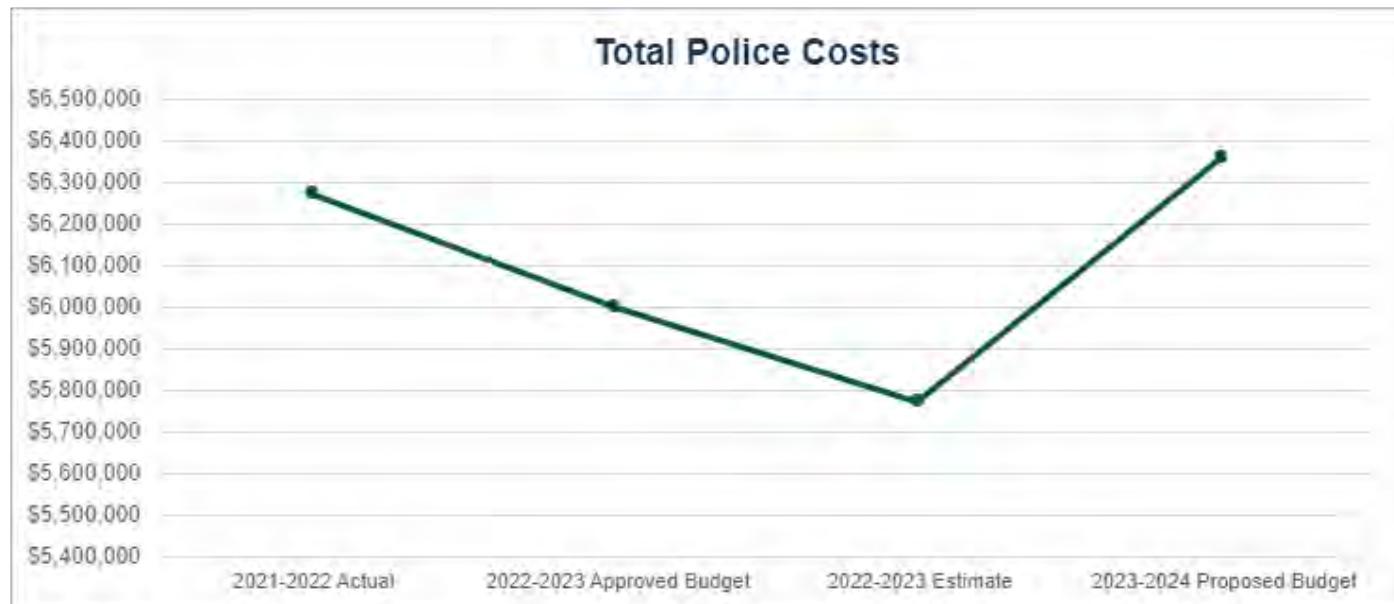




## **Police**

### **Summary Costs**

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$4,678,206	\$4,776,242	\$4,539,495	\$5,076,086	\$536,591
Contractual	\$1,205,403	\$1,146,781	\$1,111,990	\$1,142,573	\$30,583
Commodities	\$66,583	\$71,000	\$69,000	\$67,000	-\$2,000
Capital Maintenance	\$321,360	Moved to CIP	\$54,688	\$69,852	\$15,164
Other	\$2,986	\$7,000	\$0	\$6,000	\$6,000
<b>TOTAL</b>	<b>\$6,274,538</b>	<b>\$6,001,023</b>	<b>\$5,775,172</b>	<b>\$6,361,511</b>	<b>\$586,339</b>





**Police**  
**Line-Item Detail**

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$2,731,844	\$2,831,721	\$2,557,225	\$2,935,608	\$378,383
	Part-Time Salaries	\$4,983	\$4,917	\$4,917	\$0	-\$4,918
	Overtime Salaries	\$322,356	\$334,001	\$412,262	\$285,000	-\$127,262
	FICA Payments	\$66,608	\$46,589	\$45,143	\$42,711	-\$2,432
	IMRF Payments	\$44,390	\$31,780	\$30,267	\$27,719	-\$2,548
	Insurance	\$376,581	\$379,149	\$399,000	\$399,000	\$0
	Police Pension	\$1,131,444	\$1,148,085	\$1,090,681	\$1,386,048	\$295,367
<b>TOTAL PERSONNEL</b>		<b>\$4,678,206</b>	<b>\$4,776,242</b>	<b>\$4,539,495</b>	<b>\$5,076,086</b>	<b>\$536,591</b>
<b>CONTRACTUAL</b>						
01-30-630-202	Accreditation	\$8,969	\$5,000	\$6,308	\$4,500	-\$1,808
01-30-650-268	Animal Control	\$0	\$0	\$105	\$4,000	\$3,895
01-30-630-308	Cadet Program	\$0	\$500	\$0	\$0	\$0
01-30-640-306	Grant Writing Services	\$39,668	\$9,500	\$9,500	\$0	-\$9,500
01-30-630-315	Copy Service	\$4,224	\$3,600	\$10,173	\$3,600	-\$6,573
01-30-640-267	Document Storage / Scanning	\$0	\$5,000	\$0	\$0	\$0
01-30-640-212	EDP Equipment / Software	\$4,034	\$3,200	\$2,000	\$3,000	\$1,000
01-30-640-263	EDP Licenses	\$20,420	\$33,520	\$30,000	\$37,000	\$7,000
01-30-630-309	Employee Recognition	\$3,136	\$5,000	\$5,000	\$5,000	\$0
01-30-675-263	Equipment Maintenance	\$0	\$2,500	\$0	\$0	\$0
01-30-630-241	Legal Services	\$22,595	\$25,000	\$25,000	\$25,000	\$0
01-30-630-307	Fees / Dues / Subscriptions	\$40,835	\$61,055	\$61,055	\$42,100	-\$18,955
01-30-630-245	Firing Range	\$5,451	\$5,000	\$7,000	\$5,000	-\$2,000
01-30-630-303	Fuel / Mileage / Wash	\$54,539	\$72,000	\$116,354	\$75,000	-\$41,354
01-30-640-225	Internet / Website Hosting	\$4,800	\$24,000	\$24,000	\$25,000	\$1,000
01-30-630-228	Maintenance	\$128,522	\$116,500	\$35,000	\$30,000	-\$5,000
01-30-630-235	Nicor Gas (7760 Quincy)	\$5,577	\$5,000	\$6,000	\$6,000	\$0
New	Other Professional Service				\$42,000	



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-30-630-131	Personnel Recruitment	\$0	\$0	\$522	\$1,000	\$478
01-30-630-311	Postage & Meter Rent	\$3,126	\$4,200	\$4,000	\$4,100	\$100
01-30-630-302	Printing & Publishing	\$1,564	\$4,000	\$3,800	\$2,500	-\$1,300
01-30-675-235	Radio Dispatching	\$319,083	\$320,000	\$305,173	\$340,773	\$35,600
01-30-630-246	Red Light Contractual Services	\$380,187	\$318,000	\$390,000	\$390,000	\$0
01-30-630-306	Reimbursements	\$0	\$1,000	\$0	\$0	\$0
01-30-630-250	Sanitary	\$796	\$1,000	\$1,000	\$1,000	\$0
01-30-645-273	Self Insurance	\$2,900	\$0	\$0	\$0	\$0
01-30-630-201	Telephones	\$19,992	\$25,000	\$25,000	\$25,000	\$0
01-30-630-304	Training	\$24,627	\$35,206	\$15,000	\$30,000	\$15,000
01-30-630-305	Tuition Reimbursement	\$0	\$15,000	\$5,000	\$5,000	\$0
01-30-630-345	Uniforms	\$24,725	\$47,000	\$25,000	\$36,000	\$11,000
<b>TOTAL CONTRACTUAL</b>		<b>\$1,119,770</b>	<b>\$1,146,781</b>	<b>\$1,111,990</b>	<b>\$1,142,573</b>	<b>\$30,583</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-30-630-346	Ammunition	\$15,372	\$25,000	\$20,000	\$20,000	\$0
01-30-630-351	Building Maintenance Supplies	\$0	\$2,000	\$500	\$1,000	\$500
01-30-670-331	Commodities	\$1,385	\$5,000	\$5,000	\$7,000	\$2,000
01-30-650-343	Jail Supplies	\$9,571	\$2,000	\$1,000	\$2,000	\$1,000
01-30-630-301	Office Supplies	\$3,832	\$0	\$0	\$0	\$0
01-30-630-401	Operating Equipment	\$36,423	\$37,000	\$42,500	\$37,000	-\$5,500
<b>TOTAL COMMODITIES</b>		<b>\$66,583</b>	<b>\$71,000</b>	<b>\$69,000</b>	<b>\$67,000</b>	<b>-\$2,000</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CAPITAL MAINTENANCE</b>						
New	Axon Taser				\$15,000	\$15,000
01-30-660-205	Bike Program	\$6,447	Moved to CIP	\$1,336	\$1,500	\$164
01-30-630-402	Body Cameras	\$65,353	Moved to CIP	\$33,072	\$33,072	\$0
01-30-635-288	Building Construction & Remodel	\$0	Moved to CIP	\$0	\$0	\$0
01-30-680-642	Copy Machine	\$0	Moved to CIP	\$0	\$0	\$0
01-30-630-405	Furniture & Office Equipment	\$0	Moved to CIP	\$0	\$0	\$0
01-30-655-405	Furniture & Office Equipment	\$20,650	Moved to CIP	\$0	\$0	\$0



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-30-630-403	In-Car Camera	\$20,280	Moved to CIP	\$20,280	\$20,280	\$0
01-30-680-625	New Vehicles	\$294,263	Moved to CIP	\$0	\$0	\$0
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$406,993</b>	<b>\$0</b>	<b>\$54,688</b>	<b>\$69,852</b>	<b>\$15,164</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>OTHER</b>						
01-30-650-349	Drug Forfeiture - Federal	\$0	\$0	\$0		\$0
01-30-650-348	Drug Forfeiture- State	\$2,599	\$0	\$0		\$0
01-30-655-339	Confidential Funds	\$0	\$2,000	\$0	\$1,000	\$1,000
01-30-685-799	Contingencies	\$387	\$5,000	\$0	\$5,000	\$5,000
<b>TOTAL OTHER</b>		<b>\$2,986</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$6,000</b>



## Police

### Line-Item Description

The Willowbrook Police Department provides high-quality, professional, and effective law enforcement services to residents and businesses that fosters a sense of security throughout the community. The Police Department services include crime investigations, juvenile crime investigations, patrol operations, traffic and parking enforcement, and crime prevention education.

The Police Department is staffed with 27 sworn positions including a Chief, (2) Deputy Chiefs, (4) Sergeants, and (21) Police Officers. Additionally, the Police Department employs two (2) Administrative personnel.

### Personnel

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,831,721	\$2,557,225	\$2,935,608

Accounts for the salary expense for police officers per the union contract and full-time non-union Police department employees are allocated to the General Fund.

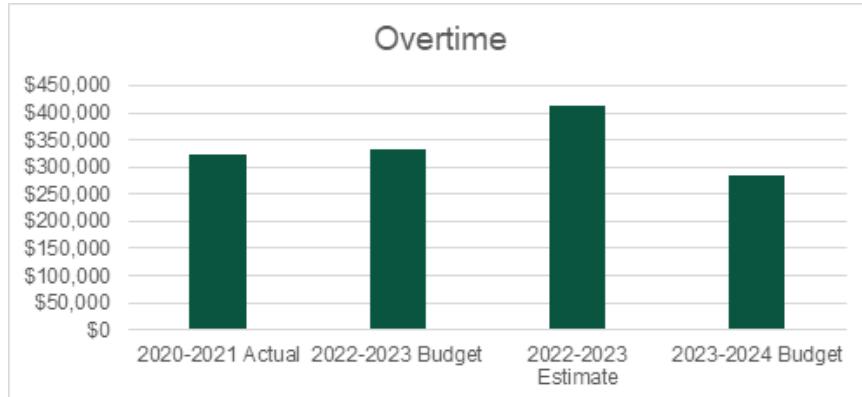
<b>Position</b>	<b>General Fund</b>	<b>Water Fund</b>
Police Chief	95%	5%
(2) Deputy Police Chiefs	95%	5%
(3) Sergeants	95%	5%
(2) Detectives	95%	5%
(19) Police Officers	95%	5%
(2) Administrative Staff	95%	5%

<b>Part-Time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$4,917	\$4,917	\$0

Accounts for Crossing Guard services on a part-time basis.

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$334,001	\$412,262	\$285,000

Accounts for overtime salaries for Police Department employees which primarily results from the commitment to maintain appropriate staffing levels. Overtime pay is also an essential element in sustaining the minimum number of personnel during unscheduled occurrences. The fund allocation is identical from Regular Salaries.





### Personnel (cont'd)

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$46,589	\$45,143	\$42,711

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Salaries. The fund allocation is identical to Regular Salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$31,780	\$30,267	\$27,719

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions.

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$379,149	\$399,000	\$399,000

Accounts for a portion of the insurance coverage for all full-time Police Department personnel. The fund allocation is identical to Regular Salaries.

<b>Police Pension</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,148,085	\$1,090,681	\$1,386,048

Accounts for the 2023-2024 Village Police Pension Contribution to the Police Pension Fund. The fund allocation is identical to Regular Salaries.

### Contractual

<b>Accreditation</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$6,308	\$4,500

Accounts for the annual Commission on Accreditation for Law Enforcement Agencies (CALEA) fee.

<b>Animal Control</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$105	\$4,000

Accounts for animal control services.

<b>Cadet Program</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$500	\$0	\$0

Accounts for the Police Cadet Program provides an opportunity for individuals interested in pursuing a career in law enforcement.

<b>Grant Writing Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$9,500	\$9,500	\$0

Accounts for grant writing services primarily with Administrative Consulting Specialists. In 2023-2024, the Village Administrator's Office will account for grant writing services.



**Contractual (cont'd)**

<b>Copy Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,600	\$10,173	\$3,600

Accounts for copy services for the Police Department.

<b>Document Storage / Scanning</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$0	\$0

Accounts for document scanning services for the Police Department.

<b>EDP Equipment / Software</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,200	\$2,000	\$3,000

Accounts for annual software purchases within the Police Department.

<b>EDP Licenses</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$33,520	\$30,000	\$37,000

Accounts for the following software licenses:

<b>Description</b>	<b>Quantity</b>	<b>Price</b>	<b>Total Costs</b>
CAPERS / Computer Maintenance	1	\$5,000	\$5,000
Power DMS	1	\$4,500	\$4,500
CJIS Quarterly	4	\$750	\$3,000
Guardian Tracking	1	\$1,900	\$1,900
PlanIT Schedule Software	1	\$1,600	\$1,600
Beast Annual Software	1	\$2,350	\$2,350
Frontline	1	\$1,600	\$1,600
Nixle	1	\$4,820	\$4,820
Word Systems Annual Fee	1	\$1,900	\$1,900
Training Tracker	1	\$1,500	\$1,500
Law Enforcement Training LLC	27	\$1,500	\$1,500
CALEA	1	\$4,650	\$4,650
Miscellaneous	1	\$2,000	\$2,000

<b>Employee Recognition</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$5,000	\$5,000

Accounts for employee recognition within the Police Department.

<b>Equipment Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,500	\$0	\$0

Accounts for maintenance of the Fulton alarm, and CCTV interview room service.



**Contractual (cont'd)**

<b>Legal Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$25,000	\$25,000

Accounts for legal services with Tom Brescia. The monthly retainer is \$1,895 a month with an hourly cost of \$165/hour

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$61,055	\$61,055	\$42,100

Accounts for the Police Department's participation in various organizations. These organizational memberships provide services such as training, professional development, and useful information.

<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total Cost</b>
Mid States Organized Crime	27	\$200	\$200
DuPage Chiefs x 2, IL Chiefs x 2 IACP x 2, PERF, FBINAA	3	\$1,500	\$1,500
Juvenile Officer's Association	4	\$80	\$80
CourtSmart online training \$70 per officer	27	\$1,890	\$1,890
DuMeg	1	\$13,500	\$13,500
DuPage Children's Center	1	\$3,000	\$3,000
NEMERT	27	\$2,800	\$2,800
I-PAC	1	\$100	\$100
Notary	27	\$1,700	\$1,700
Thomson Reuters-Clear	27	\$6,000	\$6,000
Arson Invest	1	\$275	\$275
Wellness program	1	\$6,000	\$6,000
TLO Investigative software	1	\$3,000	\$3,000
Miscellaneous	1	\$2,000	\$2,000

<b>Firing Range</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$7,000	\$5,000

Accounts for annual range fee with the Illinois State Police and basic repair parts maintenance.

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$72,000	\$116,354	\$75,000

Accounts for purchases related to fuel for Village vehicles and routine car washes.

<b>Internet / Website Hosting</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$24,000	\$24,000	\$25,000

Accounts for monthly internet services provided by Comcast and the fiber project in the Police Department.



### **Contractual (cont'd)**

<b>Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$116,500	\$35,000	\$30,000

Accounts for routine maintenance costs of Village-owned facilities, including custodial services, HVAC preventative maintenance, elevator preventive maintenance, pest control, and vehicle maintenance.

<b>Nicor Gas</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$6,000	\$6,000

Accounts for the cost of natural gas to heat the Police Department. The 2022-2023 budget is based on a three-year average.

<b>Other Professional Service</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
			\$42,000

This is a new line item within the Police Department for the annual cost of Flock services.

<b>Postage &amp; Meter</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$4,200	\$4,000	\$4,100

Accounts for the postage costs for routine outgoing mail and shipping Village-wide, bulk mailing for ticket violations, and mailing courtesy reminder notices.

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$4,000	\$3,800	\$2,500

Accounts for printing arrest jackets, WBPD forms, and maps for the Police Department. The 2023-2024 proposed budget is based on a three-year average.

<b>Radio Dispatching</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$320,000	\$305,173	\$340,773

Accounts for annual dispatching services through the DuPage Public Safety Communications (DUCOMM). This line item also covers equipment maintenance through DUCOMM.

<b>Red Light Contractual Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$318,000	\$390,000	\$390,000

Accounts for red light enforcement cameras (RLCs) are to increase traffic safety by reducing the number and severity of traffic collisions and to increase driver awareness of the hazards associated with unsafe driving in and around signal-controlled intersections.

<b>Description</b>	<b>2023-2024 Budget</b>
Adjudicator	\$6,000
Camera Fees	\$275,000
ComEd	\$2,000
Miscellaneous Fee	\$35,000

### **Contractual (cont'd)**

<b>Sanitary</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,000	\$1,000	\$1,000

Accounts for sewer maintenance charges with DuPage County.

<b>Telephone</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$25,000	\$25,000

Accounts for FirstNet services and phones for Police Department personnel.

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$35,206	\$15,000	\$30,000

Accounts for employee development and professional development in specific areas. The training is imperative for employee development while increasing overall services to the organization and residents.

	Qty,	Unit Training Cost	Subtotal Training Cost	Unit Travel Cost	Subtotal Travel Cost	Total Travel & Training Cost
Police Training Institute	1	\$7,434		\$186		\$186
NEMERT per year	Varies	Varies	Varies	Varies	Varies	\$30,000
Northwestern Staff & Command	1	\$4,500		Varies		Varies
College of DuPage training	Varies	Varies	Varies	Varies	Varies	
Miscellaneous	1	\$3,000		Varies		\$3,000

<b>Tuition Reimbursement</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$5,000	\$5,000

Accounts for the Village's tuition reimbursement program which is outlined in the Personnel Manual. The budgeted amount is based on the historic utilization of this program.

<b>Uniforms</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$47,000	\$25,000	\$36,000

Accounts for the uniform and shoe allowance provided for eligible Police Department personnel, including new hires per the Union contract or the Personnel Manual.

### **Commodities**

<b>Ammunition</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$20,000	\$20,000

Accounts for ammunition for handguns and rifles and for duty and training purposes.

<b>Building Maintenance Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,000	\$500	\$1,000

Accounts for routine cleanings within the Police Department that are related to Biomist and sallyport supplies.



### **Commodities (cont'd)**

<b>Commodities</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$5,000	\$7,000

Accounts for community event handouts, senior bingo, and other marketing materials related to the Police Department.

<b>Jail Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,000	\$1,000	\$2,000

Accounts for the replacement of blankets, gloves, disposable mattresses, and inmate supplies.

<b>Operating Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$37,000	\$42,500	\$37,000

Accounts for supplies related to the First aid station, NIPAS equipment batteries, ET supplies, veterinarian bills, taser cartridges, range equipment, pepper spray, gun repair cleaning equipment, and other essential operating equipment for the Police Department.

### **Other**

<b>Confidential Funds</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,000		\$1,000

Accounts for variable spending related to confidential operations.

<b>Contingencies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000		\$5,000

Accounts for unplanned emergency purchases, i.e. civil unrest barricades etc.



## Public Works

Public Works Foreman

Public Works Laborers

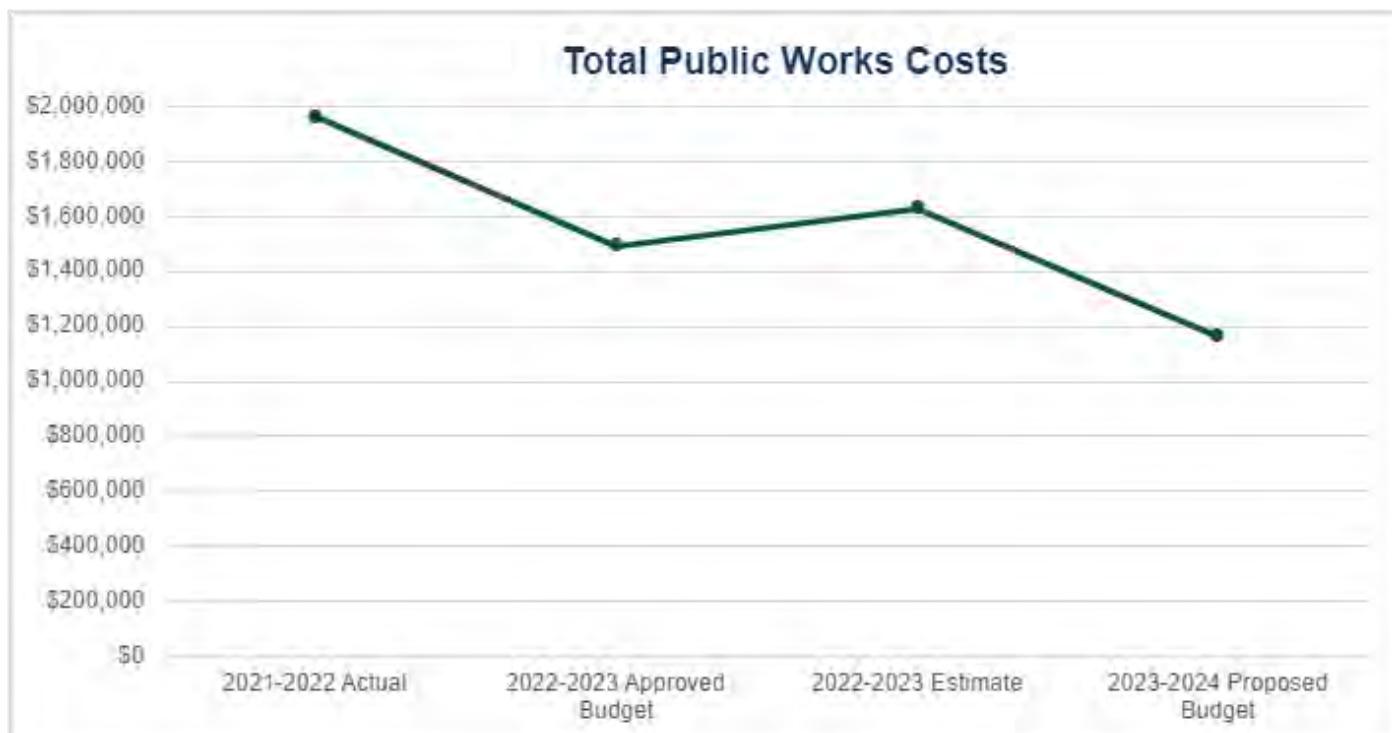




## Public Works

### Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
Personnel	\$255,415	\$242,816	\$258,863	\$263,719	\$4,856
Contractual	\$1,479,254	\$1,224,878	\$1,346,564	\$873,900	-\$472,664
Commodities	\$30,785	\$24,250	\$24,000	\$25,000	\$1,000
Capital Maintenance	\$198,335	\$500		\$500	\$500
<b>TOTAL</b>	<b>\$1,963,789</b>	<b>\$1,492,444</b>	<b>\$1,629,427</b>	<b>\$1,163,119</b>	<b>-\$466,308</b>





## Public Works

### Line-Item Detail

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>PERSONNEL</b>						
	Regular Salaries	\$128,521	\$147,313	\$125,831	\$135,019	\$9,188
	Part-Time Salaries	\$9,535	\$15,000	\$13,266	\$15,000	\$1,734
	Overtime Salaries	\$28,659	\$9,900	\$35,000	\$25,000	-\$10,000
	FICA Payments	\$12,356	\$11,063	\$9,525	\$12,356	\$2,831
	IMRF Payments	\$35,241	\$28,025	\$29,240	\$35,241	\$6,001
	Insurance	\$41,103	\$31,514	\$46,000	\$41,103	-\$4,897
	<b>TOTAL PERSONNEL</b>	<b>\$255,415</b>	<b>\$242,815</b>	<b>\$258,862</b>	<b>\$263,719</b>	<b>\$4,857</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CONTRACTUAL</b>						
01-35-755-284	Brush Pickup	\$36,900	\$37,400	\$37,400	\$37,400	\$0
01-35-745-207	Electricity - Street Lights	\$23,233	\$21,378	\$26,000	\$27,500	\$1,500
01-35-750-290	Equipment Rental	\$3,915	\$3,060	\$2,500	\$3,000	\$500
01-35-720-245	Engineering Review	\$89,216	\$25,000	\$20,000	\$5,000	-\$15,000
01-35-710-307	Fees / Dues / Subscriptions	\$100	\$1,320	\$1,000	\$1,200	\$200
01-35-710-303	Fuel / Mileage / Wash	\$10,885	\$9,579	\$13,840	\$12,000	-\$1,840
01-35-715-225	Internet / Website Hosting Services	\$1,452	\$1,500	\$4,933	\$4,500	-\$433
01-35-755-332	J.U.L.I.E. (Locates)	\$1,789	\$2,587	\$2,587	\$2,650	\$63
01-35-750-286	Jet Cleaning Culvert Services	\$38,865	\$23,530	\$32,000	\$35,000	\$3,000
01-35-755-281	Landscaping Maintenance	\$45,565	\$60,000	\$160,000	\$95,000	-\$65,000
01-35-725-410	Maintenance	\$121,135	\$96,000	\$120,000	\$86,000	-\$34,000
01-35-760-259	Mosquito Abatement	\$44,163	\$37,550	\$37,550	\$37,550	\$0
01-35-725-415	Nicor Gas	\$6,331	\$3,000	\$3,000	\$3,200	\$200
01-35-715-307	Other Professional Service		\$50,000	\$0	\$0	\$0
01-35-760-258	Pest Control	\$0	\$1,000	\$1,000	\$1,000	\$0
01-35-710-311	Postage & Meter Rent	\$766	\$1,500	\$1,500	\$2,000	\$500
01-35-710-302	Printing and Publishing	\$1,241	\$750	\$1,241	\$750	-\$491
01-35-755-331	Salt	\$84,741	\$85,000	\$63,500	\$0	-\$63,500
01-35-725-417	Sanitary User Charge	\$91	\$250	\$400	\$450	\$50



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
01-35-740-287	Snow Removal Contract	\$161,092	\$140,000	\$120,000	\$120,000	\$0
01-35-720-230	Special Projects	\$0	\$35,000	\$35,000	\$0	-\$35,000
01-35-750-381	Storm Water Improvements	\$166,531	\$115,000	\$155,000	\$90,000	-\$65,000
01-35-765-685	Street Improvements	\$268,110	\$206,250	\$225,000	\$175,000	-\$50,000
01-35-740-290	Street Sweeping Services	\$0	\$6,313	\$6,313	\$7,000	\$687
01-35-710-201	Telephones	\$2,676	\$2,200	\$2,200	\$2,500	\$300
01-35-745-224	Traffic Signals	\$6,345	\$7,200	\$7,200	\$7,200	\$0
01-35-710-304	Training	\$2,715	\$5,610	\$5,500	\$5,500	\$0
01-35-750-338	Tree Maintenance	\$358,592	\$200,000	\$260,000	\$110,000	-\$150,000
01-35-710-345	Uniforms	\$2,805	\$1,900	\$1,900	\$2,500	\$600
<b>TOTAL CONTRACTUAL</b>		<b>\$1,479,254</b>	<b>\$1,179,877</b>	<b>\$1,346,564</b>	<b>\$873,900</b>	<b>-\$472,664</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>COMMODITIES</b>						
01-35-710-301	Office Supplies	\$863	\$750	\$500	\$500	\$0
01-35-710-401	Operating Supplies & Equipment	\$5,862	\$12,000	\$12,000	\$15,000	\$3,000
01-35-755-333	Road Signs	\$18,592	\$10,000	\$10,000	\$8,000	-\$2,000
01-35-755-300	Emergency Equipment	\$5,468	\$1,500	\$1,500	\$1,500	\$0
<b>TOTAL COMMODITIES</b>		<b>\$30,785</b>	<b>\$24,250</b>	<b>\$24,000</b>	<b>\$25,000</b>	<b>\$1,000</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed
<b>CAPITAL MAINTENANCE</b>						
01-35-715-212	EDP Equipment	\$4,761	Moved to CIP			\$0
01-35-710-405	Furniture & Office Equipment	\$455	\$500	\$0	\$500	\$500
01-35-755-401	Operating Equipment	\$106,108	Moved to CIP			\$0
01-35-765-625	Vehicles - New & Other	\$86,556	Moved to CIP			\$0
01-35-765-640	Village Entry Signs	\$455	Moved to CIP			\$0
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$198,335</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>



## Public Works

### Line-Item Description

The Willowbrook Public Works Department provides pothole patching, street maintenance, snow plowing, street lighting, traffic signal maintenance, sidewalk repair, parkway tree removals, and plantings. The Department is responsible for 25 lane miles of roadway, 42 miles of water infrastructure, and 5,000 trees.

#### Personnel

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$147,313	\$125,831	\$136,019

Accounts for the salary expense for Public Works personnel that are allocated to the General Fund.

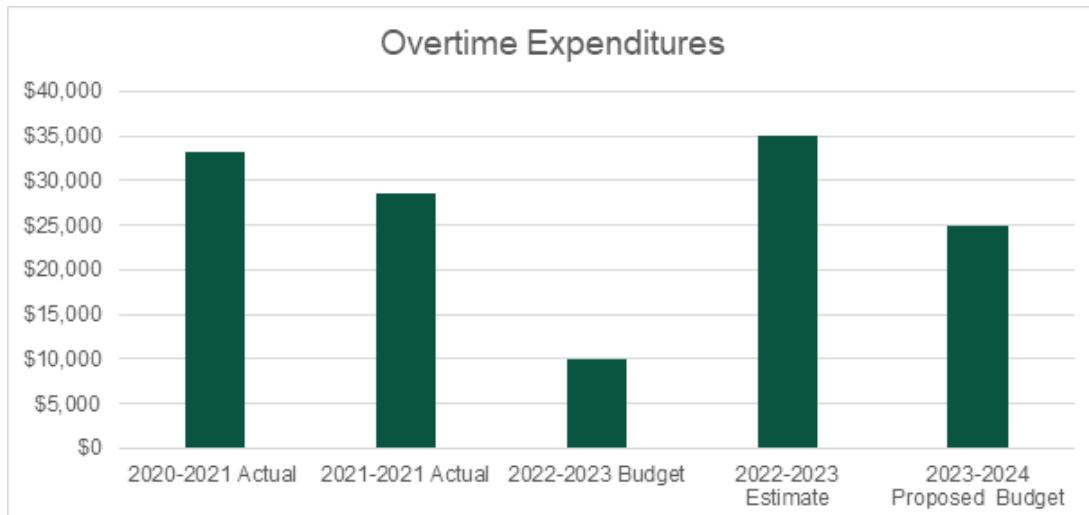
<b>Salary Allocation by Fund</b>		
<b>Position</b>	<b>General Fund</b>	<b>Business Improvement Fund</b>
Public Works Foreman	45%	55%
Public Works Laborers (5)	45%	55%
Seasonal Help	45%	55%

<b>Part-Time Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$13,266	\$15,000

Accounts for the cost of four seasonal employees used to assist Public Works staff with routine preventative maintenance and repairs. The fund allocation is identical to Regular Salaries.

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$9,900	\$35,000	\$25,000

Accounts for overtime salaries for Public Works employees primarily result from the commitment to maintain appropriate service levels during unscheduled occurrences. Examples include water main breaks, inclement weather, and other infrastructure emergencies. The fund allocation is identical to Regular Salaries.





### **Personnel (cont'd)**

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$11,063	\$9,525	\$12,356

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Salaries. The fund allocation is identical to regular Salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$28,025	\$29,240	\$35,241

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions.

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$31,514	\$46,000	\$41,103

Accounts for a portion of the Health Insurance and Life Insurance coverage for all full-time Public Works personnel. The fund allocation is identical to regular Salaries.

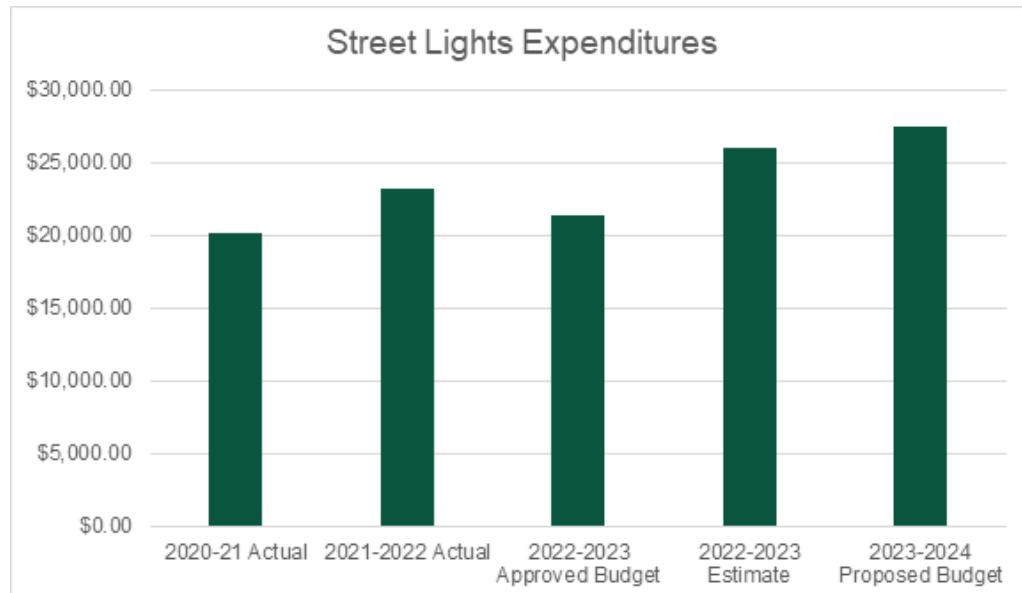
### **Contractual**

<b>Brush Pick Up</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$37,400	\$37,400	\$37,400

Accounts for annual brush pick-up services. The 2022-2023 budget is based on an annual quote from NJ Ryan Tree and Landscape.

<b>Electricity - Streetlights</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$21,378	\$26,000	\$27,500

Accounts for electricity for streetlights. Staff projects the annual budget based on a four-year average.





### **Contractual (cont'd)**

<b>Equipment Rental</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,060	\$2,500	\$3,000

Accounts for renting equipment to support Public Works staff on an as-needed basis. Staff projects the annual budget based on a four-year average.

<b>Engineering Review</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$25,000	\$20,000	\$5,000

Accounts for engineering review services for non-Capital Improvement projects.

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,320	\$1,000	\$1,200

Accounts for the Public Works department's participation in various organizations. These organizational memberships provide services such as training, professional development, and useful information.

<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total Costs</b>
American Public Works Association (APWA) membership	1	\$170	\$170
Suburban Tree Consortium	1	\$575	\$575
Illinois Public Works Mutual Aid	1	\$100	\$100
CDL Renewal	4	\$65	\$325

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$9,579	\$12,000	\$12,000

Accounts for fuel for Public Works vehicles. Staff projects the annual budget based on a four-year average.

<b>Internet / Website Hosting</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$4,933	\$4,500

Accounts for monthly internet services through Comcast. Staff projects the annual budget based on a four-year average.

<b>J.U.L.I.E. (Locates)</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,587	\$2,587	\$2,650

Accounts for the costs associated with locating underground utilities prior to digging or excavating. These costs also include locating services performed by a contractor.

<b>Jet Cleaning Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$23,530	\$32,000	\$35,000

Accounts for scheduled and as-needed jet cleaning services. Staff projects the annual budget based on a three-year average.



**Contractual (cont'd)**

<b>Landscape Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$60,000	\$160,000	\$165,000

Accounts for general landscaping at Village facilities and Village property on a monthly basis. This line item also includes landscaping special projects throughout the Village. The locations within this account include all Village buildings, county rights-of-way, Kingery Highway, and the median.

Detail Information	2023-2024 Budget
Routine Maintenance	\$156,000
Special Projects / Time & Material	\$9,000

<b>Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$96,000	\$120,000	\$86,000

Accounts for the outsourced maintenance services under several firms are highlighted in the table below:

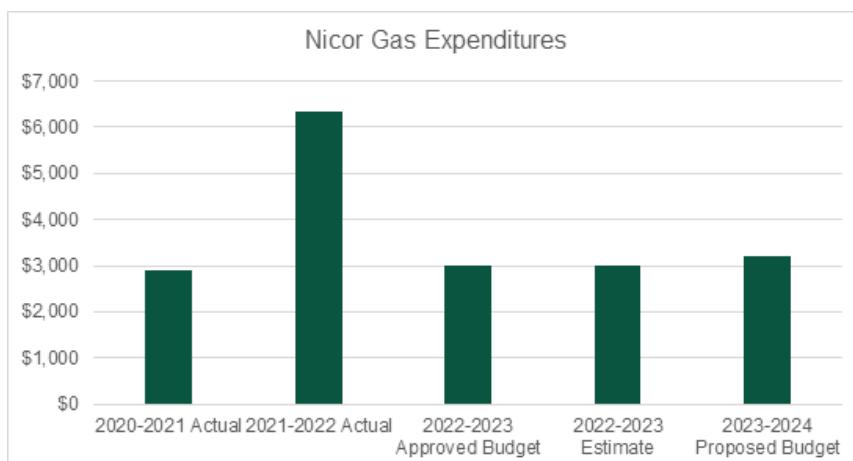
Detail Information	2023-2024 Budget
Garage	\$16,000
Public Works Building	\$35,000
Streetlights	\$5,000
Vehicles* (Split 50/50 with Water Fund)	\$25,000
<b>TOTAL</b>	<b>\$86,000</b>

<b>Mosquito Abatement Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$37,550	\$37,550	\$37,550

Accounts for Mosquito Abatement services with Clarke Environmental. The annual contract is \$26,450, with three additional treatments estimated at \$3,700. The contract will expire in 2023.

<b>Nicor Gas</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,000	\$3,000	\$3,200

Accounts for the cost of natural gas to heat Public Works facilities. The 2022-2023 budget is based on a three-year average.





**Contractual (cont'd)**

<b>Pest Control</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,000	\$1,000	\$1,000

Accounts for pest control services. These costs are quoted annually and are based on a three-year average.

<b>Postage &amp; Meter</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$1,500	\$2,000

Accounts for the postage costs for routine outgoing mail and shipping Village-wide, bulk mailing for event notifications, and mailing courtesy reminder notices.

<b>Printing &amp; Publishing</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$750	\$1,241	\$750

Accounts for the cost to print snow routes and utility maps for the use of Public Works staff. The 2023-2024 budget is based on a three-year average.

<b>Salt</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$85,000	\$63,500	\$0

Accounts for the cost to print snow routes and utility maps for the use of Public Works staff. In the 2023-24 budget, Salt will be expensed out of the Motor Fuel Tax account.

<b>Year</b>	<b>Vendor</b>	<b>Tons</b>	<b>Unit Cost</b>	<b>Total Cost</b>
2018/2019	Detroit Salt	700	\$67.15	\$47,005
2019/2020	Compass Minerals	800	\$82.96	\$66,368
2020/2021	Compass Minerals	1,040	\$81.13	\$84,375
2021/2022	Compass Minerals	1,040	\$81.13	\$84,375

<b>Sanitary User Charge</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$250	\$400	\$450

Accounts for sewer maintenance charges with DuPage County.

<b>Snow Removal Contract</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$140,000	\$100,000	\$130,000

Accounts for snow plowing and snow removal services with NJ Ryan and Tree Landscaping. The contractor is primarily responsible for all secondary streets, cul-de-sacs, and Village buildings.

<b>Special Projects</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$35,000	\$35,000	\$0

Staff has not identified any special projects for the 2023-24 budget.

<b>Stormwater Improvements</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$115,000	\$155,000	\$90,000

Accounts for stormwater maintenance projects on an as-needed basis.



**Contractual (cont'd)**

<b>Street Improvements</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$206,250	\$225,000	\$175,000

Accounts for asphalt repair services, and concrete repair services that are performed by a contractor. The Village utilizes a hybrid model that leverages the value of in-house Public Works staff and outside contractors through outsourcing to perform typical public works functions

	<b>Asphalt Repair</b>	<b>Concrete Repair</b>	<b>Other</b>
Description	Repair potholes using hot patch and cold patch. Apron patch from culvert repair	Repair of sidewalks, driveways, curbs	Limestone and topsoil for property restorations
Estimated costs (75% General fund / 25% Water Fund)	\$35,000	\$100,000	\$40,000

<b>Street Sweeping</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,313	\$6,313	\$7,000

Accounts for annual street sweeping services with Lakeshore Recycling.

<b>Telephones</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,200	\$2,200	\$2,500

Accounts for monthly services through Access One. Staff projects the annual budget based on a three-year average.

<b>Traffic Signals</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,200	\$7,200	\$7,200

Accounts for annual maintenance costs for traffic signals with DuPage County and the State of Illinois. Staff projects the annual budget based on a three-year average and an annual contract.

<b>Traffic Signals</b>
63 <sup>rd</sup> Street & Clarendon Hills Road
Clarendon Hills Road & Plainfield Road
Kingery Highway and 67 <sup>th</sup> Street
Kingery Highway and 72 <sup>nd</sup> Court

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,610	\$5,500	\$5,500

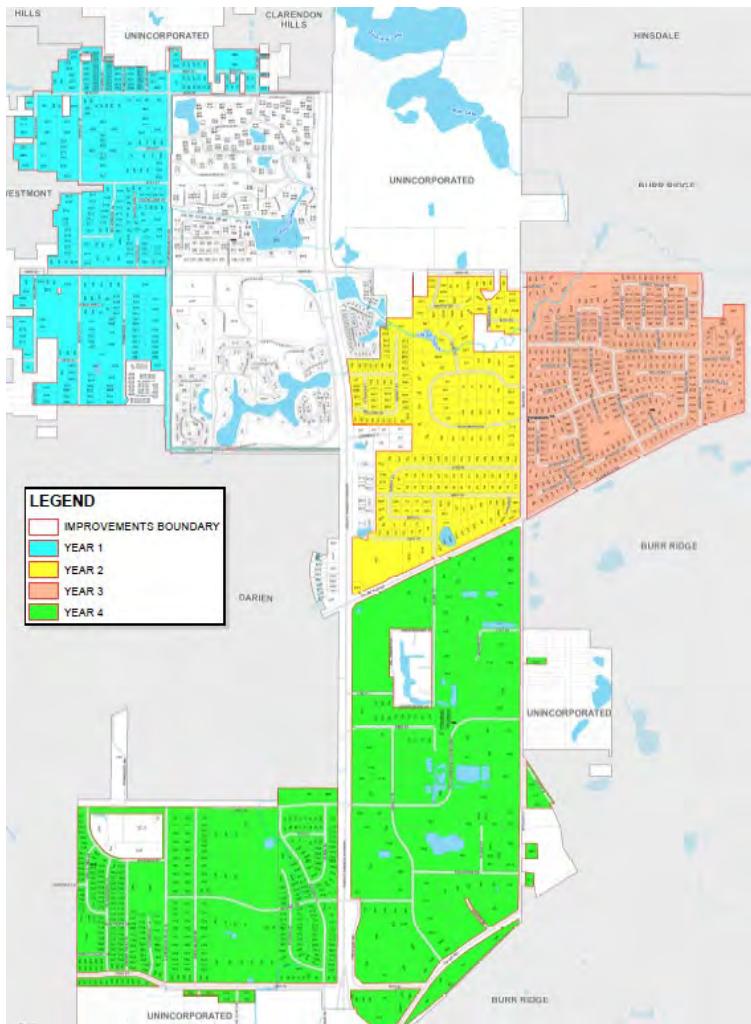
Accounts for employee development and professional development in specific areas. The training is imperative for employee development while increasing overall services to the organization and residents.

	<b>Qty</b>	<b>Unit Training Cost</b>	<b>Subtotal Training Cost</b>	<b>Unit Travel Cost</b>	<b>Subtotal Travel Cost</b>	<b>Total Travel &amp; Training Cost</b>
American Public Works Association	2	\$35	\$70			\$70
Annual Professional Safety Training	5	\$1,000	\$5,000			\$5,000
International Association State Floodplain Management Conference	1	\$430	\$430	\$150	\$150	\$540



## Contractual (cont'd)

<b>Tree Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$200,000	\$260,000	\$110,000



Accounts for tree removal, stump removal, and tree trimming services with NJ Ryan. In the 2023-24 budget, staff will begin a programmatic approach for tree maintenance throughout the Village. This new approach will involve a four-year program for tree removal, stump removal, and tree trimming.

<b>Detail Description</b>	<b>2023-2024 Proposed Budget</b>
Tree and stump removal	\$35,000
Tree Trimming	\$45,000
Emergencies	\$40,000

<b>Uniforms</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,900	\$1,900	\$2,500

Accounts for a uniform, safety vests, and safety boots are distributed to staff each year. This item is split between the General Fund and Water Fund on a 50/50 basis.

	<b>Qty</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Clothing	4	\$500	\$2,000
Boots	4	\$250	\$1,000
Personnel Protective Equipment	8	\$250	\$2,000



## **Commodities**

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$750	\$500	\$500

Accounts for the office supplies in Public Works. This account includes misc. supplies for daily operations (pens, pencils, folders, binders, flash drives, coffee, etc.).

<b>Operating Supplies and Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$12,000	\$12,000	\$15,000

Accounts for supplies for maintenance of facilities.

<b>Road Signs</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$10,000	\$10,000	\$8,000

Accounts for materials for street sign repairs and replacement including posts, anchors, sign blanks, and reflective paper. The 2022-2023 budget is based on a three-year average.

<b>Emergency Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$1,500	\$1,500

Accounts for emergency and unplanned equipment.

## **Capital Maintenance**

<b>Furniture</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$500	\$0	\$500

Accounts for furniture replacements throughout the fiscal year.



## Capital Improvement Program



The Village of Willowbrook's capital program represents the Village's commitment to future financial planning and investment in critical Village infrastructure. The Capital Improvement Program (CIP) is a governmental fund that exists in the Capital Projects Fund for the purpose of aggregating resources to complete infrastructure improvements and large-scale capital projects. These projects are largely funded by the General Fund, the Water Fund and grants.

Capital projects cover the full spectrum of investing in the Village's infrastructure and include facility updates, construction or reconstruction of Village streets, infrastructure for water and stormwater utilities, major equipment, vehicle purchases, and technology updates.

During preparation and review of the capital program, staff sets priorities and identifies which projects can be accomplished in a given year within the limits of the Village's financial outlook. The Village also incorporates resource allocation, prioritization, consideration of external factors, and cost evaluation to arrive at the final capital program.



## Capital Improvement Program

### Five-Year Summary

Account Number	Sources	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Budget	2027-2028 Budget
10-55-310-611	Grants	\$1,086,000	\$0	\$0	\$0	\$0
10-55-320-600	Motor Fuel Tax	\$0	\$250,000	\$400,000	\$250,000	\$250,000
10-55-320-601	Rebuild Illinois Bond	\$0	\$0	\$0	\$0	\$0
10-55-330-102	Transfer from Water Fund	\$0	\$0	\$94,000	\$475,000	\$1,125,000
10-55-330-101	Transfer from General Fund	\$2,609,100	\$2,058,000	\$2,218,000	\$700,000	\$700,000
	General Obligation Bond	\$2,550,000	\$1,060,000	\$850,000	\$850,000	\$850,000
10-55-330-112	<i>Tax Increment Financing*</i>	\$0	\$0	\$0	\$0	\$0
	<b>Total Sources/Revenue</b>	<b>\$6,245,100</b>	<b>\$3,368,000</b>	<b>\$3,562,000</b>	<b>\$2,275,000</b>	<b>\$2,925,000</b>

	Uses	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Budget	2027-2028 Budget
	Design	\$50,000	\$0	\$0	\$0	\$0
	Road and Sidewalk Infrastructure	\$2,575,000	\$750,000	\$1,250,000	\$1,100,000	\$1,100,000
	Village Equipment	\$551,300	\$242,000	\$0	\$475,000	\$210,000
	Village Facilities	\$3,068,800	\$2,376,000	\$2,218,000	\$700,000	\$490,000
	Water Infrastructure	\$0	\$0	\$94,000	\$0	\$1,125,000
	<b>Total Uses/Expenditures</b>	<b>\$6,245,100</b>	<b>\$3,368,000</b>	<b>\$3,62,000</b>	<b>\$2,275,000</b>	<b>\$2,925,000</b>



## 2023-2024 CIP Line-Item Detail

<b>DESIGN</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2023-24 Costs
10-55-600-310	1	Willow Manor storm	Public Works	Drainage Improvements	General Obligation Bond	\$50,000

<b>ROAD AND SIDEWALK INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2023-24 Costs
10-55-600-313	2	Gower sidewalk	Public Works	Expand sidewalk from Cherry Tree to Sheridan Drive	Transfer from General Fund	\$75,000
10-55-600-313	3	Executive Dr storm water	Public Works	Storm water improvements	General Obligation Bond	\$2,500,000

<b>VILLAGE EQUIPMENT</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2023-24 Costs
10-55-600-315	4	Message Boards	Parks & Recreation	Installation of 9 message boards throughout all of the Village parks	Transfer from General Fund	\$8,500
10-55-600-316	5	Ballistic Shield Replacement	Police Department	Ballistic Shield Replacement	Transfer from General Fund	\$6,800
10-55-600-317	6	Evidence Room Server	Police Department	Evidence Room Server	Transfer from General Fund	\$15,000
10-55-600-319	8	Adams St LED	Public Works	Replace outdated streetlights	Transfer from General Fund	\$85,000
	10	Handguns	Police Department	New department issued handguns		\$100,000
	11	Vehicles	Police Department	New squad vehicles (Ford Interceptors)		\$136,000
	12	Traffic Signals	Public Works	67th Street & Clarendon Hills Road traffic signal with Darien		\$200,000



**VILLAGE FACILITIES**

Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2023-24 Costs
10-55-600-326	10	Midway Park Upgrade	Parks & Recreation	Pickleball courts, parking lot	Transfer from General Fund	\$1,800,000
10-55-600-327	11	Borse Park Improvements	Parks & Recreation	Phase I - Stormwater Project & Bandshell Improvement	Split with ARPA and General Fund	\$1,100,000
10-55-600-328	12	Creekside Park Improvements	Parks & Recreation	Replacement of three bridges	Transfer from General Fund	\$150,000
10-55-600-329	13	Signage Training Room	Police Department	Signage Training Room	Transfer from General Fund	\$12,000
10-55-600-330	14	Police Department Parking Lot - Sealcoating	Public Works	Sealcoating the parking lot at the Police Department	Transfer from General Fund	\$6,800

**WATER INFRASTRUCTURE**

Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2023-24 Costs



## **2023-2024 CIP Line-Item Description**

### **Design \$50,000**

Annual activities include road surveying, soil testing, material testing, Capital Improvement Program (CIP) road resurfacing, storm, and water design, inspectional and project management services, bridge and retaining wall inspection, drainage analysis, and assessment and natural resource project design.

- Willow Manor Storm Drainage Improvements - \$50,000

### **Road and Sidewalk Infrastructure \$2,575,000**

Infrastructure projects involve grinding of street surface, underground utility spot repairs, minor concrete work including sidewalk and curb and gutter replacement, roadway patching, street surface placement, and landscape restoration. The roadways include:

- Gower Sidewalk Project, the installation of a sidewalk on the east side of Cherry Tree Ln to Sheridan Dr. - \$75,000
- Executive Drive Stormwater Project, the installation of stormwater trapping materials under Executive Dr to prevent flooding during major rain events. - \$2,500,000

### **Village Equipment \$551,300**

Annual purchases of equipment for operating activities are included in the Village Equipment line. Highlights of next fiscal year include:

- Parks Message Boards - \$8,500
- Ballistic Shield Replacement - \$6,800
- Evidence Room Server - \$15,000
- Adams St LED Lights - \$85,000
- New Department Issued Handguns - \$100,000
- New Squad Vehicles (Ford Interceptors) – \$136,000
- 67<sup>th</sup> St Traffic Signal – \$200,000

### **Village Facilities \$3,068,800**

This category accounts for major repairs and replacement of Village property. Highlights of next fiscal year include:

- Midway Park Upgrade - \$1,800,000
- Borse Park Improvements- \$1,100,000
- Creekside Park Improvements - \$150,000
- Police Training Room Signage- \$12,000
- Police Department Parking Lot Seal Coating - \$6,800

### **Water Infrastructure \$0**

The replacement or rehabilitation of water infrastructure in the Village is included in this category.



## 2024-2025 CIP Line-Item Detail

<b>DESIGN</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2024-25 Costs

<b>ROAD AND SIDEWALK INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2024-25 Costs
	1	Sidewalk Improvement	Public Works	Eleanor to Clarendon Hills Road along 79th Street	General Obligation Bond	\$500,000
	2	Road Resurfacing	Public Works	Road Program based on the Pavement Assessment	Motor Fuel Tax	\$250,000

<b>VILLAGE EQUIPMENT</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2024-25 Costs
	3	Equipment Replacement	Police	New Holsters	Transfer from General Fund	\$7,000
	4	Willow Pond Pier	Parks	Upgrading the pier at Willow Pond	Transfer from General Fund	\$125,000
	5	Vehicle Replacement	Public Works	Replace F350	Transfer from General Fund	\$55,000
	6	Vehicle Replacement	Public Works	Replace 2016 F250	Transfer from General Fund	\$55,000

<b>VILLAGE FACILITIES</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2024-25 Costs
	7	I55 Storm Line	Public Works	Replace damaged pipe under I55	General Obligation Bond	\$560,000
	8	Borse Park Improvement Project	Parks	Phase II of Borse Park Upgrade	Transfer from General Fund	\$1,740,000
	9	Message Boards	Parks	Replacement of three bridges	Transfer from General Fund	\$1,000
	10	Public Works Shop Upgrade	Public Works	Seal concrete shop floors	Transfer from General Fund	\$75,000

<b>WATER INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2024-25 Costs



## **2025-2026 CIP Line-Item Detail**

<b>DESIGN</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2025-26 Costs

<b>ROAD AND SIDEWALK INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2025-26 Costs
	1	Willow Manor Drainage Improvement	Public Works	Drainage improvements	General Obligation Bond	\$850,000
	2	Road Resurfacing Program	Public Works	Road resurfacing – Lane Circle, Adams Street	Motor Fuel Tax	\$400,000

<b>VILLAGE EQUIPMENT</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2025-26 Costs

<b>VILLAGE FACILITIES</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2025-26 Costs
	3	Borse Park Improvement Project	Parks	Phase III of the Borse Park improvement project	Transfer from General Fund	\$2,218,000

<b>WATER INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2025-26 Costs
	4	Chatelain Court Loop Improvement Project	Public Works	Water infrastructure upgrade on Chatelain Court	Transfer from Water Fund	\$94,000



## 2026-2027 CIP Line-Item Detail

<b>DESIGN</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2026-27 Costs

<b>ROAD AND SIDEWALK INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2026-27 Costs
	1	Willow Manor Drainage Improvement	Public Works	Drainage improvements	General Obligation Bond	\$850,000
	2	Road Resurfacing Program	Public Works	Road resurfacing –Adams Street, 69 <sup>th</sup> Street	Motor Fuel Tax	\$250,000

<b>VILLAGE EQUIPMENT</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2026-27 Costs
	3	Water Meter Replacement	Public Works	Replace all water meters and MTU	Transfer from Water Fund	\$475,000

<b>VILLAGE FACILITIES</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2026-27 Costs
	4	Farmingdale Terrace	Parks	Upgrade park equipment	Transfer from General Fund	\$200,000
	5	Creekside Park	Parks	Upgrade park equipment	Transfer from General Fund	\$300,000
	6	Prairie Trail Parking Lot	Parks	Prairie Trail parking lot resurfacing	Transfer from General Fund	\$200,000

<b>WATER INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2026-27 Costs



**2027-2028 CIP Line-Item Detail**

<b>DESIGN</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2027-28 Costs

<b>ROAD AND SIDEWALK INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2027-28 Costs
	1	Willow Manor Drainage Improvement	Public Works	Drainage improvements	General Obligation Bond	\$850,000
	2	Road Resurfacing Program	Public Works	Road resurfacing – 68 <sup>th</sup> Place and Caitlin	Motor Fuel Tax	\$250,000

<b>VILLAGE EQUIPMENT</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2027-28 Costs
	3	Officer Safety	Police	VR training simulator	Transfer from General Fund	\$100,000
	4	Vehicle Replacement	Public Works	Replace 2014 dump truck	Transfer from General Fund	\$110,000

<b>VILLAGE FACILITIES</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2027-28 Costs
	5	Farmingdale Parking Lot	Parks	Resurfacing project	Transfer from General Fund	\$120,000
	6	Waterford Tennis Court	Parks	Upgrade the Waterford tennis court	Transfer from General Fund	\$120,000
	7	Waterford Playground	Parks	Upgrade Waterford playground	Transfer from General Fund	\$250,000

<b>WATER INFRASTRUCTURE</b>						
Account Number	Project No.	Project Title	Dept / Division	Project Description	Fund	2027-28 Costs
	8	75 <sup>th</sup> Street Water Main Replacement	Public Works	Replace existing section of main and add new	Transfer from Water Fund	\$650,000
	9	Water Meter Replacement	Public Works	Replace all water meters and MTU	Transfer from Water Fund	\$475,000



## Water Fund

### Summary

<b>REVENUES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed
Taxes	\$3,274,777	\$3,238,768	\$3,460,665	\$3,566,638	\$105,973
<b>TOTAL WATER FUND REVENUES</b>	<b>\$3,274,777</b>	<b>\$3,238,768</b>	<b>\$3,460,665</b>	<b>\$3,566,638</b>	<b>\$105,973</b>
<b>EXPENDITURES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed
Personnel	\$356,841	\$647,892	\$675,614	\$730,475	\$54,861
Contractual	\$2,927,403	\$2,436,860	\$2,286,679	\$2,278,991	-\$7,688
Commodities	\$86,995	\$107,600	\$106,200	\$108,324	\$2,124
Capital Maint / Debt Service	\$740,539	\$196,659	\$196,659	\$176,159	-\$20,500
Capital Improvement Program	\$0	\$0	\$0	\$0	\$0
<b>TOTAL OPERATING</b>	<b>\$4,111,778</b>	<b>\$3,389,011</b>	<b>\$3,265,152</b>	<b>\$3,293,949</b>	<b>\$28,797</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,111,778</b>	<b>\$3,389,011</b>	<b>\$3,265,152</b>	<b>\$3,293,949</b>	<b>\$28,797</b>

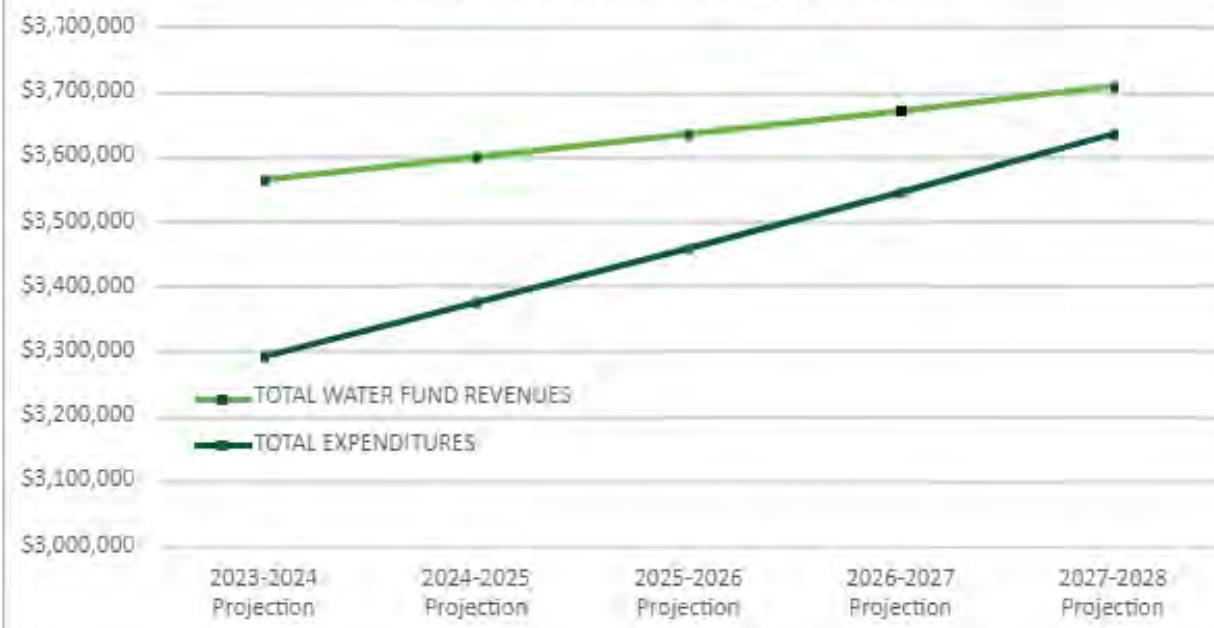


## Water Fund

### Five-Year Projections

REVENUES					
	2023-2024 Projection	2024-2025 Projection	2025-2026 Projection	2026-2027 Projection	2027-2028 Projection
Taxes	\$3,566,638	\$3,602,304	\$3,638,327	\$3,674,711	\$3,711,458
<b>TOTAL WATER FUND REVENUES</b>	<b>\$3,566,638</b>	<b>\$3,602,304</b>	<b>\$3,638,327</b>	<b>\$3,674,711</b>	<b>\$3,711,458</b>
EXPENDITURES					
	2023-2024 Projection	2024-2025 Projection	2025-2026 Projection	2026-2027 Projection	2027-2028 Projection
Personnel	\$730,475	\$759,694	\$790,082	\$821,686	\$854,553
Contractual	\$2,276,841	\$2,324,571	\$2,371,063	\$2,418,484	\$2,466,854
Commodities	\$108,324	\$112,657	\$117,163	\$121,850	\$126,724
Capital Maint/Debt Service	\$176,159	\$179,682	\$183,276	\$186,941	\$190,680
Capital Improvement Program	\$0	\$0	\$0	\$0	\$0
<b>TOTAL OPERATING</b>	<b>\$3,293,949</b>	<b>\$3,376,604</b>	<b>\$3,461,584</b>	<b>\$3,548,961</b>	<b>\$3,638,811</b>
<b>TOTAL EXPENDITURES</b>	<b>\$3,293,949</b>	<b>\$3,376,604</b>	<b>\$3,461,584</b>	<b>\$3,548,961</b>	<b>\$3,638,811</b>
Deficit/Surplus	\$272,689	\$225,700	\$176,743	\$125,750	\$72,647
Fund Balance	\$2,611,084	\$2,836,784	\$3,013,528	\$3,139,277	\$3,211,924

### 2023-2028 Water Fund Projections

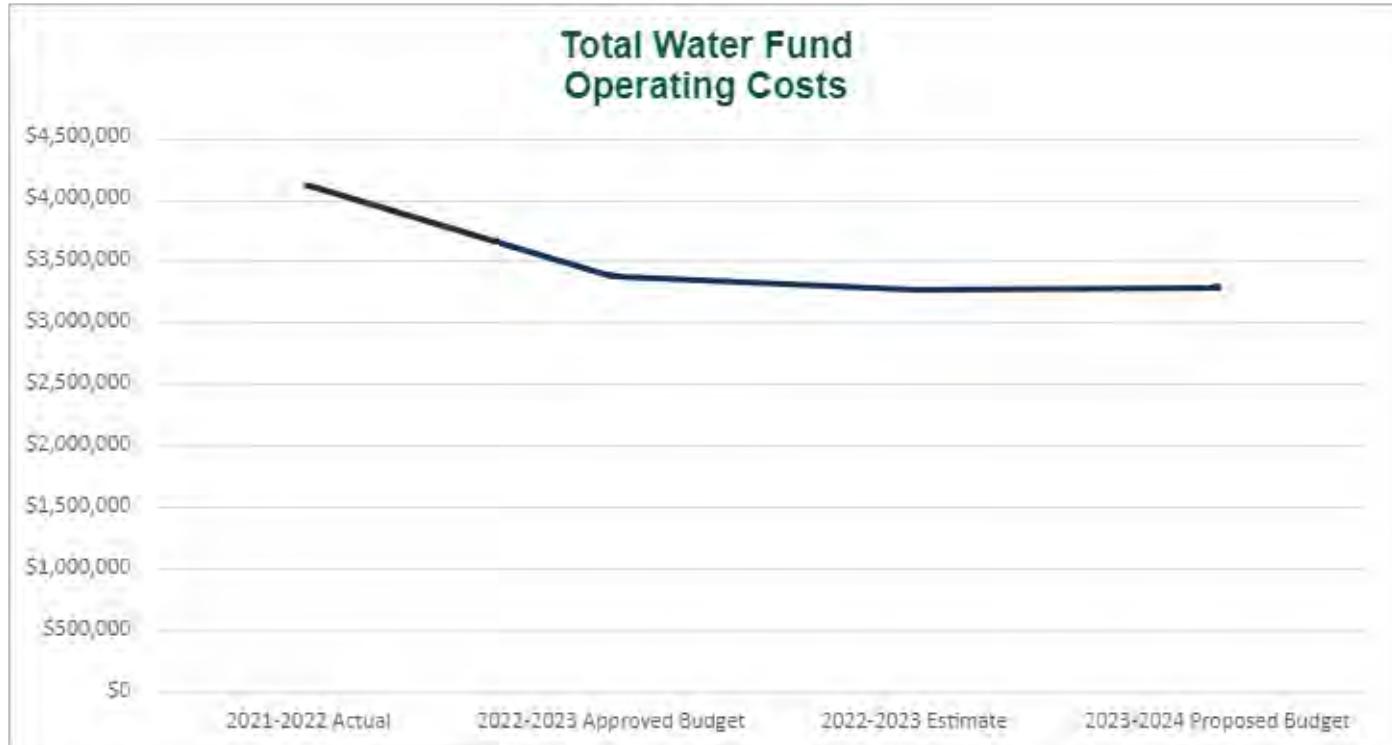




## Water Fund

### Summary Costs

	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
Personnel	\$356,841	\$647,892	\$675,614	\$730,475	-\$54,861
Contractual	\$2,927,403	\$2,436,860	\$2,286,679	\$2,278,991	\$9,188
Commodities	\$86,995	\$107,600	\$106,200	\$108,324	-\$2,124
Capital Maint.	\$740,539	\$196,659	\$196,659	\$176,159	\$20,500
<b>TOTAL OPERATING</b>	<b>\$4,111,778</b>	<b>\$3,389,011</b>	<b>\$3,265,152</b>	<b>\$3,293,950</b>	<b>\$27,298</b>





**Water Fund**  
**Line-Item Detail**

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>PERSONNEL</b>						
	Regular Salaries	\$204,228	\$407,908	\$409,765	\$455,295	\$45,530
	Part-Time Salaries	\$8,537		\$18,500	\$20,000	\$1,500
	Overtime Salaries	\$36,092	\$31,879	\$35,000	\$30,000	-\$5,000
	FICA Payments	\$18,275	\$28,387	\$21,291	\$24,216	\$2,925
	IMRF Payments	\$47,810	\$46,198	\$55,589	\$52,715	-\$2,874
	Insurance	\$41,899	\$73,095	\$71,352	\$75,349	\$3,997
	Police Pension		\$60,426	\$64,117	\$72,900	\$8,783
<b>TOTAL PERSONNEL</b>		<b>\$356,841</b>	<b>\$647,892</b>	<b>\$675,614</b>	<b>\$730,475</b>	<b>\$54,862</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>CONTRACTUAL</b>						
02-50-417-212	EDP Equipment / Software	\$14,962	\$0	\$0		\$0
02-50-417-263	EDP Licenses	\$2,052	\$16,200	\$5,000		-\$5,000
02-50-420-206	Electricity	\$18,592	\$18,000	\$9,500	\$7,500	-\$2,000
02-50-405-245	Engineering Services	\$23,444	\$15,000	\$20,000	\$10,000	-\$10,000
02-50-401-307	Fees Dues Subscriptions	\$847	\$1,400	\$1,250	\$14,150	\$12,900
02-50-401-309	Financial Services	\$0	\$96,480	\$96,480	\$99,374	\$2,894
02-50-401-303	Fuel / Mileage / Wash	\$5,421	\$12,000	\$5,000	\$5,000	\$0
02-50-401-312	Insurance - IRMA		\$93,373	\$0	\$0	\$0
02-50-417-306	IT Consulting	\$2,491	\$0	\$0	\$0	\$0
02-50-430-425	J. U. L. I. E. (Locates)	\$0	\$500			\$0
02-50-430-299	Landscaping - Other	\$1,003	\$0			\$0
02-50-430-276	Leak Survey Services	\$28,311	\$35,000	\$10,000	\$10,000	\$0
02-50-420-488	Maintenance - Pumps & Well	\$0	\$0			\$0
02-50-435-278	Meters Flow Testing Services	\$3,036	\$28,000			\$0
02-50-401-311	Postage & Meter Rent	\$4,614	\$0			\$0
02-50-401-302	Printing & Publishing	\$5,161	\$5,500			\$0
02-50-420-491	Pump Inspection & Repairs	\$0	\$23,500	\$1,000	\$1,000	\$0
02-50-420-575	Purchase Of Water	\$1,597,231	\$1,601,157	\$1,515,599	\$1,561,067	\$45,468



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
02-50-410-501	Reimburse Overhead General Fund	\$691,875				\$0
02-50-420-362	Sampling Analysis	\$1,535	\$5,200	\$2,500	\$2,500	\$0
02-50-415-273	Self-Insurance - Deductible	\$0	\$4,000			\$0
02-50-401-310	Special Projects		\$35,000		\$18,400	\$18,400
02-50-430-280	Spoils Hauling Services		\$85,000	\$150,000	\$150,000	\$0
02-50-430-281	Street Improvements Services		\$68,750	\$115,000	\$90,000	-\$25,000
02-50-401-201	Telephones	\$5,461	\$4,400	\$4,000	\$4,000	\$0
02-50-401-304	Training	\$0	\$1,500	\$1,500	\$1,500	\$0
02-50-401-315	Uniforms		\$1,900	\$1,850	\$2,500	\$650
02-50-401-350	Vehicle Maintenance		\$19,000	\$45,000	\$45,000	\$0
02-50-430-277	Water Distribution Repairs / Maintenance	\$517,685	\$260,000	\$300,000	\$250,000	-\$50,000
02-50-425-474	Wellhouse Repairs / Maintenance	\$3,684	\$6,000	\$4,500	\$7,000	\$2,500
<b>TOTAL CONTRACTUAL</b>		<b>\$2,927,403</b>	<b>\$2,436,860</b>	<b>\$2,286,679</b>	<b>\$2,278,991</b>	<b>-\$9,188</b>
Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>COMMODITIES</b>						
02-50-420-361	Chemicals	\$1,958	\$1,000			\$0
02-50-435-463	Maintenance - Meter Equipment	\$26	\$0	\$0	\$0	\$0
02-50-430-476	Material & Supplies - Distribution	\$74,571	\$55,000	\$75,000	\$60,000	-\$15,000
02-50-425-475	Materials & Supplies- Standpipe / Pumphouse	\$5,176	\$8,900	\$9,000	\$5,500	-\$3,500
02-50-435-462	Meter Replacement	\$785	\$18,000	\$5,000	\$15,000	\$10,000
02-50-435-461	New Metering Equipment	\$1,653	\$15,000	\$10,500	\$5,500	-\$5,000
02-50-401-301	Office Supplies	\$203	\$2,200	\$200	\$200	\$0
02-50-430-401	Operating Equipment	\$2,623	\$7,500	\$6,500	\$4,500	-\$2,000
<b>TOTAL COMMODITIES</b>		<b>\$86,995</b>	<b>\$107,600</b>	<b>\$106,200</b>	<b>\$90,700</b>	<b>-\$15,500</b>



Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>CAPITAL MAINTENANCE</b>						
02-50-440-700	Capital Outlay - Capitalized	\$123,299	\$0	\$0		\$0
02-50-449-101	Depreciation Expense	\$271,516	\$0	\$0		\$0
02-50-440-694	Distribution System Replacement	\$37,330	\$75,000	\$75,000	\$55,000	-\$20,000
02-50-401-405	Furniture & Office Equipment	\$500	\$500	\$500		-\$500
02-50-449-102	Interest - Bond	\$8,885	\$8,964	\$8,964	\$8,964	\$0
02-50-449-105	Interest - IEPA Loan	\$13,393	\$13,393	\$13,393	\$13,393	\$0
02-50-449-104	Principal - Bond	\$0	\$11,829	\$11,829	\$11,829	\$0
02-50-440-626	Vehicles - New & Other	\$106,109	\$0	\$0		\$0
02-50-900-112	Transfer To Debt Service - 2015	\$45,918	\$45,918	\$45,918	\$45,918	\$0
02-50-449-106	Principal - IEPA Loan	\$41,055	\$41,055	\$41,055	\$41,055	\$0
02-50-900-109	Transfer to Water Capital Improvement	\$92,534	\$0	\$0		
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$648,005</b>	<b>\$196,659</b>	<b>\$196,659</b>	<b>\$176,159</b>	<b>-\$20,500</b>



## Water Fund

### Line-Item Description

The Water Fund is an enterprise fund, meaning the fund operates as a business with user charges as the main source of revenue, as opposed to taxes or other general revenues. This fund is used to account for the revenue and expense activities associated with the delivery of water to customers.

The Willowbrook Water Fund includes operational activities performed by the following departments: Village Administrator's Office, Police and Public Works. The Village Administrator's Office performs support activities to assist with service operations and the overall management and administration of the fund and its associated operations. The Police Department performs minor assistance with Public Works as it pertains to traffic control related to water main breaks and snow control operations. Lastly, the Public Works Department performs general maintenance on the system such as water main break repairs, hydrant flushing, meter replacements, and water quality testing. Furthermore, these activities include responding to water and sewer customer inquiries, water and sewer billing, accounts payable, payroll, financial support, information technology support, and general management and administration.

### Personnel

<b>Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$407,908	\$409,765	\$455,295

Accounts for the salary expense for full-time employees that are allocated to the Water Fund.

<b>Salary Allocation by Fund</b>		
<b>Position</b>	<b>General Fund</b>	<b>Water Fund</b>
Village Administrator	80%	15%
Assistant to the Village Administrator	80%	15%
Public Works Foreman	45%	55%
Public Works Laborers (5)	45%	55%
Administrative Services Coordinator	15%	85%
Seasonal Help	45%	55%
Police Chief	95%	5%
(2) Deputy Police Chief	95%	5%
(3) Sergeants	95%	5%
(2) Detectives	95%	5%
(20) Police Officers	95%	5%
(2) Administrative Staff	95%	5%



### **Personnel (cont'd)**

<b>Overtime Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$31,879	\$35,000	\$30,000

Accounts for overtime salaries for Public Works employees that primarily result from the commitment to maintain appropriate service levels during unscheduled occurrences. Examples include water main breaks, inclement weather, and other infrastructure emergencies. The fund allocation is identical to Regular Salaries for Public Works employees.

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$28,387	\$21,291	\$24,216

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Salaries. The fund allocation is identical to Regular Salaries.

<b>IMRF Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$46,198	\$55,589	\$52,715

Accounts for a portion of the employer's share of the Illinois Municipal Retirement Fund (IMRF) pension contributions. The fund allocation is identical to Regular Salaries.

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$73,095	\$71,352	\$75,349

Accounts for a portion of the Health Insurance and Life Insurance coverage for all full-time personnel. The fund allocation is identical to Regular Salaries.

<b>Police Pension</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$60,426	\$64,117	\$72,900

Accounts for a portion of the Police Pension costs.

### **Contractual**

<b>EDP Licenses</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$16,200	\$5,000	\$0

Accounts for the annual software purchases for Aclara. For the 2023-2024 Budget, Aclara has been consolidated into the Fees, Dues, and Subscriptions line item.

<b>Electricity</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$18,000	\$9,500	\$7,500

Accounts for electricity for streetlights. Staff projects the annual budget based on a three-year average.



### **Contractual (cont'd)**

<b>Engineering Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$20,000	\$10,000

Accounts for the outsourced engineering services under the Village's outsourced engineer:

Vendor	Services
Novotny Engineering	Village Engineering Services

<b>Fees / Dues / Subscriptions</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,400	\$1,250	\$14,150

Accounts for the Public Works department's participation in various organizations. These organizational memberships provide services such as training, professional development, and useful information.

<b>Description</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total Costs</b>
American Waterworks Association (AWWA) membership	1	\$1,250	\$1,250
Aclara	1	\$12,900	\$12,900

<b>Financial Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$96,480	\$96,480	\$99,374

The Village Board entered into a three-year contract with Lauterbach & Amen for daily financial operations for the Village.

<b>Fuel / Mileage / Wash</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$12,000	\$5,000	\$5,000

Accounts for fuel for Public Works vehicles. Staff projects the annual budget based on a three-year average.

<b>Insurance - IRMA</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$93,373	\$0	\$0

Accounts for the annual premium for insurance services with IRMA. The Village has elected to use reserves for fiscal year 2023-2024.

<b>Leak Survey Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$35,000	\$10,000	\$10,000

Accounts for annual leak detection services. These costs assist staff with the maintenance of the Village's water distribution system.

<b>Pump Inspection and Repairs</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$23,500	\$1,000	\$1,000

Accounts for preventive maintenance and repairs to pump stations within the Village.



### **Contractual (cont'd)**

<b>Purchase of Water</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,601,157	\$1,515,599	\$1,561,067

Accounts for water purchases from the DuPage Water Commission. The estimated number of gallons for the Village are based on a two-year average of water gallons purchased.

<b>Sampling Analysis Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,200	\$2,500	\$2,500

Accounts for routine sample testing that is required by the Illinois Environmental Protection Agency.

<b>Special Projects</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$35,000		\$18,400

This line item accounts for staff-identified special projects. Below is the special project for Public Works.

<b>Description</b>	<b>Cost</b>
Leak Detection Program	\$18,400

<b>Spoil Hauling Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$85,000	\$150,000	\$150,000

Accounts for the hauling of spoil from street sweeping and street excavations. The budgeted amount is based on a three-year average.

<b>Street Improvement Services</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$68,750	\$115,000	\$90,000

Accounts for asphalt repair services and concrete repair services that are performed by a contractor. The Village utilizes a hybrid model that leverages the value of in-house Public Works staff and outside contractors through outsourcing to perform typical public works functions.

	<b>Asphalt Repair</b>	<b>Concrete Repair</b>	<b>Other</b>
Description	Repair of potholes using hot patch and cold patch	Repair of sidewalks, driveways, curbs	Limestone and topsoil for property restorations
Estimated costs: 75% General fund / 25% Water Fund			

<b>Telephones</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$4,400	\$4,000	\$4,000

Accounts for monthly services through Access One. Staff projects the annual budget based on a three-year average.



**Contractual (cont'd)**

<b>Training</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,500	\$1,500	\$1,500

Accounts for employee development and professional development in specific areas. The training is imperative for employee development while increasing overall services to the organization and residents.

	Qty	Unit Training Cost	Subtotal Training Cost	Unit Travel Cost	Subtotal Travel Cost	Total Travel & Training Cost
Water License Training	2	\$75	\$150	-	-	\$150
Operator in Training	2	\$650	\$1,300	-	-	\$1,300
Miscellaneous	1	\$50	\$50	-	-	\$50

<b>Uniforms</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$1,900	\$1,850	\$2,500

Accounts for a uniform, safety vests, and safety boots are distributed to staff each year. This item is split between the General Fund and Water Fund on a 50/50 basis.

	Qty	Unit Cost	Total Cost
Clothing	4	\$500	\$2,000
Boots	4	\$250	\$1,000
Personnel Protective Equipment	8	\$250	\$2,000

<b>Vehicle Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$19,000	\$45,000	\$45,000

Accounts for vehicle maintenance on an as-needed basis.

<b>Water Distribution Repairs / Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$260,000	\$300,000	\$250,000

Accounts for service costs related to distributing water including new outsourcing initiatives of hydrant flushing, valve exercising, hydrant painting.

<b>Wellhouse Repairs / Maintenance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$6,000	\$4,500	\$7,000

Accounts for annual repairs and maintenance services to wellhouses within the Village.

**Commodities**

<b>Material and Supplies – Water Distribution</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$55,000	\$75,000	\$60,000

Accounts for emergency and unplanned equipment related to the water distribution system.



### Commodities (cont'd)

<b>Material and Supplies – Standpipe / Pumphouse</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$8,900	\$9,000	\$5,500

Accounts for emergency and unplanned equipment-related standpipe/pumphouses.

<b>Meter Replacement</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$18,000	\$5,000	\$15,000

Accounts for the replacement of Village operated large water meters as needed.

<b>New Metering Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,000	\$10,500	\$5,500

Accounts for the maintenance and repair services for Village operated large water meters as needed.

<b>Office Supplies</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$2,200	\$200	\$200

Accounts for the office supplies in Public Works. This account includes misc. supplies for daily operations (pens, pencils, folders, binders, flash drives, coffee, etc.).

<b>Operating Equipment</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$7,500	\$6,500	\$4,500

Accounts for cost of safety upgrades, supplies, or minor repairs, This account also includes first aid kits and supplies, gloves, protective eyewear, disinfectant supplies, and high visibility safety vests.

### Capital Maintenance / Debt Service

<b>Distribution System Replacement</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$75,000	\$75,000	\$55,000

Accounts for annual replacement of water infrastructure. These expenses are typically unexpected and are not included in the Capital Improvement Plan.

<b>Furniture</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$500	\$500	\$500

Accounts for furniture replacements throughout the fiscal year.

<b>Interest – Bond</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$8,964	\$8,964	\$8,964

Accounts for the interest on the 2015 GO ARS Bond that was approved by the Board for the remodeling of the Police station and painting of the water tank.



### **Capital Maintenance / Debt Service (cont'd)**

<b>Interest – IEPA Loan</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$13,393	\$13,393	\$13,393

Accounts for interest on the loan from the Illinois Environmental Protection Agency (IEPA) for the painting of the water tower.

<b>Principal – Bond</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$11,829	\$11,829	\$11,829

Accounts for the principal on the 2015 GO ARS Bond that was approved by the Board for the remodeling of the Police station and painting of the water tank.

<b>Principal – IEPA Loan</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$41,055	\$41,055	\$41,055

Accounts for the principal on the loan from the Illinois Environmental Protection Agency (IEPA) for the painting of the water tower.

<b>Transfer to Debt Service – 2015 Loan</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$45,918	\$45,918	\$45,918

Accounts for the remaining principal on the 2015 GO ARS Bond that was approved by the Board for the remodeling of the Police station and painting of the water tank.



## **Business District Fund**

### **Fund Summary**

<b>REVENUES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed Budget
TAXES	\$630,963	\$631,250	\$619,278	\$625,471	\$6,193
<b>TOTAL BUSINESS DISTRICT FUND REVENUES</b>	<b>\$630,963</b>	<b>\$631,250</b>	<b>\$619,278</b>	<b>\$625,471</b>	<b>\$6,193</b>
<b>EXPENDITURES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed Budget
Personnel	\$0	\$104,151	\$104,151	\$108,852	\$4,701
Contractual	\$69,483	\$72,965	\$447,240	\$179,698	-\$267,722
Commodities	\$0	\$0			\$0
Capital Maintenance	\$0	\$0			
<b>TOTAL BUSINESS DISTRICT FUND EXPENDITURES</b>	<b>\$69,483</b>	<b>\$177,116</b>	<b>\$551,391</b>	<b>\$288,550</b>	<b>-\$263,021</b>
<b>SURPLUS/DEFICIT</b>	<b>\$561,480</b>	<b>\$454,134</b>	<b>\$67,707</b>	<b>\$336,920</b>	
<b>FUND BALANCE</b>	<b>\$2,734,404</b>	<b>\$3,188,538</b>	<b>\$2,802,111</b>	<b>\$3,139,031</b>	



## Business District Fund

### Line-Item Detail

Account Number	Category	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
<b>PERSONNEL</b>						
	Regular Salaries		\$73,692	\$73,692	\$76,209	\$2,517
	Part-Time Salaries		\$0	\$0	\$0	\$0
	Overtime Salaries		\$0	\$0	\$0	\$0
	IMRF Pension		\$15,197	\$15,197	\$15,389	\$192
	FICA Payments		\$5,489	\$5,489	\$5,959	\$470
	Health Insurance		\$9,773	\$9,773	\$11,295	\$1,522
<b>TOTAL PERSONNEL</b>		<b>\$0</b>	<b>\$104,151</b>	<b>\$104,151</b>	<b>\$108,852</b>	<b>\$4,701</b>
Account Number	Category	2020-2021 Actual	2021-2022 Approved Budget	2021-2022 Estimate	2022-2023 Proposed Budget	Difference between 21-22 Estimate and 22-23 Proposed Budget
<b>CONTRACTUAL</b>						
15-15-401-242	Legal Fees	\$1,518	\$5,000	\$25,000	\$5,000	-\$20,000
15-15-455-513	Sales Tax Rebate - Town Center	\$64,698	\$64,698	\$64,698	\$64,698	\$0
15-15-455-514	Sales Tax Rebate - PFM		\$0	\$357,722	\$110,000	-\$247,722
15-15-745-224	Traffic Maintenance Signals	\$3,267	\$3,267	\$0	\$0	\$0
<b>TOTAL CONTRACTUAL</b>		<b>\$69,483</b>	<b>\$72,965</b>	<b>\$447,420</b>	<b>\$179,698</b>	<b>-\$267,722</b>
Account Number	Category	2020-2021 Actual	2021-2022 Approved Budget	2021-2022 Estimate	2022-2023 Proposed Budget	Difference between 21-22 Estimate and 22-23 Proposed Budget
<b>COMMODITIES</b>						
<b>TOTAL COMMODITIES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Account Number	Category	2020-2021 Actual	2021-2022 Approved Budget	2021-2022 Estimate	2022-2023 Proposed Budget	Difference between 21-22 Estimate and 22-23 Proposed Budget
<b>CAPITAL MAINTENANCE</b>						
01-05-417-212	EDP Equipment / Software					\$0
<b>TOTAL CAPITAL MAINTENANCE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## **Business District Fund**

### **Line-Item Description**

During the fiscal year 2016-17, the Village established its first business district, located at Route 83 and Plainfield Road. The district encompasses the Village Town Center and the adjacent property to the north of Plainfield Road, known as The Willows, anchored by Pete's Fresh Market grocery store and Ulta Beauty. Continued development now includes several outbuildings on the site including a restaurant and medical services.

#### **Personnel**

<b>Regular Salaries</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$73,692	\$73,692	\$76,209

Accounts for the following salary expenses:

	General Fund	Water Fund	Business District Fund
Village Administrator	80%	15%	5%
Assistant to the Village Administrator	80%	15%	5%
Director of Community Development	80%		20%
Deputy Director of Community Development	80%		20%
Permit Technician	80%		20%

<b>FICA Payments</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,489	\$5,489	\$5,959

Accounts for a portion of FICA (Social Security (6.2%) and Medicare (1.45%)) payments for Regular Salaries.

<b>IMRF Pension</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$15,197	\$15,197	\$15,389

Accounts for a portion of IMRF expenses related to the above-mentioned Regular Salaries.

<b>Insurance</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$9,773	\$9,773	\$11,295

Accounts for a portion of Insurance expenses related to the above-mentioned Regular Salaries.

#### **Contractual**

<b>Legal Fees</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$5,000	\$25,000	\$5,000

Accounts for litigation services related to the Business District Fund.



**Contractual (cont'd)**

<b>Sales Tax Rebate – Town Center</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$64,698	\$64,698	\$64,698

Accounts for sales tax rebate related to the Town Center development.

<b>Sales Tax Rebate – PFM</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$0	\$357,722	\$110,000

Accounts for sales tax rebate related to Pete's Fresh Market.

<b>Traffic Maintenance Signals</b>	2022-2023 Budget	2022-2023 Estimate	2023-2024 Budget
	\$3,267	\$0	\$0

Accounts for maintenance of traffic maintenance signals within the Business District Fund.



## **Motor Fuel Tax Fund (MFT)**

### **Summary**

<b>REVENUES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed Budget
MFT Taxes	\$339,920	\$341,732	\$357,000	\$334,229	-\$22,771
Bond/Grant	\$93,803	\$93,803	\$93,803	\$0	-\$93,803
Investment Income	\$250	\$250	\$250	\$250	\$0
<b>TOTAL REVENUES</b>	<b>\$433,973</b>	<b>\$435,785</b>	<b>\$451,053</b>	<b>\$334,479</b>	<b>-\$116,574</b>
<b>EXPENDITURES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22- 23 Estimate and 23-24 Proposed Budget
Contractual (Engineering & Construction)	\$489,305	\$740,000	\$847,937	\$130,000	-\$717,937
<b>TOTAL EXPENDITURES</b>	<b>\$489,305</b>	<b>\$740,000</b>	<b>\$847,937</b>	<b>\$130,000</b>	<b>-\$717,937</b>
<b>MFT FUND BALANCE</b>	<b>\$424,290</b>	<b>\$276,022</b>	<b>\$353,860</b>	<b>\$558,089</b>	
<b>RIB FUND BALANCE</b>	<b>\$281,410</b>	<b>\$219,016</b>	<b>\$48,510</b>	<b>-\$107,687</b>	



## **G.O. Bond 2022**

### **Summary**

<b>REVENUES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
2022 A Bond				\$2,600,000	\$2,600,000
2022 B Bond				\$330,000	\$330,000
					\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,930,000</b>	<b>\$2,930,000</b>
<b>EXPENDITURES</b>					
	2021-2022 Actual	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
Design				\$100,000	\$100,000
Executive Drive Project				\$2,500,000	\$2,500,000
Other Professional Services				\$330,000	\$330,000
					\$0
					\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,930,000</b>	<b>\$2,930,000</b>



## Opportunity Reserve Fund

### Summary

<b>REVENUES</b>				
	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
General Fund Transfer	\$0	\$6,100,000	\$0	-\$6,100,000
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$6,100,000</b>	<b>\$0</b>	<b>-\$6,100,000</b>
<b>EXPENDITURES</b>				
	2022-2023 Approved Budget	2022-2023 Estimate	2023-2024 Proposed Budget	Difference between 22-23 Estimate and 23-24 Proposed Budget
				\$0
				\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

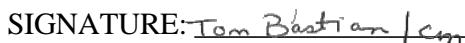
# VILLAGE OF WILLOWBROOK

## BOARD MEETING

### AGENDA ITEM - HISTORY/COMMENTARY

<b>ITEM TITLE:</b> AN ORDINANCE GRANTING CERTAIN VARIATIONS FROM THE VILLAGE OF WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE AND GRANTING APPROVAL OF A PRELIMINARY PLAT OF SUBDIVISION – 6031-6037 BENTLEY AVENUE – BENTLEY WOODS SUBDIVISION	<b>AGENDA NO. 9</b>  <b>AGENDA DATE:</b> 04/10/23
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**STAFF REVIEW:** Michael Krol, Director of Community Development SIGNATURE: 

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

**RECOMMENDED BY:** Sean Halloran, Village Administrator SIGNATURE: 

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

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

The petitioner and contract purchaser of both properties, John & Pat Jurinek of New Horizon Homes Builder Inc. (“Applicant”), Public Hearing Case 23-01: consideration of a petition is requesting to subdivide 6031 and 6037 Bentley Avenue from two (2) parcels, currently zoned R-2 Single Family Residence, to eleven (11) parcels that comply with the minimum lot requirements of the R-2 Zoning District. Ten (10) of the proposed lots are buildable for single-family residential homes and one (1) lot will be a dedicated stormwater easement and wetland area. The eleven (11) new lots will comply in all respects with the R-2 zoning district bulk standards without variations. However, Lot 11 is mainly landlocked and will be dedicated to storm water management and detention easement. The proposed subdivision qualifies as a major subdivision because the proposal is for five (5) or more lots and requires preliminary plat approval at a public hearing with Plan Commission review and recommendation prior to Village Board consideration.

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

The subdivision request complies with the guidelines set forth in the Village’s Comprehensive Plan and Village Unified Development Ordinance (UDO) regulations. The requested lot configurations should have no negative impacts on surrounding land uses. Since Lot 11 does not front a street and is accessible by a 15-foot-wide access easement from Bentley Avenue the following variation from the Unified Development Ordinance should be specifically included:

Section 9-11-11 “L” Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.

Should the Village Board wish to support this request, Village staff also recommends including the conditions that the following be included:

1. No principal or accessory structures shall be permitted on Lot 11.
2. The subdivider shall address all the preliminary plat of subdivision and wetland comments from the Christopher B. Burke Engineering letter dated February 20, 2023 revised February 24, 2023.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

The subdivision and variation requests were discussed at the April 5, 2023 Plan Commission Public Hearing. Six (6) members of the public came forward in objection to the proposal and one (1) came forward in support of the petition. The Plan Commission voted 6-0 in favor of the proposed petition, to forward a positive recommendation to the Village Board.

**ACTION PROPOSED:** Pass the attached Ordinance



# Village of WILLOWBROOK

## Mayor

Frank A. Trilla

## Village Clerk

Deborah Hahn

## Village Trustees

Mark L. Astrella  
Sue Berglund  
Umberto Davi  
Michael Mistele  
Gayle Neal  
Gregory Ruffolo

## Village Administrator

Sean Halloran

## Chief of Police

Robert Schaller



Proud Member of the  
Illinois Route 66 Scenic Byway

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

MEMO FROM: Dan Kopp, Chairman, Plan Commission

DATE: April 10, 2023

SUBJECT: **Zoning Hearing Case 23-01:** Consideration and recommendation regarding a Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision, for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage and consideration of other such relief, exceptions, and variations from Title 9 of the Village Unified Development Ordinance as are set forth in the petition. The applicant for this petition is New Horizon Homes Builders, Inc. & MGZ Properties, LLC., 9.S.737 William Drive, Willowbrook, IL 60527.. The contract property purchasers are John & Pat Jurinek of New Horizon Homes Builder Inc., 9.S.737 William Drive, Willowbrook, IL 60527.

At a regular meeting of the Plan Commission held on April 5, 2023, the above referenced application was discussed, and the following motion was made:

**MOTION:** Made by Commissioner Kaucky and seconded by Commissioner Kanaverskis that based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.

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

MOTION DECLARED CARRIED

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

Daniel Kopp  
Chairman, Plan Commission

DK:mk

**ORDINANCE NO. 23-O- \_\_\_\_\_**

**AN ORDINANCE GRANTING CERTAIN VARIATIONS FROM THE VILLAGE OF  
WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE AND GRANTING  
APPROVAL OF A PRELIMINARY PLAT OF SUBDIVISION –  
6031-6037 BENTLEY AVENUE – BENTLEY WOODS SUBDIVISION**

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**WHEREAS**, on or about November 30, 2022, New Horizons Home Builders, Inc, and MGZ Properties, LLC, as applicants and contract purchasers, filed an application with the Village of Willowbrook with respect to the property legally described on Exhibit "A" attached hereto, which is, by this reference, incorporated herein ("SUBJECT REALTY"). Said application requested that the Village grant certain variations from the requirements of the Unified Development Ordinance of the Village and approve a Preliminary Plat of Subdivision with respect to the SUBJECT REALTY; and

**WHEREAS**, the Village maintains a Unified Development Ordinance which is found in Title 9, entitled "Unified Development Ordinance", of the Willowbrook Municipal Code (the "UDO"); and

**WHEREAS**, a public notice was published in compliance with Section 9-9-03(B)(3) of the UDO, in the Chicago Sun-Times newspaper on March 20, 2023, which is more than fifteen (15) days, but less than thirty (30) days, prior to the public hearing date; a public notice was mailed to all adjacent owners within two hundred-fifty (250) feet in each direction of the location of the SUBJECT REALTY via first class mail, more than fifteen (15) days, but less than thirty (30) days, prior to the public hearing date; and public notice was provided by posting on the property a sign visible to the general public complying with the requirements of Sections 9-9-03(B)(3)(b) of the Zoning Ordinance, for at least fifteen (15) consecutive days prior to the public hearing date; and

**WHEREAS**, pursuant to the public notice, the Plan Commission of the Village of Willowbrook conducted a public hearing on or about April 5, 2023, all as required by the statutes of the State and the ordinances of the Village; and,

**WHEREAS**, at the public hearing, the applicant provided testimony in support of the proposed variations from the Unified Development Ordinance and the Preliminary Plat of Subdivision, attached hereto as Exhibit “C” and made a part hereof by reference, and all interested parties had an opportunity to be heard; and

**WHEREAS**, the Mayor and Board of Trustees of the Village of Willowbrook (the “Corporate Authorities”) have received the recommendation of the Plan Commission, pursuant to a memorandum dated April 6, 2023, a copy of which is attached hereto as Exhibit “B”, which is by this reference, incorporated herein.

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

**SECTION ONE:** That pursuant to Title 9 entitled “Unified Development Ordinance”, Chapter 9 entitled “Zoning Procedures”, Section 9-9-04 entitled “Variation”, of the Village Code, the following variation from the provisions of the Unified Development Ordinance be and the same are hereby granted:

- A. That Section 9-11-11(L) entitled Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) be varied to allow a lot with no street frontage in regard to the Preliminary Plat of Subdivision as prepared by DesignTech Engineering, Inc., consisting of one sheet, and dated December 5, 2022, and attached hereto as Exhibit “C”.

The Board of Trustees makes the following findings with respect to the above variation:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.
2. The proposed variation will not merely serve as a convenience to the applicant but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations were carried out and which is not generally applicable to property within the same district.
3. The alleged hardship has not been created by any person presently having a proprietary interest in the premises.
4. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.
5. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.
6. The proposed variation will not alter the essential character of the locality.
7. The proposed variation is in harmony with the spirit and intent of the Unified Development Ordinance.

**SECTION TWO:** That passage of this Ordinance shall constitute approval of the Preliminary Plat for Bentley Woods, as prepared by DesignTech Engineering, Inc., consisting of one sheet, and dated December 5, 2022, and attached hereto as Exhibit "C".

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

- A. The existing accessory structures located on 6031 Bentley Avenue property shall be relocated to Lot 10 or demolished prior to the recording of the plat. No principal or accessory structures shall be permitted on Lot 11.
- B. The subdivider shall address all the preliminary plat of subdivision and wetland comments from the Christopher B. Burke Engineering letter dated February 20, 2023 revised February 24, 2023.

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

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

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

**PASSED** and **APPROVED** this 10<sup>th</sup> day of April, 2023 by a ROLL CALL VOTE as follows:

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

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

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

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

APPROVED:

---

Frank A. Trilla, Mayor

ATTEST:

---

Deborah A. Hahn, Village Clerk

## **EXHIBIT A**

### **LEGAL DESCRIPTION OF SUBJECT REALTY**

PARCEL 1: THE NORTH  $\frac{1}{2}$  OF LOT 13 IN CLARENDON HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 15, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT 163397, IN DUPAGE COUNTY, ILLINOIS.

PARCEL 2: THE SOUTH  $\frac{1}{2}$  OF LOT 13 (EXCEPT THE SOUTH 33 FEET THEREOF) IN CLARENDON HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 15, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT 163397, IN DUPAGE COUNTY, ILLINOIS.

PIN'S: 09-15-402-010 & 09-15-402-011

Commonly known as: 6031 and 6037 Bentley Avenue, Willowbrook, IL 60527

## EXHIBIT B

### PLAN COMMISSION RECOMMENDATION

#### MEMORANDUM

MEMO TO: Frank A. Trilla, Mayor

Board of Trustees

MEMO FROM: Dan Kopp, Chairman, Plan Commission

DATE: April 10, 2023

**SUBJECT: Zoning Hearing Case 23-01:** Consideration and recommendation regarding a Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision, for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage and consideration of other such relief, exceptions, and variations from Title 9 of the Village Unified Development Ordinance as are set forth in the petition. The applicant for this petition is New Horizon Homes Builders, Inc. & MGZ Properties, LLC., 9.S.737 William Drive, Willowbrook, IL 60527. The contract property purchasers are John & Pat Jurinek of New Horizon Homes Builder Inc., 9.S.737 William Drive, Willowbrook, IL 60527.

At a regular meeting of the Plan Commission held on April 5, 2023, the above referenced application was discussed, and the following motion was made:

**MOTION:** Made by Commissioner Kaucky and seconded by Commissioner Kanaverskis that based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.

**ROLL CALL:** AYES: Chairman Kopp, Vice Chairman Wagner, Commissioners Kanaverskis, Kaczmarek, Kaucky, and Walec

NAYS: None.

ABSENT: Baksay

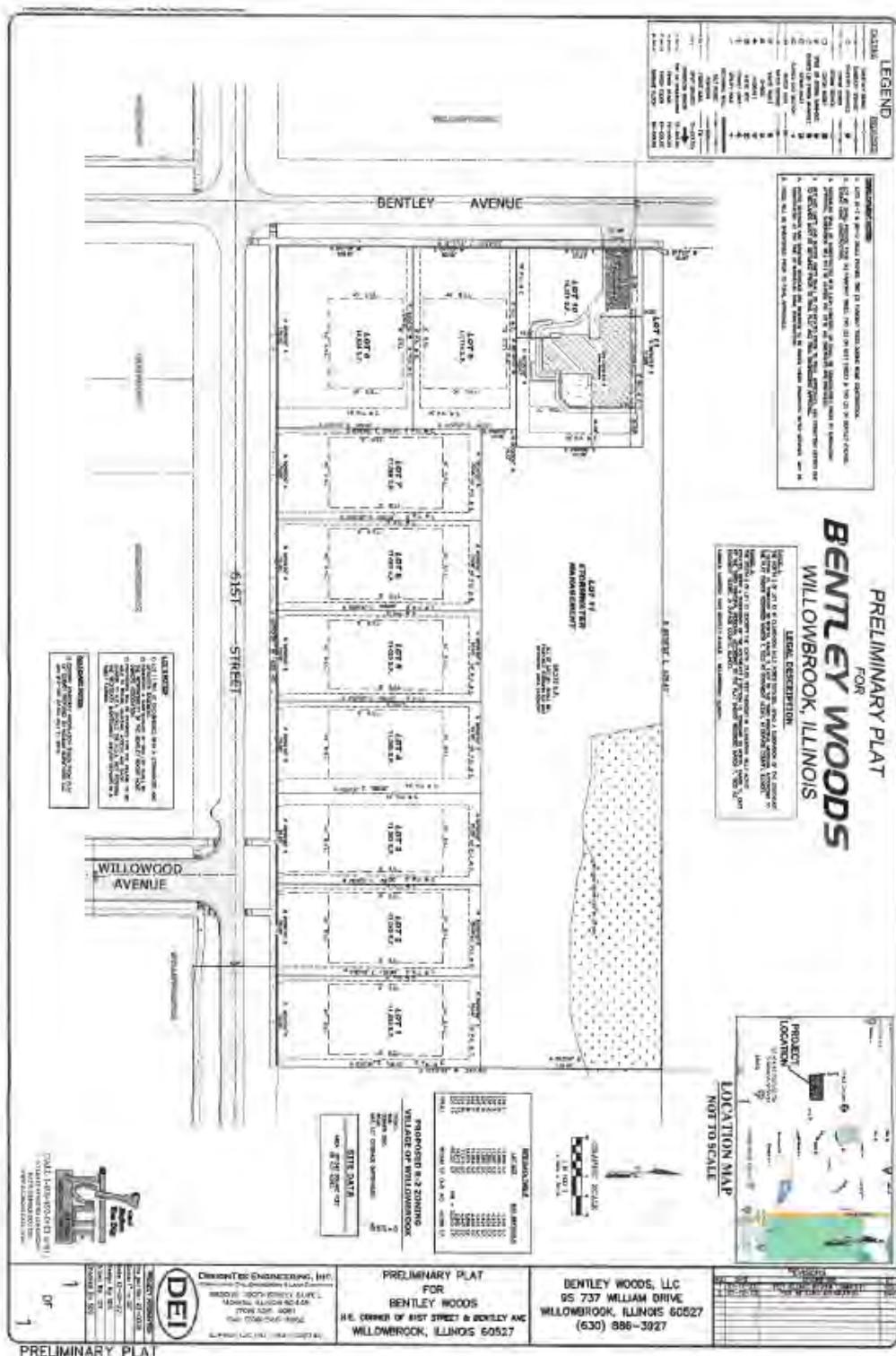
#### MOTION DECLARED CARRIED

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

DK:mk

## EXHIBIT C

## PRELIMINARY PLAT OF BENTLEY WOODS SUBDIVISION





## Village of Willowbrook

### Staff Report to the Plan Commission

<b>Public Hearing Date:</b>	April 5, 2023															
<b>Village Board Receive &amp; Vote:</b>	April 10, 2023															
<b>Prepared By:</b>	Michael Krol, Director of Community Development															
<b>Case Title:</b>	Zoning Hearing Case No. PC 23-01: Preliminary Plat of Subdivision for Bentley Woods Subdivision, consideration of a petition for the following:															
<b>Petitioner:</b>	New Horizon Homes Builders, Inc. & MGZ Properties, LLC., 9.S.737 William Drive, Willowbrook, IL 60527.															
<b>Action Requested by</b>	Consideration and recommendation regarding a Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision, for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage and consideration of other such relief, exceptions, and variations from Title 9 of the Village Unified Development Ordinance as are set forth in the petition.															
<b>Location:</b>	6031 and 6037 Bentley Avenue, Willowbrook IL 60527															
<b>PINs:</b>	09-15-402-010 (6031 Bentley Ave.) and 09-15-402-011 (6037 Bentley Ave.)															
<b>Existing Zoning:</b>	R-2 Single Family Residence District															
<b>Proposed Zoning:</b>	R-2 Single Family Residence District															
<b>Property Size:</b>	4.3 total acres: 2.39 acres (6031 Bentley Ave) and 1.91 acres (6037 Bentley Ave)															
<b>Surrounding Land Use:</b>	<table><thead><tr><th></th><th>Use</th><th>Zoning</th></tr></thead><tbody><tr><td>North</td><td>Single Family Residential</td><td>R-2</td></tr><tr><td>East</td><td>Single Family Residential</td><td>R-2</td></tr><tr><td>West</td><td>Single Family Residential</td><td>R-2</td></tr><tr><td>South</td><td>Westmont Residential &amp; Single-Family Residential</td><td>R-2</td></tr></tbody></table>		Use	Zoning	North	Single Family Residential	R-2	East	Single Family Residential	R-2	West	Single Family Residential	R-2	South	Westmont Residential & Single-Family Residential	R-2
	Use	Zoning														
North	Single Family Residential	R-2														
East	Single Family Residential	R-2														
West	Single Family Residential	R-2														
South	Westmont Residential & Single-Family Residential	R-2														

**Necessary Action by Village Board:**

Consider the attached ordinance.

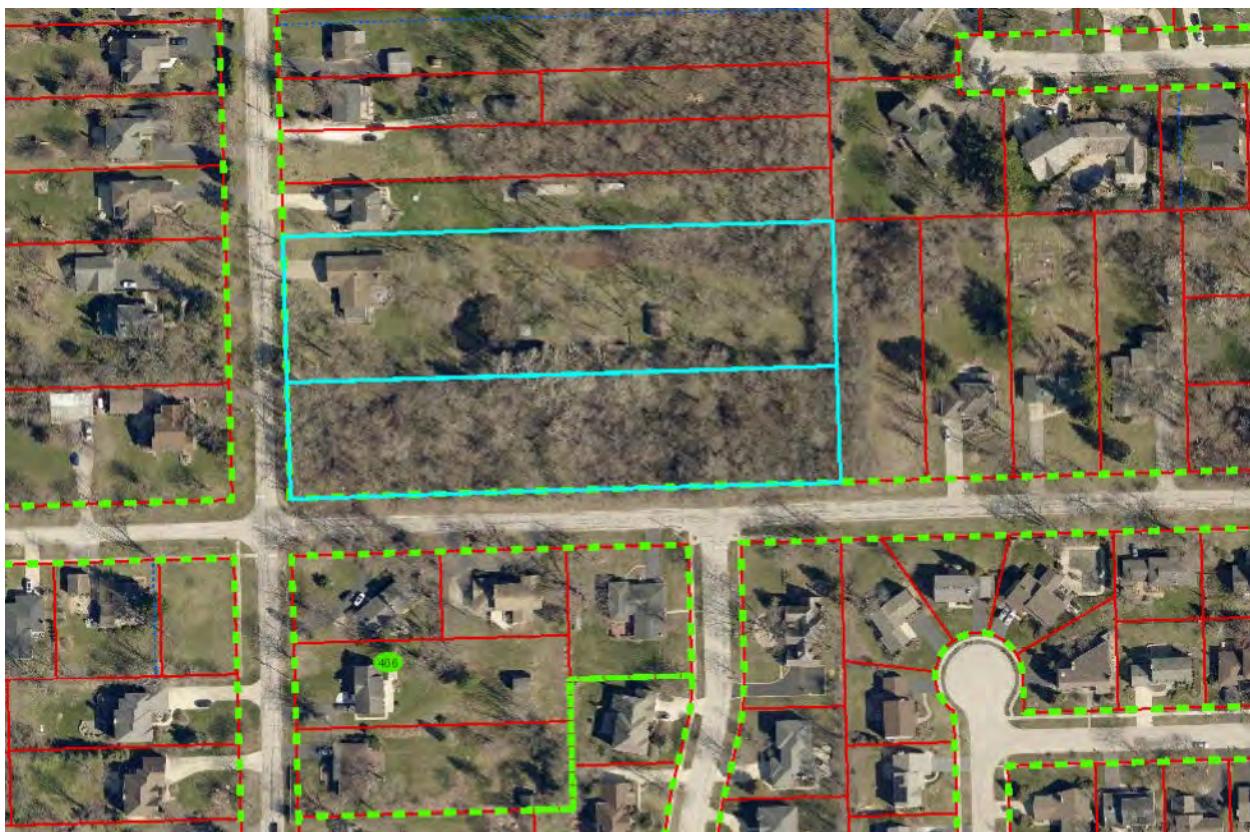


## History & Background

### Site Description

The two (2) subject parcels combine for a total of 4.3 acres with a single-family home and several accessory buildings on the 6031 Bentley property, and the 6037 Bentley property is a vacant heavily wooded lot, with no structures. The parcels were platted in DuPage County as part of The Clarendon Hills Acre Estates Subdivision. Each parcel measures approximately 165' by 629'. One (1) wetland area, totaling 0.39 acres was identified within the northeast corner of 6031 Bentley Avenue, which extends off-site to the north and east. Current access to both properties is from Bentley Avenue.

**Exhibit 1: Aerial View of the Subject Property**



### Development Proposal

The petitioner and contract purchaser of both properties, John & Pat Jurinek of New Horizon Homes Builder Inc. ("Applicant"), is requesting to subdivide 6031 and 6037 Bentley Avenue from two (2) parcels, currently zoned R-2 Single Family Residence, to eleven (11) parcels that comply with the minimum lot requirements of the R-2 Zoning District. Ten (10) of the proposed lots are buildable for single-family residential homes and one (1) lot will be a dedicated stormwater easement and wetland area. The eleven (11) new lots will comply in all respects with the R-2 zoning district bulk standards without variations however, Lot 11 is mainly landlocked and will be dedicated to storm water management and detention easement.



Since Lot 11 does not front a street and is accessible by a 15-foot-wide access easement from Bentley Avenue, a variation has been requested to Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.

Attached to this report is the preliminary subdivision plat, which indicates the following:

- Lots 1-7 are identical lots, fronting 61<sup>st</sup> Street with a total of 11,060 square foot, measuring 70' x 158'.
- Lots 8, 9, 10, front Bentley Avenue.
- Lot 8 totals 14,624 square feet and measures 108' x 139'.
- Lot 9 totals 11,118 square feet and measures 80' x 138'.
- The existing home on 6031 Bentley Avenue, Lot 10, would remain as-is and Lot 10 measures 97' by 152'.
- Lot 11 is primarily a landlocked 69,372 easement dedicated to stormwater and detention area, and also has 0.39-acre regulatory wetland area.

Pursuant to the Subdivision Standards and Procedures of the Unified Development Ordinance (UDO), the proposed subdivision qualifies as a major subdivision because the proposal is for five (5) or more lots and requires preliminary plat approval at a public hearing with Plan Commission review and recommendation prior to Village Board consideration.

## Staff Analysis

### Appropriateness of Use

Single-family detached homes are a permitted use in the R-2 district. The bulk regulations for the R-2 district are provided in the chart below. All ten (10) proposed buildable lots meet these minimum requirements. Lot 11 is a designated easement and stormwater management lot.

Bulk Standard	R-2	Proposed				Departure
		Lot 1-7	Lot 8	Lot 9	Lot 10	
Lot Area	11,000 sq. ft.	11,060 sq. ft.	14,624 sq. ft.	11,118 sq. ft.	14,970 sq. ft.	None.
Lot Width	70 ft.	70 ft.	105 ft.	80 ft.	97.97 ft.	None.
Front Yard Setback	40 ft.	40 ft.	40 ft.	40 ft.	40 ft.	None.
Interior Side Yard Setback	8 ft.	8 ft. (Lot 3 & 4 has a 10-foot side yard easement)	8 ft.	8 ft.	8 ft.	None.
Exterior Side Yard Setback	40 ft.	N/A	40 ft.	N/A	N/A	None.
Rear Yard Setback	30 ft.	30 ft.	30 ft.	30 ft.	30 ft.	None.

### Comprehensive Plan/Compatibility

The Village of Willowbrook's Comprehensive Plan indicates that low density Single-Family Residential zoning is appropriate for this property. Another measure of appropriateness is to compare the new lot sizes with those that exist in the neighborhood. There are existing lots zoned R-2 in the area to the north, south, east, and west of the subject property as well as lots zoned R-3 on Chatelaine Court, located southeast of the property.



### **Subdivision Improvements**

Public sidewalks are proposed on the north side of 61<sup>st</sup> Street and east side of Bentley Avenue, in front of the proposed lots only. According to the preliminary plat, the sidewalks are located in the Village right-of-way (ROW) and cross 61<sup>st</sup> Street to connect to the existing sidewalks at 61<sup>st</sup> Street and Willowood Lane. The Village engineering consultant recommends parkway trees be added to each lot that meets the requirements in the Village code. The sidewalks and trees will be reviewed for compliance during the building permit process.

The Village water main is located on the south side of the 61<sup>st</sup> street and east side of Bentley Avenue. Each new home will be required to tap onto Village utilities. The sanitary sewer service would run on the north side of 61<sup>st</sup> Street in the Village ROW then south along Willowood Lane. No other subdivision improvements (curb, gutter, street lighting or public street) are proposed on these lots because the street and blocks exist.

### **Easements**

Section 9-7-03(B)(3) of the Village Code includes side and rear yard easement requirements for both interior and perimeter lots within a subdivision. Pursuant to the Subdivision Standards and Procedures, five-foot (5') interior side yard easements, ten-foot (10') peripheral side yard easements, and ten-foot (10') rear yard easements are required and are reflected in the proposed plat. Lots 3, 4, & 10 each have ten-foot (10') foot side yard easement for a future stormwater sewer. Lots 8 & 9 have fifteen-foot (15') rear yard easements for a future stormwater sewer.

### **Proposed Post-Construction Best Managements Practice (PCBMPs)**

According to the applicant's stormwater report, PCBMPs are being proposed in the form of a wetland bottom pond (naturalized plantings) located within the proposed storm water facility. The Village of Willowbrook requires storm water detention for the subject property. The basin has been sized in accordance with the DuPage County Storm Water Ordinance using an allowable release rate of 0.10 cfs/acre for the peak allowable 100-year discharge rate.

Approximately 10' of the eastern side of Lot 1 will not be able to drain to the storm water facility. This area amounts to 1,256 square feet. However, significantly more public right of way area will drain directly to the storm water facility thereby offsetting the undetailed area. Weir calculations for critical duration inflow to the pond from offsite areas will be evaluated as part of the final storm water design, and the weir will be designed to safely convey any offsite flows downstream.

The Village's stormwater engineer, Christopher B. Burke Engineering, has made a recommendation of approval for the preliminary subdivision plans with storm water easement and wetland area as proposed. Several comments pertaining to the plans must be addressed by the applicant before recommending and accepting the final plat of subdivision.

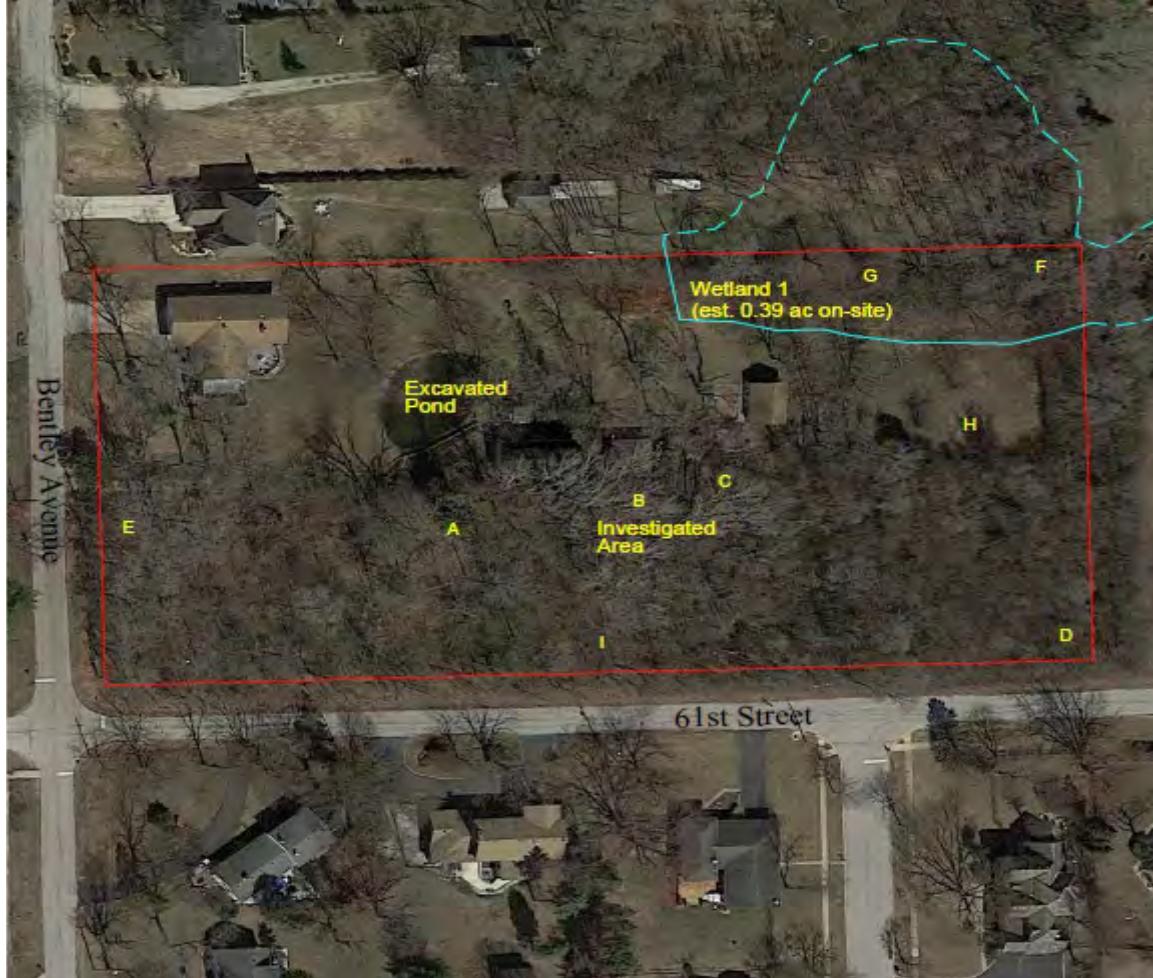
### **Wetlands/Storm Water Management**

A Wetland Delineation Report was prepared by Gary R. Weber Associates, Inc., dated February 20, 2023, and is included as **Attachment 11** of this report. One regulatory wetland was identified within the subject property in the northeastern corner of the property and a pond within the central portion of the study area. The approximate location of the wetland is indicated on **Exhibit 2** in the solid blue line. This area consists of a small corner of a larger wetland complex extending to the east and north of the subject property. The U.S. Fish and Wildlife Service (USFWS) National Wetland Inventory identifies this



area as a wooded wetland, and the DuPage County Wetland Map indicates the same to be regulatory. As this wetland is considered regulatory, a 50-foot buffer area is required around wetlands identified in DuPage County when developing a land plan. Lot 11 is a dedicated easement and stormwater area and cannot be built on.

**Exhibit 2: Approximate Wetland Location**



#### LEGEND

Study Area - 4.3 Acres	<span style="color: red;">—</span>	Sample Points A-I
Flagged Wetland Boundaries	<span style="color: cyan;">—</span>	
Off-site Wetland Boundaries (not flagged)	<span style="color: cyan;">—</span>	

#### Staff Recommendation

Staff has no objection to the proposed subdivision and zoning variance request. The subdivision request complies with the guidelines set forth in the Village's Comprehensive Plan and Village Unified Development Ordinance (UDO) regulations. The requested lot configurations should have no negative impacts on surrounding land uses.

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



1. The existing accessory structures located on 6031 Bentley Avenue property shall be relocated to Lot 10 or demolished prior to the recording of the plat. No principal or accessory structures shall be permitted on Lot 11.
2. The subdivider shall address all the preliminary plat of subdivision and wetland comments from the Christopher B. Burke Engineering letter dated February 20, 2023 revised February 24, 2023.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

Should the Plan Commission wish to support this request, the following variation should be specifically included:

Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage as Lot 11 is a proposed stormwater easement and wetland area.

Staff would also recommend reviewing the variation criteria included as **Attachment 1** of this report before considering acceptance.

### **Discussion at the April 5, 2023, Plan Commission Meeting**

The Plan Commission conducted a public hearing on this petition held at the April 5, 2023, meeting. The following members were in attendance: Chairman Kopp, Vice Chairman Wagner, Commissioners Kanaverskis, Kaczmarek, Kaucky, and Walec. Commissioner Baksay was absent. There were seven (7) members of the public that came forward with public comments/questions. The petitioners' attorney and engineer spoke on behalf of the applicant.

Chairman Kopp first raised the first question regarding stormwater detention and the wetland area. He asked the petition's engineer to explain and discuss how the stormwater detention system will work and address the concerns of the residents in attendance.

Vice Chairman Wagner discussed the rezoning of the properties to R-2 as part of the Village wide zoning code update. He stated that over 500 notice letters went out to residents whose zoning would be affected by the zoning code update and stated that the Village held multiple public hearings regarding the zoning code update process.

Commissioners Walec and Kanaverskis fully supported the subdivision proposal and stated that the subdivision will fit in well within the neighborhood, bring in new families who will support the Village businesses.

Director Krol explained to the property owner directly north of the proposed subdivision that the fifteen-foot-wide access drive to the stormwater easement was not over the property but reduced the side property line of the existing house but still being in compliance with the R-2 zoning setbacks.

Dan Lynch of Christopher B. Burke Engineering explained that the existing pond on site will be filled in and stated that he has approved the proposed grading and utility plan. He explained that DuPage County regulated the wetland area on the subject property and surrounding properties and this area cannot be built on and there is a 50-foot buffer.

Chairman Kopp believed that the proposed subdivision was consistent with the character of the neighborhood, the water issues were thoroughly investigated with a wetland delineation report, and any new



construction would need to comply with the DuPage County requirements. Chairman Kopp was in favor of allowing the major subdivision request with the requested variation to allow a lot with no frontage.

## **Motion**

The following sample motions were provided in the staff report for the Plan Commission:

**Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.**

The following motion made by commissioner Kaucky was seconded by Kanaverskis and approved unanimously, a 6-0 roll call vote of the members present:

**Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed Preliminary Plat for 6031-6037 Bentley Avenue, Willowbrook, Illinois for a major subdivision for a lot line adjustment to resubdivide two (2) single-family residential vacant parcels into eleven (11) parcels (ten single-family residential buildable lots and one stormwater and wetland easement lot) and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage.**

The Plan Commission recommended approval of the motion above however should the Village Board wish to support this request, Village staff also recommends including the conditions that the following be included:

1. The existing accessory structures located on 6031 Bentley Avenue property shall be relocated to Lot 10 or demolished prior to the recording of the plat. No principal or accessory structures shall be permitted on Lot 11.
2. The subdivider shall address all the preliminary plat of subdivision and wetland comments from the Christopher B. Burke Engineering letter dated February 20, 2023 revised February 24, 2023.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.



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<b>Documents Attached:</b>	Attachment 1: Findings of Fact Attachment 2: Public Hearing Notice (2 sheets) Attachment 3: Picture of Public Hearing sign (1 sheet) Attachment 4: Application (2 sheets) Attachment 5: Plat of Survey for existing parcels (11x17) Attachment 6: Preliminary Plat for Bentley Woods (11x17) Attachment 7: Preliminary Grading Plan (11x17) Attachment 8: Preliminary Utility Plan (11x17) Attachment 9: CBBEL Preliminary Plat and Wetland Study Review (3 sheets) Attachment 10: Preliminary Stormwater Management Report (17 sheets) Attachment 11: Wetland Delineation Report Bentley Ave and 61 <sup>st</sup> (63 sheets)
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Attachment 1  
Section 9-9-04 Variation Review Criteria (1 Sheet)

**(B) Variation Review Criteria.** The Plan Commission shall not recommend, and the Village Board shall not grant variations from the regulations of this UDO unless an affirmative findings of fact shall be made as to all of the review criteria established below, which findings of fact shall be based upon evidence provided by the applicant.

- (1) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.
- (2) The proposed variation will not merely serve as a convenience to the applicant but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations were carried out and which is not generally applicable to property within the same district.
- (3) The alleged hardship has not been created by any person presently having a proprietary interest in the premises.
- (4) The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.
- (5) The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.
- (6) The proposed variation will not alter the essential character of the locality.
- (7) The proposed variation is in harmony with the spirit and intent of this UDO.



Attachment 2  
Notice of Public Hearing (1 Sheet)

VILLAGE OF WILLOWBROOK  
NOTICE OF PUBLIC HEARING ZONING HEARING CASE NO. 2  
ADORDERNUMBER: 0001155402-01  
PO NUMBER: CASE NO. 23-01  
AMOUNT: 556.80  
NO OF AFFIDAVITS: 1

**Chicago Sun-Times  
Certificate of Publication**

State of Illinois - County of Cook

Chicago Sun-Times, does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Compiled Statute requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. 1874, P728 Sec 1, EFF. July 1, 1874. Amended by Laws 1959, P1494, EFF. July 17, 1959. Formerly Ill. Rev. Stat. 1991, CH100, Pl.

Note: Notice appeared in the following checked positions.

PUBLICATION DATE(S): 03/20/2023

Chicago Sun-Times

IN WITNESS WHEREOF, the undersigned, being duly authorized,  
has caused this Certificate to be signed

By

Robin Munoz

Manager | Recruitment & Legals

This 20th Day of March 2023 A.D.



**NOTICE OF PUBLIC HEARING  
ZONING HEARING CASE NO. 23-01**

NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 5th of April 2023 at the hour of 7:00 P.M. in the Village Boardroom, 835 Midway Drive, Willowbrook, IL 60527.

Due to the Covid-19 Pandemic, the Village will be utilizing a Zoom webinar. Member of the public can attend the meeting via Zoom Webinar by video or audio. If a member is using Zoom, please either use your phone or computer, not both. Internet address and access instructions will be provided on the Village of Willowbrook's Plan Commission website once available:

<https://us06web.zoom.us/j/9418635037?pwd=VEFxeXctS2bJL2NmVFNFErSzJ0UT09>

The purpose of this meeting and public hearing shall be to consider a petition requesting a review and recommendation regarding a Preliminary Plat of Subdivision for Bentley Woods Subdivision, 8031-6037 Bentley Avenue, Willowbrook, Illinois, for major subdivision to resubdivide two (2) parcels into an eleven (11) lot subdivision and approval of a variation from Section 9-11-11 "L" Definitions of the Village of Willowbrook Unified Development Ordinance (UDO) to allow a lot with no street frontage and consideration of other such relief, exceptions, and variations from Title 9 of the Village Unified Development Ordinance as are set forth in the petition, on the properties legally described as follows:

**PARCEL 1:**  
THE NORTH 1/2 OF LOT 13 IN CLARENDON HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST 1/4 SECTION 15, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT 163387, IN DUPAGE COUNTY, ILLINOIS.

**PARCEL 2:**  
THE SOUTH 1/2 OF LOT 13 (EXCEPT THE SOUTH 35.00 FEET THEREOF) IN CLARENDON HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST 1/4 SECTION 15, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT 163387, IN DUPAGE COUNTY, ILLINOIS COMMON ADDRESS: 8031 BENTLEY AVENUE - WILLOWBROOK, ILLINOIS

PINs: 09-15-402-010 and 09-15-402-011

The applicant for this petition is New Horizon Homes Builders, Inc. & MGZ Properties, LLC., 835 Midway, Willowbrook, Illinois.

Copies of the application and related documentation are on file in the office of Community Development, Village of Willowbrook, 835 Midway, Willowbrook, Illinois, and are available for public inspection. Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Michael Krol, Village of Willowbrook, 835 Midway, Willowbrook, IL 60527, or call (630) 920-2282, Monday through Friday, between 8:30 A.M. and 4:30 P.M. within a reasonable time before the meeting. Requests for sign language interpreters should be made a minimum of five working days in advance of the meeting.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. This hearing may be rescheduled to another date if not concluded on the evening scheduled.

Attn: Sean Halloran  
Village Administrator  
(630) 323-8215

Published in the March 20, 2023, edition of The Chicago Sun-Times Newspaper.  
3/20/2023 - #1155402



Attachment 3  
Picture of Public Hearing Sign posted on site





Attachment 4  
Application (2 sheets)



*Willowbrook*

835 Midway Drive  
Willowbrook, IL 60527-5594

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

APPLICATION FOR PLANNING REVIEW

NOV 3 0 2022

NAME OF PROJECT: BENTLEY WOODS

NAME OF APPLICANT(S): NEW HORIZON HOMES BUILDERS INC. & MGZ PROPERTIES LLC.

ADDRESS: 9.5.737 WILLIAM DR.

CITY, STATE, ZIP: WILLOWBROOK, IL 60527

TELEPHONE: 630-886-3927

FAX: \_\_\_\_\_

NAME OF PROPERTY OWNER(S): NEW HORIZON HOMES BUILDERS, INC & MGZ PROPERTIES LLC.

ADDRESS: 9.5.737 WILLIAM DR.

CITY, STATE, ZIP: WILLOWBROOK, IL 60527

TELEPHONE: 630-886-3927

FAX: \_\_\_\_\_

APPLICATION SUBMITTED FOR: (check all that apply)

Site Plan Review	<input checked="" type="checkbox"/>	Annexation	<input type="checkbox"/>
Preliminary Plat of Subdivision	<input checked="" type="checkbox"/>	Annexation Agreement	<input type="checkbox"/>
Final Plat Subdivision	<input type="checkbox"/>	Special Use Permit	<input type="checkbox"/>
Preliminary PUD	<input type="checkbox"/>	Map Amendment (Rezoning)	<input type="checkbox"/>
Final PUD	<input type="checkbox"/>	Text Amendment	<input type="checkbox"/>
		Variation	<input type="checkbox"/>

SITE INFORMATION:

COMMON ADDRESS OR DISTANCE IN FEET & DIRECTION OF SUBJECT PROPERTY FROM CLOSEST STREET INTERSECTION

BENTLEY & B1 ST: 8031 BENTLEY AND 8037 BENTLEY (4.2ACRS.COMB.)

PERMANENT INDEX NUMBER(S) (PIN #) OF SUBJECT PROPERTY: \_\_\_\_\_

LEGAL DESCRIPTION: ATTACH LEGAL DESCRIPTION TYPED ON SEPARATE 8.5 X 11" PAGE(S) AND SUBMIT A DIGITAL COPY

AREA OF SUBJECT PROPERTY IN ACRES: 4.2

CURRENT ZONING CLASSIFICATION OF SUBJECT PROPERTY: R-1 AND R-1A

CURRENT USE OF SUBJECT PROPERTY: PARCEL 8037 VACANT, WOODED AND 8031 WITH SINGLE FAMILY RES.

PROPOSED ZONING CLASSIFICATION OF SUBJECT PROPERTY: \_\_\_\_\_

PROPOSED USE OF SUBJECT PROPERTY: COOMBINE AND SUBDIVIDED FOR 10 LOTS IN R-2 ZONING

PROPOSED IMPROVEMENTS TO SUBJECT PROPERTY: REFURBISH EXISTING HOME ON 8031 BENTLEY, CONECT REMAINIG LOTS ON FLAG CREEK SANITARY DISTRICT EXISTING LINES AND CONECT ON VILLAGE OF WILLOBROOK WATER SERVICE



NORTH OF SITE RES.HOME.R-1

SOUTH OF SITE 61 ST.ST

EAST OF SITE RES.HOME R-2

WEST OF SITE BETLEY RD.

**UTILITIES - PROVIDE INFORMATION ON LOCATION, SIZE AND OWNERSHIP OF UTILITIES**

**WATER**

LOCATION: ON BENTLEY,EAST SIDE SIZE:

OWNERSHIP: VILLAGE OF WILLOWBROOK

**SANITARY SEWER**

LOCATION: ON BENTLEY WEST SIDE,AND 61ST.ST.SOUTH SIDE SIZE: 8"

OWNERSHIP: FLAG CREEK SANITARY DISTRICT

**STORM SEWER**

LOCATION: SIZE:

**SCHOOL DISTRICT - INDICATE WHICH SCHOOL DISTRICT SERVES THE SUBJECT REALTY**

ELEMENTARY SCHOOL DISTRICT: 60

JUNIOR HIGH SCHOOL DISTRICT: 60

HIGH SCHOOL DISTRICT: 86

**FIRE DISTRICT - INDICATE WHICH FIRE DISTRICT SERVES THE SUBJECT REALTY**

FIRE DISTRICT: TRI STATE

DISTANCE TO FIRE STATION:

**CONSULTANTS**

NAME OF ATTORNEY OR AGENT: THOMAS OSTERBERGER 111N. OTTAWA ST. JOLIET, ILLINOIS

ADDRESS: CITY, STATE, ZIP:

E-mail: tosterberger@kgllc.com Office Phone: 815-727-4511 Cell:

NAME OF ENGINEER: DESIGNTECH ENGINEERING, INC. 9930 W. 190TH. ST SUITE L. MOKENA, IL. 60448

ADDRESS: CITY, STATE, ZIP:

E-mail: sschreiner@dtekcorp.com Office Phone: 708-326-4961 Cell: 708-906-3473

NAME OF ARCHITECT: N/A

ADDRESS: CITY, STATE, ZIP:

E-mail: Office Phone: Cell:

NAME OF LANDSCAPE ARCHITECT: N/A

ADDRESS: CITY, STATE, ZIP:

E-mail: Office Phone: Cell:

With the submittal of this application, I hereby request that the Mayor and Board of Trustees of the Village of Willowbrook grant approval of this application and/or development as described in the attached documents and specifications, and do hereby certify that all information contained in this application and accompanying documents is true and correct to the best of my knowledge. I also permit entrance on the Subject Property by Village officials for the purpose of inspections related to this request.

Signature of Property Owner(s):

Date: 11-23-2022

Printed Name:

JOHN JURINEK & MICHAEL ZAMBON

11-23-2022

*John Jurnek*



**Attachment 5**  
**Plat of Survey for existing parcels (11x17)**

*NELSON SURVEYORS, LLC.*

PLAT OF SURVEY

PARCEL 1: THE NORTH 1/2 OF LOT 13 IN CLARENCE HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT #163557, IN DUKE COUNTY, ILLINOIS.  
PARCEL 2: THE SOUTH 1/2 OF LOT 13 (EXCEPT THE SOUTH 300 FEET THEREOF) IN CLARENCE HILLS ACRES ESTATES, BEING A SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 7, 1923 AS DOCUMENT #163557, IN DUKE COUNTY, ILLINOIS.

COMMON ADDRESS: 6031 BENTLEY AVENUE

LOT 5

ELSON SURVEYORS, LLC  
418 S. CASS AVENUE  
ST. MONT, ILLINOIS 60559  
ELSONSURVEYORSLLC.COM  
(708) 435-8520 OFFICE  
(708) 435-8529 FAX

CLARINGTON HILLS ACRES ESTATES = S900000W (ASSUMED)  
DRAFTS UP GEOMARSH = THE SOUTH LINE OF LOT 13 IN

LEGEND

- MONUMENT FOUND
- MONUMENT SET
- (50') REAR DIMENSION
- PERIMETER
- DE DRAINAGE EASMENT
- CR CONCRETE POUR

100	100	100
100	100	100
100	100	100

7500 54

- FOUND 1/2" IRON PIPE 204' ADAPT  
9 1/2" DIA.

ALLAN ALIONI LAW  
JULY 11, 2018  
WITNESS BY: MR.  
FBI BY/PG: 87/33

689/45 Second

REFUGEE  
THIS CAMP HAS BEEN FORTIFIED AND GUARDED WELL.  
ALL DISTANCES ARE IN FEET AND METRIC PAPER DRAFTS.  
BUILDINGS AND DISTANCES ARE SHOWN ONLY WHERE THEY ARE  
AS DESCRIBED IN THE MAP. SHOWN ARE THE LOCAL INHABITANTS  
BUILDINGS AND ACCOMMODATIONS AT EIGHT HUNDRED EIGHT HUNDRED  
OR SEVEN POINT FIVE FEET.  
CAMP HAS BEEN ADDED FOR ADDITIONAL SHELTER AND  
INSTRUCTION. NEW SCHOOL BUILDING COMPLETED ON FORTY POINT FIVE  
ACRES AND BUILT BY INHABITANTS AT COST  
IN SEVEN POINT FIVE FEET. ACCOMMODATIONS ARE SHOWN

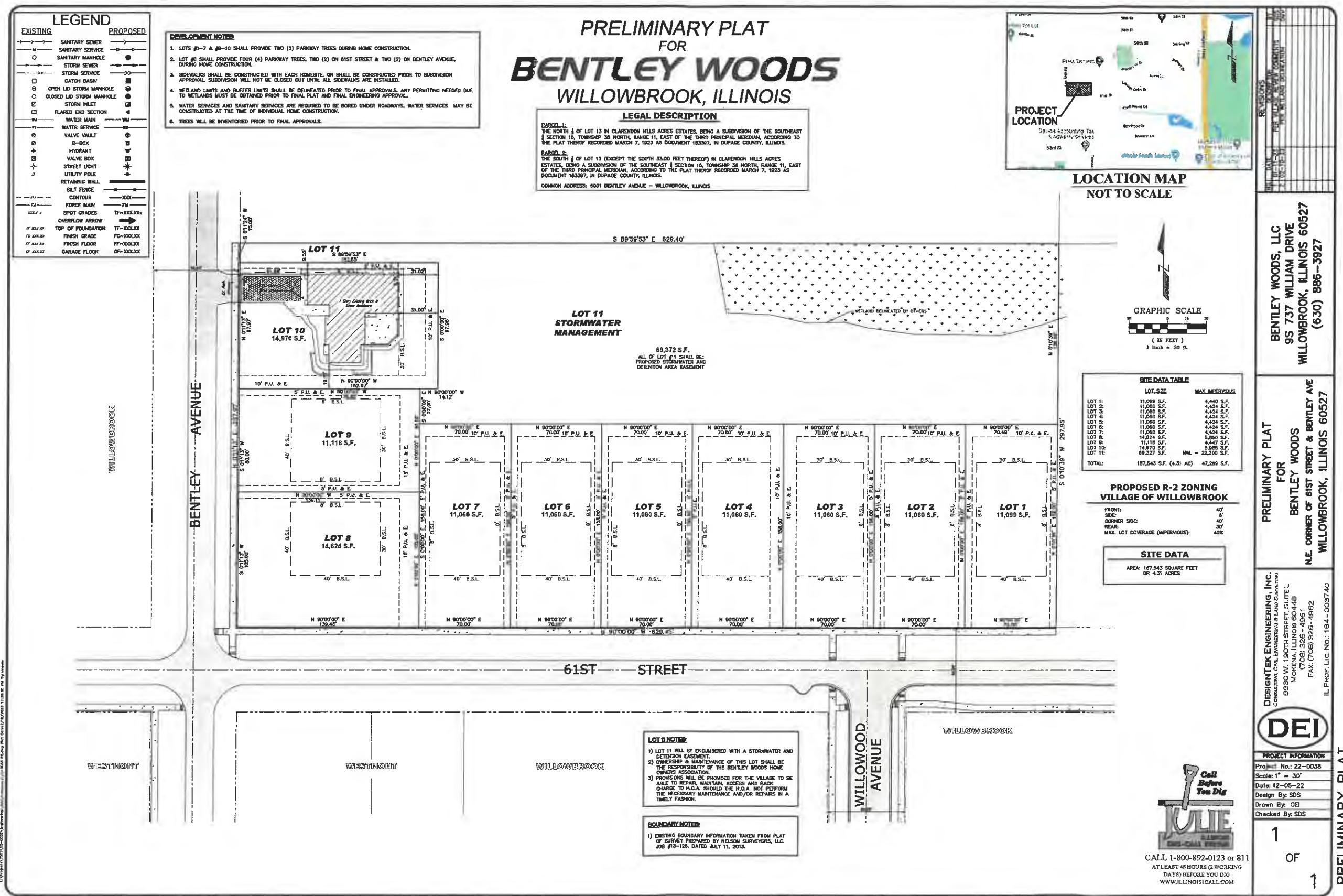
MY LICENSE EXPIRES NOVEMBER 30, 2014

STATE OF ILLINOIS, )  
CLERK OF SUCCESSION, )  
 )  
 A HEREBY CERTIFY THAT I HAVE REVIEWED THE PROPOSED SUCCESSION  
AGREEMENT AND THAT THE PLAIN LANGUAGE IS A FAIR AND REASONABLE  
AGREEMENT WHICH HAS BEEN DRAFTED AND DRAWN UP IN THE STANDARDS  
AS TO SUCCESSION PAPERWORK.  
 )  
 THAT THIS PROFESSIONAL LEGALY CERTIFICATE TO THE GENTLEMEN ILLINOIS  
SUCCESSION STANDARDS FOR A PROFESSIONAL SERVICE.  
 )  
 ESTATEH, )  
 JULY 14, 2013  
 )  
 )  
 ALLEGED PROFESSIONALS AND WITNESSES ARE AS  
PROFESSIONAL NAMES FILED WITH CLERK OF SUCCESSION, ILLINOIS 04/20/2015



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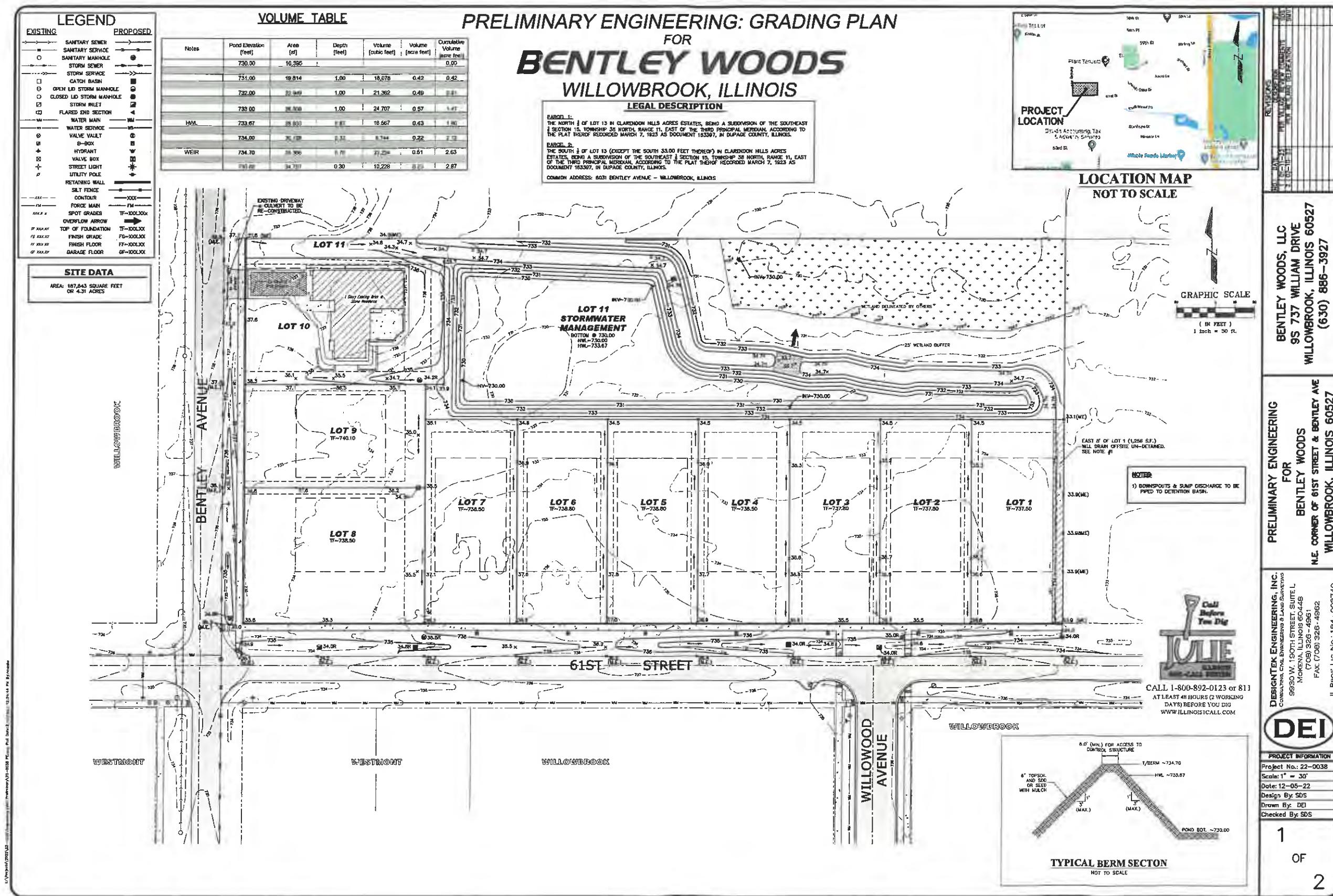
**Attachment 6:**  
**Preliminary Plat for Bentley Woods (11x17)**





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**Attachment 7:**  
**Preliminary Grading Plan for Bentley Woods (11x17)**



PRELIMINARY ENGINEERING: GRADING PLAN



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**Attachment 8:**  
**Preliminary Grading Plan for Bentley Woods (11x17)**





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**Attachment 9:**  
**CBBEL Preliminary Plat and Wetland Study Review (3 sheets)**



## CHRISTOPHER B. BURKE ENGINEERING, LTD.

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

February 20, 2023  
Revised February 24, 2023

Village of Willowbrook  
835 Midway Drive  
Willowbrook, IL 60527

Attention: Mike Krol

Subject: Bentley Woods Subdivision – 61<sup>st</sup> and Bentley  
(CBBEL Project No. 900144.H242)

Dear Mike:

As requested in your email dated February 10, 2023, we have reviewed the Preliminary Plat of Subdivision and supporting documents for the above project prepared by DesignTek Engineering, Inc. and dated February 10, 2023. Documents were reviewed for compliance with the Unified Development Code (UDC), which we understand to be pending adoption by the Village Board. The following comments shall be addressed before we can recommend approval:

### **Preliminary Plat of Subdivision**

The following items shall be addressed before we can recommend approval:

1. An on-site wetland delineation was recently conducted and verified by representatives of our office. They have confirmed that what is now shown appears to be accurate, and we presume that the wetland boundary shown has been surveyed for accuracy. A wetland delineation report has now been submitted and although we have some comments which must be addressed as part of final engineering, we do not foresee that any changes to the site plan will be required as a result of these comments. The comments are attached to this letter in a separate memorandum.
2. Section 9-7-03.B.5 Natural Environmental Features provides that consideration be given to protecting natural environmental features such as trees. No indication is given as to the size and species of the mature trees on the property and if any are intended to be preserved. We will defer to staff on if additional requirements will be applied.

### **Preliminary Engineering Plan**

The following items shall be addressed before we can recommend approval:

1. The applicant is proposing extending new sanitary sewer to serve Lots 1 through 7 along 61<sup>st</sup> Street, then south along Willowood Lane to connect to an existing sewer. Preliminary plans should be submitted to the sanitary district for comment.
2. This land is likely tributary to the 59<sup>th</sup> Street storm sewer which has a more restrictive release rate under the Village stormwater code (Sect. 4-2-29.5. The allowable release rate is 0.07 cfs/acre. This will not likely have a substantial effect on the final design. A

complete Stormwater Submittal, as required by the Du Page County Stormwater Ordinance, will be required with final engineering.

3. Section 9-7-04.D.3 only requires street trees to be provided on new subdivision streets. We suggest that street trees be also be required along the frontages of Bentley Avenue and 61<sup>st</sup> Street.

Please feel free to contact me should you have any questions.

Sincerely,

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

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

**MEMORANDUM**

February 21, 2023

To: Dan Lynch - CBBEL

From: Jedd Anderson - CBBEL

Subject: Bentley Woods Wetland and Buffer Review #1  
Willowbrook, DuPage County, IL  
(CBBEL Project No.900144.0H242)

As requested, Christopher B. Burke Engineering, Ltd. (CBBEL) has completed an initial review of the proposed Bentley Woods subdivision. I have the following comments.

1. We received a copy of the Gary R. Weber & Associates Wetland Delineation Report, dated February 20, 2023. We concur with the report and the delineated wetland boundaries.
2. No formal wetland and buffer submittal was provided for review. A formal wetland and buffer submittal will be required. The wetland and buffer submittal must include an evaluation of indirect hydrologic and hydraulic impacts to the preserved wetland and buffer areas.
3. No landscaping plan was provided for the stormwater management basin or wetland buffer.
4. If native plantings are proposed on site, a native vegetation maintenance and monitoring plan must be provided covering the short-term establishment period, and long-term maintenance and monitoring of the site in perpetuity.
5. Based on the preliminary plat, the stormwater management area, preserved wetland and buffer will be in an outlot. We assume this outlot will be owned by a homeowner's association. We recommend that the Village establish a dormant Special Service Area (SSA) over the subdivision to fund required maintenance and monitoring of the basin, native vegetation, and wetland and wetland buffer, which would be activated if the homeowners associations fails to fund and complete the required annual maintenance and monitoring.
6. The plans indicate that the onsite excavated pond will be filled. The applicant must submit and have approved and exemption for this area, or the area may fall under the wetland provisions of the ordinance and will need to go through the normal permit review process.
  - a. We recommend that the applicant obtain a jurisdictional determination from the Corps of Engineers regarding the pond, to determine if the pond will be regulated by that agency.
7. No soil erosion and sediment control plans were provided.



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**Attachment 10:**  
**Preliminary Stormwater Management Report (17 sheets)**



**DESIGNTEK ENGINEERING, INC.**  
CONSULTING AND SITE DESIGN ENGINEERS  
9930 W. 190TH STREET, SUITE L  
MOKENA, ILLINOIS 60448  
PHONE: (708) 326-4961  
FAX: (708) 326-4962

# PRELIMINARY STORMWATER MANAGEMENT REPORT

**VILLAGE OF WILLOWBROOK  
SUBMITTAL #2  
FOR:**

**BENTLEY WOODS  
WILLOWBROOK, ILLINOIS**

**Prepared For:**  
**Bentley Woods LLC**  
**9 S 737 William Drive**  
**Willowbrook, Illinois 60527**  
**(630) 886-3927**



**January 10, 2023**  
**Revised February 10, 2023**

# **TABLE OF CONTENTS**

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## **Summary**

### **Pond CN=83:**

#### **Proposed Stage Discharge Table- Pond**

#### **Proposed Stage Storage Table- Pond**

#### **Curve Number Determination – Site**

#### **Tc Calculations – 10 Minutes Used for Preliminary**

#### **TR20 Input – Detention Model for Pond**

#### **TR20 Output – Detention Model for Pond**

## **SUMMARY**

---

Bentley Woods is a 4.31-acre parcel in total area, that will be subdivided into 10 buildable single-family lots and one storm water management lot (Lot 11). Storm water management detention and PCBMP's are required due to 25,000 square foot and 2,500 square feet, respectively, of new impervious surfaces being created as part of this subdivision.

The proposed scope of the project includes 10 single family lots and 1 lot for storm water management. The project is located north side of 61<sup>st</sup> Street and east of Bentley Avenue. There will be one storm water management facilities that provides detention as well as meeting the PCBMP requirements of the DuPage County storm water code through the naturalized plantings of the basin.

FIRM maps indicate that no regulatory floodplain exists on the site or immediately adjacent to the site. DuPage County maps indicate that possible wetlands exist along the northern property line toward the eastern third of the site. These wetlands have been delineated and the surveyed limits are shown on the plans. The detention facility has been relocated such that encroachment into the wetland buffer is 50% or less of the 50' buffer.

### **VOLUME CONTROL:**

PCBMP's are being proposed in the form of a wetland bottom pond (naturalized plantings) located within the proposed storm water facility.

### **STORM WATER STORAGE:**

The Village of Willowbrook requires storm water detention for the subject property. The basin has been sized in accordance with the DuPage County Storm Water Ordinance using an allowable release rate of 0.10 cfs/acre for the peak allowable 100-year discharge rate.

Offsite areas appear to be minimal and have not been considered with the preliminary design. Approximately 10' of the eastern side of Lot 1 will not be able to drain to the storm water facility. This area amounts to 1,256 square feet. However, significantly more public right of way area will drain directly to the storm water facility thereby offsetting the undrained area. Weir calculations for critical duration inflow to the pond from offsite areas will be evaluated as part of the final storm water design, and the weir will be designed to safely convey any offsite flows downstream.

The Pond requires storage in the amount of 1.90 Ac-Ft (using TR20 Hydrologic modelling). The plans note the HWL to be 733.67, which meets the 1.90 Ac-Ft storage volume. The pond is designed to hold 1.92 Ac-Ft of volume at a weir elevation of 733.70. The pond has an allowable discharge rate of 0.43 cfs. At the calculated HWL the pond will release 0.43 cfs. A 2.91-inch restrictor is being proposed using a sharp edge plate with a "c" coefficient of 0.61.

Attached within the report are CN tables and Time of Concentration calculations. CN calculations were based on all lots being constructed using the largest lot coverage allowed of

40%. Driveway pavements, sidewalks and patio areas have been included. In addition, the pond bottom (NWL) was assumed to be impervious.

**STORM SEWER:**

The onsite storm sewer shown will be sized during final engineering. Storm sewer sizing will be analyzed using the rational method with Bulletin 75 rainfall data. Five (5) minute minimum time of concentrations were used for all storm sewer calculations. The rational method spreadsheets will be setup for the 10-year storm event and piping will be sized accordingly. The design will then be copied, and all flow rates will be adjusted to the 100-year storm event to evaluate any possible overland flows above what the storm sewer can handle. Maximum overland flows (flows that exceed the pipe capacity) will be reviewed to determine if pipe sizes need to be increased, or the difference in flow rate will be routed through overland flow weirs with depth of flow determinations calculated.

A “c” coefficient will be determined based on all areas tributary to the storm sewer system. All storm sewer sizing calculations will be based on a starting Tc of 5 Minutes.

## **DETENTION ANALYSIS – TR20 HYDRAULIC MODELS:**

TR20 Hydrograph Method

## POND STAGE - STORAGE - DISCHARGE TABLES

**Bentley Woods**

**DEI Project No. 22-0038**

Date: 12/05/22

Revised: 02/10/23

**1) Tributary Areas:**

Onsite Tributary Area:	4.31	acres	=	0.0067	square miles
Offsite Tributary Area:	0.10	acres	=	0.0002	square miles
<b>Total Tributary Area:</b>	<b>4.41</b>	acres	=	<b>0.0069</b>	square miles

**2) Curve Numbers:** See attached Worksheet 2 for each area.

**3) Time of Concentration:** See attached Worksheet 3 for each area.

**4) Proposed Discharge:**

Notes	Elevation	100-yr Orifice Flow (cfs)	2-yr Orifice Flow (cfs)	Weir Flow (cfs)	Total Flow (cfs)
Orifice Invert	730.00	0.00	0.00		0.00
	730.50	0.16	0.00		0.16
	731.00	0.23	0.00		0.23
	732.00	0.32	0.00		0.32
HWL	733.00	0.39	0.00		0.39
WEIR	733.67	0.43	0.00	0.00	0.43
WEIR	733.70	0.43	0.00	0.00	0.43
	734.00	0.45	0.00	9.86	10.31
	734.70	0.49	0.00	60.00	60.49

Allowable Release Rates:

2-year =	<b>0.17</b>	cfs (at 0.04 cfs / acre)
100-year =	<b>0.43</b>	cfs (at 0.10 cfs / acre)
Unrestricted 100yr-24hr =	<b>0</b>	cfs
Allowable Release after reduction =	<b>0.43</b>	cfs

Orifice Flow (2-year)

C =	0.61		Invert of Orifice =	
Dia.=	0.0000	inches	nterline of Orifice =	0.00
Area =	0.000	sq. feet		

Orifice Flow (100-year)

C =	0.61		Invert of Orifice =	730.00
Dia.=	2.9100	inches	nterline of Orifice =	730.12
Area =	0.046	sq. feet		

Weir Flow (rectangular):

C =	3.0	
Length =	20	feet
Elevation =	<b>733.70</b>	

5) Pond Storage:

Notes	Pond Elevation [feet]	Area [sf]	Depth [feet]	Volume [cubic feet]	Volume [acre feet]	Cumulative Volume [acre feet]
	730.00	16,395				0.00
	731.00	19,814	1.00	18,078	0.42	0.42
	732.00	22,949	1.00	21,362	0.49	0.91
	733.00	26,508	1.00	24,707	0.57	1.47
HWL	733.67	28,933	0.67	18,567	0.43	1.90
	734.00	30,128	0.33	9,744	0.22	2.12
WEIR	734.70	33,396	0.70	22,224	0.51	2.63
	735.00	34,797	0.30	10,228	0.23	2.87

## COMPOSITE RUNOFF CURVE NUMBER (CN)

PROJECT: Bentley Avenue & 61st Street PERMIT NUMBER: \_\_\_\_\_

LOCATION: Willowbrook DATE: 12/1/2022

### TYPE OF AREA (SELECT WITH DROP-DOWN)

DETAINED AREA       MAJOR STORMWATER SYSTEM  
 UNRESTRICTED AREA       OTHER:  
 UPSTREAM AREA

### CONDITION (SELECT WITH DROP-DOWN)

PROPOSED CONDITION       EXISTING CONDITION

### RUNOFF CURVE NUMBER

Surface Description	Hydrologic Soil Group (HSG)	CN	Area (acres)	Product (CN)(Area)
NWL Pond	C	100	0.51	51.00
Pervious	C	74	2.69	199.06
Impervious (Bldgs/Pvmt)		98	1.11	108.78

TOTALS: 

4.31	358.84

### COMPOSITE RUNOFF CURVE NUMBER

$$\text{Composite CN} = \frac{\text{Total Product}}{\text{Total Area}} = \frac{\boxed{358.84}}{\boxed{4.31}} \rightarrow \text{Composite CN} = \boxed{83.26}$$

```
*****
*          * TR 20 S/N   :
*          * HMVersion   : 3.40
*          TR 20          * Date      : 2/08/**      *
*          * Time       : 9:56:38      *
*          Project Formulation Hydrology * Input file : pond1.t20      *
*          * Output file : pond1.out      *
*          *          *      *
*          *          *      *
*****
```

## BENTLEY WOODS

### PRELIMINARY STORM WATER DETNTION ANALYSIS FEBRUARY 10, 2023

```
xxxxxx  xxxx  xxxx  xxxx
x  x  x  x  x  x  xx
x  x  x  x  x  x  xx
x  xxxx  x  x  x  x  x
x  x  x  x  x  x  x
x  x  x  x  x  xx  x
x  x  x  xxxx  xxxx
```

```
::::::::::
::::::::::
:::   Full Microcomputer Implementation   :::
:::           by           :::
:::           Haestad Methods, Inc.   :::
:::           :::
::::::::::
::::::::::
```

37 Brookside Road \* Waterbury, Connecticut 06708 \* (203) 755-1666

## \*\*\*\*\*80-80 LIST OF INPUT DATA FOR TR-20 HYDROLOGY\*\*\*\*\*

JOB TR-20  
 TITLE Bentley Woods - Detention Pond Sizing  
 TITLE File: L:\TR20\22-0038\Pond1.T20  
 SUMMARY NOPLOTS  
 5 RAINFL 6 0.04167  
 8 0.00 0.0836 0.1773 0.2811 0.3833 Huff  
 8 0.4745 0.5550 0.6225 0.6722 0.7082 1st  
 8 0.7417 0.7697 0.7981 0.8255 0.8518 Quart.  
 8 0.8740 0.8947 0.9117 0.9270 0.9403  
 8 0.9536 0.9656 0.9774 0.9885 1.00  
 9 ENDtbl  
 5 RAINFL 7 0.04167  
 8 0.00 0.0229 0.0482 0.0778 0.1133 Huff  
 8 0.1579 0.2139 0.2841 0.3644 0.4529 2nd  
 8 0.5435 0.6238 0.6976 0.7548 0.8038 Quart.  
 8 0.8470 0.8781 0.9022 0.9217 0.9381  
 8 0.9529 0.9657 0.9774 0.9884 1.00  
 9 ENDtbl  
 5 RAINFL 8 0.04167  
 8 0.00 0.0205 0.0431 0.0667 0.0912 Huff  
 8 0.1171 0.1436 0.1691 0.1964 0.2278 3rd  
 8 0.2633 0.3093 0.3635 0.4392 0.5211 Quart.  
 8 0.6102 0.6989 0.7819 0.8492 0.8974  
 8 0.9311 0.9534 0.9706 0.9856 1.00  
 9 ENDtbl  
 5 RAINFL 9 0.04167  
 8 0.00 0.0231 0.0479 0.0712 0.0978 Huff  
 8 0.1253 0.1523 0.1791 0.2033 0.2283 4th  
 8 0.2541 0.2835 0.3125 0.3390 0.3633 Quart.  
 8 0.3861 0.4124 0.4508 0.5129 0.5931  
 8 0.6919 0.8005 0.8971 0.9604 1.00  
 9 ENDtbl  
 3 STRUCT 01  
 8 730.00 0.000 0.00  
 8 731.00 0.226 0.42  
 8 732.00 0.32 0.91  
 8 733.00 0.392 1.47  
 8 733.70 0.435 1.92  
 8 734.00 10.311 2.12  
 8 734.70 60.49 2.63  
 9 ENDtbl  
 6 RUNOFF 1 001 1 0.00673 83 0.171 1 1 1 1 Site  
 6 RESVOR 2 01 1 2 730.00 1 1 1 1 1 Pond  
 ENDATA  
 7 LIST  
 7 INCREM 6 0.5  
 7 COMPUT 7 001 01 1.30 1.06 2 01 01 1yr-1hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 1.61 2.06 2 02 01 1yr-2hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 1.77 3.06 2 03 01 1yr-3hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.08 6.06 2 06 01 1yr-6hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.41 12.07 2 12 01 1yr-12hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.77 24.08 2 24 01 1yr-24hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.04 48.09 2 48 01 1yr-48hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 1.57 1.06 2 01 02 2yr-1hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 1.94 2.06 2 02 02 2yr-2hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.14 3.06 2 03 02 2yr-3hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.51 6.06 2 06 02 2yr-6hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.91 12.07 2 12 02 2yr-12hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.34 24.08 2 24 02 2yr-24hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.66 48.09 2 48 02 2yr-48hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.02 1.06 2 01 05 5yr-1hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.49 2.06 2 02 05 5yr-2hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.75 3.06 2 03 05 5yr-3hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.23 6.06 2 06 05 5yr-6hr  
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 ENDCMP 1  
 7 COMPUT 7 001 01 4.71 48.09 2 48 05 5yr-48hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.42 1.06 2 01 10 10yr-1hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 2.99 2.06 2 02 10 10yr-2hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.30 3.06 2 03 10 10yr-3hr  
 ENDCMP 1  
 7 COMPUT 7 001 01 3.86 6.06 2 06 10 10yr-6hr

\*\*\*\*\*END OF 80-80 LIST\*\*\*\*\*

COMPUTER PROGRAM FOR PROJECT FORMULATION - HYDROLOGY USER NOTES

THE USERS MANUAL FOR THIS PROGRAM IS THE MAY 1982 DRAFT OF TR-20. CHANGES FROM THE 2/14/74 VERSION INCLUDE:

REACH ROUTING - THE MODIFIED ATT-KIN ROUTING PROCEDURE REPLACES THE CONVEX METHOD. INPUT DATA PREPARED FOR PREVIOUS PROGRAM VERSIONS USING CONVEX ROUTING COEFFICIENTS WILL NOT RUN ON THIS VERSION.

THE PREFERRED TYPE OF DATA ENTRY IS CROSS SECTION DATA REPRESENTATIVE OF A REACH. IT IS RECOMMENDED THAT THE OPTIONAL CROSS SECTION DISCHARGE-AREA PLOTS BE OBTAINED WHENEVER NEW CROSS SECTION DATA IS ENTERED. THE PLOTS SHOULD BE CHECKED FOR REASONABLENESS AND ADEQUACY OF INPUT DATA FOR THE COMPUTATION OF "M" VALUES USED IN THE ROUTING PROCEDURE.

GUIDELINES FOR DETERMINING OR ANALYZING REACH LENGTHS AND COEFFICIENTS (X,M) ARE AVAILABLE IN THE USERS MANUAL. SUMMARY TABLE 2 DISPLAYS REACH ROUTING RESULTS AND ROUTING PARAMETERS FOR COMPARISON AND CHECKING.

HYDROGRAPH GENERATION - THE PROCEDURE TO CALCULATE THE INTERNAL TIME INCREMENT AND PEAK TIME OF THE UNIT HYDROGRAPH HAVE BEEN IMPROVED. PEAK DISCHARGES AND TIMES MAY DIFFER FROM THE PREVIOUS VERSION. OUTPUT HYDROGRAPHS ARE STILL INTERPOLATED, PRINTED, AND ROUTED AT THE USER SELECTED MAIN TIME INCREMENT.

INTERMEDIATE PEAKS - METHOD ADDED TO PROVIDE DISCHARGES AT INTERMEDIATE POINTS WITHIN REACHES WITHOUT ROUTING.

OTHER - THIS VERSION CONTAINS SOME ADDITIONS TO THE INPUT AND NUMEROUS MODIFICATIONS TO THE OUTPUT. USER OPTIONS HAVE BEEN MODIFIED AND AUGMENTED ON THE JOB RECORD, RAINTABLES ADDED, ERROR AND WARNING MESSAGES EXPANDED, AND THE SUMMARY TABLES COMPLETELY REVISED. THE HOLDOUT OPTION IS NOT OPERATIONAL AT THIS TIME.

PROGRAM QUESTIONS OR PROBLEMS SHOULD BE DIRECTED TO HYDRAULIC ENGINEERS AT THE SCS NATIONAL TECHNICAL CENTERS:

CHESTER, PA (NORTHEAST) -- 215-499-3933, FORT WORTH, TX (SOUTH) -- 334-5242 (FTS)  
LINCOLN, NB (MIDWEST) -- 541-5318 (FTS), PORTLAND, OR (WEST) -- 423-4099 (FTS)  
OR HYDROLOGY UNIT, ENGINEERING DIVISION, LANHAM, MD -- 436-7383 (FTS).

PROGRAM CHANGES SINCE MAY 1982:

12/17/82 - CORRECT PEAK RATE FACTOR FOR USER ENTERED DIMHYD  
CORRECT REACH ROUTING PEAK TRAVEL TIME PRINTED WITH FULLPRINT OPTION

5/02/83 - CORRECT COMPUTATIONS FOR ---

1. DIVISION OF BASEFLOW IN DIVERT OPERATION
2. HYDROGRAPH VOLUME SPLIT BETWEEN BASEFLOW AND ABOVE BASEFLOW
3. CROSS SECTION DATA PLOTTING POSITION
4. INTERMEDIATE PEAK WHEN "FROM" AREA IS LARGER THAN "THRU" AREA
5. STORAGE ROUTED REACH TRAVEL TIME FOR MULTipeak HYDROGRAPH
6. ORDERING "FLOW-FREQ" FILE FROM SUMMARY TABLE #3 DATA
7. BASEFLOW ENTERED WITH READHYD
8. LOW FLOW SPLIT DURING DIVERT PROCEDURE #2 WHEN SECTION RATINGS START AT DIFFERENT ELEVATIONS

ENHANCEMENTS ---

1. REPLACE USER MANUAL ERROR CODES (PAGE 4-9 TO 4-11) WITH MESSAGES
2. LABEL OUTPUT HYDROGRAPH FILES WITH CROSS SECTION/STRUCTURE, ALTERNATE AND STORM NO'S

09/01/83 - CORRECT INPUT AND OUTPUT ERRORS FOR INTERMEDIATE PEAKS

CORRECT COMBINATION OF RATING TABLES FOR DIVERT

CHECK REACH ROUTING PARAMETERS FOR ACCEPTABLE LIMITS

ELIMINATE MINIMUM REACH TRAVEL TIME WHEN ATT-KIN COEFFICIENT EQUALS ONE

## LISTING OF CURRENT DATA

STRUCT	STRUCT NO.	ELEVATION	DISCHARGE	STORAGE
--------	------------	-----------	-----------	---------

3	STRUCT 1			
8		730.00	.00	.00
8		731.00	.23	.42
8		732.00	.32	.91
8		733.00	.39	1.47
8		733.70	.44	1.92
8		734.00	10.31	2.12
8		734.70	60.49	2.63

9 ENDTBL

4	DIMHYD	TIME INCREMENT
---	--------	----------------

4	DIMHYD	.0200				
8		.0000	.0300	.1000	.1900	.3100
8		.4700	.6600	.8200	.9300	.9900
8		1.0000	.9900	.9300	.8600	.7800
8		.6800	.5600	.4600	.3900	.3300
8		.2800	.2410	.2070	.1740	.1470
8		.1260	.1070	.0910	.0770	.0660
8		.0550	.0470	.0400	.0340	.0290
8		.0250	.0210	.0180	.0150	.0130
8		.0110	.0090	.0080	.0070	.0060
8		.0050	.0040	.0030	.0020	.0010
8		.0000	.0000	.0000	.0000	.0000

9 ENDTBL

COMPUTED PEAK RATE FACTOR = 484.00

5	RAINF1	TIME INCREMENT
---	--------	----------------

5	RAINF1 1	.5000				
8		.0000	.0080	.0170	.0260	.0350
8		.0450	.0550	.0650	.0760	.0870
8		.0990	.1120	.1260	.1400	.1560
8		.1740	.1940	.2190	.2540	.3030
8		.5150	.5830	.6240	.6550	.6820
8		.7060	.7280	.7480	.7660	.7830
8		.7990	.8150	.8300	.8440	.8570
8		.8700	.8820	.8930	.9050	.9160
8		.9260	.9360	.9460	.9560	.9650
8		.9740	.9830	.9920	1.0000	1.0000

9 ENDTBL

5	RAINF2	TIME INCREMENT
---	--------	----------------

5	RAINF2 2	.2500				
8		.0000	.0020	.0050	.0080	.0110
8		.0140	.0170	.0200	.0230	.0260
8		.0290	.0320	.0350	.0380	.0410
8		.0440	.0480	.0520	.0560	.0600
8		.0640	.0680	.0720	.0760	.0800
8		.0850	.0900	.0950	.1000	.1050
8		.1100	.1150	.1200	.1260	.1330
8		.1400	.1470	.1550	.1630	.1720
8		.1810	.1910	.2030	.2180	.2360
8		.2570	.2830	.3870	.6630	.7070
8		.7350	.7580	.7760	.7910	.8040
8		.8150	.8250	.8340	.8420	.8490
8		.8560	.8630	.8690	.8750	.8810
8		.8870	.8930	.8980	.9030	.9080
8		.9130	.9180	.9220	.9260	.9300
8		.9340	.9380	.9420	.9460	.9500
8		.9530	.9560	.9590	.9620	.9650
8		.9680	.9710	.9740	.9770	.9800
8		.9830	.9860	.9890	.9920	.9950
8		.9980	1.0000	1.0000	1.0000	1.0000

9 ENDTBL

5	RAINF3	TIME INCREMENT
---	--------	----------------

5	RAINF3 3	.5000				
8		.0000	.0100	.0220	.0360	.0510
8		.0670	.0830	.0990	.1160	.1350
8		.1560	.1790	.2040	.2330	.2680
8		.3100	.4250	.4800	.5200	.5500
8		.5770	.6010	.6230	.6440	.6640
8		.6830	.7010	.7190	.7360	.7530
8		.7690	.7850	.8000	.8150	.8300
8		.8440	.8580	.8710	.8840	.8960
8		.9080	.9200	.9320	.9440	.9560
8		.9670	.9780	.9890	1.0000	1.0000

9 ENDTBL

5	RAINF4	TIME INCREMENT
---	--------	----------------

5	RAINF4 4	.5000			
---	----------	-------	--	--	--

8	.0000	.0040	.0080	.0120	.0160
8	.0200	.0250	.0300	.0350	.0400
8	.0450	.0500	.0550	.0600	.0650
8	.0700	.0750	.0810	.0870	.0930
8	.0990	.1050	.1110	.1180	.1250
8	.1320	.1400	.1480	.1560	.1650
8	.1740	.1840	.1950	.2070	.2200
8	.2360	.2550	.2770	.3030	.4090
8	.5150	.5490	.5830	.6050	.6240
8	.6400	.6550	.6690	.6820	.6940
8	.7050	.7160	.7270	.7380	.7480
8	.7580	.7670	.7760	.7840	.7920
8	.8000	.8080	.8160	.8230	.8300
8	.8370	.8440	.8510	.8580	.8640
8	.8700	.8760	.8820	.8880	.8940
8	.9000	.9060	.9110	.9160	.9210
8	.9260	.9310	.9360	.9410	.9460
8	.9510	.9560	.9610	.9660	.9710
8	.9760	.9800	.9840	.9880	.9920
8	.9960	1.0000	1.0000	1.0000	1.0000

9 ENDTBL

TABLE NO. TIME INCREMENT

5 RAINFL 5 .5000

8	.0000	.0020	.0050	.0080	.0110
8	.0140	.0170	.0200	.0230	.0260
8	.0290	.0320	.0350	.0380	.0410
8	.0440	.0470	.0510	.0550	.0590
8	.0630	.0670	.0710	.0750	.0790
8	.0840	.0890	.0940	.0990	.1040
8	.1090	.1140	.1200	.1260	.1330
8	.1400	.1470	.1540	.1620	.1710
8	.1810	.1920	.2040	.2170	.2330
8	.2520	.2770	.3180	.6380	.6980
8	.7290	.7520	.7700	.7850	.7980
8	.8090	.8190	.8290	.8380	.8460
8	.8540	.8610	.8680	.8740	.8800
8	.8860	.8920	.8970	.9020	.9070
8	.9120	.9170	.9210	.9250	.9290
8	.9330	.9370	.9410	.9450	.9490
8	.9530	.9570	.9600	.9630	.9660
8	.9690	.9720	.9750	.9780	.9810
8	.9840	.9870	.9900	.9930	.9960
8	.9980	1.0000	1.0000	1.0000	1.0000

9 ENDTBL

TABLE NO. TIME INCREMENT

5 RAINFL 6 .0417

8	.0000	.0836	.1773	.2811	.3833
8	.4745	.5550	.6225	.6722	.7082
8	.7417	.7697	.7981	.8255	.8518
8	.8740	.8947	.9117	.9270	.9403
8	.9536	.9656	.9774	.9885	1.0000

9 ENDTBL

TABLE NO. TIME INCREMENT

5 RAINFL 7 .0417

8	.0000	.0229	.0482	.0778	.1133
8	.1579	.2139	.2841	.3644	.4529
8	.5435	.6238	.6976	.7548	.8038
8	.8470	.8781	.9022	.9217	.9381
8	.9529	.9657	.9774	.9884	1.0000

9 ENDTBL

TABLE NO. TIME INCREMENT

5 RAINFL 8 .0417

8	.0000	.0205	.0431	.0667	.0912
8	.1171	.1436	.1691	.1964	.2278
8	.2633	.3093	.3635	.4392	.5211
8	.6102	.6989	.7819	.8492	.8974
8	.9311	.9534	.9706	.9856	1.0000

9 ENDTBL

TABLE NO. TIME INCREMENT

5 RAINFL 9 .0417

8	.0000	.0231	.0479	.0712	.0978
8	.1253	.1523	.1791	.2033	.2283
8	.2541	.2835	.3125	.3390	.3633
8	.3861	.4124	.4508	.5129	.5931
8	.6919	.8005	.8971	.9604	1.0000

9 ENDTBL

#### STANDARD CONTROL INSTRUCTIONS

6 RUNOFF 1	1	1	.0067	83.0000	.17001	1	0	1	1	1
6 RESVOR 2	1	1	2	730.0000		1	1	1	1	1
ENDATA										

END OF LISTING

SUMMARY TABLE 1 - SELECTED RESULTS OF STANDARD AND EXECUTIVE CONTROL INSTRUCTIONS IN THE ORDER PERFORMED  
 (A STAR(\*) AFTER THE PEAK DISCHARGE TIME AND RATE (CFS) VALUES INDICATES A FLAT TOP HYDROGRAPH  
 A QUESTION MARK(?) INDICATES A HYDROGRAPH WITH PEAK AS LAST POINT.)

SECTION/ STRUCTURE ID	STANDARD CONTROL OPERATION		RAIN DRAINAGE AREA (SQ MI)	ANTEC TABLE #	MOIST COND	MAIN INCREM (HR)	PRECIPITATION			RUNOFF AMOUNT (IN)	PEAK DISCHARGE			
	STRUCTURE	XSECTION					BEGIN (HR)	AMOUNT (IN)	DURATION (HR)		ELEVATION (FT)	TIME (HR)	RATE (CFS)	RATE (CSM)
	ALTERNATE	1	STORM	1										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	1.30	1.00	.35	---	.58	1.77	263.0
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	1.30	1.00	.25	730.24	1.50?	.06?	8.2
	ALTERNATE	2	STORM	1										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	1.61	2.00	.51	---	.66	1.65	245.6
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	1.61	2.00	.43	730.38	2.50?	.09?	12.9
	ALTERNATE	3	STORM	1										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	1.77	3.00	.52	---	1.06	1.58	234.2
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	1.77	3.00	.50	730.43	3.50?	.10?	14.4
	ALTERNATE	6	STORM	1										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.08	6.00	.77	---	1.56	1.25	185.7
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.08	6.00	.72	730.56	6.50?	.13?	18.9
	ALTERNATE	12	STORM	1										
XSECTION	1	RUNOFF	.01	7	2	.50	.0	2.41	12.00	1.01	---	5.00	.94	139.9
STRUCTURE	1	RESVOR	.01	7	2	.50	.0	2.41	12.00	.97	730.68	12.00?	.15?	22.8
	ALTERNATE	24	STORM	1										
XSECTION	1	RUNOFF	.01	8	2	.50	.0	2.77	24.00	1.27	---	16.00	.71	105.4
STRUCTURE	1	RESVOR	.01	8	2	.50	.0	2.77	24.00	1.22	730.79	21.50?	.18?	26.5
	ALTERNATE	48	STORM	1										
XSECTION	1	RUNOFF	.01	9	2	.50	.0	3.04	48.00	1.48	---	42.00	.53	79.2
STRUCTURE	1	RESVOR	.01	9	2	.50	.0	3.04	48.00	1.43	730.85	48.00?	.19?	28.4
	ALTERNATE	1	STORM	2										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	1.57	1.00	.52	---	.57	2.70	401.1
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	1.57	1.00	.39	730.36	1.50?	.08?	12.2
	ALTERNATE	2	STORM	2										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	1.94	2.00	.78	---	.62	2.72	404.9
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	1.94	2.00	.67	730.57	2.50?	.13?	19.3
	ALTERNATE	3	STORM	2										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.14	3.00	.80	---	1.02	2.26	335.8
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.14	3.00	.76	730.64	3.50?	.14?	21.3
	ALTERNATE	6	STORM	2										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.51	6.00	1.07	---	1.49	1.80	267.1
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.51	6.00	1.04	730.79	6.50?	.18?	26.4
	ALTERNATE	12	STORM	2										
XSECTION	1	RUNOFF	.01	7	2	.50	.0	2.91	12.00	1.41	---	5.18	1.34	198.4
STRUCTURE	1	RESVOR	.01	7	2	.50	.0	2.91	12.00	1.36	730.94	12.00?	.21?	31.4
	ALTERNATE	24	STORM	2										
XSECTION	1	RUNOFF	.01	8	2	.50	.0	3.34	24.00	1.73	---	16.00	.94	139.2
STRUCTURE	1	RESVOR	.01	8	2	.50	.0	3.34	24.00	1.69	731.06	21.50?	.23?	34.5
	ALTERNATE	48	STORM	2										
XSECTION	1	RUNOFF	.01	9	2	.50	.0	3.66	48.00	2.00	---	42.00	.69	102.1
STRUCTURE	1	RESVOR	.01	9	2	.50	.0	3.66	48.00	1.95	731.11	48.00?	.24?	35.1
	ALTERNATE	1	STORM	5										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.02	1.00	.84	---	.56	4.41	655.7
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.02	1.00	.65	730.58	1.50?	.13?	19.4
	ALTERNATE	2	STORM	5										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.49	2.00	1.28	---	.59	4.79	712.4
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.49	2.00	1.10	730.92	2.50?	.21?	30.9
	ALTERNATE	3	STORM	5										
XSECTION	1	RUNOFF	.01	6	2	.50	.0	2.75	3.00	1.30	---	.94	3.50	520.7
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	2.75	3.00	1.25	731.01	3.50?	.23?	33.7

ALTERNATE		6	STORM	5											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	3.23	6.00	1.63	---	1.41	2.81	416.8
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	3.23	6.00	1.61	731.18	6.50?	.24?	36.0
ALTERNATE		12	STORM	5											
XSECTION		1	RUNOFF	.01	7	2	.50	.0	3.74	12.00	2.10	---	5.11	1.99	295.0
STRUCTURE		1	RESVOR	.01	7	2	.50	.0	3.74	12.00	2.06	731.38	12.00?	.26?	38.8
ALTERNATE		24	STORM	5											
XSECTION		1	RUNOFF	.01	8	2	.50	.0	4.30	24.00	2.56	---	16.00	1.33	197.0
STRUCTURE		1	RESVOR	.01	8	2	.50	.0	4.30	24.00	2.52	731.54	22.00?	.28?	41.1
ALTERNATE		48	STORM	5											
XSECTION		1	RUNOFF	.01	9	2	.50	.0	4.71	48.00	2.92	---	42.00	.95	140.9
STRUCTURE		1	RESVOR	.01	9	2	.50	.0	4.71	48.00	2.87	731.58	48.00?	.28?	41.6
ALTERNATE		1	STORM	10											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	2.42	1.00	1.14	---	.56	6.05	898.3
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	2.42	1.00	.90	730.78	1.50?	.18?	26.3
ALTERNATE		2	STORM	10											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	2.99	2.00	1.76	---	.58	6.88	1022.4
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	2.99	2.00	1.53	731.22	2.50?	.25?	36.7
ALTERNATE		3	STORM	10											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	3.30	3.00	1.80	---	.87	4.74	704.2
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	3.30	3.00	1.73	731.34	3.50?	.26?	38.3
ALTERNATE		6	STORM	10											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	3.86	6.00	2.17	---	1.35	3.76	558.0
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	3.86	6.00	2.15	731.54	6.50?	.28?	41.1
ALTERNATE		12	STORM	10											
XSECTION		1	RUNOFF	.01	7	2	.50	.0	4.48	12.00	2.76	---	5.07	2.58	384.0
STRUCTURE		1	RESVOR	.01	7	2	.50	.0	4.48	12.00	2.71	731.80	12.00?	.30?	44.7
ALTERNATE		24	STORM	10											
XSECTION		1	RUNOFF	.01	8	2	.50	.0	5.15	24.00	3.32	---	16.00	1.67	248.4
STRUCTURE		1	RESVOR	.01	8	2	.50	.0	5.15	24.00	3.28	731.99	22.50?	.32?	47.5
ALTERNATE		48	STORM	10											
XSECTION		1	RUNOFF	.01	9	2	.50	.0	5.62	48.00	3.75	---	42.00	1.17	174.5
STRUCTURE		1	RESVOR	.01	9	2	.50	.0	5.62	48.00	3.70	732.01	48.00?	.32?	47.6
ALTERNATE		1	STORM	50											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	3.53	1.00	2.01	---	.55	10.84	1611.3
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	3.53	1.00	1.63	731.33	1.50?	.26?	38.2
ALTERNATE		2	STORM	50											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	4.35	2.00	3.16	---	.57	13.10	1946.9
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	4.35	2.00	2.75	732.08	2.50?	.33?	48.4
ALTERNATE		3	STORM	50											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	4.80	3.00	3.26	---	.71	9.41	1398.6
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	4.80	3.00	3.10	732.26	3.50?	.34?	50.4
ALTERNATE		6	STORM	50											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	5.63	6.00	3.81	---	1.23	6.98	1037.6
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	5.63	6.00	3.79	732.57	6.50?	.36?	53.7
ALTERNATE		12	STORM	50											
XSECTION		1	RUNOFF	.01	7	2	.50	.0	6.53	12.00	4.65	---	5.00	4.28	635.9
STRUCTURE		1	RESVOR	.01	7	2	.50	.0	6.53	12.00	4.61	732.92	12.00?	.39?	57.4
ALTERNATE		24	STORM	50											
XSECTION		1	RUNOFF	.01	8	2	.50	.0	7.50	24.00	5.51	---	16.00	2.62	389.9
STRUCTURE		1	RESVOR	.01	8	2	.50	.0	7.50	24.00	5.48	733.17	24.00?	.40?	59.8
ALTERNATE		48	STORM	50											
XSECTION		1	RUNOFF	.01	9	2	.50	.0	8.13	48.00	6.11	---	42.00	1.79	266.4
STRUCTURE		1	RESVOR	.01	9	2	.50	.0	8.13	48.00	6.02	733.11	48.00?	.40?	59.2
ALTERNATE		1	STORM	99											
XSECTION		1	RUNOFF	.01	6	2	.50	.0	4.03	1.00	2.42	---	.55	13.07	1941.7
STRUCTURE		1	RESVOR	.01	6	2	.50	.0	4.03	1.00	1.96	731.57	1.50?	.28?	41.5

ALTERNATE	2	STORM	99											
XSECTION	1	RUNOFF	.01	6	2	.50	.0	4.97	2.00	3.83	---	.57	16.09	2390.1
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	4.97	2.00	3.32	732.44	2.50?	.35?	52.2
ALTERNATE	3	STORM	99											
XSECTION	1	RUNOFF	.01	6	2	.50	.0	5.49	3.00	3.96	---	.69	11.77	1748.4
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	5.49	3.00	3.76	732.67	3.50?	.37?	54.7
ALTERNATE	6	STORM	99											
XSECTION	1	RUNOFF	.01	6	2	.50	.0	6.43	6.00	4.59	---	1.21	8.43	1252.1
STRUCTURE	1	RESVOR	.01	6	2	.50	.0	6.43	6.00	4.56	733.03	6.50?	.39?	58.6
ALTERNATE	12	STORM	99											
XSECTION	1	RUNOFF	.01	7	2	.50	.0	7.46	12.00	5.54	---	4.97	5.05	750.8
STRUCTURE	1	RESVOR	.01	7	2	.50	.0	7.46	12.00	5.50	733.39	12.00?	.42?	61.8
ALTERNATE	24	STORM	99											
XSECTION	1	RUNOFF	.01	8	2	.50	.0	8.57	24.00	6.54	---	16.00	3.05	453.8
STRUCTURE	1	RESVOR	.01	8	2	.50	.0	8.57	24.00	6.50	733.67	24.00?	.43?	64.4
ALTERNATE	48	STORM	99											
XSECTION	1	RUNOFF	.01	9	2	.50	.0	9.28	48.00	7.22	---	42.00	2.07	308.1
STRUCTURE	1	RESVOR	.01	9	2	.50	.0	9.28	48.00	7.08	733.58	48.00?	.43?	63.6

SUMMARY TABLE 3 - DISCHARGE (CFS) AT XSECTIONS AND STRUCTURES FOR ALL STORMS AND ALTERNATES

XSECTION/ STRUCTURE ID	DRAINAGE AREA (SQ MI)	STORM NUMBERS.....					
		1	2	5	10	50	99
STRUCTURE	1	.01					
ALTERNATE	1		.06	.08	.13	.18	.26
ALTERNATE	2		.09	.13	.21	.25	.33
ALTERNATE	3		.10	.14	.23	.26	.34
ALTERNATE	6		.13	.18	.24	.28	.36
ALTERNATE	12		.15	.21	.26	.30	.39
ALTERNATE	24		.18	.23	.28	.32	.40
ALTERNATE	48		.19	.24	.28	.32	.40
XSECTION	1	.01					
ALTERNATE	1		1.77	2.70	4.41	6.05	10.84
ALTERNATE	2		1.65	2.72	4.79	6.88	13.10
ALTERNATE	3		1.58	2.26	3.50	4.74	9.41
ALTERNATE	6		1.25	1.80	2.81	3.76	6.98
ALTERNATE	12		.94	1.34	1.99	2.58	4.28
ALTERNATE	24		.71	.94	1.33	1.67	2.62
ALTERNATE	48		.53	.69	.95	1.17	1.79

END OF 1 JOBS IN THIS RUN  
Stop - Program terminated.



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**Attachment 11:**  
**Wetland Delineation Report Bentley Ave and 61<sup>st</sup> (63 sheets)**



## WETLAND DELINEATION REPORT

Bentley Ave and 61st St  
Willowbrook, DuPage County, Illinois

Bentley Woods, LLC  
BEN2301

February 20, 2023



GARY R. WEBER ASSOCIATES, INC.  
LAND PLANNING ECOLOGICAL CONSULTING LANDSCAPE ARCHITECTURE

# WETLAND DELINEATION REPORT

Bentley Ave and 61st St  
Pin #: 0915402010 and 0915402011  
Willowbrook, DuPage County, Illinois

Prepared for:

John Jurinek  
Bentley Woods, LLC  
S737 William Drive  
Willowbrook, IL 60527

Prepared by:

Gary R. Weber Associates, Inc.  
402 W. Liberty Drive  
Wheaton, IL 60187  
(630)668-7197

## Project Reference Information

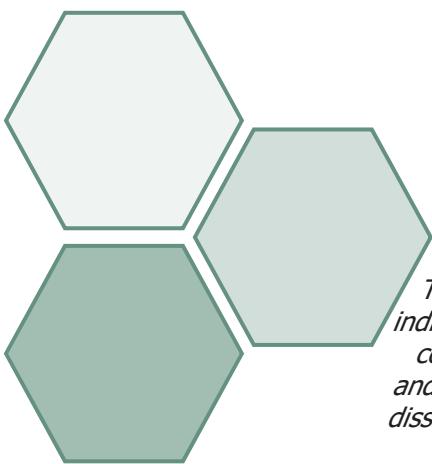
BEN2301

2/20/2023

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Carl M. Peterson, CPESC, LEED AP  
GRWA - Managing Principal

Ellen L. Raimondi, CWS, DECI  
GRWA - Senior Ecologist



Project Staff  
Olivia Hollander  
GRWA - Natural Resource Consultant

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APPENDIX A – WATER RESOURCES MAPS: EXHIBIT A-G

APPENDIX B – HISTORIC AERIAL REVIEW: EXHIBIT H

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APPENDIX E – THREATENED AND ENDANGERED SPECIES CONSULTATION



## WETLAND DELINEATION REPORT

<b>Project Name:</b>	Bentley Ave and 61 <sup>st</sup> St Project ID #: BEN2301	<b>Client:</b> Bentley Woods, LLC
<b>Location:</b>	Willowbrook, Downers Grove Township, DuPage County, Illinois, 60527	
<b>Parcel PIN #</b>	0915402010 and 0915402011	
<b>PLSS</b>	SE S15 T38N R11E	
<b>Coordinates</b>	Latitude: 41.778131 Longitude: -87.958800	
<b>Field Ecologist:</b>	E. Raimondi and O. Hollander	
<b>Date of site visit:</b>	1/13/2023	

### 1.0 INTRODUCTION

Gary R Weber Associates performed a formal wetland delineation within the study area located on the northeast corner of Bentley Avenue and 61<sup>st</sup> Street, Willowbrook, DuPage County, Illinois (Exhibit A: Location), hereafter referred to as the study area. It is generally bound by a residential neighborhood to the north, south, east, and west. The study area, as presented in this report, represents the property limits investigated by GRWA for the presence of regulated surface water resources. These limits do not necessarily reflect the boundaries of any proposed development activities. It is within the Flag Creek subwatershed and the Des Plaines River watershed.

#### 1.1 SITE DESCRIPTION

The study area (approximately 4.3 acres) consists of a single-family home in the northern parcel with maintained turf, excavated pond, and accessory structures with a wooded parcel in the south (see Exhibit I: Site Photographs 1 and 2). Vegetation within the woodland was dominated by scrub-shrub and mature trees.

One (1) wetland, totaling 0.39 acres was identified within the northeast corner of the study area. The wetland extends off-site to the north and east. It lacks herbaceous vegetation and is dominated by saplings, scrub-shrub, and mature trees. The southern parcel was treated as an Investigated Area.

Wetland acreages provided in this report are estimations; a survey of staked boundaries must be performed to obtain exact size and location information. The wetland is described below. A summary of regulations is provided in Section 1.2.

The delineated wetland boundaries were investigated and confirmed by Jedd Anderson (Christopher B. Burke Engineering) for the Village of Willowbrook on January 24, 2023.

#### 1.2 REGULATION SUMMARY

Basic information regarding wetland regulations may be found in the Regulatory Statement portion of this report. Briefly, the U.S. Army Corps of Engineers (USACE) regulates all Waters of the United States that are currently or historically navigable and all wetlands that are connected to or associated with these waterways.

DuPage County regulates all wetlands, farmed wetlands, and regulatory floodplain through the DuPage County Countywide Stormwater and Flood Plain Ordinance.

Wetland 1 is depressional and lacks connection with regulated waterways and may be considered isolated. The USACE must make a final determination regarding jurisdictional status.

At the time of this wetland delineation report, current regulations state that this delineation is valid for 2 years from the date of verification.

### **1.3 THREATENED AND ENDANGERED SPECIES**

Based on a January 25, 2023 review of the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) website, sensitive (federally threatened or endangered) plant or animal species habitat are not located on or adjacent to the study area (see attached USFWS Review Summary). Further consultation with this agency is not required for a Section 404 Permit from the USACE.

According to the Illinois Department of Natural Resources (IDNR) Ecological Compliance Assessment Tool (EcoCAT), sensitive (threatened or endangered) plant or animal species are not known to exist within the vicinity of the study area (see attached IDNR EcoCAT Results Report).

## **2.0 PROJECT PURPOSE**

The purpose of the site visit was to identify regulated surface wetland, non-wetland water resources or Waters of the United States (WOUS) on, or within 100 feet, of the study area. A floodplain determination was not included as part of our investigation.

On-site wetland areas encountered were delineated using standard methods sanctioned by the United States Army Corps of Engineers in the Corps of Engineers Wetlands Delineation Manual (1987) and 2010 Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region. Plant observations were made for calculating the Coefficient of Conservatism ( $C$ ) and Floristic Quality Index (FQI) for each wetland plant community using the Wilhelm method (Swink and Wilhelm, 1994).

Observations also were made to satisfy the **DuPage County** Countywide Stormwater and Flood Plain Ordinance for classification of wetlands as either Regulatory or Critical.

On-site non-wetland water resources encountered were given established Ordinary High Water Mark (OHWM) boundaries using the definitions described in Section 404 of the Clean Water Act (CWA Section 404(b).(1) Guidelines (40CFR230)

### 3.0 EXHIBIT REVIEW

- The **Location Map** identifies the approximate location of the study area and nearby major roadways (Exhibit A).
- The **National Wetlands Inventory** identifies two (2) water resources within the study area (Exhibit B).

One (1) PEM1Ax: palustrine, emergent, persistent, temporary flooded, and excavated.  
One (1) PUBGx: palustrine, unconsolidated bottom, intermittently exposed, and excavated.

- The **DuPage County Wetland** identifies **Regulatory Wetland** within the northeastern portion of the study area and a **Pond** within the central portion of the study area (Exhibit C).
- The **Soil Map** identifies the following soils within the study area:

**146A** Elliott silt loam – Predominantly Non-Hydric  
**232A** Ashkum silty clay loam – Predominantly Hydric  
**531B** Markham silt loam – Predominantly Non-Hydric

Field evaluations are made to determine if a hydric inclusion may be present (Exhibit D).

- The **United States Geologic Survey (USGS) Topographic Map** identifies wooded marsh or swamp in the northeast portion of the study area (Exhibit E).
- The **DuPage County Regulatory Flood Map** identifies the study area outside the 500-year floodplain (Exhibit F).
- The **Water Resources Summary** identifies the approximate locations and boundaries of water resources within the study area. The location of Wetland 1 is denoted (Exhibit G).
- The **Historic Aerial Review** show conditions within the study area over time (Exhibit H).

**1962:** Previous structure located within the eastern half of the northern parcel. Majority of site appears to be maintained turf. No excavated pond present at this time.

**1988:** Single-family home that is present today has been constructed along with excavated pond. Note white gravel banks (see Exhibit I: Site Photographs 3 and 4).

- The **Site Photographs** show conditions exhibited within the study area at the time of the site visit (Exhibit I).

## 4.0 METHODS

Prior to the site visit, a preliminary site evaluation is performed using aerial photography and natural resource mapping. Potential wetland areas and non-wetland waters units identified by these resources are evaluated in the field.

### 1987 USACE Wetland Delineation Manual and 2010 Regional Supplement.

Potential wetland areas were investigated to determine if they meet the requirements for a wetland based on the USACE parameters of vegetation, hydrology, and soils. In general, positive indication of each of the three parameters must be demonstrated to classify an area as wetland. Each of these parameters is discussed below.

**Vegetation** – Three vegetative indicators are applied to plant communities in order to determine if the hydrophytic vegetation criterion is met.

1. More than 50% of the dominant plant species across all strata must be hydrophytic (water tolerant). Wetland plants fall into three indicator classes based on differing tolerances to water level and soil saturation. These indicators are rated obligate wetland (OBL), facultative wetland (FACW), or facultative (FAC).
2. The prevalence index is 3.0 or less. The prevalence index is a weighted-average wetland indicator status of all plant species in a sampling plot. The index is used to determine whether hydrophytic vegetation is present on sites where indicators of hydric soil and wetland hydrology are present but the vegetation initially fails the dominance test.
3. Over 50% of non-wetland plants in a sample area exhibit morphological adaptations for life in wetlands. To apply this indicator, adapted plants must occur in areas where indicators of hydric soil and wetland hydrology are present.

**Hydrology** – To be considered a wetland, an area must have 14 or more consecutive days of flooding or ponding, or a water table 12 inches or less below the soil surface, during the growing season at a minimum frequency of 5 years in 10. Wetland hydrology indicators are divided into four groups as described below:

**Group A** – Observation of Surface Water or Saturated Soils  
**Group B** – Evidence of Recent Inundation  
**Group C** – Evidence of Recent Soil Saturation  
**Group D** –Evidence from Other Site Conditions or Data

**Soils** - To be considered a wetland, an area must contain hydric soil. Hydric soils are formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic (lacking oxygen) conditions in the upper part. Soils generally, but not always, will develop indicators that are formed predominantly by the accumulation or loss of iron, manganese, sulfur, or carbon compounds in a saturated and anaerobic environment. The most current edition of the United States Department of Agriculture, Natural Resource Conservation Service *Field Indicators of Hydric Soils in the United States* is used for identification of hydric soils. Field indicators of hydric soils include but are not limited to the presence of any of the following: histic epipedon, sulfidic odor, at least 2 centimeters of muck, depleted matrix, and/or redoximorphic features. Field indicators are usually examined in the top 20 inches of the soil. Soil colors are determined using *Munsell Soil Color Charts*.

Areas meeting these three criteria are staked in the field for surveying purposes. Boundaries are demarcated in the field with pink flagged pin stakes labeled "WETLAND DELINEATION." Staked boundaries are mapped on an aerial photograph included in this report. Approximate off-site wetland boundaries are

identified on the aerial photograph and were determined using available aerial photographs, wetland maps, and field observation.

#### **The Ordinary High Water Mark (OHWM)**

Potential non-wetland water resources were investigated to determine if they meet requirements for a regulated WOUS or isolated waters unit based on USACE parameters.

Ordinary High Water Mark (OHWM) boundaries were established using the definition provided in 33 CFT Part 328.3 of the Clean Water Act. The OHWM is defined as the line on the shore established by the fluctuations of water. This line can be identified by physical characteristics such as a clear, natural line on the bank, changes in the character of the soil, shelving, vegetation matted down, bent, or absent, leaf litter disturbed or washed away, sediment deposition, water staining, the presence of litter and debris, destruction of terrestrial vegetation, sediment sorting, scour, multiple observed or predicted flow events, and abrupt change in plant community.

## 5.0 REVIEWED ON-SITE CONDITIONS

### 5.1 SITE SUMMARY

The study area consists of a single-family home located in the northern parcel that was constructed in the late 1960s or early 1970s. Following the construction of the home, the pond that is centrally located within the study area was also constructed. Preceding the construction of the pond, this area appears to have been maintained turf and shows no signs of saturation (see Exhibit H: Historic Aerial Review). The mapped soil series in the location of the excavated pond is a mix of 531B Markham silt loam and 146A Elliott silt loam, both are predominantly non-hydric.

One (1) wetland was flagged and the southern parcel was treated as an Investigated Area, both are described below.

### 5.2 WATER RESOURCES SUMMARY

**Wetland 1.** This wetland (approximately 0.39 acres on-site) is located within the northeast corner of the study area. The wetland appears to receive overland flow from the southern portion of the study area as well as waters originating off-site to the north (see Exhibit I: Site Photographs 5 and 6).

The DuPage County Wetland Inventory identifies Wetland 1 as **Regulatory Wetland**.

Sample points were established within and adjacent to the on-site portion of Wetland 1 to characterize the vegetation, soils, and hydrology (Exhibit G: Aerial Photograph). The on-site wetland boundaries were demarcated with 11 pink-flagged pin stakes.

The on-site portion of Wetland 1 was primarily vegetated by Silver Maple (*Acer saccharinum*), American Elm (*Ulmus americana*), and European Buckthorn (*Rhamnus cathartica*). The mapped soil series is 232A Ashkum silty clay loam, a predominantly hydric soil. USDA field indicators A11: Depleted Below Dark Surface and F6: Redox Dark Surface provided evidence of hydric soil. Sparsely vegetated concave surface, geomorphic position, and the FAC-neutral test provided evidence of persistent hydrology (See Wetland Determination Data Forms).

The field investigation was done outside of the growing season. Floristic dominance was assessed by observing available seed heads, general morphology, and non-dormant vegetation. Floristic quality may need to be assessed in the spring.

According to Appendix A of the DuPage County Stormwater Ordinance, this feature may be exempt as an "artificial body of water created by excavating and/or diking dry land to retain water for primarily aesthetic reasons".

### **5.3 DuPage County Wildlife Habitat Quality Evaluation**

The wildlife habitat quality as determined using the Michigan Department of Natural Resources (MIDNR) Wildlife Habitat Evaluation Methodology (MRWQ) was low (see evaluation below).

#### **WILDLIFE HABITAT QUALITY AS DETERMINED USING THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MIDNR) WILDLIFE HABITAT EVALUATION METHOD (MRWQ)**

**Observer: O. Hollander**

**Date: 1/19/2023**

**Wetland 1**

#### **A. Utilization by Wildlife**

<u>Wildlife Use:</u>	<u>Score:</u>	Observation/Notes:
Significant	3	
Evident	2	
Low	1	
Occasional	0.5	
Non-existent	0	

Sub-Total Score: 0.5

#### **B. Interspersion of Vegetative Cover**

<u>Interspersion:</u>	<u>Score:</u>	<u>Community Type:</u>	<u>% Cover:</u>
High	3	Emergent	0
Medium	2	Scrub-Shrub	20
Low	1	Wet-Meadow	0
Sub-Total Score:	1.0	Forested	50
		Aquatic	0
		Other	0

#### **C. Vegetative Cover to Open Water**

<u>Cover:</u>	<u>Score:</u>
>95% Cover	0.5
76% - 95% Cover, Peripheral	1.5
76% - 95% Cover, Various	2.5
26% - 75% Cover, Peripheral	2.0
26% - 75% Cover Patches	3.0
5% - 25% Cover, Peripheral	1.0
<5% Cover	0.5

Sub-Total Score: 0.5

**Wetland 1 Total Score: 2.0**

In DuPage County critical wetland status is assigned to those wetlands that have been determined to satisfy one or more of the following:

- a. The wetland is identified as critical wetland in the County's wetland inventory; or
  - *Wetland 1 is not identified as critical wetland by the DuPage County Wetland Inventory.*
- b. The wetland is known to possess a Federal or State listed threatened or endangered species based on consultation with the Illinois Department of Natural Resources or U.S. Fish and Wildlife Service; or
  - *The Illinois Department of Natural Resources did not identify any threatened or endangered species on the study area. The U.S. Fish and Wildlife Services Section 404 review did not identify any threatened or endangered species or its habitat on the study area.*
- c. The plant community within the wetland is determined to have a native Floristic Quality Index of 20 or higher during a single season assessment, a native mean C-value of 3.5 or greater, or alternatively a Natural Area Rating Index (NARI) value of 35.0 or higher during a spring, summer, and fall assessment, as calculated by the Swink & Wilhelm methodology. If both methods are performed, the NARI value shall prevail as the determining value; or
  - *The plant community within Wetland 1 exhibited a Coefficient of Conservatism (C) value of less than 3.5 and a Floristic Quality Index value less than 20. Note: floristic values were not calculated at the time of site visit (outside growing season).*
- d. The initial wildlife quality value using the modified Michigan Department of Natural Resources Method is 5.0 or higher, or alternatively the mean rated wildlife quality (MRWQ) is determined to be 8.0 or higher, as calculated by the Ludwig wildlife habitat evaluation methodology. If both methods are performed, the Ludwig shall prevail as the determining value; or
  - *The Wildlife Habitat Ranking for Wetland 1 is less than 5.0.*

Based on items a, b, c, and d above, Wetland 1 is considered to be regulatory.

#### **5.4 ADDITIONAL AREAS INVESTIGATED FOR WETLAND STATUS**

One (1) additional vegetated area, the southern parcel, was examined to determine if it satisfied wetland criteria. It did not qualify; therefore, it is referred to as an Investigated Area in this report. The area is briefly described herein and USACE data forms are provided to support our negative findings (See USACE data forms).

**Investigated Area 1.** This investigated area consists of the entire southern parcel, specifically in the northcentral portion of the parcel (Exhibit G: Aerial Photograph – Sample Point B). It consists of a slightly depressional area as shown on the DuPage County Parcel Viewer contours layer. Herbaceous vegetation within this area was very minimal and the tree layer was dominated by upland tree species (see Exhibit I: Site Photographs 7 and 8).

The Investigated Area was primarily vegetated by White Poplar (*Populus alba*), American Elm (*Ulmus americana*), Tree of Heaven (*Ailanthus altissima*), and European Buckthorn (*Rhamnus cathartica*). The mapped soil series are 531B Markham silt loam and 146A Elliott silt loam, both are predominantly non-hydric. The field investigated soils met USDA field indicators A12: Thick Dark Surface and F6: Redox Dark Surface providing evidence of hydric soil. Evidence of persistent hydrology was not observed as the area was geographically lower in elevation and a sparsely vegetated concave surface, however, there was no other hydrologic indicators (See Wetland Determination Data Forms A, B, C, D, E, and I). Lack of herbaceous vegetation may be due to significant shade cover due to the mature woodland.

Based on the dominance of upland plant species and non-persistent hydrology, Investigated Area 1 does not qualify as wetland.

## 6.0 REGULATORY STATEMENT

### 6.1 Federal Regulations

The deposition of dredge or fill materials into federally jurisdictional wetlands or Waters of the United States is regulated by the USACE under Section 404 of the Clean Water Act.

The Nationwide Permit authorizes 0.1 acre or less of low quality wetlands to be filled without mitigation. If over 0.1 acre is proposed for filling or is subject to secondary impacts, in-kind mitigation may be required at a ratio of 1.5:1, or greater. The aggregate total loss of waters of the U.S. authorized by NWP cannot exceed 0.5 acre or 300 linear feet of streambed.

Under the existing regulations, secondary impacts (both on-site and off-site) from filling also must be evaluated. Mitigation may be required at a higher rate if a project will significantly alter wetland functions such as stormwater detention, water filtration, sediment trapping, and/or wildlife habitat.

Before mitigation will be approved, reasonable proof that avoidance or minimization of wetland impacts has been attempted must be provided to the Corps.

A USACE permit is not required if the wetlands are avoided and construction erosion near a wetland is controlled.

### 6.2 Municipal and State Regulations

**DuPage County Countywide Stormwater and Flood Plain Ordinance:** The DuPage County Stormwater and Flood Plain Ordinance regulates development of areas in or near wetlands within DuPage County. A County Stormwater Management Permit must be obtained as a separate submittal to the county.

All wetland impacts must be mitigated. Under the ordinance, wetlands are classified as either Regulatory or Critical according to the functional and biological value of the wetland. Critical wetlands are those which have a crucial role in storing or conveying stormwater, controlling erosion, or otherwise maintaining water quality. In addition, wetland habitat is considered important for wildlife, including threatened or endangered species, or as biodiversity reserves for rare species. Wetlands not meeting any of these criteria are assigned Regulatory status. Impacted Regulatory wetlands in DuPage County must be mitigated at a minimum replacement ratio of 1.5:1 for impacted acreage, regardless of the acreage involved. Critical wetlands must be mitigated at a 3:1 ratio or higher, as determined by the county.

Enhancement of an existing wetland may thereby reduce the total acreage required for mitigation (maximum reduction 0.5 acre). Before a permit to fill a wetland is granted, a site plan must be issued documenting impacts to the wetlands both on and off-site. Direct and indirect impacts must be assessed. Information indicating that no practicable alternative exists to wetland modification must be submitted for impacts to wetlands 0.1 acre in size or greater. Mitigation must replace or duplicate lost values. Emphasis is placed on mitigating within the same watershed as the lost acreage.

Development within 50 feet of a Regulatory wetland and 100 feet of a Critical wetland shall not, without mitigation, cause adverse changes in flows entering the wetland, damage vegetation, or adversely affect any ground water infiltration functions.

## 7.0 RECOMMENDATIONS

One (1) wetland totaling approximately 0.39 acres on-site was identified within the study area.

The U.S. Army Corps of Engineers has the final authority in determining the jurisdictional status of the wetlands identified on site. GRWA recommends that a request for jurisdictional determination be sent to the U.S. Army Corps of Engineers as soon as possible.

Any impacts to jurisdictional wetland, Waters of the U.S., or associated buffers will require U.S. Army Corps of Engineers and DuPage County notification. GRWA can assist you with the request for jurisdictional determination, permit applications, agency negotiations, wetland design plans, and mitigation plans which may be applicable to your project.

The Corps of Engineers will not perform wetland boundary verifications during the winter season. If an application for a wetland permit will be submitted to the Corps of Engineers during the winter months, we recommend that a request for concurrence of jurisdictional boundaries be sent to the Corps during the growing season. This will prevent a delay in the permitting process. GRWA is available to assist you with obtaining Corps concurrence.

Any proposed impacts to jurisdictional areas will require a permit from the Village of Willowbrook (a full waiver community). Impact to regulatory wetlands in DuPage County will require a mitigation ratio of 1.5:1. However, the DuPage County Stormwater Ordinance requires demonstration of avoidance and minimization prior to mitigation.

Prior to the site planning and survey of wetland boundaries, a field confirmation of the wetland delineation by Christopher B. Burke was has been performed per requirement by the Village.

If alteration of the existing jurisdictional areas is necessary, a pre-application meeting is recommended with the Village of Willowbrook. Such a meeting will help to avoid problems resulting in permit delays.

It should be noted that a minimum 50-foot buffer area is required around wetlands identified in DuPage County which are proposed to be avoided by development. In addition, riparian environment (floodplain) issues must be considered when developing a land plan.

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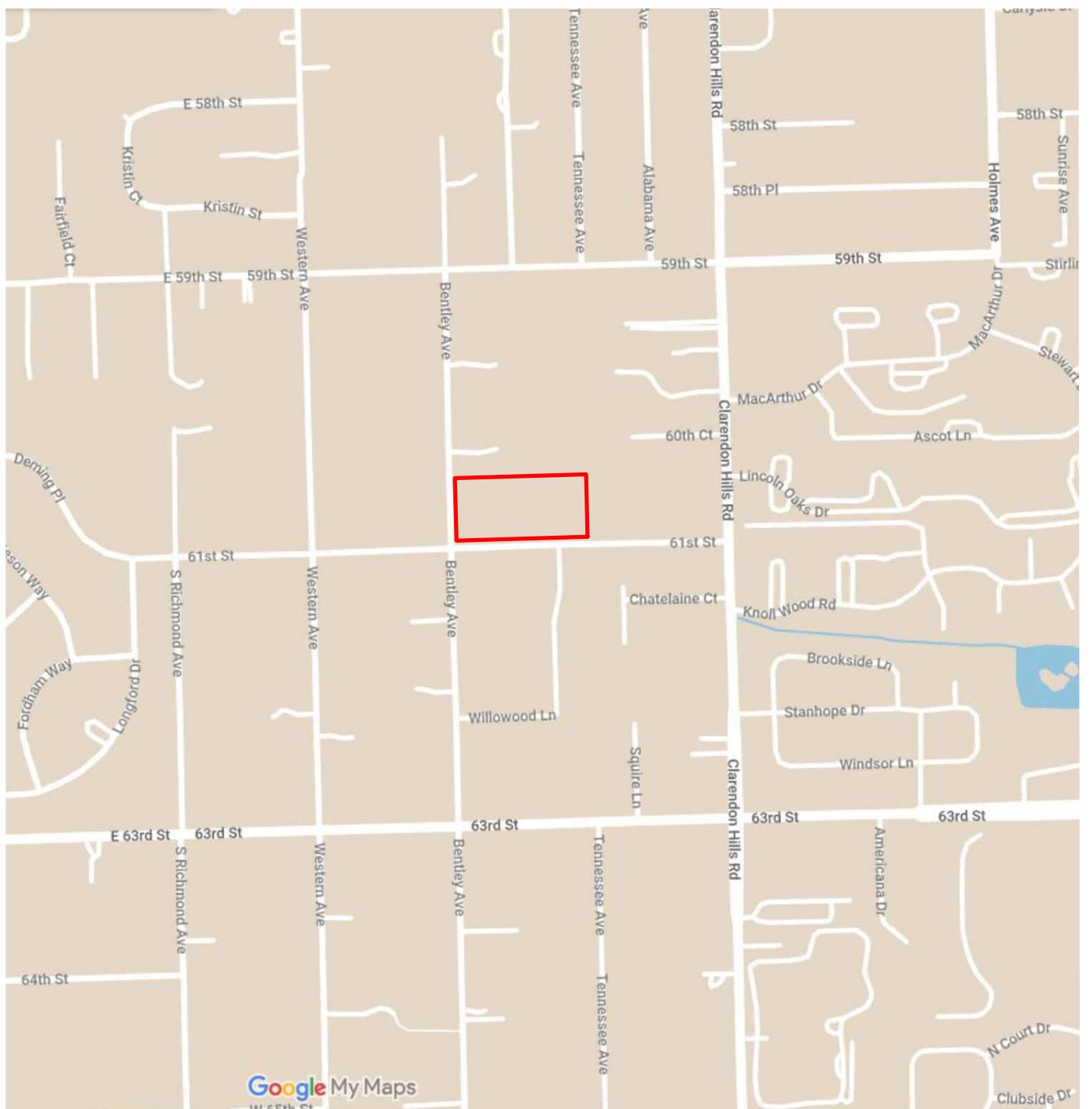
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## Appendix A: Water Resource Maps (Exhibits A-G)



## LEGEND

PLSS: SE S15 T38N R11E

## Study Area

Latitude: 41.778131

Longitude: -87.958800

Coordinates provided by Earth Point for Google Earth



**SCALE: 1"=700'**



# Bentley Ave and 61st St

Willowbrook, Illinois

---

GARY R. WEBER  
ASSOCIATES, INC.

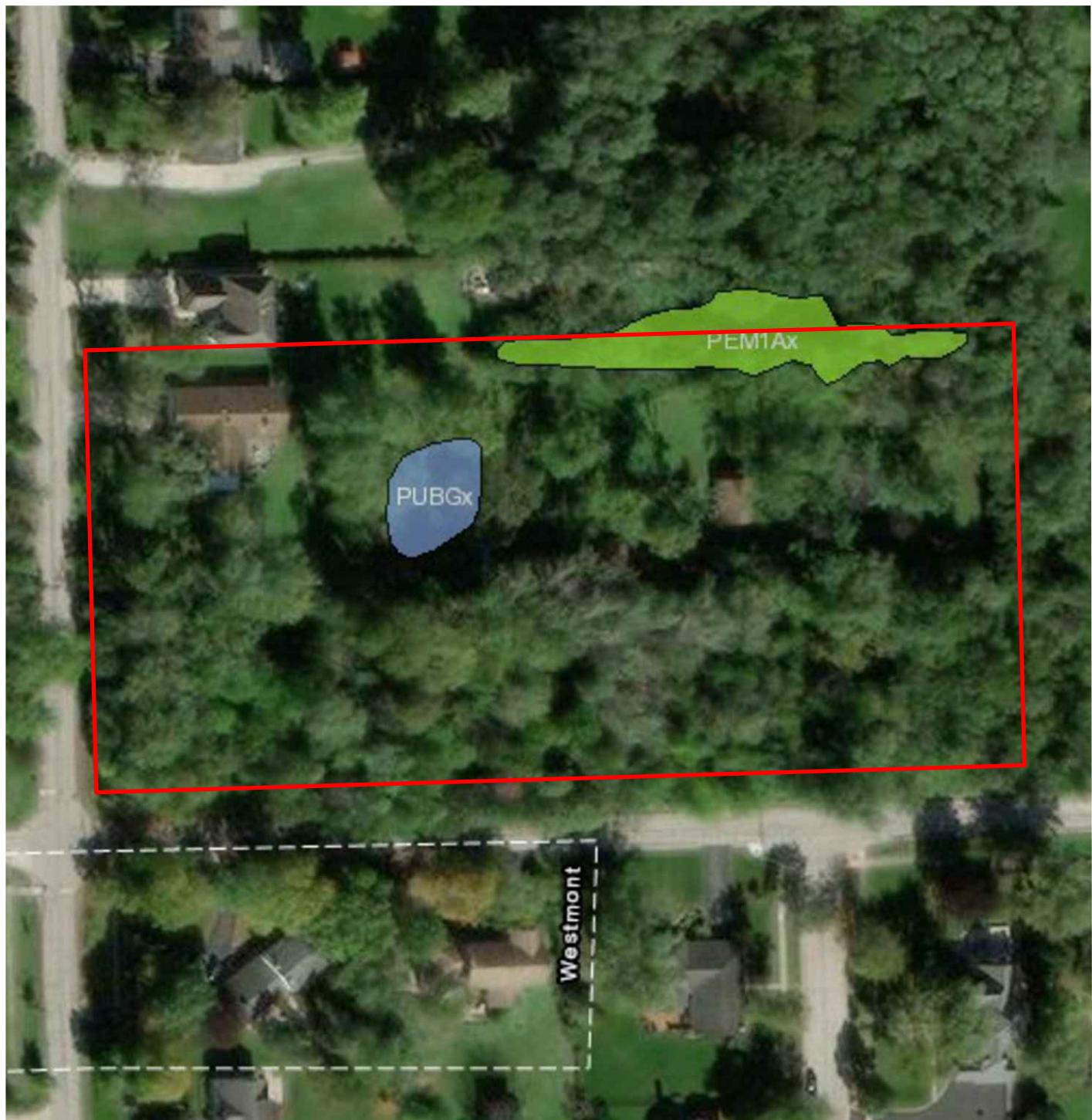
BEN2301  
Bentley Woods, LLC

## LOCATION MAP

Provided by: Google Maps

## EXHIBIT A

Created by: OH      Checked by: ER



#### LEGEND

Estuarine and Marine Deepwater	Freshwater Pond	Study Area
Estuarine and Marine Wetland	Lake	
Freshwater Emergent Wetland	Other	
Freshwater Forested/Shrub Wetland	Riverine	
		0 50' 100'
		SCALE: 1"=100' NORTH



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Willowbrook, Illinois

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NATIONAL WETLANDS  
INVENTORY MAP

Provided by: U.S. Fish and Wildlife Service

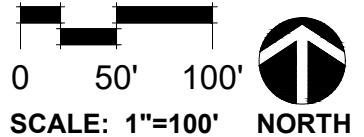
EXHIBIT B

Created by: OH      Checked by: ER



#### LEGEND

- Regulatory Wetland
- Critical Wetland
- Lakes and Ponds



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Willowbrook, Illinois

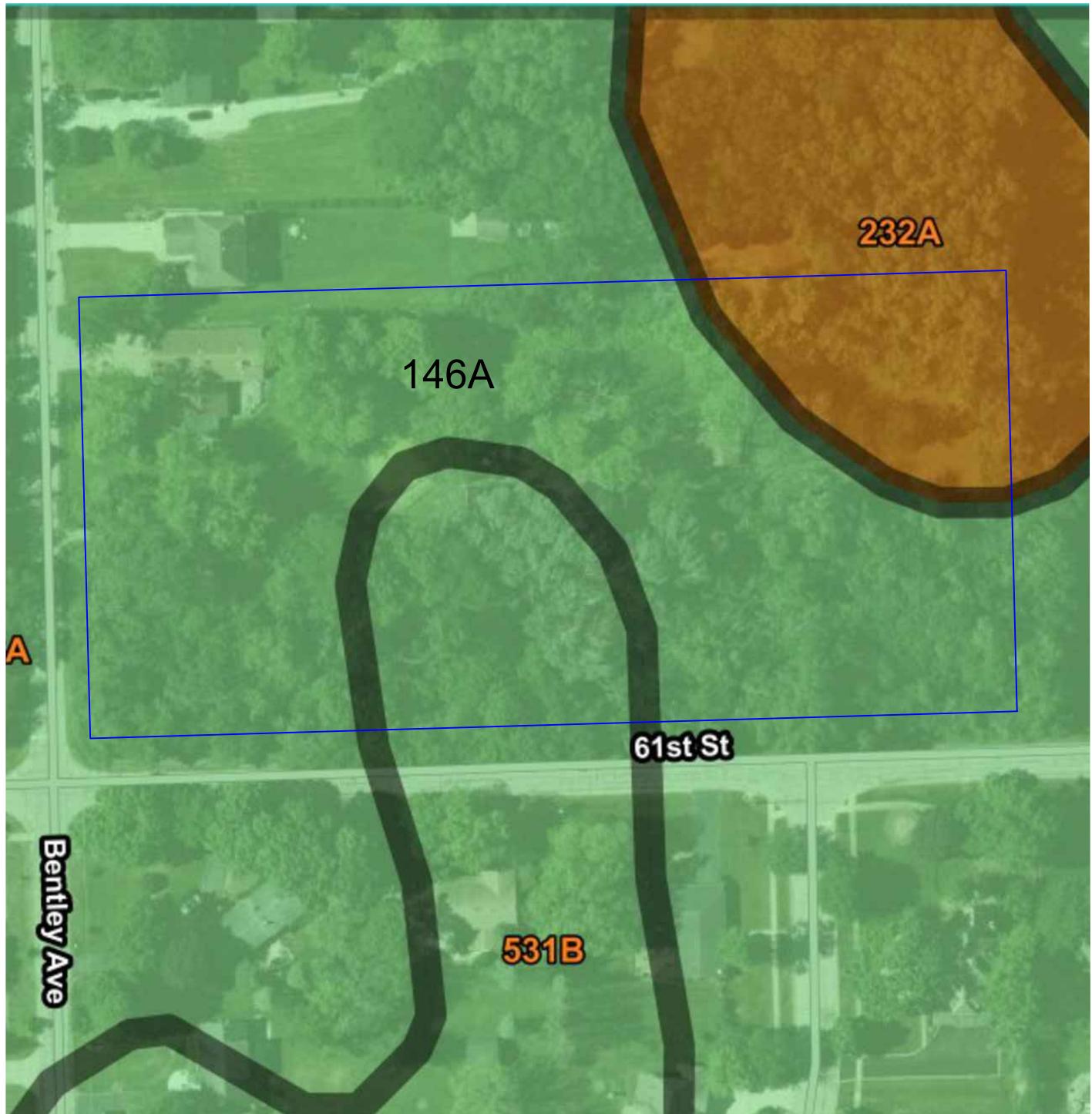
BEN2301  
Bentley Woods, LLC

DuPAGE WETLAND  
INVENTORY MAP

Provided by: DuPage County GIS Parcel Viewer

EXHIBIT C

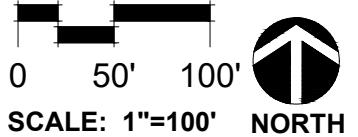
Created by: OH      Checked by: ER



#### LEGEND

- █ Hydric Soil (100%)
- █ Predominantly Hydric (66-99%)
- █ Partially Hydric (33-65%)
- █ Predominantly Non-hydric (1-32%)
- █ Non-hydric (0%)

Study Area —



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#### SOIL SURVEY MAP

Web Soil Survey 3.0 (DuPage County)  
USDA Natural Resources Conservation Service

EXHIBIT D

Created by: OH      Checked by: ER



#### LEGEND

Perennial Stream		Marsh or swamp		Perennial Lake/Pond	
Perennial River		Submerged marsh		Intermittent Lake/Pond	
Intermittent Stream		Wooded marsh or swamp		Study Area	
Intermittent River		Submerged wooded marsh or swamp			

SCALE: 1"=700' NORTH



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Willowbrook, Illinois

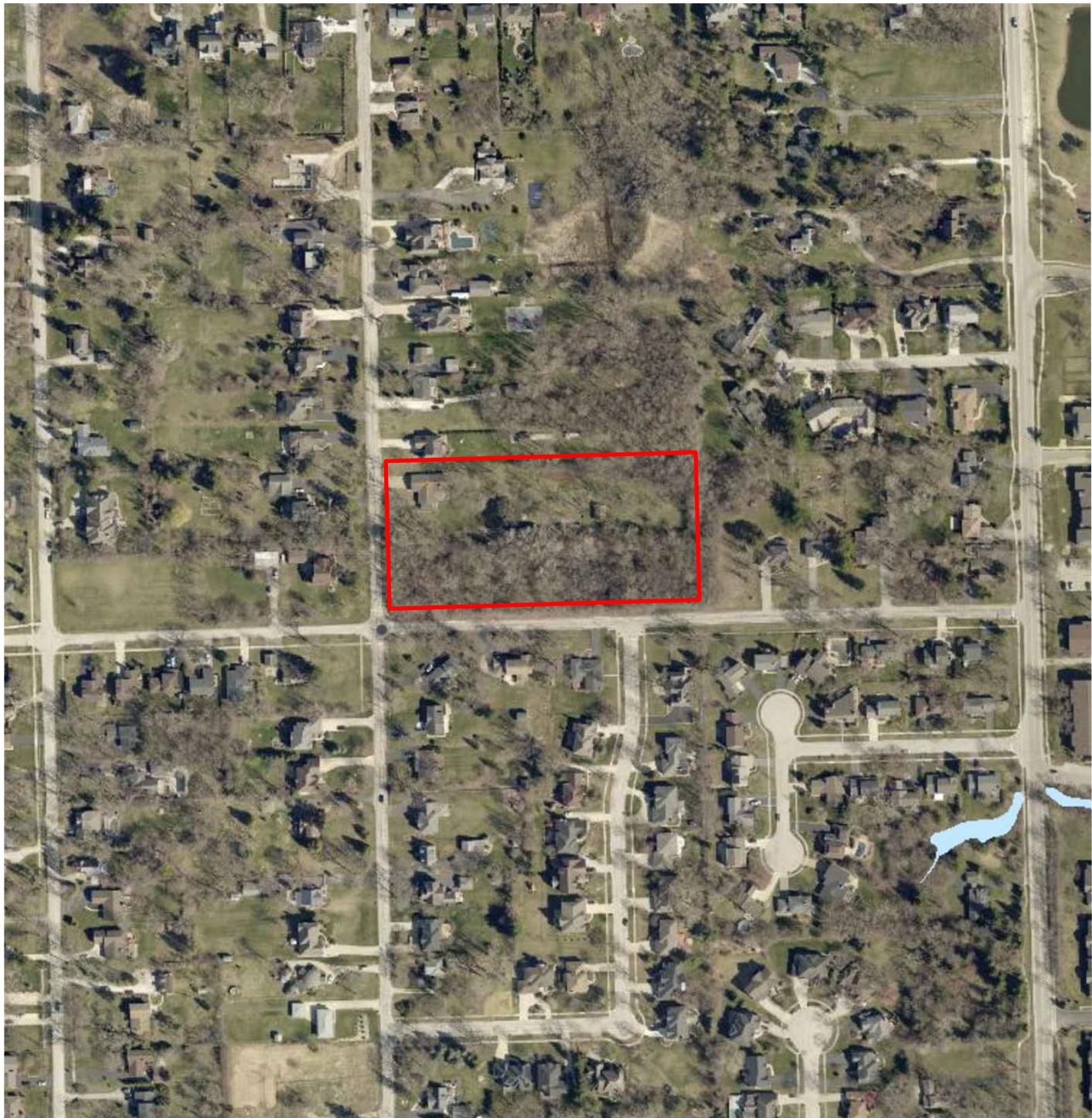
BEN2301  
Bentley Woods, LLC

USGS TOPOGRAPHIC MAP

Provided by: USGS Topographic (Hinsdale Quadrangle)

EXHIBIT E

Created by: OH Checked by: ER



## LEGEND

- 0.2 PCT Annual Chance Flood Hazard (500-year floodplain)
- A (100-year floodplain)
- AE (100-year floodplain)
- Floodway

- AH (SFHA 100-year floodplain)
- AO (SFHA 100-year floodplain)
- X Protected by Levee
- Study Area

0 150' 300'



SCALE: 1"=300' NORTH



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DUPAGE COUNTY  
DFIRM FLOOD MAP

Provided by: DuPage County Parcel Viewer

EXHIBIT F

Created by: OH Checked by: ER



#### LEGEND

Study Area - 4.3 Acres



Sample Points A-I

Flagged Wetland Boundaries



Off-site Wetland Boundaries (not flagged)



Provided by: Google Earth Aerial 03/17/2018



SCALE: 1"=100' NORTH



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Willowbrook, Illinois

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WATER RESOURCES  
SUMMARY

DATES OF SITE VISIT: 1/19/2023

EXHIBIT G

Created by: OH      Checked by: ER

## Appendix B: Historic Aerial Review (Exhibit H)



SCALE: NTS  
NORTH



## Bentley Ave and 61st St Willowbrook, Illinois, 60527

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LEGEND  
Project Area —

Provided by: [Historicaerials.com](http://Historicaerials.com)

HISTORIC AERIAL  
REVIEW

EXHIBIT H

## Appendix C: Site Photographs (Exhibit I)



Photo 1. Overview of wooded southern parcel along 61st Street. Facing west.



Photo 2. Overview of northern parcel with accessory structures and single-family home. Facing west.



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SITE PHOTOGRAPHS  
1/19/2023

EXHIBIT I



*Photo 3. Excavated pond located within northern parcel. Facing northwest.*



*Photo 4. Rocks used as stabilization along excavated pond banks. Facing southwest.*



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SITE PHOTOGRAPHS  
1/19/2023

EXHIBIT I



Photo 5. Flagged boundary of Wetland 1 that extends into the maintained turf. Facing east.



Photo 6. Wooded tree line within Wetland 1 dominated by Silver Maple and European Buckthorn. Facing northeast.



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SITE PHOTOGRAPHS  
1/19/2023

EXHIBIT I



Photo 7. Investigated Area 1 had a herbaceous cover of Vinca vine in portions. Facing west.



Photo 8. Investigated Area 1 within more depressional portion near Sample Point B. Facing east.

 GARY R. WEBER ASSOCIATES, INC.	<p>Bentley Ave and 61<sup>st</sup> St Willowbrook, Illinois 60527</p> <p>BEN2301 Bentley Woods, LLC</p> <p>SITE PHOTOGRAPHS 1/19/2023</p> <p>EXHIBIT I</p>
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## Appendix D: Wetland Determination Data Forms

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: A  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 531B Markham silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes        No X (If no, explain in Remarks.)

Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes X No       

Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>      </u> No <u>X</u> Hydric Soil Present? Yes <u>      </u> No <u>X</u> Wetland Hydrology Present? Yes <u>      </u> No <u>X</u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>      </u> No <u>X</u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit. In western half of study area, south of pond.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>4</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>50.0%</u> (A/B)
1. <u>Ulmus americana</u> <u>40</u> Yes <u>FACW</u> 2. <u>Picea abies</u> <u>20</u> Yes <u>UPL</u> 3. <u>Ailanthus altissima</u> <u>10</u> No <u>FACU</u> 4. <u>Populus alba</u> <u>5</u> No <u>UPL</u> 5. <u>Prunus serotina</u> <u>2</u> No <u>FACU</u>  <u>77</u> =Total Cover	<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>0</u> x 1 = <u>0</u> FACW species <u>40</u> x 2 = <u>80</u> FAC species <u>10</u> x 3 = <u>30</u> FACU species <u>12</u> x 4 = <u>48</u> UPL species <u>37</u> x 5 = <u>185</u> Column Totals: <u>99</u> (A) <u>343</u> (B) Prevalence Index = B/A = <u>3.46</u>
<b>Herb Stratum</b> (Plot size: <u>5</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain)
1. <u>Vinca minor</u> <u>2</u> No <u>UPL</u> 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____  <u>2</u> =Total Cover	<sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Hydrophytic Vegetation Present?</b> Yes <u>      </u> No <u>X</u>
<b>Remarks:</b> (Include photo numbers here or on a separate sheet.)	



**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: B  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 531B Markham silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes        No X (If no, explain in Remarks.)

Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes X No       

Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>      </u> No <u>X</u> Hydric Soil Present? Yes <u>X</u> No <u>      </u> Wetland Hydrology Present? Yes <u>X</u> No <u>      </u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>      </u> No <u>X</u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit. Within Investigated Area (dying White Poplar grove).	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>1</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>50.0%</u> (A/B)
1. <u>Populus alba</u> <u>80</u> <u>Yes</u> <u>UPL</u> 2. <u>Ulmus americana</u> <u>10</u> <u>No</u> <u>FACW</u> 3. _____ 4. _____ 5. _____  <u>90</u> =Total Cover	<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>0</u> x 1 = <u>0</u> FACW species <u>10</u> x 2 = <u>20</u> FAC species <u>40</u> x 3 = <u>120</u> FACU species <u>0</u> x 4 = <u>0</u> UPL species <u>80</u> x 5 = <u>400</u> Column Totals: <u>130</u> (A) <u>540</u> (B) Prevalence Index = B/A = <u>4.15</u>
<b>Herb Stratum</b> (Plot size: <u>5</u> ) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____  <u>      </u> =Total Cover	<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> ) 1. _____ 2. _____  <u>      </u> =Total Cover	<b>Hydrophytic Vegetation Present?</b> Yes <u>      </u> No <u>X</u>

Remarks: (Include photo numbers here or on a separate sheet.)

**SOIL**Sampling Point: B**Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)**

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-16	10YR 2/1	98			M		Loamy/Clayey	
			10YR 5/6	2	C	M		Prominent redox concentrations
16-22	10YR 2/1	20			M		Loamy/Clayey	
			10YR 5/6	10	C	M		Prominent redox concentrations
			10YR 4/1	70	D	M		
22-30	10YR 2/1	10	10YR 5/6	30				
			2.5Y 5/1	60				

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.<sup>2</sup>Location: PL=Pore Lining, M=Matrix.**Hydric Soil Indicators:**

<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Gleyed Matrix (S4)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Sandy Redox (S5)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Stripped Matrix (S6)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Dark Surface (S7)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Loamy Mucky Mineral (F1)
<input type="checkbox"/> 2 cm Muck (A10)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)
<input checked="" type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)
<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)	<input type="checkbox"/> Redox Depressions (F8)

**Indicators for Problematic Hydric Soils<sup>3</sup>:**

<input type="checkbox"/> Coast Prairie Redox (A16)
<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.**Restrictive Layer (if observed):**

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

**Hydric Soil Present?**Yes  No \_\_\_\_\_**Remarks:**

Concentrations within the first layer are relic.

**HYDROLOGY****Wetland Hydrology Indicators:**

Primary Indicators (minimum of one is required; check all that apply)

<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9)
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Aquatic Fauna (B13)
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> True Aquatic Plants (B14)
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3)
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Thin Muck Surface (C7)
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)	<input type="checkbox"/> Gauge or Well Data (D9)
<input checked="" type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

<input type="checkbox"/> Surface Soil Cracks (B6)
<input type="checkbox"/> Drainage Patterns (B10)
<input type="checkbox"/> Dry-Season Water Table (C2)
<input type="checkbox"/> Crayfish Burrows (C8)
<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)
<input type="checkbox"/> Stunted or Stressed Plants (D1)
<input checked="" type="checkbox"/> Geomorphic Position (D2)
<input type="checkbox"/> FAC-Neutral Test (D5)

**Field Observations:**Surface Water Present? Yes  No  Depth (inches): \_\_\_\_\_Water Table Present? Yes  No  Depth (inches): \_\_\_\_\_Saturation Present? Yes  No  Depth (inches): \_\_\_\_\_

(includes capillary fringe)

**Wetland Hydrology Present?** Yes  No \_\_\_\_\_

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

**Remarks:**

At time of site visit the area appeared sparsely vegetated. A spring visit is needed to confirm.

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: C  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 146A Elliot silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes    No X (If no, explain in Remarks.)

Are Vegetation   , Soil   , or Hydrology    significantly disturbed? Are "Normal Circumstances" present? Yes X No   

Are Vegetation   , Soil   , or Hydrology    naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>X</u> No <u>  </u> Hydric Soil Present? Yes <u>X</u> No <u>  </u> Wetland Hydrology Present? Yes <u>X</u> No <u>  </u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>X</u> No <u>  </u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit. Approx. 40 feet east of SP B.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B)
1. <u>Populus alba</u> <u>60</u> Yes UPL 2. <u>Ulmus americana</u> <u>20</u> Yes FACW 3. _____ 4. _____ 5. _____  <u>80</u> =Total Cover	
<b>Sapling/Shrub Stratum</b> (Plot size: <u>15</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. <u>Rhamnus cathartica</u> <u>50</u> Yes FAC 2. _____ 3. _____ 4. _____ 5. _____  <u>50</u> =Total Cover	
<b>Herb Stratum</b> (Plot size: <u>5</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____  <u>  </u> =Total Cover	
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____  <u>  </u> =Total Cover	
<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain)	
<sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
<b>Hydrophytic Vegetation Present?</b> Yes <u>X</u> No <u>  </u>	

Remarks: (Include photo numbers here or on a separate sheet.)

## SOIL

Sampling Point: C

## Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-16	10YR 2/1	98			M		Loamy/Clayey	
			10YR 5/6	2	C	M		Prominent redox concentrations
16-22	10YR 2/1	20			M		Loamy/Clayey	
			10YR 4/1	70	D	M		
			10YR 5/6	10	C	M		Prominent redox concentrations
22-30	10YR 2/1	10	10YR 5/6	30	M		Loamy/Clayey	
			2.5Y 5/1	60	D	M		

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

## Hydric Soil Indicators:

<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Gleyed Matrix (S4)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Sandy Redox (S5)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Stripped Matrix (S6)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Dark Surface (S7)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Loamy Mucky Mineral (F1)
<input type="checkbox"/> 2 cm Muck (A10)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)
<input checked="" type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)
<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)	<input type="checkbox"/> Redox Depressions (F8)

Indicators for Problematic Hydric Soils<sup>3</sup>:

<input type="checkbox"/> Coast Prairie Redox (A16)
<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

## Restrictive Layer (if observed):

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

Hydric Soil Present?

Yes  No \_\_\_\_\_

Remarks:

## HYDROLOGY

## Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9)
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Aquatic Fauna (B13)
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> True Aquatic Plants (B14)
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3)
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Thin Muck Surface (C7)
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)	<input type="checkbox"/> Gauge or Well Data (D9)
<input checked="" type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

<input type="checkbox"/> Surface Soil Cracks (B6)
<input type="checkbox"/> Drainage Patterns (B10)
<input type="checkbox"/> Dry-Season Water Table (C2)
<input type="checkbox"/> Crayfish Burrows (C8)
<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)
<input type="checkbox"/> Stunted or Stressed Plants (D1)
<input checked="" type="checkbox"/> Geomorphic Position (D2)
<input type="checkbox"/> FAC-Neutral Test (D5)

## Field Observations:

Surface Water Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Water Table Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Saturation Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
(includes capillary fringe)			

Wetland Hydrology Present? Yes  No \_\_\_\_\_

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

At time of site visit the area appeared sparsely vegetated. A spring revisit is required to confirm.

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: D  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%):        Lat: 41.778131 Long: -87.958800 Datum:         
Soil Map Unit Name: 146A Elliot silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes        No X (If no, explain in Remarks.)

Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes X No       

Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>X</u> No <u>      </u> Hydric Soil Present? Yes <u>      </u> No <u>X</u> Wetland Hydrology Present? Yes <u>      </u> No <u>X</u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>      </u> No <u>X</u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit. In south east corner.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B)
1. <u>Ulmus americana</u> <u>30</u> Yes <u>FACW</u> 2. <u>Ulmus pumila</u> <u>20</u> Yes <u>UPL</u> 3. _____ 4. _____ 5. _____ <u>50</u> =Total Cover	
<b>Sapling/Shrub Stratum</b> (Plot size: <u>15</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. <u>Rhamnus cathartica</u> <u>75</u> Yes <u>FAC</u> 2. _____ 3. _____ 4. _____ 5. _____ <u>75</u> =Total Cover	
<b>Herb Stratum</b> (Plot size: <u>5</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____ <u>      </u> =Total Cover	
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ <u>      </u> =Total Cover	
<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain)	
<sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
<b>Hydrophytic Vegetation Present?</b> Yes <u>X</u> No <u>      </u>	

Remarks: (Include photo numbers here or on a separate sheet.)



**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

**OMB Control #: 0710-0024, Exp:11/30/2024**  
**Requirement Control Symbol EXEMPT:**  
**(Authority: AR 335-15, paragraph 5-2a)**

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: E  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%):        Lat: 41.778131 Long: -87.958800 Datum:         
Soil Map Unit Name: 146A Elliot silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes        No X (If no, explain in Remarks.)

Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes X No       

Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>X</u> No <u>      </u> Hydric Soil Present? Yes <u>X</u> No <u>      </u> Wetland Hydrology Present? Yes <u>      </u> No <u>X</u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>      </u> No <u>X</u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit. In north west corner of southern parcel.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> ) <b>Absolute % Cover</b> <b>Dominant Species?</b> <b>Indicator Status</b> 1. <u><i>Ulmus pumila</i></u> <u>30</u> <u>Yes</u> <u>UPL</u> 2. <u><i>Populus deltoides</i></u> <u>10</u> <u>Yes</u> <u>FAC</u> 3. _____ 4. _____ 5. _____  <u>40</u> =Total Cover	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B)
<b>Sapling/Shrub Stratum</b> (Plot size: <u>15</u> ) <b>Absolute % Cover</b> <b>Dominant Species?</b> <b>Indicator Status</b> 1. <u><i>Rhamnus cathartica</i></u> <u>70</u> <u>Yes</u> <u>FAC</u> 2. _____ 3. _____ 4. _____ 5. _____  <u>70</u> =Total Cover	<b>Prevalence Index worksheet:</b> Total % Cover of:      Multiply by: OBL species <u>0</u> x 1 = <u>0</u> FACW species <u>0</u> x 2 = <u>0</u> FAC species <u>80</u> x 3 = <u>240</u> FACU species <u>0</u> x 4 = <u>0</u> UPL species <u>30</u> x 5 = <u>150</u> Column Totals: <u>110</u> (A) <u>390</u> (B) Prevalence Index = B/A = <u>3.55</u>
<b>Herb Stratum</b> (Plot size: <u>5</u> ) <b>Absolute % Cover</b> <b>Dominant Species?</b> <b>Indicator Status</b> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____  <u>      </u> =Total Cover	<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation X 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> ) <b>Absolute % Cover</b> <b>Dominant Species?</b> <b>Indicator Status</b> 1. _____ 2. _____  <u>      </u> =Total Cover	<b>Hydrophytic Vegetation Present?</b> Yes <u>X</u> No <u>      </u>

Remarks: (Include photo numbers here or on a separate sheet.)

## SOIL

Sampling Point: E

## Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-16	10YR 2/1	100				M	Loamy/Clayey	
16-22	10YR 2/1	20				M	Loamy/Clayey	
			10YR 5/6	10	C	M		Prominent redox concentrations
			10YR 4/1	70	D	M		
22-30	10YR 2/1	10				M		
			10YR 5/6	30		M		
			2.5Y 5/1	60	D	M		

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

## Hydric Soil Indicators:

<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Gleyed Matrix (S4)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Sandy Redox (S5)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Stripped Matrix (S6)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Dark Surface (S7)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Loamy Mucky Mineral (F1)
<input type="checkbox"/> 2 cm Muck (A10)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)
<input type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)
<input checked="" type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)
<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)	<input type="checkbox"/> Redox Depressions (F8)

Indicators for Problematic Hydric Soils<sup>3</sup>:

<input type="checkbox"/> Coast Prairie Redox (A16)
<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

## Restrictive Layer (if observed):

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

Hydric Soil Present?

Yes  No \_\_\_\_\_

Remarks:

## HYDROLOGY

## Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9)
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Aquatic Fauna (B13)
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> True Aquatic Plants (B14)
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3)
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Thin Muck Surface (C7)
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)	<input type="checkbox"/> Gauge or Well Data (D9)
<input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

<input type="checkbox"/> Surface Soil Cracks (B6)
<input type="checkbox"/> Drainage Patterns (B10)
<input type="checkbox"/> Dry-Season Water Table (C2)
<input type="checkbox"/> Crayfish Burrows (C8)
<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)
<input type="checkbox"/> Stunted or Stressed Plants (D1)
<input type="checkbox"/> Geomorphic Position (D2)
<input type="checkbox"/> FAC-Neutral Test (D5)

## Field Observations:

Surface Water Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Water Table Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Saturation Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____

(includes capillary fringe) Wetland Hydrology Present? Yes  No 

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: F  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 232A Ashkum silty clay loam NWI classification: PEM1Ax

Are climatic / hydrologic conditions on the site typical for this time of year? Yes    No X (If no, explain in Remarks.)

Are Vegetation   , Soil   , or Hydrology    significantly disturbed? Are "Normal Circumstances" present? Yes X No   

Are Vegetation   , Soil   , or Hydrology    naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>X</u> No <u>  </u> Hydric Soil Present? Yes <u>X</u> No <u>  </u> Wetland Hydrology Present? Yes <u>X</u> No <u>  </u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>X</u> No <u>  </u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B)
1. <u>Ulmus pumila</u> <u>30</u> Yes UPL 2. <u>Acer saccharinum</u> <u>20</u> Yes FACW 3. <u>Ulmus americana</u> <u>5</u> No FACW 4. <u>Morus alba</u> <u>5</u> No FAC 5. _____ <u>60</u> =Total Cover	
<b>Sapling/Shrub Stratum</b> (Plot size: <u>15</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. <u>Rhamnus cathartica</u> <u>30</u> Yes FAC 2. _____ 3. _____ 4. _____ 5. _____ <u>30</u> =Total Cover	
<b>Herb Stratum</b> (Plot size: <u>5</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____ <u>  </u> =Total Cover	
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ <u>  </u> =Total Cover	
<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation X 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain)	
<sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
<b>Hydrophytic Vegetation Present?</b> Yes <u>X</u> No <u>  </u>	

Remarks: (Include photo numbers here or on a separate sheet.)

## SOIL

Sampling Point: F

## Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-12	10YR 2/1	95			M		Loamy/Clayey	
			10YR 5/6	5	C	M		Prominent redox concentrations
12-30	10YR 2/1	10			M		Loamy/Clayey	
			10YR 4/1	80	D	M		
			10YR 5/4	10	C	M		Distinct redox concentrations

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

## Hydric Soil Indicators:

<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Gleyed Matrix (S4)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Sandy Redox (S5)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Stripped Matrix (S6)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Dark Surface (S7)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Loamy Mucky Mineral (F1)
<input type="checkbox"/> 2 cm Muck (A10)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)
<input checked="" type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)
<input type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)
<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)	<input type="checkbox"/> Redox Depressions (F8)

Indicators for Problematic Hydric Soils<sup>3</sup>:

<input type="checkbox"/> Coast Prairie Redox (A16)
<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

## Restrictive Layer (if observed):

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

Hydric Soil Present?

Yes  No \_\_\_\_\_

Remarks:

## HYDROLOGY

## Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9)
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Aquatic Fauna (B13)
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> True Aquatic Plants (B14)
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3)
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Thin Muck Surface (C7)
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)	<input type="checkbox"/> Gauge or Well Data (D9)
<input checked="" type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

<input type="checkbox"/> Surface Soil Cracks (B6)
<input type="checkbox"/> Drainage Patterns (B10)
<input type="checkbox"/> Dry-Season Water Table (C2)
<input type="checkbox"/> Crayfish Burrows (C8)
<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)
<input type="checkbox"/> Stunted or Stressed Plants (D1)
<input checked="" type="checkbox"/> Geomorphic Position (D2)
<input checked="" type="checkbox"/> FAC-Neutral Test (D5)

## Field Observations:

Surface Water Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Water Table Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
Saturation Present?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Depth (inches): _____
(includes capillary fringe)			

Wetland Hydrology Present? Yes  No \_\_\_\_\_

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

At time of site visit the area appeared sparsely vegetated. A spring visit is needed to confirm.

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: G  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 232A Ashkum silty clay loam NWI classification: PEM1Ax

Are climatic / hydrologic conditions on the site typical for this time of year? Yes    No X (If no, explain in Remarks.)

Are Vegetation   , Soil   , or Hydrology    significantly disturbed? Are "Normal Circumstances" present? Yes X No   

Are Vegetation   , Soil   , or Hydrology    naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <u>X</u> No <u>  </u> Hydric Soil Present? Yes <u>X</u> No <u>  </u> Wetland Hydrology Present? Yes <u>X</u> No <u>  </u>	<b>Is the Sampled Area within a Wetland?</b> Yes <u>X</u> No <u>  </u>
<b>Remarks:</b> Temperature is unseasonably warm and rainfall occurred the day before site visit.	

**VEGETATION – Use scientific names of plants.**

<b>Tree Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>100.0%</u> (A/B)
1. <u>Acer saccharinum</u> <u>80</u> Yes <u>FACW</u> 2. <u>Ulmus americana</u> <u>5</u> No <u>FACW</u> 3. _____ 4. _____ 5. _____ <u>85</u> =Total Cover	
<b>Sapling/Shrub Stratum</b> (Plot size: <u>15</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. <u>Rhamnus cathartica</u> <u>20</u> Yes <u>FAC</u> 2. _____ 3. _____ 4. _____ 5. _____ <u>20</u> =Total Cover	
<b>Herb Stratum</b> (Plot size: <u>5</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____ <u>  </u> =Total Cover	
<b>Woody Vine Stratum</b> (Plot size: <u>30</u> )      Absolute % Cover      Dominant Species?      Indicator Status	
1. _____ 2. _____ <u>  </u> =Total Cover	
<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% <u>X</u> 3 - Prevalence Index is $\leq 3.0^1$ <u>  </u> 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) <u>  </u> Problematic Hydrophytic Vegetation <sup>1</sup> (Explain)	
<sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
<b>Hydrophytic Vegetation Present?</b> Yes <u>X</u> No <u>  </u>	

Remarks: (Include photo numbers here or on a separate sheet.)

## SOIL

Sampling Point: G

## Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type <sup>1</sup>	Loc <sup>2</sup>		
0-12	10YR 2/1	95			M			
			10YR 5/6	5	C	M		Prominent redox concentrations
12-30	10YR 2/1	10			M			
			10YR 4/1	80	D	M		
			10YR 5/4	10	C	M		Distinct redox concentrations

<sup>1</sup>Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.<sup>2</sup>Location: PL=Pore Lining, M=Matrix.

## Hydric Soil Indicators:

<input type="checkbox"/> Histosol (A1)	<input type="checkbox"/> Sandy Gleyed Matrix (S4)
<input type="checkbox"/> Histic Epipedon (A2)	<input type="checkbox"/> Sandy Redox (S5)
<input type="checkbox"/> Black Histic (A3)	<input type="checkbox"/> Stripped Matrix (S6)
<input type="checkbox"/> Hydrogen Sulfide (A4)	<input type="checkbox"/> Dark Surface (S7)
<input type="checkbox"/> Stratified Layers (A5)	<input type="checkbox"/> Loamy Mucky Mineral (F1)
<input type="checkbox"/> 2 cm Muck (A10)	<input type="checkbox"/> Loamy Gleyed Matrix (F2)
<input checked="" type="checkbox"/> Depleted Below Dark Surface (A11)	<input type="checkbox"/> Depleted Matrix (F3)
<input type="checkbox"/> Thick Dark Surface (A12)	<input type="checkbox"/> Redox Dark Surface (F6)
<input type="checkbox"/> Sandy Mucky Mineral (S1)	<input type="checkbox"/> Depleted Dark Surface (F7)
<input type="checkbox"/> 5 cm Mucky Peat or Peat (S3)	<input type="checkbox"/> Redox Depressions (F8)

Indicators for Problematic Hydric Soils<sup>3</sup>:

<input type="checkbox"/> Coast Prairie Redox (A16)
<input type="checkbox"/> Iron-Manganese Masses (F12)
<input type="checkbox"/> Red Parent Material (F21)
<input type="checkbox"/> Very Shallow Dark Surface (F22)
<input type="checkbox"/> Other (Explain in Remarks)

<sup>3</sup>Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

## Restrictive Layer (if observed):

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

Hydric Soil Present?

Yes  No \_\_\_\_\_

Remarks:

## HYDROLOGY

## Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

<input type="checkbox"/> Surface Water (A1)	<input type="checkbox"/> Water-Stained Leaves (B9)
<input type="checkbox"/> High Water Table (A2)	<input type="checkbox"/> Aquatic Fauna (B13)
<input type="checkbox"/> Saturation (A3)	<input type="checkbox"/> True Aquatic Plants (B14)
<input type="checkbox"/> Water Marks (B1)	<input type="checkbox"/> Hydrogen Sulfide Odor (C1)
<input type="checkbox"/> Sediment Deposits (B2)	<input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3)
<input type="checkbox"/> Drift Deposits (B3)	<input type="checkbox"/> Presence of Reduced Iron (C4)
<input type="checkbox"/> Algal Mat or Crust (B4)	<input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6)
<input type="checkbox"/> Iron Deposits (B5)	<input type="checkbox"/> Thin Muck Surface (C7)
<input type="checkbox"/> Inundation Visible on Aerial Imagery (B7)	<input type="checkbox"/> Gauge or Well Data (D9)
<input checked="" type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	<input type="checkbox"/> Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

<input type="checkbox"/> Surface Soil Cracks (B6)
<input type="checkbox"/> Drainage Patterns (B10)
<input type="checkbox"/> Dry-Season Water Table (C2)
<input type="checkbox"/> Crayfish Burrows (C8)
<input type="checkbox"/> Saturation Visible on Aerial Imagery (C9)
<input type="checkbox"/> Stunted or Stressed Plants (D1)
<input checked="" type="checkbox"/> Geomorphic Position (D2)
<input checked="" type="checkbox"/> FAC-Neutral Test (D5)

## Field Observations:

Surface Water Present?	Yes _____	No <input checked="" type="checkbox"/>	Depth (inches): _____
Water Table Present?	Yes _____	No <input checked="" type="checkbox"/>	Depth (inches): _____
Saturation Present?	Yes _____	No <input checked="" type="checkbox"/>	Depth (inches): _____
(includes capillary fringe)			

Wetland Hydrology Present? Yes  No \_\_\_\_\_

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

At time of site visit the area appeared sparsely vegetated. A spring visit is needed to confirm.

**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

*OMB Control #: 0710-0024, Exp:11/30/2024*  
*Requirement Control Symbol EXEMPT:*  
*(Authority: AR 335-15, paragraph 5-2a)*

Project/Site: Bentley Ave & 61st St City/County: Willowbrook / DuPage Co. Sampling Date: 1/19/2023  
Applicant/Owner: \_\_\_\_\_ State: IL Sampling Point: H  
Investigator(s): E. Raimondi, O. Hollander Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None Local relief (concave, convex, none): None  
Slope (%): \_\_\_\_\_ Lat: 41.778131 Long: -87.958800 Datum: \_\_\_\_\_  
Soil Map Unit Name: 146A Elliot silt loam NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes        No X (If no, explain in Remarks.)

Are Vegetation       , Soil       , or Hydrology        significantly disturbed? Are "Normal Circumstances" present? Yes X No       

Are Vegetation       , Soil       , or Hydrology        naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present?	Yes <u>      </u>	No <u>X</u>	Is the Sampled Area within a Wetland?	Yes <u>      </u>	No <u>X</u>
Hydric Soil Present?	Yes <u>      </u>	No <u>X</u>			
Wetland Hydrology Present?	Yes <u>      </u>	No <u>X</u>			
Remarks: Temperature is unseasonably warm and rainfall occurred the day before site visit. Within lawn of northern parcel.					

**VEGETATION – Use scientific names of plants.**

Tree Stratum (Plot size: <u>30</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Dominance Test worksheet:</b> Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>4</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>50.0%</u> (A/B)	
1. <u>Juniperus virginiana</u>	<u>10</u>	<u>Yes</u>	<u>FACU</u>		
2. <u>Ulmus pumila</u>	<u>5</u>	<u>Yes</u>	<u>UPL</u>		
3. _____	_____	_____	_____		
4. _____	_____	_____	_____		
5. _____	_____	_____	_____		
<u>15</u> =Total Cover					
Sapling/Shrub Stratum (Plot size: <u>15</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Prevalence Index worksheet:</b> Total % Cover of: <u>      </u> Multiply by: <u>      </u> OBL species <u>0</u> x 1 = <u>0</u> FACW species <u>0</u> x 2 = <u>0</u> FAC species <u>95</u> x 3 = <u>285</u> FACU species <u>20</u> x 4 = <u>80</u> UPL species <u>5</u> x 5 = <u>25</u> Column Totals: <u>120</u> (A) <u>390</u> (B) Prevalence Index = B/A = <u>3.25</u>	
1. <u>Rhamnus cathartica</u>	<u>5</u>	<u>Yes</u>	<u>FAC</u>		
2. _____	_____	_____	_____		
3. _____	_____	_____	_____		
4. _____	_____	_____	_____		
5. _____	_____	_____	_____		
<u>5</u> =Total Cover					
Herb Stratum (Plot size: <u>5</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Indicators:</b> 1 - Rapid Test for Hydrophytic Vegetation 2 - Dominance Test is >50% 3 - Prevalence Index is $\leq 3.0^1$ 4 - Morphological Adaptations <sup>1</sup> (Provide supporting data in Remarks or on a separate sheet) Problematic Hydrophytic Vegetation <sup>1</sup> (Explain) <sup>1</sup> Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.	
1. <u>Poa pratensis</u>	<u>90</u>	<u>Yes</u>	<u>FAC</u>		
2. <u>Glechoma hederacea</u>	<u>10</u>	<u>No</u>	<u>FACU</u>		
3. _____	_____	_____	_____		
4. _____	_____	_____	_____		
5. _____	_____	_____	_____		
6. _____	_____	_____	_____		
7. _____	_____	_____	_____		
8. _____	_____	_____	_____		
9. _____	_____	_____	_____		
10. _____	_____	_____	_____		
<u>100</u> =Total Cover					
Woody Vine Stratum (Plot size: <u>30</u> )	Absolute % Cover	Dominant Species?	Indicator Status	<b>Hydrophytic Vegetation Present?</b> Yes <u>      </u> No <u>X</u>	
1. _____	_____	_____	_____		
2. _____	_____	_____	_____		
<u>      </u> =Total Cover					

Remarks: (Include photo numbers here or on a separate sheet.)



**U.S. Army Corps of Engineers**  
**WETLAND DETERMINATION DATA SHEET – Midwest Region**  
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

**OMB Control #: 0710-0024, Exp:11/30/2024**  
**Requirement Control Symbol EXEMPT:**  
**(Authority: AR 335-15, paragraph 5-2a)**

Project/Site: Bentley Ave & 61st St      City/County: Willowbrook / DuPage Co.      Sampling Date: 1/19/2023  
Applicant/Owner:      State: IL      Sampling Point: I  
Investigator(s): E. Raimondi, O. Hollander      Section, Township, Range: SE S15 T38N R11E  
Landform (hillside, terrace, etc.): None      Local relief (concave, convex, none): None  
Slope (%):      Lat: 41.778131      Long: -87.958800      Datum:       
Soil Map Unit Name: 531B Markham silt loam      NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes  No  (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology  significantly disturbed? Are "Normal Circumstances" present? Yes  No

Are Vegetation , Soil , or Hydrology  naturally problematic? (If needed, explain any answers in Remarks.)

**SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.**

Hydrophytic Vegetation Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Is the Sampled Area within a Wetland? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Hydric Soil Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Wetland Hydrology Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<p>Remarks:  Temperature is unseasonably warm and rainfall occurred the day before site visit. South of investigated area.</p>	

**VEGETATION – Use scientific names of plants.**

<p><b>Tree Stratum</b> (Plot size: 30 )</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Absolute % Cover</th> <th>Dominant Species?</th> <th>Indicator Status</th> </tr> <tr> <td>1. <i>Populus alba</i></td> <td>70</td> <td>Yes</td> <td>UPL</td> </tr> <tr> <td>2. <i>Acer negundo</i></td> <td>5</td> <td>No</td> <td>FAC</td> </tr> <tr> <td>3. <i>Acer saccharinum</i></td> <td>2</td> <td>No</td> <td>FACW</td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>5.</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">77</td> <td colspan="2">=Total Cover</td> </tr> </table> <p><b>Sapling/Shrub Stratum</b> (Plot size: 15 )</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Absolute % Cover</th> <th>Dominant Species?</th> <th>Indicator Status</th> </tr> <tr> <td>1. <i>Rhamnus cathartica</i></td> <td>70</td> <td>Yes</td> <td>FAC</td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>5.</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">70</td> <td colspan="2">=Total Cover</td> </tr> </table> <p><b>Herb Stratum</b> (Plot size: 5 )</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Absolute % Cover</th> <th>Dominant Species?</th> <th>Indicator Status</th> </tr> <tr> <td>1.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>5.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>6.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>7.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>8.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>9.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>10.</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">=Total Cover</td> <td colspan="2"></td> </tr> </table> <p><b>Woody Vine Stratum</b> (Plot size: 30 )</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Absolute % Cover</th> <th>Dominant Species?</th> <th>Indicator Status</th> </tr> <tr> <td>1.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">=Total Cover</td> <td colspan="2"></td> </tr> </table>		Absolute % Cover	Dominant Species?	Indicator Status	1. <i>Populus alba</i>	70	Yes	UPL	2. <i>Acer negundo</i>	5	No	FAC	3. <i>Acer saccharinum</i>	2	No	FACW	4.				5.					77	=Total Cover			Absolute % Cover	Dominant Species?	Indicator Status	1. <i>Rhamnus cathartica</i>	70	Yes	FAC	2.				3.				4.				5.					70	=Total Cover			Absolute % Cover	Dominant Species?	Indicator Status	1.				2.				3.				4.				5.				6.				7.				8.				9.				10.					=Total Cover				Absolute % Cover	Dominant Species?	Indicator Status	1.				2.					=Total Cover			<p><b>Dominance Test worksheet:</b>  Number of Dominant Species That Are OBL, FACW, or FAC: 1 (A)</p> <p>Total Number of Dominant Species Across All Strata: 2 (B)</p> <p>Percent of Dominant Species That Are OBL, FACW, or FAC: 50.0% (A/B)</p> <p><b>Prevalence Index worksheet:</b>  Total % Cover of:      Multiply by:  OBL species      0      x 1 =      0  FACW species      2      x 2 =      4  FAC species      75      x 3 =      225  FACU species      0      x 4 =      0  UPL species      70      x 5 =      350  Column Totals:      147 (A)      579 (B)  Prevalence Index = B/A = 3.94</p> <p><b>Hydrophytic Vegetation Indicators:</b></p> <p>1 - Rapid Test for Hydrophytic Vegetation  2 - Dominance Test is &gt;50%  3 - Prevalence Index is <math>\leq 3.0^1</math>  4 - Morphological Adaptations<sup>1</sup> (Provide supporting data in Remarks or on a separate sheet)  Problematic Hydrophytic Vegetation<sup>1</sup> (Explain)</p> <p><sup>1</sup>Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.</p> <p><b>Hydrophytic Vegetation Present?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
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Remarks: (Include photo numbers here or on a separate sheet.)



## Appendix E: Threatened and Endangered Species Consultation



# Illinois Department of Natural Resources

JB Pritzker, Governor

One Natural Resources Way Springfield, Illinois 62702-1271  
<http://dnr.state.il.us>

Natalie Phelps Finnie, Director

January 30, 2023

Olivia Hollander  
Gary R. Weber Associates, Inc.  
402 W. Liberty Drive  
Wheaton, IL 60187

**RE: Bentley Ave and 61st St**  
**Project Number(s): 2309443**  
**County: DuPage**

Dear Applicant:

This letter is in reference to the project you recently submitted for consultation. The natural resource review provided by EcoCAT identified protected resources that may be in the vicinity of the proposed action. The Department has evaluated this information and concluded that adverse effects are unlikely. Therefore, consultation under 17 Ill. Adm. Code Part 1075 is terminated.

This consultation is valid for two years unless new information becomes available that was not previously considered; the proposed action is modified; or additional species, essential habitat, or Natural Areas are identified in the vicinity. If the project has not been implemented within two years of the date of this letter, or any of the above listed conditions develop, a new consultation is necessary.

The natural resource review reflects the information existing in the Illinois Natural Heritage Database at the time of the project submittal, and should not be regarded as a final statement on the site being considered, nor should it be a substitute for detailed site surveys or field surveys required for environmental assessments. If additional protected resources are encountered during the project's implementation, you must comply with the applicable statutes and regulations. Also, note that termination does not imply IDNR's authorization or endorsement of the proposed action.

Please contact me if you have questions regarding this review.

Kyle Burkwald  
Division of Ecosystems and Environment  
217-785-5500

January 25, 2023

John Jurinek  
Bentley Woods, LLC  
S737 William Drive  
Willowbrook, IL 60527

**RE: USFWS Threatened and Endangered Species IPaC Review Summary  
Bentley Ave and 61<sup>st</sup> St, Willowbrook, DuPage County, Illinois**

Dear Mr. Jurinek,

Gary R. Weber Associates Inc. reviewed the U.S. Fish and Wildlife Information for Planning and Consultation (IPaC) website on January 25, 2023 for federally listed threatened and endangered species. The IPaC program utilizes known or expected range of species, as well as additional areas outside of the range in which activities may indirectly affect a species. This review represents an informal consultation and further coordination with USFWS may be required for a formal consultation.

According to the IPaC consultation, four (4) species are thought to be present in this location of DuPage County. The study area as reviewed during the 1/19/2023 site visit did not identify habitat for the following species.

#### **Site Summary:**

The study area (approximately 4.3-acres) consists of a single-family home surrounded by maintained turf, an excavated pond, accessory structures, and a wooded parcel to the south.

One (1) wetland is present in the northeast portion of the study area and is predominantly Silver Maple, European Buckthorn, and American Elm. The woodland communities within the southern parcel consist of White Poplar, American Elm, and Buckthorn. The understory is generally closed and minimal herbaceous coverage.

#### **Habitat and Requirements:**

##### **Endangered – Hine’s emerald dragonfly (*Somatochlora hineana*): No Effect**

According to the USFWS guidance, conditions suitable for the Hine’s emerald dragonfly (HED) includes calcareous (high in calcium carbonate) spring-fed marshes and sedge meadows overlaying dolomite bedrock. Dragonfly off-spring (nymphs) utilize these habitats for the first 2 to 4 years of their life and feed off the smaller aquatic insects within the water resources. Only at the point of adulthood do the dragonflies fly out of the water and live in the surrounding area for 4 to 5 weeks. Along the Des Plaines River is a known recharge zone for the dragonfly and a 3-mile radius from this resource (see attached image) serves as adequate dragonfly habitat.

The site is outside of the 3-mile Des Plaines River Recharge Zone and the site lacks streamlets, sedge meadows, and groundwater-fed water resources, so therefore site conditions are **not suitable** for the HED.

##### **Endangered – Monarch Butterfly (*Danaus plexippus*): No Effect**

According to USFWS Species Status Assessment Report, Monarch Butterflies require environments containing both diverse blooming nectar resources for foraging during breeding and migration, and sufficient milkweed (*Asclepias spp.*) populations for oviposition and larval feeding.

Due to lack of wildflower presence, current site conditions are not suitable for the Monarch Butterfly.

**Threatened – Eastern Prairie Fringed Orchid (*Platanthera leucophaea*): No Effect**

According to USFWS guidance, the eastern prairie fringed orchid (EPFO) occurs in a wide variety of habitats. It requires full sun for optimum growth and can occur in tall grass silt-loam or sand prairies, sedge meadows, and fens. It is adaptive to natural patch disturbance and other dynamic disturbance regimes. It is occasionally found in successional environments.

Current site conditions are not suitable for the EPFO as there are no fens, sedge meadows, or sand prairies.

**Endangered – Leafy-prairie Clover (*Dalea foliosa*): No Effect**

According to USFWS guidance, the leafy-prairie clover (LPC) occurs in mesic, dolomite prairies. LPC prefers full sun for optimum growth and low competition. The clover prefers thin soils close to bedrock, with mesic to wet-mesic moisture regime. LPC does thrive in woody successional growth habitats.

Current site conditions are not suitable for the LPC.



# United States Department of the Interior



## FISH AND WILDLIFE SERVICE

Chicago Ecological Service Field Office

U.S. Fish And Wildlife Service Chicago Ecological Services Office  
230 South Dearborn St., Suite 2938  
Chicago, IL 60604-1507  
Phone: (312) 485-9337

In Reply Refer To:

January 25, 2023

Project Code: 2023-0038066

Project Name: Bentley Ave and 61st St

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

The enclosed species list identifies threatened, endangered, proposed and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 *et seq.*).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please feel free to contact us if you need more current information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. This verification can be completed formally or informally as desired. The Service recommends that verification be completed by visiting the ECOS-IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested through the ECOS-IPaC system by completing the same process used to receive the enclosed list.

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Under sections 7(a)(1) and 7(a)(2) of the Act and its implementing regulations (50 CFR 402 *et seq.*), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species and to determine whether projects may affect threatened and endangered species and/or designated critical habitat.

Additionally, please note that on March 23, 2022, the Service published a proposal to reclassify the northern long-eared bat (NLEB) as endangered under the Endangered Species Act. The U.S. District Court for the District of Columbia has ordered the Service to complete a new final listing

determination for the NLEB by November 2022 (Case 1:15-cv-00477, March 1, 2021). The bat, currently listed as threatened, faces extinction due to the range-wide impacts of white-nose syndrome (WNS), a deadly fungal disease affecting cave-dwelling bats across the continent. The proposed reclassification, if finalized, would remove the current 4(d) rule for the NLEB, as these rules may be applied only to threatened species. Depending on the type of effects a project has on NLEB, the change in the species' status may trigger the need to re-initiate consultation for any actions that are not completed and for which the Federal action agency retains discretion once the new listing determination becomes effective (anticipated to occur by December 30, 2022). If your project may result in incidental take of NLEB after the new listing goes into effect this will first need to be addressed in an updated consultation that includes an Incidental Take Statement. If your project may require re-initiation of consultation, please contact our office for additional guidance.

A Biological Assessment is required for construction projects (or other undertakings having similar physical impacts) that are major Federal actions significantly affecting the quality of the human environment as defined in the National Environmental Policy Act (42 U.S.C. 4332(2)(c)). For projects other than major construction activities, the Service suggests that a biological evaluation similar to a Biological Assessment be prepared to determine whether the project may affect listed or proposed species and/or designated or proposed critical habitat. Recommended contents of a Biological Assessment are described at 50 CFR 402.12.

If a Federal agency determines, based on the Biological Assessment or biological evaluation, that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Service recommends that candidate species, proposed species and proposed critical habitat be addressed within the consultation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

<http://www.fws.gov/endangered/esa-library/pdf/TOC-GLOS.PDF>

**Migratory Birds:** In addition to responsibilities to protect threatened and endangered species under the Endangered Species Act (ESA), there are additional responsibilities under the Migratory Bird Treaty Act (MBTA) and the Bald and Golden Eagle Protection Act (BGEPA) to protect native birds from project-related impacts. Any activity, intentional or unintentional, resulting in take of migratory birds, including eagles, is prohibited unless otherwise permitted by the U.S. Fish and Wildlife Service (50 C.F.R. Sec. 10.12 and 16 U.S.C. Sec. 668(a)). For more information regarding these Acts see <https://www.fws.gov/birds/policies-and-regulations.php>.

The MBTA has no provision for allowing take of migratory birds that may be unintentionally killed or injured by otherwise lawful activities. It is the responsibility of the project proponent to comply with these Acts by identifying potential impacts to migratory birds and eagles within applicable NEPA documents (when there is a federal nexus) or a Bird/Eagle Conservation Plan (when there is no federal nexus). Proponents should implement conservation measures to avoid or minimize the production of project-related stressors or minimize the exposure of birds and their resources to the project-related stressors. For more information on avian stressors and

recommended conservation measures see <https://www.fws.gov/birds/bird-enthusiasts/threats-to-birds.php>.

In addition to MBTA and BGEPA, Executive Order 13186: *Responsibilities of Federal Agencies to Protect Migratory Birds*, obligates all Federal agencies that engage in or authorize activities that might affect migratory birds, to minimize those effects and encourage conservation measures that will improve bird populations. Executive Order 13186 provides for the protection of both migratory birds and migratory bird habitat. For information regarding the implementation of Executive Order 13186, please visit <https://www.fws.gov/birds/policies-and-regulations/executive-orders/e0-13186.php>.

We appreciate your concern for threatened and endangered species. The Service encourages Federal agencies to include conservation of threatened and endangered species into their project planning to further the purposes of the Act. Please include the Consultation Code in the header of this letter with any request for consultation or correspondence about your project that you submit to our office.

Attachment(s):

- Official Species List

# **Official Species List**

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

**Chicago Ecological Service Field Office**

U.S. Fish And Wildlife Service Chicago Ecological Services Office  
230 South Dearborn St., Suite 2938  
Chicago, IL 60604-1507  
(312) 485-9337

## Project Summary

Project Code: 2023-0038066  
Project Name: Bentley Ave and 61st St  
Project Type: Acquisition of Lands  
Project Description: Study area consists of a wooded parcel (with scrub-shrub and mature trees) and a parcel with a single-family home, maintained turf, excavated pond, and multiple accessory structures. One (1) wetland located on-site.

Project Location:

Approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/@41.77813075,-87.95891911996667,14z>



Counties: DuPage County, Illinois

## Endangered Species Act Species

There is a total of 4 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species. Note that 1 of these species should be considered only under certain conditions.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries<sup>1</sup>, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

### Insects

NAME	STATUS
Hine's Emerald Dragonfly <i>Somatochlora hineana</i> There is <b>final</b> critical habitat for this species. Your location does not overlap the critical habitat. Species profile: <a href="https://ecos.fws.gov/ecp/species/7877">https://ecos.fws.gov/ecp/species/7877</a>	Endangered
Monarch Butterfly <i>Danaus plexippus</i> No critical habitat has been designated for this species. Species profile: <a href="https://ecos.fws.gov/ecp/species/9743">https://ecos.fws.gov/ecp/species/9743</a>	Candidate

### Flowering Plants

NAME	STATUS
Eastern Prairie Fringed Orchid <i>Platanthera leucophaea</i> No critical habitat has been designated for this species. This species only needs to be considered under the following conditions: <ul style="list-style-type: none"> <li>Follow the guidance provided at <a href="https://www.fws.gov/midwest/endangered/section7/s7process/plants/epfos7guide.html">https://www.fws.gov/midwest/endangered/section7/s7process/plants/epfos7guide.html</a></li> </ul> Species profile: <a href="https://ecos.fws.gov/ecp/species/601">https://ecos.fws.gov/ecp/species/601</a>	Threatened
Leafy Prairie-clover <i>Dalea foliosa</i> Population: No critical habitat has been designated for this species. Species profile: <a href="https://ecos.fws.gov/ecp/species/5498">https://ecos.fws.gov/ecp/species/5498</a>	Endangered

## **Critical habitats**

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

## **IPaC User Contact Information**

Agency: Gary R. Weber Associates, Inc.

Name: Olivia Hollander

Address: 402 W Liberty Drive

City: Wheaton

State: IL

Zip: 60187

Email: [ohollander@grwainc.com](mailto:ohollander@grwainc.com)

Phone: 6306687197

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