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# WELCOME TO WILLOW SPRINGS

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## About our Community

The Village of Willow Springs is located in Cook County, Illinois, along the banks of the Des Plaines River and Chicago Sanitary and Ship Canal. The Village comprises a total area of 4.12 square miles and has a population of just over 5,000 individuals. Local businesses, forest preserve trails and a host of community parks, religious organizations and schools make The Village of Willow Springs an ideal destination to break away from urban Illinois, so come out, sit back and relax with us. We're happy to have you! More information on everything in this brochure can be found on the Village website:

[www.willowsprings-il.gov](http://www.willowsprings-il.gov)

## Village Government

### Elected Officials

Mayor ..... Alan Nowaczyk  
Trustees ..... Kathryn Stanphill  
..... George Bartik  
..... Annette Kaptur  
..... Mario Imbarrato  
..... Kevin Maloney  
..... Jerry Strazzante

### Appointed Officials

Village Administrator..... William Murray  
Village Clerk ..... Adena Baskovich  
Village Treasurer ..... Arlette Frye

Chief of Police ..... Peter Kokkinis  
Fire Chief ..... Patrick Brenn

## Village Offices

### Village Clerk's Office

Address: One Village Circle  
Willow Springs, IL 60480  
Telephone: (708) 467-3700  
Hours: Monday – Friday 9 a.m. to 5 p.m.  
2<sup>nd</sup> & 4<sup>th</sup> Thurs. 11 a.m. to 7 p.m.  
Saturdays & Sundays Closed

### Police Department

Address: 8255 Willow Springs Rd.  
Willow Springs, IL 60480  
Telephone: (708) 839-2732 (non-emergency)  
**Dial 9-1-1 for emergencies**  
Hours: 24 hours a day, 365 days a year

### Fire Department

Address: 8259 Willow Springs Rd.  
Willow Springs, IL 60480  
Telephone: (708) 839-5665  
Hours: 7 days a week 8 a.m. to 8 p.m.

### Public Works Department

Address: 8261 Willow Springs Rd.  
Willow Springs, IL 60480  
Telephone: (708) 839-0980  
Hours: No public office hours

**EMERGENCY.....9-1-1**

## ABOUT THE MAYOR AND BOARD OF TRUSTEES

The MAYOR is elected to a four-year term and is the chief executive officer of the Village. He presides over Board meetings, executes official documents and, in effect, is the administrative superior of all officers and employees of the Village. He appoints, with the consent of the Board of Trustees, the Village Administrator, Village Attorney, all Department Heads and the Standing Committees and Commissions.

The VILLAGE BOARD OF TRUSTEES consists of six (6) members, elected to four-year terms. With the Mayor, they form the governing body of the Village, enacting ordinances, managing the finances of the Village, levying taxes, setting the policy for Village services and procedures and bearing the responsibility for all municipal governmental functions.

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## Utility Billing

Utility bills reflect the cost of maintaining underground sewer lines, snow removal, garbage removal, along with branch and leaf pickup. It also covers all the property maintenance of village properties, parks, retention and detention ponds, village properties and easements.

Residential utility bills are mailed out bi-monthly at the end of every odd month (January, March, May, July, September, November) and are due on the 20th of every even month (February, April, June, August, October, December) by 5 p.m.

Bills received after 5 p.m. on the due date are assessed a 10% late fee which will be reflected on the next bill.

Senior Citizens 65 and older are eligible to receive a discount on the refuse portion of their utility bill.

Utility bills for sewer and garbage services are processed through the Village Clerk's Office. Contact the Clerk's Office for questions regarding your bill or visit the Village's website for more information.

## Willow Springs Events Committee

The Willow Springs Events Committee is comprised of a group of energetic, creative, caring, dedicated people that work until they drop to bring events to the community.

Some of the events hosted by the Events Committee include the Sweetheart Pancake Breakfast, Kid's Fishing Derby, Concert in the Circle, Children's Easter Egg Hunt, and Halloween Party. Information on upcoming events can be found on the Village's website.

Anyone wishing to help out with events should call the Clerk's Office (708) 467-3700.

## Willow Springs Water Supply

The Village of Willow Springs receives one-hundred percent (100%) of its daily potable water supply from Lake Michigan. As a member of the West Suburban Water Commission, the Village is more than able to provide enough water to meet even the highest demand on the warmest summer days. Lake Michigan water is a reliable and noticeably high-quality source.

Each residence is billed bi-monthly for water service. Contact the water Commission regarding your bill (708) 458-7010.

## Selected Village Ordinances

(View all Village Ordinances at [www.willowsprings-il.org](http://www.willowsprings-il.org))

### Building Code:

All construction, installations, or remodeling of homes and businesses indoor or outdoor require a building permit. All persons doing work in the Village need to register as a contractor. **Fines for doing work without a permit or not registering as a contractor can be up to \$750.**

Before starting any work, contact the Clerk's Office 708-467-3700 or the Building Commissioner, Chuck Keslin, 708-235-1150. For more information on the building code, visit [www.willowsprings-il.gov](http://www.willowsprings-il.gov).

### No Overnight Parking:

Overnight parking on Village Streets between the hours of 2:00 a.m. and 6:00 a.m. is prohibited. Should you find it temporarily necessary to utilize the street for overnight parking such as repair of your driveway or out-of-town guests, please contact the Police Department 708-839-2732.

### Pets and Dog Licenses:

Pets are not allowed to run loose within the Village and must be leashed at all times.

Residents are required to register their dogs annually with the Village by purchasing a dog identification tag. Tags are purchased at the Village Hall for \$10. The tags are valid from July 1 and expire June 30 each year. Dog licenses help to ensure that all dogs in the Village have up-to-date vaccinations, which keeps your dog safe, and allows our police to identify your dog if need be.

### Garage Sales:

Residents may hold garage sales at any time and do not need to notify the Village. Village-Wide garage sales are held one weekend a year in June. Look for exact dates on Village signs and Newsletters.

### Vehicle Stickers:

Every car housed in the Village is required to purchase a vehicle sticker. Even if your car is not registered to Willow Springs, is leased, or a company car – you still need a vehicle sticker. Vehicle stickers are not transferable from one town to another.

### New residents have 30 days from their closing date to purchase a sticker.

Vehicle stickers are due by June 30 of each year and must be displayed on your windshield in the lower passenger side before July 1. Late fees apply immediately after June 30. No exceptions.

*Selected Village Ordinances cont.:*

### **Open Burning:**

Open burning, such as the burning of leaves, is prohibited in the Village of Willow Springs.

### **Solicitation Code:**

Solicitation is prohibited in Willow Springs unless prior approval of the Village Clerk has been granted. Should a solicitor approach you, request that they show you their Letter of Approval for the solicitation. If they cannot produce their written approval, please contact the Police Department (708) 839-2732.

## **Refuse, Recycling, and Yard Waste Collection**

Garbage, recycling, and yard waste collection is provided by one hauler, selected by the Village through public bid. Currently, Groot Industries is the contracted hauler to provide these services to all residents.

### **Days Serviced:**

Monday – Residential | South of the Des Plaines River  
Tuesday – Residential | North of the Des Plaines River

Have your material out by 6:00am to be assured pickup. Carts must be kept 4 feet from parkway trees, mail boxes and from other carts.

### **Refuse & Recycling:**

Each single family home is supplied with one 95 gallon refuse cart and one 65 gallon recycle cart. While the carts must be used, you may use personal containers or bags 35 gallons or less not exceeding 45 pounds for overflow only when carts are full. Additional 95 gallon Groot refuse carts are available for rent for an annual fee.

Unlimited recyclable materials are collected on your day of service. Recyclable materials in the cart do not need to be separated from each other.

### **Senior Citizens:**

Senior Citizens (65 years and older) receive a senior discount on the refuse portion of their utility bill. The owner of the property must be 65 years or older and bring his or her ID to the Village Hall to receive the discount.

Additionally, seniors have the option of choosing a 35 gallon refuse & recycle cart instead of the 95 gallon and 65 gallon sizes. Seniors must call the Village Clerk's office to schedule the smaller carts.

### **Bulk & Oversized/Overweight Items:**

One bulk item is permitted to be placed out for collection per household, per week. This includes furniture and large household goods, including, but not limited to rolls of carpet no more than four feet in length, home remodeling and repair construction materials (provided such repair/construction material is put in suitable containers or in bundles).

*Bulk & Oversized/Overweight Items cont.:*

Oversized and overweight items are any single large or extra heavy item that requires Groot to schedule a special pick-up. An example of an oversized item is a piano or hot tub or any item that requires two or more people to safely lift. There will be an additional cost for oversized item pick-up. Call Groot in advance to schedule a pick-up.

### **Yard Waste:**

Yard waste is collected from Groot April 1 through December 31 each year. Yard waste must be placed in brown lawn waste bags with a pink yard waste sticker attached to each bag. These stickers are available at the Village Hall for \$2.70 each. Place the bag at the curb on your garbage day.

## **Electronic Recycling**

Residents can recycle electronics at the Willow Springs Fire Department (8259 Willow Springs Rd.) between the hours of 8am and 8pm. This service is for residents only and proof of residency is required. A list of accepted and not accepted items can be found on the Village website.

## **Hazardous Waste Disposal**

The Willow Springs Police Department hosts a Hazardous Waste Disposal Day in May. For information on long-term disposal sites, visit the Village's website.

## **Public Works Department**

The services provided by the Willow Springs Public Works Department are essential for maintaining a secure and modern lifestyle. The Public Works Department is dedicated to working as a team to ensure our residents receive the highest quality of services today and in the future.

Some of the many annual programs provided by the Public Works Department include:

- Street Repair and Maintenance
- Spring Branch Chipping Program
- Fall Leaf Collection Program
- Snow Plowing
- Park Site Maintenance
- Sewer Maintenance
- Street Sign Maintenance

### **Spring Branch Chipping Program:**

Public Works branch chipping season runs from the beginning of May to the end of September.

1<sup>st</sup> & 3<sup>rd</sup> Mondays – South of the Des Plaines River  
2<sup>nd</sup> & 4<sup>th</sup> Mondays – North of the Des Plaines River

Place branches in the easement of your property by 7 a.m. on Monday with the butt end of the branches facing the street. In order to provide service to all Village residents, branch chipping is limited to 10 minutes per residence.

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### *Spring Branch Chipping Program cont.:*

The intention of the branch chipping program is to provide chipping from residents' routine tree maintenance and pruning, not to remove partial or entire trees. Branches should be no more than 3 inches in diameter and no longer than 6 feet.

Public Works will not chip branch piles if they are mixed with yard waste.

After branch chipping season, remaining branches can be disposed of through Groot as Yard Waste. Larger branches should be stored inside your yard so they can be chipped in the spring.

### **Fall Leaf Collection Program:**

Public Works leaf pick-up season runs from October to December (or the first major snow fall, whichever is first).

Do not pile leaves on any of the storm sewer inlets. This causes back-ups in the system and as a result, flooding may occur.

Please try to place the leaves as close to the curb as possible. Large piles of leaves on the street are a potential safety hazard for vehicles and pedestrians.

### **Parkway Maintenance:**

The parkway is that portion of the public right-of-ways that lies between the street pavement and the front property line. Village maintenance of all parkways would be extremely costly and simply not practical. The Village maintains Parkway trees. The Village also repairs defective public areas. Property owners maintain grass cutting driveways aprons or service walks.

### **Snowplowing:**

Public Works begins salting and plowing main streets first. This is to ensure that emergency vehicles and school buses will be able to travel safely. Then, public parking and sidewalks will be cleared. Side streets and cul-de-sacs are plowed next, followed by alleyways.

Public Works cannot be called to clear private property or driveways. Please be courteous to your neighbors and motorists; do not shovel snow back into the streets.

***Parking on village streets is prohibited when snow levels reach 2 inches or more.***

### **Sewer/Drainage:**

If you are having any type of drainage or sewer problems, please contact the Public Works Department immediately. Residents are responsible for their service lines. The village is responsible for the main line. If you are not sure where the problem lies, our staff will come out to make that determination.

### *Sewer/Drainage cont.:*

Please remember not to put any foreign objects into your drainage system at home, e.g., paper towels, diapers, sanitary products and rags. In addition, do not introduce paint, motor oil, antifreeze or other hazardous chemicals or products into your drainage. These materials can be dangerous and cause backups in the sanitary sewer system.

### **Street Maintenance:**

Willow Springs Public Works does not have authority to do repairs/plow/maintain State or County roads. Please use the following phone numbers for concerns on State or County roads:

Cook County – 708-448-8006 (County Line Road, German Church Road, Nolton Avenue, Wolf Road, Willow Springs Road, 87th Street, and 91st Street)

Illinois Dept. of Transportation – 847-705-4228 (La Grange Road and Archer Avenue)

### **Misc...**

If you have to do any type of digging it is important that you call J.U.L.I.E. first to get underground utility lines marked. Call 1-800-892-0123.

Used motor oil can be dropped off for recycling at Public Works, 8261 Willow Springs Road, at no charge, weekdays between 8 a.m. and 3 p.m. Public Works cannot accept paint, batteries, or tires.

## **Lyons Township**

Contact the Township Office at 708-482-8300 for assistance with Senior Services, General Assistance Programs, and Property Assessment Inquiries.

## **Voter Registration**

Voter registration is conducted at the Village Clerk's office during normal business hours. For further information, contact the Village Clerk's Office.

## **State Vehicle Services**

The nearest Secretary of State facility is located at 7358 W 87th St, Bridgeview, IL 60455. Their phone number is (708) 598-9265. A few of the services provided at this facility are vehicle registrations, license plates and driver's license examination and licensing.

Certification for Handicapped Plates or Handicapped Parking Cards can be obtained by filling out the appropriate form and sending it to Springfield. This form is available at the SOS office or the Village Clerk's Office.

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## School Districts

### Elementary/Middle Schools

Willow Springs Public School (K-8)  
708-839-6828  
8345 Archer Ave.  
[www.willowsschool.org](http://www.willowsschool.org)

Pleasantdale Elementary School  
708-246-4700  
8100 School St.  
[www.d107.org/Elementary](http://www.d107.org/Elementary)

Pleasantdale Middle School  
708-246-3210  
7450 Wolf Rd.  
[www.d107.org/Middle](http://www.d107.org/Middle)

### High Schools

Lyons Township High School-North  
708-579-6300  
100 South Brainard  
[www.lths.net](http://www.lths.net)

Lyons Township High School-South  
708-579-6500  
4900 S. Willow Springs Road  
[www.lths.net](http://www.lths.net)

Argo Community High School  
708-728-3200  
7329 W. 63rd St.  
[www.argohs.net](http://www.argohs.net)

Amos Alonzo Stagg High School  
708-974-7400  
8015 West 111th Street  
[stagg.d230.org](http://stagg.d230.org)

Trinity Lutheran School  
708-839-1444  
11503 German Church Rd.  
[www.tlbr.org](http://www.tlbr.org)

### Colleges

Moraine Valley Community College  
(708) 974-4300  
9000 W. College Pkwy. Palos Hills, IL 60465  
<https://www.morainevalley.edu/>

College of DuPage  
(630) 942-2800  
425 Fawell Blvd., Glen Ellyn IL 60137  
<http://www.cod.edu/>



## Utility & Service Providers

Electric — Commonwealth Edison	800-334-7661
Garbage — Groot Industries	708-485-0900
Gas — Nicor Gas	630-629-4000
Telephone — Commonwealth Edison	800-334-7661
Cable — Commonwealth Edison	800-334-7661
Water — West Suburban Water Comm.	630-920-2238
Mail — Willow Springs Post Office	708-839-6949

## VILLAGE PARKS

Village parks are your place to play, spend time with your family or participate in activities. Please report any maintenance problems to the Village Hall (708) 467-3700 and suspicious activity to the Police (708) 839-2732. Park hours are Dawn to Dusk.

### Lions Park

Located at 201 Park St., Lions Park includes playground equipment, a covered pavilion with picnic tables, small cooking grills, a drinking fountain, tennis court, basketball court, two baseball diamonds, horseshoe game (horseshoes not included), large fire pit, sand volleyball area (net not included), and a walking path.

### Splash Pad at Lions Park

Kids get drenched running through rainbow-colored archways, shooting water cannons and traipsing through geysers. The Splash Pad is open from Memorial Day to Labor Day (weather permitting) and is free for all.

### Central Bark Dog Park

Central Bark is a great place to let your dog off the leash! One affordable membership allows you access into both the large and small dog parks year round. Membership for Central Bark is attained at the Village Clerk's Office.

### Willow Park

On site is a small children's playground and a gazebo.

## Renting Village Facilities

The **Willow Springs Community Center**, 8156 Archer Ave., and **Pavilion at Lions Park**, 201 Park St., are available for residents to rent for small get-togethers. Applications are available on the Village's website and in-person at the Village Clerk's Office. Rentals are secured on a first-come, first-serve basis. Call the Clerk's office for more information or to check for availability.