



How to Register and Use the Village of Westchester WaterSmart Portal

Our water portal lets you view your bills, track your water usage, and set up helpful alerts. Follow these steps to get started:

Step 1: Open the Water Portal Website

On your computer or phone, open a web browser and type in:

villageofwestchesteril.watersmart.com

The screenshot shows the homepage of the WaterSmart portal. At the top, there is a header with the Village of Westchester logo on the left, the text "WaterSmart" in the center, and "English" and a "Log in" button on the right. The main content area has a blue background. On the left, it says "Welcome" in large blue letters, followed by the text "Look up your account to explore your water use. It's free, and it only takes a minute." On the right, there are two input fields labeled "Account number" and "Zip code". Below these is a blue button labeled "Find my account". Underneath that is the word "OR" and another input field labeled "Log in". At the bottom of the main content area, there is a section titled "I want to..." with a button that has a credit card icon and the text "Pay my bill".

What you'll get

Step 2: Find Your Account

- Enter your **Account Number** as it appears on your water bill (it can be entered with or without dashes).
- Enter the Zip Code: **60154**
- Click the **“Find my account”** button.

****ATTENTION** EFFECTIVE IMMEDIATELY!!**

****NEW RUBBISH RATES EFFECTIVE JULY 1, 2025****
S.B.C. Waste Solutions, Inc. provides rubbish services for the Village.
SBC New Rubbish Rates: \$21.65/month; or \$18.56/month for registered seniors.


NEW WATER, SEWER & INFRASTRUCTURE RATES EFFECTIVE JULY 1, 2025
Water: \$19.21/1,000 gal; Sewer: \$4.03/1,000 gal;
Water Infrastructure Fee: \$22/month; Sewer Infrastructure Fee: \$15/month

2024 WATER QUALITY REPORT: Now available online at www.bit.ly/2024waterquality
or scan the QR code on the reverse side. For a printed copy, call Public Works
at 708-345-0041.

PLEASE SEE OTHER SIDE FOR ADDITIONAL BILLING INFORMATION

BILL DATE: 07/01/2025
NAME: VILLAGE OF WESTCHESTER
SERVICE ADDRESS: 10300 W ROOSEVELT RD

ACCOUNT NUMBER: 123456789



Previous Reading Date: 04/30/2025 **Current Reading Date:** 07/01/2025 **Days Of Service:** 62

SERVICE	CURRENT	PREVIOUS	MULTIPLIER	USAGE	ACT/EST	AMOUNT
Water	105	94	1.000	11	ACT	\$183.70
Sewer						\$38.50
Rubbish						\$43.30
Infrastructure Water						\$12.00
Infrastructure Sewer						\$12.00

PAST DUE AMOUNT \$0.00

\$0.00 CREDIT

TOTAL CURRENT CHARGES \$289.50

TOTAL DUE BY 07/29/2025 \$289.50

TOTAL DUE AFTER 07/29/2025 \$316.05

Step 3: Create Your Account

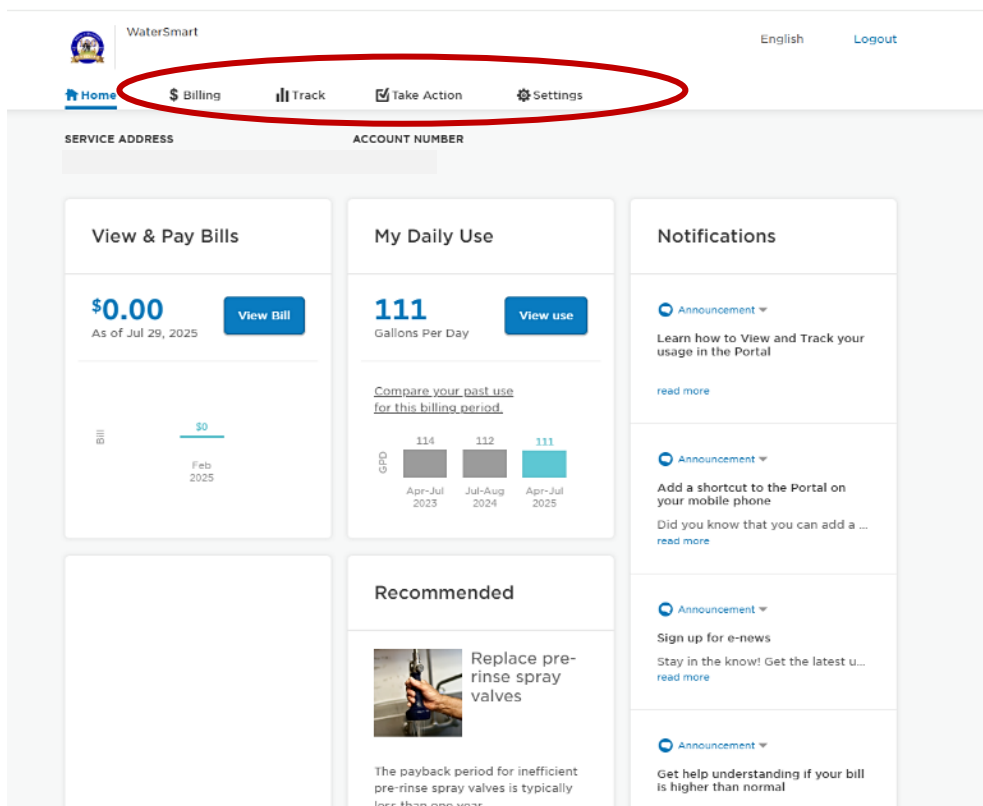
- Enter your **Email Address**.
- Create a **Password**.
- Click **“Create Account”**.

You will then be logged into your personal dashboard.

Step 4: Using Your Dashboard

On the main screen, you will see several sections and menus. The top menu includes:

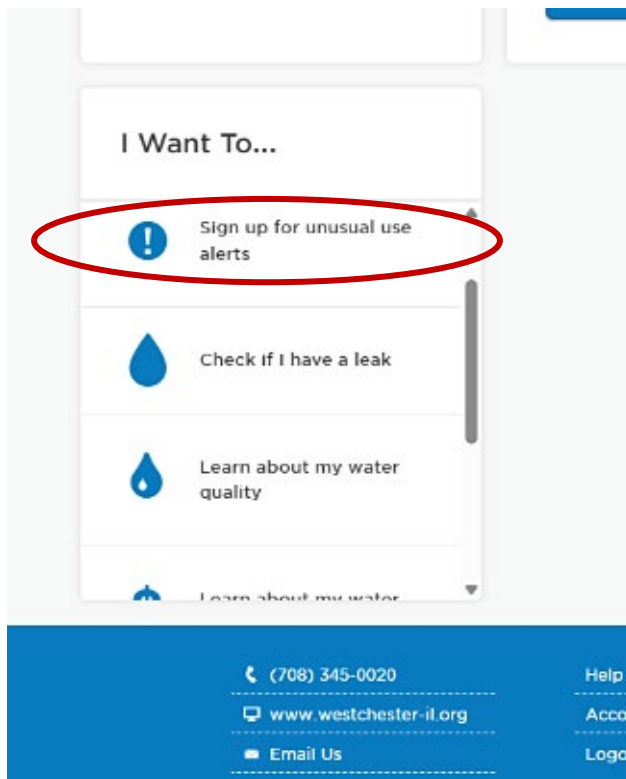
- **Billing:** Click here to view your current bill and past bills. In the lefthand menu, under Payment, you can view or pay your bill. Under Evaluate Bill, you can see a forecast of the usage for your upcoming bill.
- **Track:** Click this to view your water usage. You can select **calendar dates** for the period you want to see. It shows your usage by day or even by hour.
- **Take Action:** This section offers recommendations and tips on how to save water and money.
- **Settings:** Here you can customize your account by updating your personal info, adding additional users (like family members who can access your portal), and managing your communication preferences.



Step 5: Set Up Alerts for Unusual Water Use

This is one of the most valuable tools in the portal! To help catch leaks or unexpected water use, set up notifications:

- a. Scroll down on your dashboard until you see the section titled “I want to...”
- b. Click “Sign up for unusual use alerts”



- c. You will see a list of notification options. For each type of alert you want to receive, **check the box** next to it:
 - **High Use (Potential Leak):** Get notified if your water use is higher than usual.
 - **Bill Forecast:** Get notified if your use is on track to exceed your normal use.
 - **Unplanned Use:** Useful if you are on vacation and want to be alerted about water use.
 - ***And more!***

d. Next to the alert types, choose how you want to receive the alerts by **checking the box** for one or more of these:

- **Email**
- **Text Message**
- **Voice Message**

Your selections will automatically save. You can return anytime to change or add alerts.

Account Settings

- My Account
- Additional Accounts
- Additional Users

Communication Preferences

- High Use Notifications
- Bill Forecast Notifications
- Unplanned Use Notifications
- Utility Connect Messages
- Urgent Notices & Service Alerts

Communication Preferences

☒ **High Use Notifications**

You will be notified when your daily use is over **2X** times your normal seasonal use.

1X 3X 5X

**Typical Seasonal Use: 106 GPD*

☒ Email

☒ Text Message

☒ Voice Message

☒ **Bill Forecast Notifications**

You will be notified if your use in the current period is on track to exceed **2X** times your normal seasonal use. We will only contact you a maximum of once per billing period.

1X 3X 5X

**Typical Seasonal Use: 5.9 kgallons*

☒ Email

☒ Text Message

☐ Voice Message

☒ **Unplanned Use Notifications**

You will be notified when use from your property exceeds your Daily Threshold setting.

Daily Threshold (Gallons)

0

Starts on: 07/29/2025

Ends on: 08/08/2025

☐ Never

☒ Email

☒ Text Message

☐ Voice Message

☒ **Utility Connect Messages**

Messages regarding your water utility account, your water use, and utility announcements.

☒ Email

☐ Text Message

☐ Voice Message

☒ **Urgent Notices & Service Alerts**

Critical health and safety messages, like water outages and boil notices.

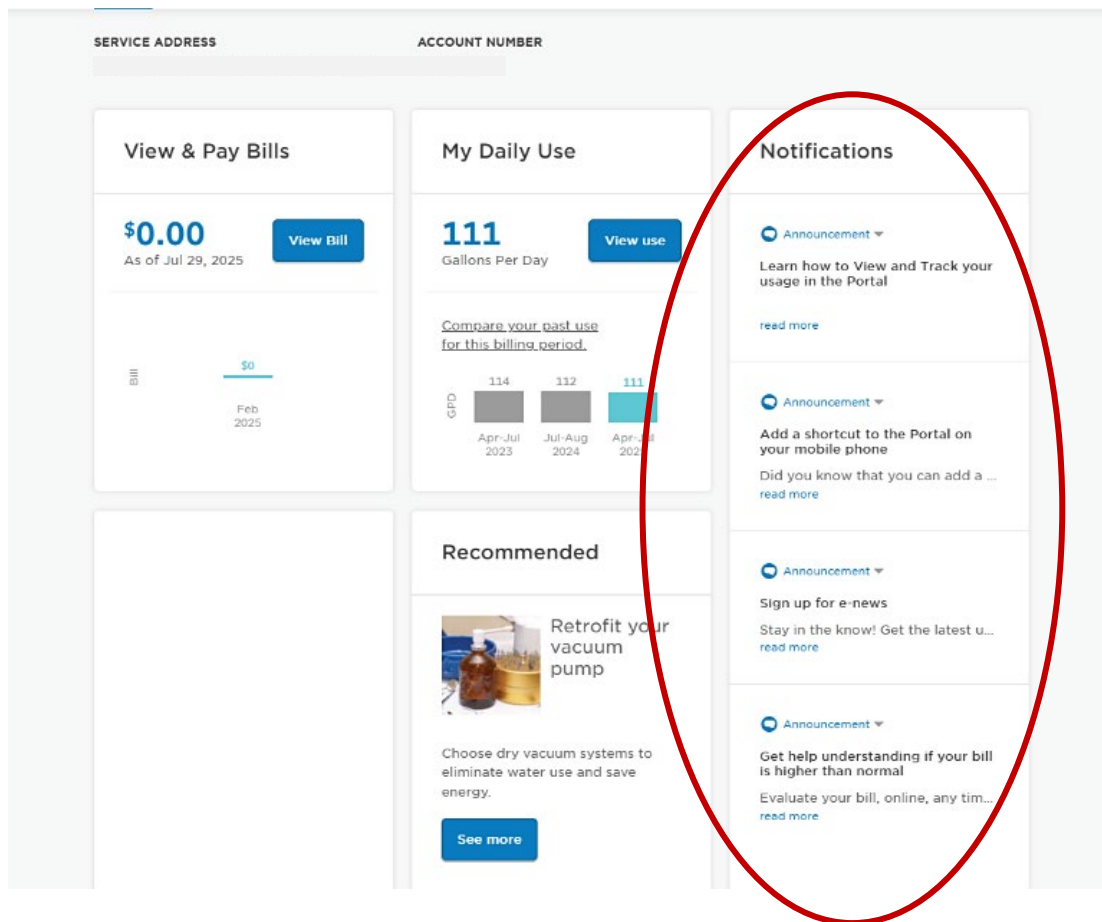
☒ Email

☐ Text Message

☐ Voice Message

Step 6: Check Your Notifications and Helpful Resources

- Look for the **Notifications** area on your dashboard. Here you will find announcements, helpful video walkthroughs, and tips.
- You can learn how to add a shortcut to the portal on your mobile phone home screen for easy access.
- If your bill looks higher than usual, check the resources here for help understanding your bill.



This is a brief overview to help you get started. We encourage you to explore the portal further to discover all the features and details it offers. If you have any trouble or questions, please contact the Village office at 708-345-0020.