

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 25, 2013 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:33 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Clerk Leroy Hansen, Trustees Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Paul Oggerino

ABSENT: Trustee Dennis Baker.

Also present were Village Administrator Timothy Halik, Village Attorney Thomas Bastian, Village Attorney Michael Durkin, Deputy Chief Mark Altobella, Interim Director of Finance Carrie Dittman, Superintendent of Parks and Recreation Kristin Violante, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Interim Director Dittman to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - November 11, 2013 (APPROVE)
- c. Minutes - Executive Session - October 28, 2013 (APPROVE)
- d. Warrants - \$448,213.65 (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik advised that there are no outstanding water bills at this time.

7. ORDINANCE - AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2013 AND ENDING APRIL 30, 2014, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Interim Director of Finance Dittman advised that one component in the Parks and Recreation Department budget is the Special Recreation Tax Levy. The tax impact for a home owner with a home market value of \$300,000.00 would be approximately \$17.00.

The ordinance was presented to the Finance and Administration Committee meeting on November 11, 2013 and was recommended by the committee.

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino to pass Ordinance No. 13-0-41.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION ESTABLISHING PERMIT FEES, DEPOSITS AND OTHER CHARGES APPLICABLE TO THE RESERVATION OF PARKS OR PORTIONS THEREOF

Parks and Recreation Superintendent Violante stated that the fees for pavilion rentals were last changed in 2008. The Parks and Recreation Commission proposed to increase rates to cover staff costs and not as a means of generating revenue. The

proposed increases would still be lower than surrounding municipalities.

MOTION: Made by Trustee Kelly and seconded by Trustee Davi to adopt Resolution No. 13-R-74.

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

MOTION DECLARED CARRIED

9. MOTION - BOARD ADVICE AND CONSENT TO MAYOR'S APPOINTMENT OF CAROLINE A. DITTMAN TO FILL A VACANCY ON THE POLICE PENSION FUND BOARD

Mayor Trilla requested a motion to table discussion on this item at this time.

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to table discussion on Agenda Item #9.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

10. MOTION TO APPROVE - REPORT - ANNUAL PENSION FUND BOARD PENSION BOARD REPORT

Interim Director Dittman stated that the Police Pension Board is required to annually submit a report to the Village Board and to approve the required municipal contribution to the Police Pension Fund. According to the actuarial calculations and the statutory required contribution, the amount to be budgeted for the Pension Fund is \$519,915.

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to accept the Police Pension Board Report.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, and Oggerino. NAYS: None. PRESENT: Trustee Davi. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

11. PRESENTATION - FISCAL YEAR 2014/15 BUDGET PREVIEW

Administrator Halik summarized the budget considerations, schedule for the budget workshops, and proposal deadlines with final approval to occur on April 21, 2014.

Administrator Halik reviewed what had occurred throughout the past year, including grant funding efforts, Village awards, policy changes, Village purchases, and miscellaneous projects.

Management Analyst Hummel reviewed the results of the 2013 Citizen Survey. 99.1% of the respondents stated that they were satisfied or very satisfied with the quality of life in Willowbrook. 89.6% believe that they receive a fair level of service for the amount of tax dollars they pay.

Interim Finance Director Dittman stated that the general fund financial performance was greater than budgeted. Ms. Dittman stated that the budgeted number of operating days for FY 13/14 was 169 days, with projected estimates, the actual could be 181 days. Daily operating costs have dropped due to the expenditure reductions that the Village Board has instituted.

Ms. Dittman stated that sales tax represents approximately 43% of the general fund revenues. There will be a temporary negative impact due to K-Mart and Dominicks closing.

Ms. Dittman stated that there will be an 18% increase from the DuPage Water Commission effective January 1, 2014. Water revenues are down approximately 16% for this fiscal year partially due to conservation efforts by residents. Village rate increases will be discussed during the budget process.

Administrator Halik stated that looking forward to the next fiscal year, there will be continued conservative revenue estimates, continued pursuit of grant opportunities towards planned capital purchases, there will be no reductions in Village services, and spending for necessary capital purchases only.

Administrator Halik reviewed proposed capital spending for the upcoming year. The Police Department is proposing two new squad cars, a Chief's vehicle, 2014 CALEA Re-assessment, and the K-9 program. The Parks and Recreation Department will have the Willow Pond Park renovation project pending grant approval. The Public Works Department will be implementing Year 2 of the EAB Integrated Management Plan and a truck replacement. The Water

Department will have water tank repainting, MTU replacements, and water meter replacements.

Administrator Halik stated there are additional budget issues that will need consideration. These issues include methods for funding the water tank painting project, an analysis of the water fund due to an additional rate increase from the DuPage Water Commission, funding for a Comprehensive Land Use Plan update, funding for the local share of our STP roadway grant, funding for a fuel tank repair project, facility renovations, ERP software program, and two additional patrol officers.

PRIOR BUSINESS

12. COMMITTEE REPORTS

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

13. ATTORNEY'S REPORT

Attorney Bastian had no report.

14. CLERK'S REPORT

Clerk Hansen had no report.

15. ADMINISTRATOR'S REPORT

Administrator Halik stated the each Board member has been given a copy of the Village of Willowbrook Snow Plow Plan and reminded the Board that minutes from all committee meetings are at the back of the agenda packet.

16. MAYOR'S REPORT

Mayor Trilla had no report.

17. EXECUTIVE SESSION

- a. REVIEW 2013 MINUTES - Pursuant to 5 ILCS 120/2(c)(21)
Regarding the Minutes of Executive Session Meetings
That Were Lawfully Closed Under the Open Meetings Act

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Kelly and seconded by Trustee Mistele to
recess into Executive Session at the hour of 7:40 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly,
Mistele, and Oggerino. NAYS: None. ABSENT: Trustee Baker

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of
6:55 p.m.

18. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Davi, to
adjourn the Regular Meeting at the hour of 7:43 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly,
Mistele, and Oggerino. NAYS: None. ABSENT: Trustee Baker.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

December 16, 2013.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.